



Notice of a Meeting

Education and Young People Overview & Scrutiny Committee

Monday, 22 July 2024 at 1.30 pm

Room 2&3 - County Hall, New Road, Oxford OX1 1ND

These proceedings are open to the public

If you wish to view proceedings, please click **on this** [Live Stream Link](#).
However, that will not allow you to participate in the meeting.

Membership

Chair - TBC
Deputy Chair - TBC

<i>Councillors:</i>	Liz Brighthouse OBE	Andy Graham	Nigel Simpson
	Ian Corkin	Jenny Hannaby	Roz Smith
	Trish Elphinstone	Sally Povolotsky	Michael Waine

<i>Co-optees:</i>	Fraser Long	Toby Long
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Notes: ***Date of next meeting: 20 September 2024***

For more information about this Committee please contact:	
Committee Officer	Scrutiny Officer scrutiny@oxfordshire.gov.uk

Martin Reeves
Chief Executive

What does this Committee review or scrutinise?

- All services and preventative activities/initiatives relating to children, young people, education, families and older people.
- Enables the council to scrutinise its statutory functions relating to children, adult social care and safeguarding. Includes public health matters where they are not covered by the Joint Health Overview and Scrutiny Committee.
- This committee will also consider matters relating to care leavers and the transition between children's and adult services

How can I have my say?

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am 4 working day before the date of the meeting.**

About the County Council

The Oxfordshire County Council is made up of 63 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 678,000 residents. These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

What does this Committee do?

The Committee meets up to 4 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session.

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, giving as much notice as possible before the meeting

A hearing loop is available at County Hall.

AGENDA

1. **Election of Chair for the 2024/25 Council Year**
2. **Election of Deputy Chair for the 2024/25 Council Year**
3. **Apologies for Absence and Temporary Appointments**

To receive any apologies for absence and temporary appointments.

4. **Declaration of Interests**

See guidance note on the back page.

5. **Minutes (Pages 1 - 8)**

The Committee is recommended to **APPROVE** the minutes of the meeting held on 20 May 2024 as a true and accurate record and to receive information arising from them.

6. **Petitions and Public Address**

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting i.e., 9am on 16 July 2024. Requests to speak should be sent to the Scrutiny Officer at scrutiny@oxfordshire.gov.uk.

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting. Written submissions should be no longer than 1 A4 sheet.

7. **Home to School Transport**

The Committee requested an update on the People Overview & Scrutiny Committee's Home to School Transport Working Group report which was submitted in March 2023. The Committee also requested information on home to school transport more generally, including the spare seats scheme.

Cllr Kate Gregory, Cabinet Member for SEND Improvement, Cllr John Howson, Cabinet Member for Children, Education & Young People's Services, and Lisa Lyons, Director of Children's Services, have been invited to present the report. Andrew Richards, Operational Manager (Service Planning Supported Transport), and Philip Earnshaw, Operational Manager (Contracted and Fleet Supported Transport) have been also been invited to attend.

The Committee is asked to consider the report and raise any questions, and to **AGREE** any recommendations it wishes to make to Cabinet arising therefrom.

Report to follow.

8. Committee Action and Recommendation Tracker (Pages 9 - 14)

The Committee is recommended to **NOTE** the progress of previous recommendations and actions arising from previous meetings, having raised any questions on the contents.

9. Committee Forward Work Plan (Pages 15 - 140)

The Committee is recommended to **AGREE** its work programme for forthcoming meetings, taking account of the Cabinet Forward Plan and of the Budget Management Monitoring Report.

10. Responses to Scrutiny Recommendations (Pages 141 - 144)

Attached is the Cabinet response to the Education and Young People Overview and Scrutiny Committee report on 23 April 2024. The Committee is asked to **NOTE** the response.

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships
- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.

- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

EDUCATION AND YOUNG PEOPLE OVERVIEW & SCRUTINY COMMITTEE

MINUTES of the meeting held on Monday, 20 May 2024 commencing at 1.30 pm and finishing at 3.25 pm

Present:

Voting Members: Councillor Eddie Reeves - in the Chair
Councillor Liz Brighthouse OBE - Vice-Chair
Councillor Trish Elphinstone
Councillor Andy Graham
Councillor Jenny Hannaby
Councillor Roz Smith
Councillor Michael Waine
Councillor Ted Fenton
Councillor Damian Haywood

Other Members in Attendance: Councillor Kate Gregory, Cabinet Member for SEND Improvement
Councillor John Howson, Cabinet Member for Children, Education & Young People's Services

Officers: Stephen Chandler, Executive Director of People
Lisa Lyons, Director of Children's Services
Jean Kelly, Deputy Director for Children's Social Care
Ian Smart, SEND Transformation Programme Director
Zaheer Ahmed, Interim Head of School Improvement and Learning

The Council considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

8/24 NEW APPOINTMENT (Agenda No. 1)

The Committee noted that Ruth Bennie had resigned from the Committee and Toby Long had been appointed as her replacement by the Diocese of Oxford.

9/24 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS (Agenda No. 2)

Apologies were received from Cllr Ian Corkin (substitute: Cllr Fenton) and from Cllr Povolotsky (substitute: Cllr Haywood), from Toby Long and from Fraser Long.

Fraser Long attended virtually as a guest of the Committee, at the discretion of the Chair.

10/24 DECLARATION OF INTERESTS

(Agenda No. 3)

There were none.

11/24 MINUTES

(Agenda No. 4)

The Committee resolved to **AGREE** the minutes of the meeting of 18 January 2024 as a true and accurate record.

12/24 PETITIONS AND PUBLIC ADDRESSES

(Agenda No. 5)

K. Nellist spoke to the committee and questioned the work on how well the voice of the child was heard, the equal rights of the Special Educational Needs and Disability (SEND) youth forum, and how the improvement process was co-produced and communicated. She also offered some ideas to make young people with SEND more involved and interested.

The Committee agreed to take item 8 next before returning to the order set out in the agenda.

13/24 INSPECTING LOCAL AUTHORITY CHILDREN'S SERVICES - ILACS REPORT

(Agenda No. 8)

Cllr Kate Gregory, Cabinet Member for SEND Improvement, and Cllr John Howson, Cabinet Member for Children, Education & Young People's Services, attended to introduce the report on the recent Inspecting Local Authority Children's Services (ILACS) inspection. Lisa Lyons, Director of Children's Services, Stephen Chandler, Executive Director of People, and Jean Kelly, Deputy Director for Children's Social Care, attended alongside.

The Deputy Director provided a broad overview and explained that, after a slightly delayed inspection, the ILACS report was published with Oxfordshire being judged as 'Good' across several areas. The inspection checked several themes, such as child neglect and abuse, over a standard 3-week period.

The report identified a great number of strengths, across the localities and areas of work. The help and protection offered to children in need had significantly improved since the previous inspection. The strategic and operational leadership was noted for significant praise in the report.

The report also identified some areas which could be further improved. The main areas were as follows: how quickly actions were taken to escalate proceedings; arrangements for different agencies to share information; closer collaboration with corporate leaders; and the standard of direct work with disabled children.

The Action Plan to be reported back to Ofsted was due on 18 July 2024. This action plan also covered other areas which the Council wanted to improve regardless of the ILACS report.

Members of the Committee explored the following issues:

A multi-faceted plan was in place for improving the stability of the workforce. This included an apprenticeship scheme, which was funded by the Department for Education (DfE), resulting in twelve new colleagues. Recruitment had begun for the next intake of newly qualified social workers. The service was also looking at international recruitment, which was common across the industry. There was also an active return to social work route, to encourage qualified staff to return to the profession. Work to support existing staff was also being done to encourage greater staff retention.

Lengthy waiting times had been addressed with Child and Adolescent Mental Health Services (CAMHS) and other partners. The service had provided some CAMHS engagement for children in care and those with high level needs, and they also signposted families to online support and early intervention approaches.

It was acknowledged that waiting times for CAMHS were too long, but the service did not have a ready solution for that. It was suggested that CAMHS should offer a view on how to improve the situation. The Executive Director agreed that this was a problem across the country and suggested that the Committee might refer this to the Oxfordshire Joint Health Overview & Scrutiny Committee (HOSC) to explore further. The Committee agreed that this issue needed to be resolved.

The previous 18 months had seen a decrease in the number of children in care, but more efforts were being made to address the main causes, such as domestic violence, drug abuse, and mental health problems. Work had been done to stop issues worsening by helping parents deal with issues as early as possible. Teams had also been established to support families to enhance conditions and work towards possible reunification.

In order to improve the quality of direct work with disabled children in care, the service would ensure that, in every statutory review, there was supervision from the independent reviewing officer and actions were taken to help each child comprehend why they were not being looked after by their families. For disabled children, this would involve exploring different methods of communication with them. The service needed to ensure that this work was clearly evidenced in every child's case file. The Deputy Director emphasised that, whilst appropriate work had been undertaken, it had not always been evidenced. It was this that needed improvement.

To support work demonstrating areas of improvement within the action plan relating to participation and engagement, CoramBAAF, a leading UK organisation for adoption, fostering and kinship care, had been asked to lead a survey of all children in care about their experiences in care, which was currently ongoing. It was hoped that this would inform the service of its strengths and areas to improve. Case audits were also a continuing piece of work where every family had the opportunity to

engage with the service and talk about their experiences including what else could be done to support them. These audits included young people and their separate views.

The Committee requested the following **ACTION**:

- That HOSC be requested to consider CAMHS waiting lists on its work programme.

14/24 PRIORITY ACTION PLAN UPDATE

(Agenda No. 6)

Cllr Kate Gregory, Cabinet Member for SEND Improvement, and Cllr John Howson, Cabinet Member for Children, Education, and Young People's Services, were present to deliver the report, and to update members on the progress of the Priority Action Plan (PAP). The Cabinet Members were accompanied by Lisa Lyons, Director of Children's Services, and Ian Smart, SEND Transformation Programme Director.

A further update on the progress made on the PAP would be submitted to the Committee at its meeting in September 2024.

There had been a deep dive at the end of March 2024 undertaken by the Department for Education (the DfE). The DfE said appropriate progress had been made. A stocktake was also scheduled for June which would include the wider SEND Improvement and Assurance Board (SIAB) and several other stakeholders. The Director of Children's Services saw this as a demonstration of the impact and progress that had already been made.

The Director informed the Committee that it was likely that the Ofsted monitoring visit would be in the spring of 2025.

The SEND youth forum was also to be revamped. It was seen as important that young people with SEND were both engaged and consulted, making sure the youth forum was coordinated and effective in influencing plans. There were existing groups and fora but there was a recognition that the work and involvement of such groups could be clarified, and it was hoped that the work by the steering group would show in policies and approaches taken.

Members were advised that the co-production charter they had requested would be circulated that day.

Cllr Haywood left the meeting and did not return.

The Committee discussed a number of issues, including the following:

Working with the co-production board, the Director confirmed that the 2022 definition of co-production had been adopted and was that to which the Council worked and would continue to work. A meeting was to be held with an advisory group of young people with SEND to adapt the language to make it more accessible.

In response to concern that some schools had reported that they had received inadequate information on new pupils with Education and Health Care Plans (EHCPs) and insufficient time to implement preparations for their arrival, the Committee was advised that Children's services worked closely and regularly with schools, including multi-academy trusts and special schools, and their leaders. Most EHCPs were requested by or applied for with the help of schools. Schools with many EHCPs received money based on a central formula, with the Schools Forum's support. Concern was also expressed that some mainstream schools were expected to cater for a higher proportion of students with EHCPs than others. A breakdown of the number of pupils with EHCPs at individual schools across the county was requested.

The Committee established that the section on page 25 of the agenda pack (paragraph 5 of the section entitled 'School funding' in Appendix D) which stated "Schools forum is the key decision making forum for all school funding" was imprecise and that Schools Forum was, as members had understood, an advisory body.

It was explained that, in order to support school staff to ensure satisfactory outcomes for students with SEND, the teaching hub offer was being supplemented with additional training on trauma-informed, emotional and behaviour support, and that there was improved pathways for support staff. Support staff, as well as frontline teaching staff, should receive adequate training on various techniques and approaches for all students.

The Committee requested the following **ACTION**:

- A breakdown of the number of pupils with EHCPs at individual schools across the county to be provided to members.

15/24 OXFORDSHIRE PUPIL OUTCOMES: VALIDATED EXAMS DATA (Agenda No. 7)

Cllr Kate Gregory, Cabinet Member for SEND Improvement, and Cllr John Howson, Cabinet Member for Children, Education, and Young People's Services, introduced the report on the Validated Examinations Data. Lisa Lyons, Director of Children's Services, and Zaheer Ahmed, Interim Head of School Improvement and Learning, attended alongside.

The report used the final official results for the 202/23 academic year, which were not the same as the unvalidated results that were issued in November. The report gave a statutory assessment standard of how Oxfordshire children compared to the rest of the country. The report included all children, regardless of home address, in state-funded schools within Oxfordshire, from age 5 until the end of year 13.

The Interim Head of School Improvement and Learning identified some main issues including that Oxfordshire's disadvantaged children and black and minority ethnic children performed less well than their national counterparts.

The Committee members raised the following queries and issues based on the report:

There were concerns that, despite the fame of Oxfordshire educational institutions, the data suggested there was a number of children being let down by the education system.

With 95% of Oxfordshire schools being rated either Good or Outstanding by Ofsted, the Interim Head of Schools Improvement and Learning proposed that this indicated that most Oxfordshire schools were performing well in meeting the needs of most children in their community. Where the data suggested certain cohorts were not achieving to a similar standard as their national counterparts, there was room to adjust their curriculum and provisions to meet their needs.

The data was not gathered and formulated specifically to look at the performance of individual schools and was not divided between maintained and academy schools. The data highlighted struggling groups which could be drawn out and communicated with the whole education system. With disparities known, good practices can be promoted to improve the whole system.

There were ways to communicate with the Department for Education (DfE), which monitored the results of trusts and academies rather than the local authority. Those channels of communication were used to improve the system as a whole for all children.

The Committee noted that it would have been preferable if clearer headline charts had been provided breaking down the data across different criteria.

16/24 MEMBERSHIP OF THE COMMITTEE (Agenda No. 9)

Whilst no expressions of interest had been received for the parent governor co-optee vacancies, expressions of interest had been received for the young people co-optees. The Committee resolved to delegate to the Chair and the Scrutiny Officer the practicalities of their appointment process.

17/24 COMMITTEE ACTION AND RECOMMENDATION TRACKER (Agenda No. 10)

The Committee resolved to **NOTE** the action and recommendation tracker.

18/24 COMMITTEE FORWARD WORK PLAN (Agenda No. 11)

The Committee resolved to **AGREE** the proposed forward work plan, having taken account of the Cabinet Forward Plan and the Budget Management Monitoring Report, noting that it will be for the Committee at its first meeting of the next municipal year to agree what it will consider.

19/24 RESPONSES TO SCRUTINY RECOMMENDATIONS

(Agenda No. 12)

The Committee resolved to **NOTE** the Cabinet response to the report on the Oxfordshire Education Commission.

..... in the Chair

Date of signing

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Action and Recommendation Tracker

Education and Young People Overview and Scrutiny Committee

TBC, Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

The action and recommendation tracker enables the Committee to monitor progress against agreed actions and recommendations. The tracker is updated with the actions and recommendations agreed at each meeting. Once an action or recommendation has been completed or fully implemented, it will be shaded green and reported into the next meeting of the Committee, after which it will be removed from the tracker.

KEY	No progress reported	In progress	Complete
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Recommendations

Meeting date	Item	Recommendation	Responsible person	Last reviewed	Update/response
02/10/2023	Oxfordshire Education Commission	That the Council should prepare itself to provide officer resource and expertise in the expectation of a deep dive into early years provision.	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Partially Accepted Clarity is required on the scope and scale of a deep dive into early years provision, so that resource can be prepared.
02/10/2023	Oxfordshire Education Commission	That the Council should ensure regular updates are issued to each meeting of Cabinet on educational outcomes and that these are provided to the Committee for noting.	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Partially Accepted We will provide updates to Committee on the academic cycles at the times they are validated and published. These will be regular within the year but may not match each scheduled

KEY		No progress reported	In progress		Complete
Meeting date	Item	Recommendation	Responsible person	Last reviewed	Update/response
					EYPS because of the academic cycle.
02/10/2023	Oxfordshire Education Commission	That the Council should explore how to establish and manage panels, such as a children’s panel, a parents/carers’ panel, and an educational providers’ panel, to ensure the insights of key stakeholders are heard to build collaborative and clear partnership working.	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Accepted Panels across children and young people, parents and carers and with educational establishments already exist. Information about those panels can be provided and summary reports outlining insights and work plans can be provided. As vehicles already exist in many places, we are further strengthening those partnerships.
02/10/2023	Oxfordshire Education Commission	That the Council should consider whether a professional-led board for educational improvement should be established.	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Accepted We are in the process of establishing this in partnership with lead professionals.
02/10/2023	Oxfordshire Education Commission	That the Council should consider the adoption of a long-term plan for educational improvement in the county under an heading such as Oxfordshire Charter for Future Generations	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Accepted The council are working in partnership to produce an education and Inclusion strategy with key partners, of which school improvement will be an element. The role of the Council will be to support partners on the development of a self-supporting system in line with the legal roles of the LA.

KEY	No progress reported	In progress	Complete
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Meeting date	Item	Recommendation	Responsible person	Last reviewed	Update/response
02/10/2023	Oxfordshire Education Commission	That the Leader should continue to work with the leaders of other councils to address the problems associated with key worker recruitment and retention.	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Accepted The Leader of the Council and Cabinet continues to work with other Councils and examples of best practice and innovation. Cabinet has a focus upon 'place based' developments for residents and key workers.
02/10/2023	Oxfordshire Education Commission	That the Council should ensure there is sufficient budgetary capacity for the Commission's report's proposals to be implemented.	Cllr Howson, Cllr Gregory, Lisa Lyons	23/04/2024	Accepted Budgetary capacity has been accounted for to address the Commission's proposals.
18/01/2024	Update on the Priority Action Plan	That the Council should ensure that the voice of children and young people should be sought and heard more clearly within the Priority Action Plan and within the work arising from it.	Cllr Howson, Cllr Gregory, Lisa Lyons	22/07/24	Accepted The priority action plan has a workstream dedicated to supporting the participation, engagement and co production with children and young people. A youth SEND forum has been established as an advisory/ steering group linking to the SEND Improvement and Assurance Board and to other activity for children and Young People with SEND across the Council and partnerships. A wider mechanism for consultation to reach children and young people to participate and

KEY	No progress reported	In progress	Complete
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Meeting date	Item	Recommendation	Responsible person	Last reviewed	Update/response
					provide feedback and views on a wide range of matters that matter to them, has been developed. This mechanism will be fully operational in the Autumn 2024.
18/01/2024	Update on the Priority Action Plan	That the Council should arrange for Members of the Committee to be invited to sit on the Task and Finish Groups.	Cllr Howson, Cllr Gregory, Lisa Lyons	22/07/24	<p>Rejected</p> <p>The recommendation originated from EYP in January 2024 where there was a conversation in which members thought they would be involved in SEND improvement task and finish groups and were asking again to get involved. The interest and willingness to get involved is appreciated, but it could not be promised or confirmed.</p> <p>The recommendation was for the Director to consider involvement of Members directly in those groups. Having taken advice and thought through the potential conflicts of interest, it is her view that as soon as Councillors become involved in technical and operational work in task and finish groups, they immediately make themselves accountable for the activity/ decisions and</p>

KEY	No progress reported	In progress	Complete
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Meeting date	Item	Recommendation	Responsible person	Last reviewed	Update/response
					outcomes. This will occur even if they are participant observers. It blurs the political/ operational boundary, and they can't hold themselves to account. The holding to account is the role of cabinet and Committees.

KEY	No progress reported	In progress	Complete
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Actions

Meeting date	Item	Action	Responsible person	Last reviewed	Update/response
18/01/2024	Update on the Priority Action Plan	That the co-production charter and documentation underpinning it should be provided to members of the Committee.	Cllr Howson, Cllr Gregory, Lisa Lyons		22/05/24
18/01/2024	Update on the Priority Action Plan	That the Corporate Director would provide clarity over how KPIs would be monitored.	Cllr Howson, Cllr Gregory, Lisa Lyons		
18/01/2024	Update on the Priority Action Plan	That the Corporate Director would consider how Members of the Committee could be included amongst the Task and Finish groups overseeing the PAP.	Cllr Howson, Cllr Gregory, Lisa Lyons		16/07/24
20/05/2024	ILACS Report	That HOSC be requested to consider CAMHS waiting lists on its work programme.	Richard Doney	21/05/2024	Request referred to the Health Scrutiny Officer
20/05/2024	Priority Action Plan Update	A breakdown of the number of pupils with EHCPs at individual schools across the county to be provided to members.	Lisa Lyons		

Work Programme 2024/2025
Education and Young People Overview and Scrutiny Committee

TBC, Chair | Richard Doney, Scrutiny Officer, richard.doney@oxfordshire.gov.uk

COMMITTEE BUSINESS

Topic	Relevant strategic priorities	Purpose	Type	Report Leads
20 September 2024				
Update on the Priority Action Plan	Create Opportunities for children and young people to reach their full potential	To consider where improvements are necessary in the Council's SEND services; to seek assurance that progress is being made; to hear from key stakeholders.	Overview and Scrutiny	Lisa Lyons, Ian Smart
22 November 2024				
28 February 2025				
28 March 2025				

SUB GROUP / WORKING GROUP

SUB GROUPS / WORKING GROUPS				
Name	Relevant strategic priorities	Description	Outcomes	Members

BRIEFINGS FOR MEMBER INFORMATION

BRIEFINGS				
Name	Relevant strategic priorities	Description	Outcomes	Members

Division(s): N/A

CABINET- 16 July 2024

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision

Portfolio/Ref

Cabinet, 17 September 2024

<ul style="list-style-type: none">▪ Sustainable school travel strategy To seek approval of strategy for adoption and publication on County website	Cabinet, 2024/141 - Cabinet Member for Transport Management
<ul style="list-style-type: none">▪ Treasury Management Quarter 1 Report 2024/25 To provide an update on Treasury Management Activity in 2024/25 in accordance with the CIPFA code of practice.	Cabinet, 2024/163 - Cabinet Member for Finance
<ul style="list-style-type: none">▪ Business Management and Monitoring Report - July 2024 The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance.	Cabinet, 2024/200 - Cabinet Member for Finance
<ul style="list-style-type: none">▪ Capital Programme Approvals - September 2024 Report on variation to the capital programme for approval (as required).	Cabinet, 2024/201 - Cabinet Member for Finance
<ul style="list-style-type: none">▪ Ethical Procurement Policy The purpose of the Ethical Procurement Policy is to outline the Council's position on various aspects of ethics in procurement as well as to provide appropriate detail on how the Council approaches such matters and how it expects its suppliers and potential suppliers to approach such matters. The Ethical Procurement Policy includes a large section on modern slavery and also covers other areas such as expectations for suppliers, responsibilities of staff, fair employment practices in the supply chain, as well as reporting and whistleblowing.	Cabinet, 2024/204 - Cabinet Member for Finance

Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 5 September 2024

<p>▪ Household Waste Recycling Centres (HWRC) - New CCTV provision with ANPR cameras</p> <p>To approve installation of new enhanced CCTV system across all HWRC's. including new ANPR (Automated Number Plate Recognition)</p>	<p>Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 2024/056 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations</p>
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Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 11 September 2024

<p>▪ South Central Residential Framework</p> <p>OCC are part of the South Central Residential Framework, alongside 21 other LA's. It is a framework for Residential Children's Homes. There are many benefits to be a part of the framework.</p>	<p>Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 2024/244 - Cabinet Member for Children, Education & Young People's Services</p>
<p>▪ Funding Contribution towards Joint Commissioned CAMHS Contract with BOB ICB (2024-25)</p> <p>OCC funding contribution of £754k towards ICB CAMHS contract total value >£17million for 2024-25 delivered by Oxford Health.</p>	<p>Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 2024/238 - Cabinet Member for Children,</p>

	Education & Young People's Services
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Delegated Decisions by Cabinet Member for Community & Corporate Services, 16 July 2024

<ul style="list-style-type: none"> ▪ DSIT 5G Innovation Regions project - England's Connected Heartland DSIT have grant funded OCC with £3.8m. OCC needs to procure two contracts, each estimated at c £1.5m, using the DSIT grant. Decision will be required for award of contracts 	Delegated Decisions by Cabinet Member for Community & Corporate Services, 2024/050 - Cabinet Member for Community & Corporate Services
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Delegated Decisions by Cabinet Member for Transport Management, 5 September 2024

<ul style="list-style-type: none"> ▪ Souldern: Proposed 20 Mph Speed Limits This proposal is part of the County wide 20 Mph Speed Limit Project (Phase 3). 	Delegated Decisions by Cabinet Member for Transport Management, 2024/083 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Berinsfield: 20 Mph Speed Limit Proposals To determine speed limits after consideration of any formal consultation responses 	Delegated Decisions by Cabinet Member for Transport Management, 2024/071 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Culham: 20 Mph Speed Limit Proposals To determine speed limits after consideration of any formal consultation responses 	Delegated Decisions by Cabinet Member for Transport Management,

	2024/073 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Permitting Cycling in Queen St and Cornmarket St To seek approval to proceed with an ETRO (Experimental Traffic Regulation Order) to lift the ban on cycling which is currently in operation between 10 AM and 6 PM. The Team also seeks approval to reconfigure elements of public furniture to make the streets more legible, promoting a more peaceful interaction between transport modes. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/219 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Kiddington: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/157 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Kelmscott: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/156 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Shipton-on-Cherwell: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/155 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Hampton Gay & Poyle: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/154 - Cabinet Member for Transport

	Management
<ul style="list-style-type: none"> ▪ Northmoor: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/153 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Rotherfield Peppard: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/177 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stoke Row: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/176 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Wheatley: Proposed 20mph Speed Limits Part of Phase 3 Countywide Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/175 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Holton: Proposed 20mph Speed Limit Extension Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/174 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Buscot: Buscot & Buscot Wick - Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member

	for Transport Management, 2024/173 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Fyfield & Tubney: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limits 	Delegated Decisions by Cabinet Member for Transport Management, 2024/172 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Radley: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/171 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stanford-in-the-Vale: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/170 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Shutford: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/169 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Goddington: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/161 - Cabinet Member

	for Transport Management
<p>▪ A4074-B4015 Connecting Lane Junction Closure There have been motorcyclists fatalities at this road junction due to right turn from the A4074 southbound into the lane. This is a Vision Zero Road Safety Scheme designed to prevent similar incidents in the future.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/160 - Cabinet Member for Transport Management
<p>▪ East Hagbourne: 20mph Speed Limit Proposals Part of Phase 3 of the County-wide 20mph Speed Limit Project.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/115 - Cabinet Member for Transport Management
<p>▪ Freeland: 20 Mph Speed Limit Proposals Part of the County-wide 20 Mph Speed Limit Project.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/085 - Cabinet Member for Transport Management
<p>▪ A422, Hennef Way, Banbury - Proposed 40mph Speed Limits To seek approval for the introduction of a new 40mph limit. The introduction of a 40mph limit is being promoted on the A422 Hennef Way, Banbury as part of the DfT United States Visiting Forces road safety initiative. The objective is to improve road safety by reducing speeds and the risk of collisions at junctions.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/237 - Cabinet Member for Transport Management
<p>▪ A4260 - between Bodicote and Adderbury - Proposed 40mph Speed Limits To seek approval for the introduction of a new 40mph limit. A 40mph limit is being promoted as part of the DfT United States Visiting Forces road safety initiative. This is required in order to improve road safety by reducing traffic speeds between Bodicote and Adderbury</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/236 - Cabinet Member for Transport Management

<p>▪ A44 Manor Road, Woodstock - Proposed 30mph Speed Limit Extension</p> <p>To seek approval for the extension of an existing 30mpg speed limit on the A44 Manor Road, Woodstock.</p> <p>Extension of the existing 30mph speed limit on the A44 Manor Road to be extended beyond the proposed right turning lane for the site access is to maintain the 30mph speed beyond the proposed site access for pedestrian and vehicle safety</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/235 - Cabinet Member for Transport Management</p>
<p>▪ Brize Meadow: Proposed 20mph Speed Limits</p> <p>To seek approval for the introduction of a 20mph speed limit on the Brize Meadow development in Brize Norton.</p> <p>The promotion of a 20mph speed limit on the Brize Meadow Development, to ensure road safety is maintained</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/234 - Cabinet Member for Transport Management</p>
<p>▪ Proposed Traffic Calming - B4027, Wheatley Road, Islip</p> <p>To seek approval for the introduction of traffic calming measures on the B4027 Wheatley Road, Islip</p> <p>Proposals are being brought forward for speed cushions on the B4027 Wheatley Road, Islip in order to reduce traffic speeds and reinforce the 20mph speed limit on the approach to the new traffic signals that are being installed on Islip Bridge</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/233 - Cabinet Member for Transport Management</p>
<p>▪ School Street Phase 2 - Proposed Use of ANPR Cameras to Enforce the Phase 2 School Streets</p> <p>Decision is required on the proposed use of ANPR Cameras to enforce the Phase 2 School Streets.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/232 - Cabinet Member for Transport Management</p>
<p>▪ Elms Road, Thame - Proposed No Waiting At Any Time Restrictions</p> <p>To seek approval for the introduction of waiting restrictions associated with a s278 agreement.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/228 - Cabinet Member for Transport Management</p>
<p>▪ West Hendred: Proposed 20mph Speed Limits</p> <p>Part of Phase 3 Countywide 20mph Speed Limit Project.</p>	<p>Delegated Decisions by</p>

	Cabinet Member for Transport Management, 2024/152 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Letcombe Regis: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/151 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Little Wittenham: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/150 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Hook Norton: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/143 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Fernham: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/126 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Appleford: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/125 -

	Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Denchworth: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/124 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stadhampton: Proposed 20mph Speed Limits Part of Phase 3 County-wide Speed Limits Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/123 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Horspath: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/122 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Horley: Proposed 20mph Speed Limits Part of Phase 3 of the County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/121 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Hornton: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/120 - Cabinet Member for Transport Management

<ul style="list-style-type: none"> ▪ Ducklington: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/119 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Chadlington: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/118 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Sibford Gower: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/117 - Cabinet Member for Transport Management

Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 15 August 2024

<ul style="list-style-type: none"> ▪ Tramway Accessibility Improvements - Contracts and Agreements Delegate authority to the Director of Transport and Infrastructure in consultation with the Head of Legal and Deputy Monitoring Officer to finalise the target cost and programme for Stage 2 (Construction) and issue a Notice to Proceed to Milestone Infrastructure Ltd under the existing NEC 4 Engineering and Construction Contract for the Tramway Accessibility Improvements 	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2024/096 - Cabinet Member for Infrastructure and Development Strategy
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Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 5 September 2024

<ul style="list-style-type: none"> ▪ A423 Kennington Improvement Programme - Contracts and Agreements To consider a recommendation to enter in to construction contract for A423 Kennington Improvement Programme. 	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2023/152 - Cabinet Member for Infrastructure and Development Strategy
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Delegated Decisions by Cabinet Member for Adult Social Care, 17 September 2024

<ul style="list-style-type: none"> ▪ Live Well at Home Framework Deployment of contract extension from April 25. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2024/241 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Specialist Dementia Bed Block Provision - July 2024 Contract extension for 12 months from July 2024. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2024/240 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Specialist Dementia Bed Block Provision - July 2023 Retrospective approval for contract award – July 2023. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2024/239 - Cabinet Member for Adult Social Care

**CABINET
18 JUNE 2024**

**ANNUAL PERFORMANCE REPORT AND
PROVISIONAL REVENUE OUTTURN 2023/24**

Report by the Executive Director of Resources and Section 151 Officer

RECOMMENDATION

1. The Cabinet is RECOMMENDED to

- a. To note the annual Performance Report for 2023/24.
- b. To note the summary of the provisional year - end financial position for 2023/24 along with the year-end position on general balances and earmarked reserves as explained in Annex B.
- c. To agree that the £1.6m surplus on the On-Street Parking Account at the end of the 2023/24 financial year, that has not yet been applied to fund eligible expenditure in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, can be carried forward to the 2024/25 financial year as set out in Annex B-3c.
- d. To approve the creation of a new reserve to support the council's Commercial Strategy and initial contribution of £2.0m.
- e. To approve the addition of £2.8m to the IFRS9 Reserve.
- f. To approve the addition of £1.0m to the Budget Priorities Reserve.
- g. To note the Digital Inclusion Action Plan progress update for 2023/24 – Annex C.
- h. To note the Voluntary and Community progress update for 2023/24 – Annex D.

Executive Summary

2. This report presents the council's annual performance report and provisional year- end finance position for 2023/24.
3. The Council recognises the importance of timely, accurate and accessible performance and budget management information as part of its commitment to both transparency and demonstrating efficiency and effectiveness.
4. This annual report reflects the end of year position against the corporate priorities, and budget documents supporting the ambitions and priorities. The Strategic Plan agreed by Council in February 2022 set out the Council's ambitions for 2023/24.
5. The Strategic Plan, Medium Term Financial Plan, Outcomes Framework and previous business management reports, can be found on the council's website.
6. This report summarises the performance over the last financial year. Further information is provided in the following annexes:
 - a. Annex A: Annual performance report 2023/24.
 - b. Annex B: Provisional revenue outturn 2023/24.
 - c. Annex C: Digital Inclusion Action Plan progress update for 2023/24.
 - d. Annex D: Voluntary and Community Strategy progress update for 2023/24.

Performance Overview

7. The Outcomes Framework 2023/24 sets out the golden thread of key performance indicators and progress measures supporting the overarching nine strategic priorities and running the business priority.
8. The bi-monthly business management and monitoring reports included progress updates supporting the nine strategic priorities, overarching indicators which comprised of 85 key performance indicators and progress measures.

End of year 2023/24 performance summary:

9. The end of financial year performance indicators are reported as follows:

Green	Amber	Red	Data Monitoring	Data Unavailable	Total
58 (68%)	10 (12%)	8 (10%)	7 (8%)	2 (2%)	85

Table 1 – End of year performance summary for 2023/2024

This represents a strong outcome of the measures and indicators supporting the overarching priorities for the financial year with:

- 80% either above target or very close to it.
- 10% below target.

The release of data required to calculate the position for OCC02.04 Inequality in life expectancy at birth (Female) and OCC02.05 Inequality in life expectancy at birth (male) indicators has been delayed by the Office for National Statistics, therefore no performance update is available for the reporting period.

10. The annual report reflects the highlights and achievements over the last 12 months against the priorities of the council. The annual report captures the response to the cost of living crisis and the migration support; the significant impact on the services we deliver; how we coordinated and supported the delivery of services.
11. Included below are some highlights that services have delivered during 2023/24. Please refer to the Annex A: Annual report 2023/24 for the full overview of how services have delivered against our nine priorities and our response to the cost of living crisis and provided migration support.
12. Through our continued commitment to the **Climate emergency**, Oxfordshire County Council won best decarbonisation initiative for its role in the partnership Project Local Energy Oxfordshire. We delivered an externally funded food waste recycling project, calling at over **13,000 households** across the county to encourage residents to recycle their food waste. We were again named the **top performing county council waste disposal authority**. In 2022/23, residents recycled, reused, or composted 57.2 per cent of their household waste, according to the latest government figures.
13. As part of our commitment to **tackling inequality across Oxfordshire** we spent **£1m** on our new Residents Support Scheme, providing over **5,000 vulnerable households** in financial crisis support with food and energy costs, and essential household items. We spent **£1.6m** making a **£450 cost of living payment** to over **3,500 people** on low incomes who were not eligible for the equivalent national payments. We spent **£3.2m** ensuring families of children entitled to free school meals received support with food costs during the school holidays.

14. **Health and Wellbeing priority.** We worked with a range of community groups and consulted **over 1000 residents** to develop a new Health and Wellbeing Strategy for Oxfordshire. Working with partners across Oxfordshire, **we trained 348 staff and volunteers to use the Making Every Contact Count (MECC)** approach to opportunistically speak to people about their health and wellbeing. A further 36 members of staff became qualified MECC trainers. Through outreach to communities to enable those residents who experience the greatest barriers to walking and cycling to actively travel more. **74% of Active Travel project participants** report having increased the frequency that they walk, cycle, or wheel after having taken part in the project.
15. Supporting **carers and the social care** system through our transformation programme – **the Oxfordshire Way** – we continued to have a positive impact on adult social care assessments and reviews, achieving a 31 per cent decrease in the number of people on waiting lists and a 46 per cent reduction on April 2021 waiting times. Between April 2023 and February 2024, **we supported 1667 Carers** with a direct payment to support them to have some time to look after their own wellbeing, an increase of 4.2% on previous year's performance.
16. We have increased the Oxfordshire Together programme to around **130 FixMyStreet (FMS) 'SuperUsers'** covering **95 parishes** across the county. Across the calendar year they reported and directly instructed repairs to **1379 defects to potholes and kerbing on county roads**. Our pilot **Flood Warden scheme** now has **11 volunteers covering two parishes and one town**.
17. Some of the achievements supporting **Nature and Green Spaces** have accomplished include **clearing 320 km of vegetation** to improve the county's public rights of way network. We repaired 48 bridges and replaced 58 bridges across Oxfordshire. We continued our highly successful partnership with Community Action Groups, supporting over 100 groups to take grassroots action on environmental issues across Oxfordshire which was featured as best practice in a national report.
18. As part of the priority **Creating opportunities for children and young people to reach their full potential**, we completed all the phase transfers (primary to secondary) for over **500** children with EHCPs within the agreed timeframe. Thanks to DfE and Capital Funding, **five** new children's homes are due to open in Oxfordshire within the next 18 months (Aspen House, Peak House, Willowbank, Oathill Lodge, Greatmead).
19. As part of our priority **Playing a part in vibrant and participatory local democracy** we enabled people of all ages to address our council and cabinet meetings, welcoming over 115 public speakers, 97 public questions and 6 petitions. Including facilitating over **30 public speakers** at October 2023 Cabinet. We have established the new Education & Young People Overview & Scrutiny Committee.
20. Through **Working with local businesses and partners** our trading standards Inspectors of Weights and Measures tested and verified **over 700 pieces** of weighing and measuring equipment. The trading standards team conducted over **1790 interventions with Oxfordshire businesses**, providing advice and support, testing products and procedures. Our small team of highly skilled fire safety professionals have engaged with existing and new build commercial premises in Oxfordshire to create a safe environment for those who live and work in the county. This includes **450 Fire Safety Audit of commercial premises** and **692 Fire Safety Building Regulations consultations**. We will take oversight for the Oxfordshire Local Enterprise Partnership (OxLEP). It has a long and successful track record and, between 2016 and 2022, it worked with over 6,200 businesses

and provided around 18,000 hours of support and advice (worth over £28.75 million).

21. **Migration Support** Development and delivery of a **£1.2m employment investment programme** to support Ukrainians into meaningful work, with wider benefits being created for other migrant groups wherever possible. A range of county council services have worked closely with the District / City Councils to provide support and challenge to the hotel providers accommodating over **550 asylum seekers** in four contingency hotels commissioned by the Home Office to ensure their statutory safeguarding needs are being met, the children are able to attend school, and all can access our libraries.

Digital Inclusion Strategy Action plan 2023/24 – Progress updates

22. Oxfordshire County Council's [Digital Inclusion Strategy](#) (DIS) was approved by Cabinet in July 2022. The 2022-2025 Strategy sets out the council's framework to enable a digitally inclusive Oxfordshire, shaped by three key priority areas (the action plan follows the same structure):

- Digitally Inclusive Communities
- Digitally Inclusive Service Delivery
- Digitally Inclusive Workforce

In autumn 2022, the Digital Inclusion Strategy was integrated with the service planning cycle, and this action plan developed in summer of 2023 included actions derived from service delivery plans from across the organisation. These actions were further developed through conversations with colleagues across services to ensure they were aligned with the strategy's commitments. All actions are aligned with one of the strategy's priority areas, though many of the actions span multiple priority areas. All actions aim to deliver benefits for the council, the sector, and residents. This action plan provides a progress update for the year 2023/24.

Long term ambition	Completed	Ongoing	Removed	Total
Digitally Inclusive Communities	7	9	1	17
Digitally Inclusive Service Delivery	6	8	N/A	14
Digitally Inclusive Workforce	2	1	2	5
Total	15 (42%)	18 (50%)	3 (8%)	36

Table 2 – End of year DIS action plan performance summary for 2023/2024

Voluntary and Community Sector Action Plan 2023/24 - Progress updates

23. The Oxfordshire County Council Voluntary and Community Sector (VCS) Action Plan, which was approved by Cabinet in July 2022, exists to implement the aims and commitments as set out in the VCS 2022 – 2027 Strategy. The strategy sets out the council's framework to support a sustainable VCS through co-production and partnership working, shaped by five key priority areas:

- Collaboration and Networking
- Volunteering and Social Action
- Capacity and Skills
- Supporting a Sustainable Sector
- Reducing Inequalities.

In autumn 2022, the VCS Strategy was integrated with the service planning cycle, and this action plan developed in summer of 2023 included actions derived from service delivery plans from across the organisation. These actions were further developed through conversations with colleagues across services to ensure they were aligned with the strategy's commitments. The actions support the strategy's aims and deliver meaningful outcomes, enhanced partnership working and alignment with our overarching strategic priorities, such as tackling inequalities and the health and wellbeing of residents. All actions are aligned with one of the strategy's priority areas, though many of the actions span multiple priority areas. All actions aim to deliver benefits for the council, the sector, and residents.

This action plan provides a progress update for the year 23-24. This update will later be taken to the Oxfordshire Stronger Communities Alliance (OSCA).

Long term ambition	Completed	Ongoing	Removed	Total
Collaborating and Networking	16	11	3	30
Volunteering and Social action	6	2	N/A	8
Capacity and Skills	2	2	1	5
Supporting and Sustainable sector	3	3	1	7
Reducing Inequality	2	3	N/A	5
Total	29 (53%)	21 (38%)	5 (9%)	55

Table 3 – End of year VCS action plan performance summary for 2023/2024

Financial Management

Summary of the Council's financial position at the end of 2023/24

24. The table below shows actual expenditure for each directorate compared to the final budget and shows the movement since the report to Cabinet in March 2024. The final directorate position was an overspend of £6.6m (+1.1%).

25. The directorate overspend was offset by an underspend of £10.9m on contingency held for risk and additional interest received on cash balances (£7.9m). The overall position for the council was an underspend of £12.3m or -2.1% of the Net Operating Budget.

Directorate Budgets	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
	£m	£m	£m	%	£m	£m
Adult Services	229.7	229.7	0.0	0.0%	0.0	0.0
Childrens' Services	172.3	180.0	7.7	4.5%	12.9	-5.2
Environment & Place	75.3	72.2	-3.2	-4.2%	-2.9	-0.3
Public Health	4.1	3.9	-0.2	-3.7%	0.0	-0.2
Community Safety	27.0	27.7	0.7	2.5%	0.4	0.3
Resources	73.3	73.9	1.5	2.1%	1.9	-0.4
Total Directorate Budgets	581.8	588.4	6.6	1.1%	12.3	-5.7
Budgets Held Centrally	-3.0	-22.0	-19.0	624.6%	-12.3	-6.7

Directorate Budgets	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
	£m	£m	£m	%	£m	£m
Net Operating Budget	578.8	566.5	-12.4	-2.1%	0.0	-12.4
Business Rates and Council Tax funding	-578.8	-578.8	0.0	0.0%	0.0	0.0
Year-End Position	0.0	-12.3	-12.3		0.0	-12.4

26. As agreed as part of the 2024/25 budget, £1.5m of the underspend arising from additional interest on cash balances will be used to fund a one – off revenue contribution to the Transformation Reserve in 2024/25. A further £2.2m will be used to make an initial contribution to a new reserve to manage the risk pending the end of the statutory over-ride for IFRS9 (changes in the value of Treasury Management Pooled Funds at year end) which may impact on the revenue account in 2025/26. This means that £3.7m of the underspend that will be held in balances as at 31 March 2024 is already committed in 2024/25.
27. Since the underspend is higher than anticipated as a result of the reduction in the directorate overspend it is recommended to:
- Add a further £2.8m to the IFRS9 reserve in 2024/25, increasing the total to £5.0m. That should then provide sufficient cover for future risks.
 - Create a new Pump Priming reserve in 2024/25 to support the council's Commercial Strategy with an initial contribution of £2.0m.
 - Make a contribution of £1.0m to the Budget Priorities Reserve to be used to complete or extend schemes already agreed as part of the Cabinet's priorities including Rail Studies and an extension of the funding for efficiency loans to schools.
28. After taking account of the use of contingency and additional interest on balances, planned changes above as well as supplementary estimates agreed earlier in the year, balances would be £42.0m, £11.8m above the risk assessed level of £30.2m at year end. £9.5m of the total will be used to fund contributions to reserves in 2024/25 as set out in paragraph 26 and 27. The remaining £2.3m will be held in balances pending a decision about future use.
29. On 1 April 2023, one – off funding held in earmarked reserves totalled £202.7m. As set out in Annex B-3a this increased to £210.1m as at 31 March 2024. The increase includes budgeted net contributions to/from reserves totalling £12.8m agreed in February 2023, plus other net changes during the year which reduced reserves by £5.4m.
30. The 2023/24 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs was £14.7m. This is £3.6m lower than the £18.3m forecast deficit for 2023/24 approved by Cabinet in May 2023. The CIPFA code of practice currently requires negative High Needs DSG balances to be held in an unusable reserve. The deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £41.1m as at 31 March 2023 to £55.8m at 31 March 2024.
31. Further details and commentary explaining both the directorate positions and variations on budgets held centrally are included in Annex B.

Financial Implications

32. This report sets out the financial position for the council as at 31 March 2024. While there is an underspend at year end as a result of additional interest on balances

and the use of contingency, the directorate position is overspent, albeit by less than anticipated earlier in the year as a result of sustained management action throughout the year.

33. The budget for contingency is lower and an increased level of interest on cash balances is already built into in the budget for 2024/25 so strong financial management and oversight will continue to be required in 2024/25.

Comments checked by: Kathy Wilcox, Head of Corporate Finance

Legal Implications

34. The Council's constitution at Part 3.2 (Budget and Policy Framework) sets out the obligations and responsibilities of both the Cabinet and the Full Council in approving, adopting and implementing the council's budget and policy framework.
35. The Council has a fiduciary duty to council taxpayers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers. The report sets out the performance and finance position for the Council as at 31 March 2024 as part of its fiduciary duty to implement budgetary controls and monitoring.

Comments checked by: Anita Bradley Director of Law and Governance and Monitoring Officer.

LORNA BAXTER Executive Director of Resources and Section 151 Officer	
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Contact Officers:

Louise Tustian, Head of Insight and Corporate Programmes

Kathy Wilcox, Head of Corporate Finance

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Annual report

2023 - 2024

Greener

Fairer

Healthier



Working in partnership
to make Oxfordshire a greener,
fairer and healthier county.



Foreword

Welcome to Oxfordshire County Council's annual report, providing an overview of our performance and key achievements from April 2023 to March 2024.

Our vision is to make Oxfordshire a greener, fairer and healthier county, and this is centred around strong local communities, healthy places to live and a zero-carbon economy that benefits everyone.

Including everyone lies at the heart of our vision. This means providing inclusive services with equal access for all; working with communities to tackle disadvantage, inequality, public health and care issues; and providing an inclusive workplace with equality of opportunity. We want to enable people across the county to be happy, healthy, safe and successful, from getting the best start in life to ageing well and remaining as independent as possible for as long as possible.

We also want to ensure that our decision-making process is inclusive, providing different opportunities for communities to make their views known on the issues that matter to them.

Tackling climate change underpins all we do as the climate emergency is the biggest challenge the planet faces. Our commitment to net zero is shown by the fact that we were ranked as the top-performing county council waste disposal authority for the tenth year running and the top county council for action on climate change according to Climate Emergency UK's 2023 council climate scorecard assessment.

Our strategic plan 2022 - 2025 sets out our nine cross-cutting priorities (see page 4) and details how we will deliver our vision and commitments.

Our budget, set in February 2024, also supports the continued delivery of our plan, which is reviewed annually, and allows us to both invest in our priorities and meet our demand pressures for the year ahead. We listened carefully to the feedback given in our residents' survey and in our budget consultation and engagement events and invested £10.6 million in the things you said we should focus on. This means we'll continue to protect those in need, while investing in

roads and improving services for children and families, particularly those with special educational needs and disabilities.

Social care services for adults and children accounts for around half our spend. We also provide services such as fire and rescue, highway maintenance, libraries, registration (births, deaths and marriages), education and trading standards. Our annual report highlights examples of this important work and progress against our priorities.

Thank you for taking the time to read this report. As we look forward to 2024 - 25, we will continue to ensure that we provide the greatest opportunities possible for every resident to live their best life.

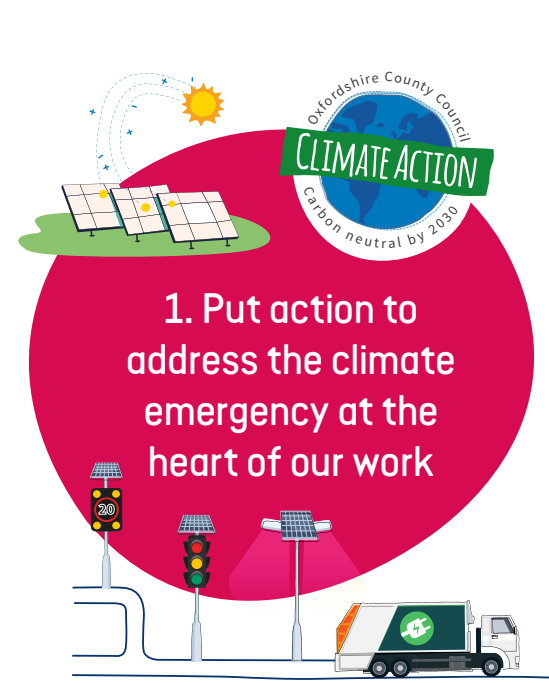


Councillor Liz Leffman,
Leader of
Oxfordshire
County Council

Our nine priorities

Our vision

To lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county.



Greener

Fairer

Healthier

The climate emergency

Our strategic priority

Page 40

Put action to address the climate emergency at the heart of our work



- We helped residents recycle, reuse or compost 57.2 per cent of household waste, making us the **top-performing county council waste disposal authority for the tenth year running.**

- We were rated the **top county council for action on climate change** in Climate Emergency UK's 2023 council climate scorecard assessment.

- We were awarded £6.4 million by the government to provide **energy efficiency upgrades and low carbon heating** to low-income households living in fuel poverty.

- We have almost **completed our LED street lighting conversion programme**, which will cut costs and emissions by almost 70 per cent, saving 6,000 tonnes of CO2 each year.

- We were awarded £41,000 to establish **disposable vapes recycling collection points**, helping to reduce littering and ensure their safe disposal.

- We were awarded £3.6 million by the government to **triple the number of public electric vehicle chargers** in the county, which will bring 1,300 more chargers by the end of 2025.

- We secured a £2.9 million grant to support the **decarbonisation of 26 of our county council sites**, with delivery starting in 2024/25.

- We completed the **installation of electric vehicle chargers** at community support service sites in preparation for 10 new electric minibuses arriving in spring 2024.



- We launched a **strategy to tackle poor air quality** and together with our city and district council partners launched a new Oxfordshire air quality website, providing guidance and resources.

- We supported **over 100 community action groups** to take action on environmental issues across Oxfordshire. This was featured as best practice in a national report.

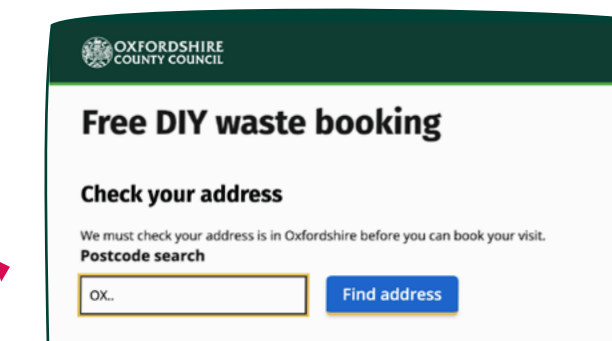
- We introduced an **online booking system** to support a change in legislation on DIY waste at our household waste recycling centres.

- We delivered a **food waste recycling project**, visiting 13,000 households across the county to encourage residents to recycle their food waste.

- Our pilot scheme for **flood wardens** now has 11 volunteers covering two parishes and one town.

- We developed a **heat health action plan** to support vulnerable residents during possible heatwaves and planning for extreme heat.

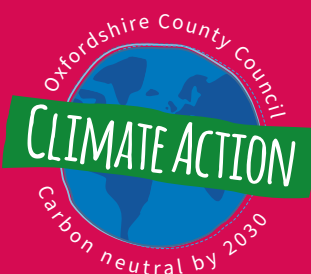
- We convened a '100 Together' conference in January 2024, bringing together policy makers, business leaders, academics and investors to discuss how we can **unlock the investment needed to deliver environmental activity at scale** in Oxfordshire.



Greener



Greener



Travel and transport

Our strategic priority

Invest in an inclusive, integrated and sustainable transport network

- 20mph speed limits were introduced in Abingdon, Thame and Wallingford, with applications from parishes topping 230. The scheme is designed to save lives, reduce congestion, improve air quality, and encourage cycling and walking.

- In partnership with bus operators, we launched **one of the biggest UK fleets of electric buses outside London**. The £83.8 million project will deliver 159 new battery buses onto the roads of Oxford.



- We secured £17.3 million of funding from Homes England to help fund the **A34 Lodge Hill interchange scheme**. The main construction of the new south-facing A34 slip roads is due to start in autumn 2024.
- We **completed three major infrastructure programmes**, including the remodelling of the A41 Ploughley Road junction, improvements to the Oxford North highway, and work on the North Oxford Corridor between Loop Farm roundabout and Cassington Road.

- We **started construction work on several major infrastructure schemes**, including upgrading the junction of the A4095 and Banbury Road in Bicester and improvements to the Kidlington roundabout.
- We increased the number of FixMyStreet super users to 130, covering 95 parishes across the county. They **reported and instructed repairs to 1,379 defects to potholes and kerbing** on county roads.



- Together with our contractor Milestone Infrastructure, we trialled an **innovative method of road resurfacing**, which reduces carbon by 50 per cent and avoids thousands of tonnes of construction waste.
- We awarded £425,000 in grants to 12 organisations to **help improve community transport** in Oxfordshire, including funding new vehicles, expanding schemes and providing new services.
- We were awarded £2.384 million by Active Travel England to invest in projects to **improve walking and cycling infrastructure** in the county.
- 74 per cent of people who participated in our active travel outreach project reported they had **increased their frequency of walking, cycling or wheeling**.

Greener



Greener

Nature and green spaces

Our strategic priority

Preserve and improve access to nature and green spaces



- We were named by the government as a **'responsible authority' for driving nature recovery**, with accompanying funding to help us develop a nature recovery strategy to tackle habitat loss, safeguard our fragile ecosystems, and create nature-rich landscapes.
- Our countryside access team **repaired and replaced 106 bridges and cleared 320km of vegetation**.
- We secured funding to provide much needed **access improvements to the public rights of way that make up the 65 mile Green Belt Way**.



- We received 50 submissions from residents for a tree and woodland planting project and secured funding to create **20 new community orchards**.
- Our tree service team helped a group of volunteers in Wantage **plant 14 apple trees** in one day to create an orchard that will be available for the local community to enjoy for years to come.
- We created an in-house **tree aftercare and planting service**, who in their first four weeks of operation planted 150 trees.



- We inspected more than 3,700 individual or groups of trees, and arranged and completed more than **3,843 tree care operations**.
- We set up a **tree guardians scheme** – a network of volunteers to look after thousands of newly planted trees on public land across Oxfordshire.



- We transferred the lease of a council-owned meadow in Swinford to the owners of the Thames Valley wildflower meadow restoration project to help create **a nature recovery network and habitat corridor** linking a series of ancient meadows.
- Using £200,000 from developer funding, we resurfaced bridleways in Botley and Heyford Park, improved a footpath in Watchfield, and undertook improvements at Crowell to **improve access to the countryside**.



Greener

Greener

Tackling inequalities

Our strategic priority

Tackle inequalities in Oxfordshire

- We completed **community insight profiles** for the 10 areas in Oxfordshire most likely to experience health inequalities, providing an in-depth understanding of local communities to help inform support.

- We set up a **community research network**, with funding support from UK Research and Innovation, to carry out research into what makes people healthy, helping to improve health and tackle inequalities across the county.

- We scaled up our Better Housing Better Health programme by 200 per cent **to meet the needs of households facing fuel poverty**.

- We launched a new residents' support scheme and provided 3,620 vulnerable households in financial crisis with **emergency financial support** to cover food, energy and essential household costs.

- Over 3,500 people on low incomes, who weren't eligible for the equivalent national payments, benefited from our **£450 cost of living payments**.

- We provided £2.1 million through the city and district councils to **reduce council tax** bills and provide **additional housing support to people on low incomes**.

- We spent £3.5 million ensuring families of children entitled to free school meals received **support with food costs** during the school holidays.



- 9,622 people attended our **digital and information support sessions** in libraries, and library users clocked up over **87,000 hours of free access time** on library computers.

- We provided a £300,000 grant to advice agencies in the county to provide **debt and benefits advice** to people affected by the cost of living crisis.

- As a key partner in the Oxfordshire Migration Partnership - which includes local authority, health and voluntary and community sector partners - we **supported over 2,600 Ukrainian guests** staying in the county and helped **more than 100 Afghan citizens** settle into their own homes and communities.

- We developed a **£1.2 million employment investment programme** to support Ukrainians into work, with wider benefits created for other migrant groups.

- We signed a pledge to become a **council of sanctuary**, committing to provide a warm welcome for all new arrivals and support independent living for those staying in the county.



Fairer



Fairer

Local democracy

Our strategic priority

Page 44

Play our part in a vibrant and participatory local democracy

- We supported over **360 cabinet and cabinet member decisions** in 2023 compared to 250 in 2022.
- An **Education and Young People Overview and Scrutiny Committee** was established following a recommendation by the Future Council Governance Group. The first meeting of the new committee was held in January 2024.
- We completed the first three phases of the **Local Government Boundary Commission for England electoral review**, which is reviewing political boundaries across the county.
- Working with town and parish councils, we **co-developed a charter** to help shape how we can work together in partnership to support better service delivery and ensure thriving local democracy across the county.
- We launched an online **citizens' portal** to share our performance data with residents in a more accessible and engaging way.

- We introduced an **online budget simulator** for our 24/25 budget consultation, with over 1,300 people using it to weigh up choices, make trade-offs and have their say on where we should focus savings and spending.
- We launched a monthly **consultations e-newsletter** to provide updates about and invitations to participate in our consultations and surveys.
- We launched a **new look homepage for our website**, designed to help people find the information they need quickly and easily.



Fairer

Local businesses and partners

Our strategic priority

Work with local businesses and partners for environmental, economic and social benefit

- We successfully transitioned the **Oxfordshire Local Enterprise Partnership (OxLEP)** to the county council.
- As part of the Joint Oxfordshire resilience team, we distributed 1,342 community resilience bags to **make vulnerable households safer** and business continuity assessments to 513 small businesses to **help them prepare for emergencies**.
- As part of our work with the Oxfordshire Inclusive Economy Partnership, we supported the creation of an **anchor institution network**, which brings together large organisations to create a more equal and sustainable region.
- We created **over £1.9 million in social value** through our tendering activities to add value for local communities, from using local businesses in our supply chain to using local residents employed on local contracts.
- We launched **Heritage Search**, an online catalogue of more than 1 million of Oxfordshire's records, images and objects.

Fairer

- Our trading standards team conducted over **1,790 interventions with Oxfordshire businesses**, providing advice and support, testing products and procedures. They also provided over **500 small businesses with quick reviews** to help improve their resilience.
- Our fire and rescue service completed **464 fire safety audits** of commercial premises and 692 fire safety building regulations consultations.
- We secured £3.8 million of government funding to help Oxfordshire **become part of a new 5G innovation region**. The money will be invested initially in two major 5G projects – East West Rail between Bicester and Bletchley, and Harwell Science and Innovation Campus.



Health and wellbeing

Our strategic priority

Prioritise the health and wellbeing of residents

Page 45

Healthier

- Together with NHS and local authority partners and Healthwatch Oxfordshire, we developed a **health and wellbeing strategy for Oxfordshire**, working with a wide range of community groups and consulting over 1,000 residents.
- Our Good Food project worked with a retail marketing expert to develop relationships with convenience stores in priority areas to **provide healthier food options**.
- We delivered 18,506 **NHS health checks** across the county to those aged between 40 and 74.
- We distributed **39,000 condoms and 16,318 testing kits** to help prevent the spread of sexually transmitted infections.



- Our specialist stop smoking service, Stop for Life Oxon, has supported around **1,000 people to quit smoking**, providing free behavioural support and quit aids.
- Our smoke free community fund supported five projects and shared £2,850 to support a range of **smoke free initiatives**.

- We trained 545 staff and volunteers to use the **Making Every Contact Count approach** when speaking to people about their health and wellbeing. Over 8,700 conversations using this approach took place in our libraries.
- We delivered **2,702 safe and well home visits** and installed over **1,400 alarms** (981 smoke alarms, 120 heat alarms and 313 carbon monoxide alarms).
- Our fire and rescue and trading standards teams **tested 769 electric blankets**, with 35.5 per cent identified as unsafe for use.



- We fitted 28 call blockers in residents' homes to **protect them from scam and nuisance calls**. The 206 units we have fitted to date have led to 194,879 calls being blocked, with estimated savings to residents, police, social care and the NHS of over £2.9 million.
- Our public health and trading standards team **restricted children's access to vapes**, visiting over 34 retailers and seizing over 4,600 non-compliant devices.
- In partnership with Oxfordshire Mind, we rolled out five mental health and suicide prevention training courses to 40 delegates to help **support the mental health and wellbeing of our residents**.
- Our trading standards officers saved, or recovered, over £194,000 for **victims of scams, doorstep crime and other frauds**, as well as reaching 3,478 people with preventative advice and support.



Healthier

Carers and social care

Our strategic priority

Support carers and the social care system

- Together with partners, we continued to make a positive impact with **The Oxfordshire Way** - supporting people to live healthy and independent lives in their own homes for as long as possible.
- In the latest round of our community capacity grants, we awarded 92 grassroots projects funding of up to £20,000 to **help isolated people stay connected, healthy and active** in their community.
- Progress in timely **adult social care assessments and reviews** achieved a 46 per cent reduction on April 2021 waiting times. The longest wait time for an assessment reduced by 56 per cent.
- On behalf of our partners, we secured almost £470,000 through the Accelerating Reform Fund that will be used to **scale up existing work in adult social care** throughout the region.
- We funded 86 small community enterprises, who support over 1,284 people to **stay independent in their own homes**.

- Working with the people we support, we co-produced **three improvements to our community support services** – opening the Cheers M'Dears pub room and Ta Da! beauty room in Banbury, as well as the Glitz & Glam salon in Witney.



- We supported more people **to live in their local communities for longer**, arranging 1,764 packages of home care.
- Our reablement service supported people being discharged directly home from hospital to regain their independence, with **78 per cent achieving full reablement**.
- The first tenants moved into their newly developed, specially adapted home in Witney – the first of five properties for adults with additional needs to **help them live well within their own communities**.
- Our customer service centre handled 26,271 inbound phone calls about adult social care, of which **87.7 per cent were resolved at first point of contact**.
- Our partnership with the Care Workers' Charity supported over 900 care and support workers with grants to **support people in a caring job** to pay for the costs of starting work.

- We published an **all age unpaid carers strategy**, which was co-designed with over 200 carers, and developed action plans with partners to improve the experience of unpaid carers across Oxfordshire.
- With funding from the Department for Work and Pensions, we **improved work opportunities for people with a learning disability or autism**. 89 people have signed up to the programme of support in the last year and 18 people have already successfully secured paid employment.
- With the help of government funding, we supported **43 care leavers who were at high risk of homelessness**.
- Three care leavers are undertaking apprenticeships** as youth support workers and cultural participation officers within our services.

- We co-produced a **Care Leaver Survival Guide** jointly with children who have experience of Oxfordshire's care system, to help support young people preparing for adulthood and leaving care.
- We supported **1,744 carers with a direct payment** to support their wellbeing.
- Over 150,000 visits were made to **Live Well Oxfordshire**, our website offering information about activities, groups and organisations for adults with a variety of needs.



Healthier

Healthier

Children and young people

Our strategic priority

Create opportunities for children and young people to reach their full potential

Healthier

- Our **children's services were judged 'good'** following an inspection by Ofsted in February 2024. Our services were rated as good across all five areas of inspection criteria.

- Our **Glebelands assessment home was rated 'outstanding'** by Ofsted, while our children's homes The Moors and The Oaks retained their 'good' Ofsted rating following inspections.

- We **completed the phased transfers** (primary to secondary) for all 568 children with education, health and care plans **within the statutory time frame**.

- We approved £2.23 million to create **23 new places at Mabel Prichard Special School** in Oxford to increase quality local facilities and support for SEND children.

- We approved a £2.5 million programme of work to improve the infrastructure of **North Hinksey CE Primary School** and a £2.8 million programme of renovation to **Bloxham Church of England Primary School**.



- £14.4 million is being invested in a **new school in Didcot for children with special educational needs and disabilities** (SEND). The school, which has a projected opening date of September 2029, will have capacity to teach 120 children.

- An Oxfordshire **SEND Strategic Improvement and Assurance Board** was set up to drive the actions required to deliver better services for SEND children, young people and their families.

- Information and resources for SEND professionals and parents and carers were strengthened with the introduction of **e-newsletters, refreshed webpages and Q&A events**.

- Working with the BookTrust charity, our library service secured £181,489 to **support early speech and language development**, and we reached more than 90 per cent of babies with books and other resources.



- We set up a new healthy child and young person public health service, delivered by Oxford Health, to support all 4 year-olds in the county to be **ready for school**.

- Thanks to additional funding from the Department for Education's Employer Support Fund, we increased the number of **children and family social work apprenticeships** we offer from two to 10 a year.

- 7,784 children attended our **Junior Citizens Safety Centre** to find out how to keep themselves safe and respond effectively in the event of an emergency.

- We offered cycle training to 95 per cent of primary schools across the county, **delivering cycle training to over 6,100 children**.



Healthier

Awards



- We won **best climate action and decarbonisation initiative** in the 2023 Association for Public Service Excellence Service Awards for our energy insights tool and energy flexibility trials, showing the crucial role local authorities can play in moving away from the use of fossil fuels.
- Together with Oxford City Council we won the **Exemplary Contribution to Net Zero Award** at the UK National Transport Awards for our collaboration on the Oxford zero emission zone scheme.
- We received a commendation in the sustainability category and the technology and innovation category at the **2023 Chartered Institute for Highways and Transportation Awards** for our zero emission zone scheme.

- Together with our contractor Milestone Infrastructure, we were recognised in three categories of the **2023 Highways Awards** for our collaboration on the North Oxford Corridor improvement project, including winning the Environmental Sustainability Award for decarbonisation.
- Our Libraries' Business and Intellectual Property Centre team won the Children's Award in the 2023 **National Libraries Connected Awards** for introducing hundreds of children and young people to entrepreneurship.
- Our schools' catering team won a 2023 Association for Public Service Excellence Performance Network Award for **most improved performer in catering services**.
- The house project from the care leavers' service won **Oxford Brookes University's Celebrating Excellence in Practice Education 2023 Award** for being an outstanding placement partner, supporting social work trainees to succeed.



- We received a **bronze Carbon Literacy Organisation Award** for our training programme, which has delivered carbon literacy training to 200 employees and councillors.
- We won a 2023 **Chartered Institute of Public Relations PRide Award** for the launch of our internal recognition programme.
- Our apprenticeship team won the Oxfordshire Local Enterprise Partnership's **Large Apprenticeship Employer of the Year Award 2023** for our work in providing a high-quality apprenticeship experience.

- Our visual impairment and access to greenspace project, funded by Natural England, won the 'Best example of research making an impact' at the 2024 **Outdoor Recreation Network Awards**.
- We were shortlisted for communications campaign of the year in the **2023 LGC Awards** for a recruitment campaign for on-call fire fighters, which received 60 applications against a target of 18.
- We were shortlisted for the **MJ Awards' innovation in children's and adults' services category** for our Cheers M'Dears pub room in Banbury, which provides a social space for members of our community support service.
- Three of our social workers – Helen Barker, Katherine Elliott and Tatiana Lucena – won awards from the **British Association of Social Workers**.
- The Oxfordshire Museum in Woodstock was nominated for the **Muddy Stiletto's Best Family Attraction 2024**.

- We were shortlisted for a **Comms 2.0 award for our smoking cessation communications campaign**, which resulted in a 46 per cent increase in visits to the Stop for Life website and a 42 per cent increase in referrals to the Stop for Life service.
- Jamie Kavanagh, our senior policy officer for inequalities, won the **Freemen of Oxford Award for information and communication and technology** for his work on inclusion and diversity in data management.
- Firefighter and LGBT+ champion Charlotte Stacey was awarded a **British Empire Medal** for her services to the community.



- Will Pedley, one of our senior transport planners, won the **Transport Planning Society's Transport Planner of the Year 2023**.
- Kath Hunt, our Youth Justice and Exploitation Manager, received a **Thames Valley Police Commendation** for her multi-agency work to prevent exploitation in one area of the county.
- Alison Brookman, Assistant Team Manager and Violence Reduction Coordinator, was awarded the **Thames Valley Police Laycock Award for problem solving** to recognise her work responding to issues of serious violence and anti-social behaviour.



2023/24 in figures



We recorded **7,446** births and **6,494** deaths.



We conferred British citizenship on **1,973** new citizens.



We conducted and registered **2,578** civil partnership and marriage ceremonies, and registered **532** religious marriages.



Our fire and rescue service attended **6,361** emergencies.



Our highways teams maintained **3,000** miles of road, **2,000** miles of footway, **1,200** bridges, **400,000** highway trees and **80,000** streetlights.



We spent over **£2m** repairing potholes, with more than **30,000** defects repaired.



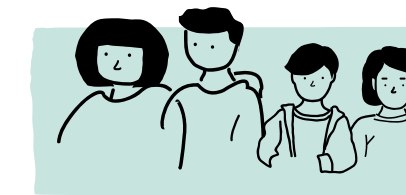
94.59 per cent (6,613) of applicants were awarded their first choice of primary school in Oxfordshire for 2024/25.



Our portable antiquities team, who help preserve and protect local heritage finds and treasures, saw a **25 per cent** increase in the recording of treasure cases.



88.24 per cent (6,492) of applicants were awarded their first choice of secondary school in Oxfordshire for 2024/25.



1,909,185 people visited our libraries.



Our libraries loaned **3,613,485** books and other items.



We currently have **300** apprentices on programmes across the council. Our apprenticeship achievement rate currently stands at **80 per cent**, exceeding the Department for Education's ambition of **67 per cent**.



We spent **£496,000** on refurbishing **15** of our libraries.



Performance and feedback

Performance summary

This summarises the progress we have made delivering against the activities, tasks and projects outlined in our strategic plan under each of the nine strategic priorities.

The bi-monthly business management and monitoring reports can be found here for further detail of achievements and action plans.

mycouncil.oxfordshire.gov.uk

Listening and learning

Throughout the year we provide opportunities to our residents to have their say. Whether through customer satisfaction surveys, consultations on our budget, new projects and services, talking to local business organisations or feedback through our website; we are keen to listen to what you like and what needs to be improved.

letstalk.oxfordshire.gov.uk

Let's Talk



Finance

What we spent on council services

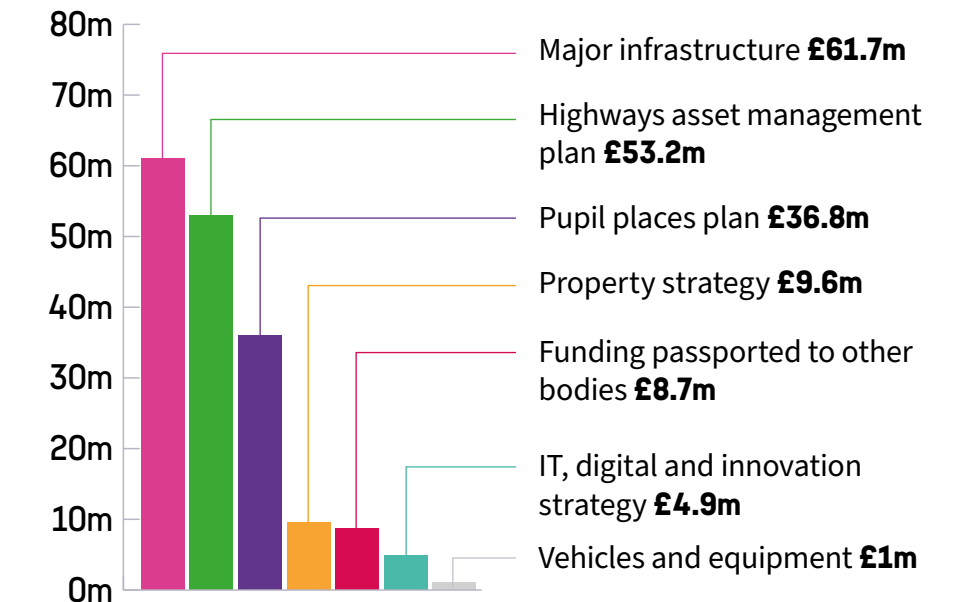
In 2023/24 the council spent **£894.9m** on services – our gross expenditure budget. The chart below shows how we spent our budget on services in 2023/24.

- 51%** Adult and children's social care
- 18%** Education and learning
- 9%** Highways and transport
- 7%** Capital borrowing and other financial costs (eg contingency and reserves)
- 5%** Public health improvement and prevention services
- 4%** Waste disposal and recycling
- 4%** Fire and rescue and community safety
- 2%** Culture and customer experience



Capital programme

In 2023/24, we spent **£175.9m** on capital projects which included investment in highway improvements, new school buildings, Zero Emission Bus Regional Area (ZEBRA) electric buses and energy efficient street lighting. This money can only be used for the purpose it has been given and cannot be allocated to day-to-day council spending.







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details

online services

To find out more about how you can **take part in local democracy** by asking questions or making statements at council meetings, visit:

oxfordshire.gov.uk/council

You can **apply, book, find, report** and **pay** for a range of services on the county council's website:

oxfordshire.gov.uk

Let's talk



Have your say in **consultations about changes** to council services or policies at:

letstalk.oxfordshire.gov.uk

Sign up



For **monthly news and updates** from across the county, sign up to Your Oxfordshire and get the latest direct to your inbox.

oxfordshire.gov.uk/newsletter

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Introduction

1. This annex sets out the final financial monitoring update for the 2023/24 financial year and is based on information from 1 April 2023 to 31 March 2024.
2. The budget for 2023/24 and Medium-Term Financial Strategy to 2025/26 was agreed by Council on 14 February 2023. £57m new funding to meet inflationary and demand pressures was included as part of the budget for 2023/24 along with £30m budget reductions. There was also funding for investments totalling £9.3m.
3. This is the final update for 2023/24 and sets out the final expenditure against the agreed budget as well as an update on the achievement of planned budget savings and investments.
4. The information in this report will be incorporated into the Council's Statement of Accounts for 2023/24. Both the draft and final Statement of Accounts will be published on the Council's website.
5. Under the Accounts and Audit Regulations 2015 regulations 9 and 15, the commencement period for the exercise of public rights to inspect the draft 2023/24 accounts and related documents, based on an account's completion date of 31 May 2024, should include the first 10 working days of June 2024, with inspection dates being between 1 June and 12 July 2024.
6. However, delays with the audit of the 2021/22 accounts and the impact of the outcome of consultation for back stop arrangements for the audit of the Statement of Accounts for 2022/23 has created challenges that have affected the council's ability to meet this deadline.
7. Work is in progress to consolidate the draft accounts for 2023/24 with an anticipated completion by the end of June 2024, following which the period for the exercise of public inspection will commence. A further notice will be published on the council's website in due course setting out the public inspection period.
8. The following additional information is provided to support the information in this Annex:

Annex B – 1 (a) to (e)	Detailed directorate positions 2023/24
Annex B – 2	Virements to note
Annex B – 3	Earmarked reserves
Annex B – 4	Government grants
Annex B – 5	General Balances

Overview of 2023/24 Expenditure & Funding

Directorate Budgets & Expenditure

9. The table below summarises the directorate expenditure compared to the final budget and shows the movement since the report to Cabinet in March 2024. At the end of 2023/24 there was a directorate overspend of £6.6m (1.1%).

Directorate Budgets	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
	£m	£m	£m	%	£m	£m
Adult Services	229.7	229.7	0.0	0.0%	0.0	0.0
Childrens' Services	172.3	180.0	7.7	4.5%	12.9	-5.2
Environment & Place	75.3	72.2	-3.2	-4.2%	-2.9	-0.3
Public Health	4.1	3.9	-0.2	-3.7%	0.0	-0.2
Community Safety	27.0	27.7	0.7	2.5%	0.4	0.3
Resources	73.3	74.9	1.5	2.1%	1.9	-0.4
Total Directorate Budgets	581.8	588.4	6.6	1.1%	12.3	-5.7

10. As explained in the Business Management & Monitoring Reports throughout the year, the final position for 2023/24 reflects the impact of financial risks which include inflation and demand pressures for Childrens' social care, as well as workforce shortages.
11. During the year there has been sustained management action to manage pressures across the council which have contributed to the position at year end. The on-going impact of increases in inflation and demand was considered through the Budget & Business Planning Process for 2024/25.
12. Adult Services expenditure was balanced to the budget at year end. Risks within the council elements of the pooled budgets have been managed by the service.
13. The overspend for Childrens' Services has reduced by £5.2m. This is mainly driven by a reduction in anticipated inflationary pressures on residential placements in the last quarter of the year in addition to measures taken by the service to reduce the need for children to go into a remain in care.
14. The underspend for Environment & Place has increased by £0.3m compared to the report to Cabinet in March 2024. The underspend reflects a reduction in energy costs from lower energy activity, a reduction in waste management costs and additional income from enforcement activity.
15. The overspend for Community Safety has increased by £0.3m mainly due to

additional staffing costs and a one-off payment made for a disabling injury/illness.

16. The overspend for Resources has reduced by £0.4m from the previously reported position, mainly due to vacancies in Communications, Strategy and Insight.
17. The final position reflects the achievement of planned savings in 2023/24. The table at paragraph 117 shows the planned savings and actual delivery for each directorate.
18. 73% of the budgeted savings of £10.2m which were not achieved as planned in 2022/23 have been delivered. 84% of the 2023/24 savings have been delivered and 16% of savings have not been delivered. Where relevant, savings that are not expected to be achieved on an on-going basis have been removed through the Budget & Business Planning Process for 2024/25.
19. The 2023/24 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £14.7m. This is £3.6m lower than the £18.3m forecast deficit approved by Cabinet in May 2023. The CIPFA code of practice currently requires negative High Needs DSG balances to be held in an unusable reserve. The deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £41.1m as at 31 March 2023 to £55.8m at 31 March 2024.

Directorate Financial Positions as at 31 March 2024

Adult Services

20. Adult Services expenditure was £229.7m with no variation to the final budget. This has remained unchanged from the forecast position reported to Cabinet in March 2024.

Service Area	Final Budget Mar-24 £m	Net Expenditure Mar-24 £m	Variance Mar-24 £m	Variance Jan-24 £m	Change Since Jan-24 £m
Adult Social Care	26.3	27.0	0.7	0.6	-0.2
Health, Education & Social Care Commissioning	5.4	4.8	-0.6	-0.6	0.1
Housing & Social Care Commissioning	1.4	1.4	0.0	0.0	0.0
Business Support Service	1.1	1.0	-0.1	-0.1	0.0
Pooled Budgets	195.5	195.5	0.0	1.0	0.1
Total Adult Services	229.7	229.7	0.0	0.0	0.0

21. The final position reflects an agreement on the sharing of costs for adults with Section 117 aftercare support under the Mental Health Act with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, bringing the health and social care system funding more in line with other local authorities and care boards.

22. The balanced position is after the transfer of £0.5m to the Budget Priorities Reserve to fund commitments within the Live Well pooled budget including repairs and refurbishment costs of supported living units and respite properties plus associated development costs.

Pooled Budgets

Age Well Pooled Budget

23. The Age Well pool combines health and social care expenditure on care homes, activity relating to hospital avoidance and prevention and early support activities for older people.
24. Budgets within the pool have been managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB) following the agreement of the contributions and risk share arrangements for 2023/24.
25. The council elements of the Age Well pool overspent by £1.1m. Care Home activity has increased throughout the year; the number of placements has increased by 6% over a 12-month period.
26. The council's share of the Better Care Fund (BCF) that has been utilised within the pool is £29.4m. The 5.75% increase in funding compared to 2022/23 was used to support the cost of preventative services and BCF schemes as agreed within the BCF plan.

Live Well Pooled Budget

27. The Live Well pool supports a combination of health and social care needs for adults of working age with learning disabilities, acquired brain injury or mental health needs and adults with physical disabilities.
28. Budgets within the pool have been managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB) following the agreement of the contributions and risk share arrangements for 2023/24.
29. The residential element of the mental health Outcomes Based Contract (OBC) with Oxford Health Foundation NHS Trust (OHFT) and BOB ICB, is continuing to be shared equally between the ICB and the council, this agreement was extended to cover the Learning Disability cohort from the beginning of 2023/24.
30. The physical disability and the acquired brain injury budgets were managed on an aligned basis. Any pressure linked to the cost of people with mental health needs falling outside of the OBC were to be split equally after the first £0.2m which was the responsibility of the council.
31. The council elements of the Live Well pool underspent by £1.1m after taking account of the following:

- A £3.0m underspend within the Higher Functioning Autism (HFA), Learning Disabilities and Acquired Brain Injury areas of the pool. This is as a result of the residential element of the S117 aftercare which is shared equally between both the council and BOB ICB where this was previously all charged to the council. There was also a lower level of HFA activity than budgeted for.
- A £1.9m overspend within Physical Disabilities related to an increase in demand for both care homes and home support during late 2022/23 creating an on-going pressure in 2023/24. Year on year, there has been an 8% increase in care home placements (10 placements) and a 13% increase in the number of homecare hours delivered per week, with the number of home support clients supported increasing by 10%.

Non-Pool Services

32. There was a breakeven position for non-pool services.

Other Services

33. An overspend of £0.7m is linked to increased costs of the provider support services team where additional investment to target improvements in the debt management and recovery team has resulted in debts being managed more effectively. Continuing into 2024/25 the aim is to continue to bring down the level of bad debt held within the council.
34. An underspend of £0.7m within the Health, Education and Social Care (HESC) and the Business Support Service was due to vacant posts held throughout the year.

Reserves

35. Earmarked reserves held by the directorate as at 31 March 2024 totalled £2.7m and have decreased by £0.4m during the financial year.

Ringfenced Grants

36. As set out in Annex B-4, ring-fenced government grants received by Adult Services in 2023/24 totalled £21.4m.
37. The Improved Better Care Fund Grant was £10.7m, with no change since 2022/23. The conditions attached to the grant funding required it to be used for the purposes of meeting adult social care needs, including contributing to the stabilisation of local care markets and supporting the NHS in addressing pressures such as delayed discharges.
38. The Market Sustainability and Improvement Fund was £5.4m. This was used to enhance fee uplifts for care providers in 2023/24 in line with the terms of the grant, and to maintain uplifts from 2022/23 funded through the Market Sustainability and Fair Cost of Care grant which now forms part of this grant.
39. The Market Sustainability and Improvement Workforce Fund totalled £3.5m and has been used to grow social care capacity through increasing social care workforce capacity and retention, reducing social care waiting times and

increasing fee rates paid to social care providers.

40. The Adult Social Care Discharge Fund totalling £1.5m has been used to provide interventions that improve discharge of patients from hospital to the most appropriate location for their ongoing care.

41. Oxfordshire received £0.3m from the Adult Social Care Apprenticeship Fund in February 2024. This will be used in 2024/25 with the aim of increasing social work capacity within adult social care. This has been transferred into the grants and contribution reserve.

Virements

42. Virements to note transacted by the end of March 2024 reflect the movement of funding held in reserve into the pooled budgets plus further reallocations of budgets relating to price increases within Adult Social Care.

Childrens' Services

43. Childrens' Services overspent by £7.7m against a budget of £172.0m. The final position has improved by £5.2m compared to the January forecast. In addition, there was an overspend of £14.7m on High Needs Dedicated Schools Grant.

44. As reported throughout the year the underlying pressures in Childrens' Services which were reflected in the overspend for 2022/23 reported to Cabinet in June 2023, have remained a significant challenge in 2023/24. These pressures were driven by a combination of care placements costs, staffing, particularly the reliance on agency staff to cover vacancies, and Home to School Transport for pupils with Special Educational Needs.

Service Area	Final Budget Mar-24 £m	Net Expenditure Mar-24 £m	Variance Mar-24 £m	Variance Jan-24 £m	Change Since Jan-24 £m
Education & Learning	40.1	43.3	3.2	4.2	-1.0
Schools ¹	0.2	0.2	0.0	0.0	0.0
Subtotal Education	40.3	43.5	3.2	4.2	-1.0
Early Help, Front Door & Social Care	76.0	76.1	0.1	2.9	-2.7
Provider Services & Safeguarding	44.8	48.7	4.0	5.2	-1.3
Childrens' Services Central Costs	11.2	11.7	0.4	0.6	-0.2
Subtotal Childrens' Social Care	132.0	136.5	4.5	8.7	-4.2
Total Children's Services	172.3	180.0	7.7	12.9	-5.2

¹ *Maintained Schools are funded by Dedicated Schools Grant

Dedicated Schools Grant	Final Budget Mar-24 £m	Net Expenditure Mar-24 £m	Variance Mar-24 £m	Variance Jan-24 £m	Change Since Jan-24 £m
Schools DSG	129.5	129.2	-0.3	0.0	-0.3
High Needs DSG	84.7	99.4	14.7	21.2	-6.5
Early Years DSG	45.2	41.9	-3.2	0.0	-3.2
Central DSG	5.0	5.2	0.3	0.0	0.3
Total DSG Funded Expenditure	264.3	275.7	11.4²	21.2	-9.8

Education & Learning

45. Education & Learning overspent by £3.2m against a budget of £40.3m. This was primarily a result of pressures within Home to School Transport and Management.
46. The £3.1m overspend for Home to School transport is £0.5m lower than the forecast reported to Cabinet in March 2024. The overspend is mainly driven by the Special Educational Needs (SEN) transport service which overspent by £4.1m, offset by a £1m underspend within mainstream school transport. This reflects higher activity in the service than was budgeted for and the impact of rolling annual tenders for bus routes. In addition, the service the service was unable to deliver planned savings of £1.0m.

Childrens' Social Care

47. Childrens' Social Care overspent by £4.5m against a budget of £132.0m. The overspend was primarily driven by a combination of care placement costs and reliance on agency staff to cover vacancies.
48. This reflects a combination of:
- The on-going effect of the overspend in 2022/23. Because activity increased in the last quarter of the financial year the on-going effect was not fully anticipated in the Budget & Business Planning process for 2023/24.
 - Changes in practice, interventions to prevent unnecessary referrals and reduce the number and cost of children's care and support has made a significant impact on spend in the financial year and reduced the overspend at year end.
 - Financial volatility in the market for care together with the impact of inflation and shortages in local capacity reduced the ability to make an impact on spend in the short-term.
49. The drivers of the pressures remained the same as in 2022/23 and included:
- Continued workload pressure, increased vacancies and recruitment difficulties within front-line services including Family Solutions Plus, Front Door and Children We Care For Teams.

² There is also a movement on the unusable reserve for the new schools fund of £0.6m

- Though the number of children in care has reduced, this has been offset by increases in underlying unit cost rates especially the growing number of very complex cases, although significant action has been taken in the year to manage these.

50. The most significant variances include:

- Children with Disabilities: £1.8m overspend within placement budgets due to a combination of an increased and more complex level of care being required and higher rates. The improvement in the overspend by £0.7m compared to the previously forecast position is due to lower activity than previously forecast for the final quarter of the year (£0.6m) and changes to care packages, including recharges from SEN (£0.1m).
- High Cost and Unregistered Placements: £3.5m overspend. The reduction of £2.0m since the last report due to is due to:
 - Assumptions about inflation requirements for residential placements which were not required due to careful management of the market and a reduction in inflationary pressures during the later part of the year.
 - A reduction in suspended placement costs, new resource panel searches. Backdated costs were lower than anticipated due to on-going activity to manage demand and cost.
 - Oxfordshire's share of the Adopt Thames Valley underspend, which had not been included in the previous forecast.
- Family Solutions Plus (FSP): £0.5m overspend mainly due to continued dependence on high-cost agency staff to cover vacancies due to shortages of staff in the marketplace. The improvement in the overspend by £0.4m compared to the previously reported position was a result of a reduction in staffing spend in the FSP Team, as well as previously prudent forecasts across the service.
- The pressures have been mitigated to some extent by:
 - Substantial underspends on staffing.
 - Underlying reductions in legal and transport costs
 - An increase in NHS Health partner joint funding for Continuing Healthcare and Mental Health (Section 117)

Childrens' Social Care: Pressures, Drivers, and Action Plan

51. Given the scale of the £19.1m overspend for Childrens' Social Care in 2022/23 the service undertook a comprehensive review of its vision and strategy in 2023/24. Plans for reducing expenditure, as well as an adjustment for risk, were considered through the Budget & Business Planning process for 2024/25.

52. During 2023/24 the service implemented organisational, governance and business process controls and market management actions to address the underlying pressures. These included:

- Continued scrutiny of spend by senior management and the leadership

team.

- Streamlining of referrals at the 'front door' (MASH) - revising thresholds & practices.
- The Family Solutions Plus (FSP) teams continue to work to reduce the backlog of assessments and intervention measures.
- Development of a robust recruitment and retention policy.
- Work to reduce the number of children needing care and tracking those where care placements are due to cease.
- Ongoing reduction in the number of children living in high-cost placements.
- Brokerage action plan to ensure timely, suitable, cost-effective placements are sourced.
- A 'LEAN' review of the placement process and identification of efficiencies.

53. Evidence that the actions had an impact is reflected in the number of Children We Care For (CWCF).

	Q2 2022	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Jan 2024	Feb 2024	Mar 2024
Oxfordshire born children	778	755	735	709	677	651	637	632	624
Disabled Children	61	62	58	56	51	50	49	50	49
Subtotal	839	817	793	765	728	701	686	682	673
Unaccompanied	69	73	108	100	94	108	93	96	95
Total	908	890	901	865	822	809	779	778	768

54. The downward trend in the number of CWCF was due to the above actions and in particular the use of strengths based proportionate assessment, resulting in a greater number of families and their children being supported in their own homes and fewer children becoming children we care for.

55. In addition, emphasis was also being placed on permanence planning and finding other more suitable (and usually more cost-effective) placements, including re-unification to the family home and adoption.

Childrens' Services Central Costs

56. An overspend of £0.4m relates to a claim for historic legal fees (£0.2m) and a pressure relating to significant growth in social care complaint cases dealt with by the Customer Service Centre (£0.2m) but recharged to Children's Services.

Dedicated Schools Grant (DSG)

57. Variations against the Dedicated Schools Grant blocks are summarised in the table below.

Summary of DSG funding	2023/24 Budget	2023/24 Outturn	Variance March 2024
	£m	£m	£m
Schools block	129.5	129.2	-0.3
Central Services Schools block	4.9	5.2	0.3
High Needs block	84.7	99.4	14.7
Early Years block	45.2	41.9	-3.2
Total	264.3	275.7	11.4³

58. The majority of the variance relates to High Needs DSG with an in-year deficit of £14.7m. This is £3.6m lower than the £18.3m forecast deficit approved by Cabinet in May 2023. In line with national guidance the overspend on High Needs DSG will be transferred to an unusable deficit reserve. The deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £41.1m as at 31 March 2023 to £55.8m at 31 March 2024
59. Some of the key issues impacting on High Needs DSG spend in 2023/24 were the cost of placements from September 2023, tribunal challenges to placement decisions, and the impact of inflation on providers' fees.
60. The overspend on the Central Block DSG relates mainly to higher staffing costs where interims have been required during the year, although the overspend is equal to the cost of accumulated underspends on this block.
62. The underspend on the Schools Block relates to the inclusion of a grant received for schools in financial difficulty.
63. Early Years DSG is underspent due to lower than anticipated hours of early years education being funded.
64. The Chancellor announced significant changes to childcare arrangements in the Spring Budget 2023. This included an uplift to rates payable for the period September 2023 to March 2024. In 2023/24 the funding for this was received via a specific grant but this will be subsumed within DSG from April 2024. The provisional grant is in the region of £3.0m, and the exact amount will not be known in June 2024, after the schools' census return. The council will need to pass the grant to providers in full.

Investments

65. The following budget investment was agreed by Council in February 2023 as part of the budget for 2023/24:
- £0.5m on-going funding to support additional capacity within the Special Educational Needs Team to improve service delivery was fully utilised in 2023/24.

³ There is also a movement on the unusable reserve for the new schools fund of £0.6m

Reserves

66. Total directorate earmarked reserves are £18.0m and have decreased by £0.6m during the financial year. £13.0m of the total relates to school balances which have increased by £0.1m in the year. The unusable DSG reserve is holding a deficit of £45.6m after taking account of the 2023/24 deficit of £11.4m and a movement on the unusable reserve for the new schools fund of £0.6m.
67. £4.5m of the total held relates to ringfenced grants that are expected to be spent in future years.

Grants

68. As set out in Annex B-4, ring-fenced government grants received by the directorate in 2023/24 totalled £303.4m.

Environment & Place

69. Environment & Place underspent by £3.2m against a budget of £75.3m. The final position has improved by £0.3m compared to the January forecast.

Service Area	Final Budget Mar-24 £m	Net Expenditure Mar-24 £m	Variance Mar-24 £m	Variance Jan-24 £m	Change Since Jan-24 £m
Transport & Infrastructure	13.6	12.4	-1.2	-1.3	0.1
Planning, Environment & Climate Change	37.6	37.2	-0.4	-0.6	0.2
Highways & Operations	21.5	19.7	-1.8	-1.1	-0.7
Directorate Support	2.6	2.8	+0.2	+0.1	0.1
Total Environment & Place	75.3	72.1	-3.2	-2.9	-0.3

Transport & Infrastructure

70. Transport & Infrastructure, which underspent by £1.2m, comprises Transport Policy, Place Making and Infrastructure Delivery.
71. There was a £0.5m underspend on community transport initiatives. As set out in paragraph 89 more time is required to deliver on the on-going investment of £1.2m agreed in February 2023 due to a greater time required to plan, identify and work with providers.
72. The Infrastructure Delivery and Place Making service areas underspent by £0.5m as a result of the allocation of funding to support Programme Management Office costs and other specialist functions needed to support the delivery of the Major Infrastructure capital programme.
73. There was a £0.1m underspend on senior management costs.

74.Placemaking services broke even at year end.

Planning, Environment & Climate change

75.The Planning, Environment & Climate change service area is made up of Strategic Planning, Climate Change and Environment & Circular economy. The service area underspent by £0.5m.

76.Strategic Planning achieved a breakeven position.

77.Climate Change underspent by £0.2m due to vacancies within the team. The service anticipates being fully resourced in the next financial year.

78.Environment & Circular Economy underspent by £0.2m.

79.Waste Management overspent by £0.1m as a result of a mix of factors associated with contract costs, gate fees and transportation costs. Tonnages managed by the Energy Recovery Facility (ERF) were higher than budgeted due to more waste going through to the ERF stream rather than Recycling/Landfill. Kerbside residual waste and recycling/composting waste tonnages were lower than budgeted. Although, waste tonnages overall were less than those budgeted for, the cost of the additional tonnages managed by the ERF offset the changes in landfill and recycling activity. The table below summarises budgeted and actual waste activity.

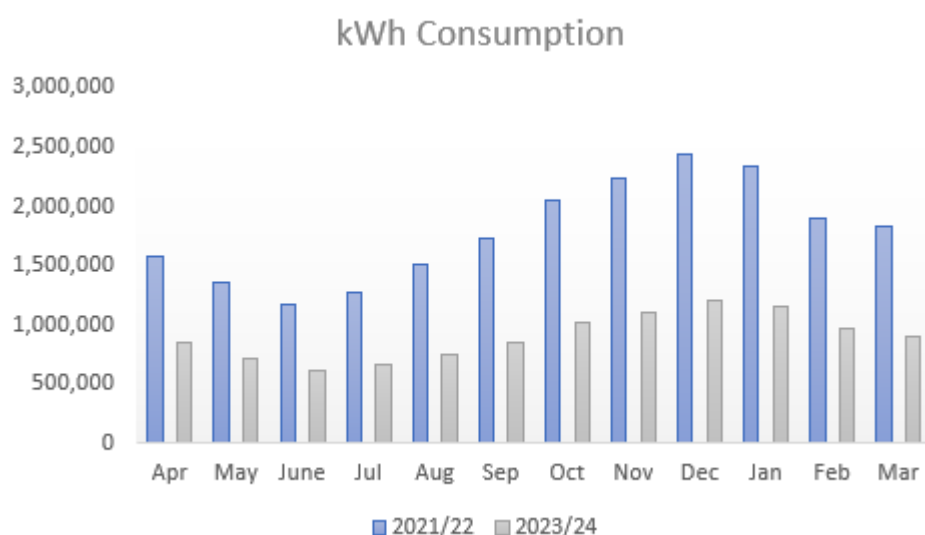
Budget					Outturn			
Waste Stream	Annual	Tonnage		Price/ Tonne	Annual	Tonnage		Price/ Tonne
	£m	K'Tonnes	%	£	£m	K'Tonnes	%	£
Recycling/ Composting	8.155	158	58%	51.49	7.728	151	56%	51.04
ERF	15.392	104	38%	147.90	16.245	110	41%	148.93
Landfill	1.564	9	4%	175.19	1.122	7	3%	164.37
Total	25.111	271	100%	92.66	25.214	268	100%	94.61
*Please note that budget and outturn figures are rounded to the nearest 1000								

80.A pressure of £0.2m in Countryside Operations was due to additional work associated with tree services in Oxford. This pressure has been mitigated through working with Oxford City partners by moving the works schedule to a reactive programme to reduce the level of spend. The service pressure has been offset through the underspend of £0.6m in Environment Strategy service, due to

part delivery of the Lead Local Flood Alliance initiative investment. It is anticipated that with the infrastructure in place, the full effect of the investment will be achieved in 2024/25 (see paragraph 89).

Highways & Operations

81. Highways & Operations underspent by £1.8m due to an over achievement of income through enforcement in Network Co-ordination and a reduction in energy prices and costs.
82. The Highway Maintenance service underspent by £1.0m. This reflects a 38% reduction in energy consumption for Street lighting as a result of 94% of the lamps now having been converted to efficient LED units through the LED replacement programme. In addition to the reduction in consumption, energy for street lighting is obtained through Crown Commercial Services. A price update received during the year set out a more favourable energy price per kilowatt, £0.256 lower than assumed when the budget was set. The graph below shows an approximately 50% reduction in energy usage in 2023/24 compared to 2021/22:



83. There was an underspend on highway operations contract costs due to inflation and material costs returning more in line with expected levels faster than anticipated though concern about volatility of costs remained throughout the year. This underspend was in part offset through a significant increase in the number highway defects throughout the year that were critical to repair and the need to deploy additional personnel to manage these.

Month	Defects 2022/23	Defects 2023/24	% Increase
April	3,320	4,143	24.8%
May	2,927	4,944	68.9%
June	2,212	4,695	112.2%
July	1,979	4,134	108.9%
August	1,888	2,553	35.1%
September	1,715	2,363	37.8%
October	1,650	2,927	77.4%
November	1,980	3,088	56.0%
December	1,840	2,837	54.1%
January	3,057	3,574	16.9%
February	3,023	3,881	28.38%
March	3,839	4,290	11.74%

84. The increase in the number of defects was driven by the impact of bad weather earlier in the year on roads that were already in a deteriorated condition and is consistent with the increase seen nationally.

85. The increase in defect numbers and the cost increase of associated repairs has been managed within the service area budgets through a reduction in other operational spend where possible.

86. Network Management underspent by £1.6m. A greater level of income was received than expected predominantly through street works (permit fees and enforcement), as well as a substantial 'late penalty' payment received in March relating to a utility operator fine. The greater levels of income were mainly attributable to compliance issues which are being robustly enforced, and as such are harder to forecast.

87. Supported transport overspent by £0.6m as a result of savings of £0.4m from 2022/23 plus a further saving of £0.2m in 2023/24 that have not been delivered. The on-going impact has been removed through the Budget & Business Planning Process for 2024/25.

Directorate Support

88. The Directorate Support service area overspent by £0.2m due to consultancy fees in respect of the Housing Infrastructure Fund (HIF) project review and the non-achievement of staffing savings.

Investments

89. The following budget investments were agreed by Council in February 2023 as part of the budget for 2023/24:

- On-going investment of £1.2m in Community Transport Initiatives: Countywide Community Transport Initiatives investment of £1.2m enabled the Council to provide a community transport grant scheme and provide new funding for rural transport services. In total, £0.7m was spent in the financial year 2023/24. The community transport grant scheme element was slightly overspent due to the high quality of applications. The rural transport element was significantly underspent because of the time needed to consult, design, tender and mobilise new routes – most services commenced in November 2023, with the final new route due to start in July 2024.
- Park and Ride Joint Ticketing: On-going funding of £0.5m was used to support the continuation of combined ticketing for parking and return bus travel in Oxford in 2023/23. The on-going funding is being used to support joint ticketing arrangements for 2024/25 as agreed with Oxford City Council.
- Further Development of School Streets (Phase 2): £0.5m one - off funding from the Budget Priorities Reserve has been used to fund Automatic Number Plate Recognition cameras, signage, air quality sensors and traffic monitoring required for the implementation of a further four school streets in Oxford and one in Didcot.
- £1.0m one-off funding from the Budget Priorities Reserve was used to fund improvements to existing highways, cycle-paths and pavements in Oxfordshire. Works have been carried out countywide and have been co-ordinated with other works programmes / priority areas to maximise the impact / benefit. Examples include extensive refurbishment of the Marston Cycle Path in Oxford City whilst the route was closed to repair the University Parks Footbridges. Sites within or bordering Local Cycling and Walking Infrastructure Plan (LCWIP) areas, such as Abingdon, have been prioritised to support the LCWIP outcomes.
- Following work to agree a joint plan with Children's Services, £0.3m on-going funding to improve Childrens' Transport Options this will be utilised from 2024/25.
- Improvements to travel information: Initial outputs will be a suite of bus information provision, including online and printed with potential expansion to cycle/walking routes in 2024/25. £0.06m was spent in 2023/24, with the full £0.1m expected to be spent from 2024/25.
- Mobility Hubs (£1.5m funding over three years): Pilot locations have been identified and it is anticipated that the schemes, which will include sites at Benson Marina and Carterton Town Centre, will be designed and procured in 2024/25 with delivery in 2025/26. A mobility hub brand will be developed and

linked to wider sustainable transport network ambitions.

- Flooding and Drainage: £0.6m on-going funding was agreed for tackling the worst areas prone to flooding & drainage. There have been some significant delays in utilising the £0.6m investment, primarily due to lack of an existing mechanism for delivering the work on the ground, flooding issues with some areas being complex in relation to landownership and asset ownership. Furthermore, it took significant time to recruit a Project manager, who is now in post to deliver the investment in a longer term, to ensure the most effective use is made of the funding available. The additional funds in year held to fund identification of projects through engagement with residents, Members, Districts, Town and Parish Councils. Some of the funding have been utilised to deliver the projects through County's Highways team and District councils.
- Resource to Develop Freight Strategy (£0.06m on-going funding): The Freight Technical Lead has been in post since April 2024 and will lead on the implementation of the Freight and Logistics Strategy.
- Further work to develop Rail Studies (£0.1m one - off funding): £0.04m was spent in 2023/24 and the outline business case for Wantage and Grove Station is expected to be completed in the first quarter of 2024/25.

Grants

90. As set out in Annex B-4, ring-fenced government grants received by the directorate in 2023/24 totalled £4.7m. Within the year the directorate received £4.0m of grant funding from various central government bodies including Department for Transport, Department for Environment, Food and Rural Affairs and Homes England, compared to £1.8m received in 2022/23.

Reserves

91. Total directorate earmarked reserves as at 31 March 2024 were £15.7m, an increase of £2.8m in the financial year. The increase is made up of £0.7 income relating to the Zero Emission Zone and a £1.6m increase in the Parking Account.
92. £0.5m reserve funding has been used during the year primarily to support public transport initiatives and growth deal partnership work undertaken throughout the year.

Public Health and Community Safety

93. Public Health and Community Safety overspent by £0.5m against a combined budget of £31.1m.

Service Area	Latest Budget Mar-24 £m	Net Expenditure Mar-24 £m	Variance Mar-24 £m	Variance Jan-24 £m	Change Since Jan-24 £m
Public Health Functions	37.1	36.7	-0.5	0.0	-0.5
Public Health Recharges	0.6	0.6	0.0	0.0	0.0
Grant Income	-33.6	-33.6	0.0	0.0	0.0
Transfer to Public Health Reserve	0.0	0.3	0.3	0.0	0.3
Total Public Health	4.1	4.0	-0.2	0.0	-0.2
Total Community Safety	27.0	27.7	0.7	0.4	0.3
Total Public Health & Community Safety	31.1	31.6	0.5	0.4	0.1

Public Health

94. There was a £0.5m underspend on Public Health functions. £0.3m of this has been transferred to the Public Health reserve at year end. The underspend was made up of:

- £0.1m overspend on the substance misuse service due to increased activity in the residential rehabilitation and detoxification treatment service which improves outcomes for people with complex treatment needs.
- £0.1m overspend on National Health Service health checks because of the high level of activity in primary care which is in line with the national trend post COVID-19; offset by
- £0.2m underspend within the obesity service as service delivery changes will not take place until 2024/25.
- £0.1m underspend on Sexual health services linked to activity levels.
- £0.2m underspend on staffing, linked to in-year delays in recruiting to vacant roles.
- £0.1m underspend relating to multi-year projects across healthy place shaping and wider determinants, there is a commitment for this to be spent in 2024/25.
- £0.1m underspend within other public health services due to delayed implementation of access to nature programmes and the change in estimated costs of Better Housing Better Health work.

Community Safety

95. Community Safety overspent by £0.7m as a result of:

- The reallocation of budgeted agency staffing savings of £0.2m which it was not possible to achieve by the end of the year.

- A one-off payment of £0.1m made for a disabling injury/illness.
- £0.4m additional staff costs linked to the Botley Road closure in Oxford and the Rewley Road development.
- £0.1m linked to the impact of inflation on the cost of maintaining the service's fleet of vehicles and an increase in training costs of new recruits following staff leaving unexpectedly.
- These overspends were offset by an underspend of £0.1m within Trading Standards. This related to delays in recruitment, and the receipt of unexpected one-off income.

Ringfenced Government Grants

96. The ringfenced Public Health grant totalled £33.6m in 2023/24 and increased by £1.0m compared to 2022/23. The grant was used to support Public Health activities throughout 2023/24 with £0.3m unutilised funding transferred to the Grants and Contributions Reserve for use in future years.
97. The council received £1.4m in relation to the Firefighter's Pension Fund Grant, £0.3m Fire Protection Uplift Grant and £0.1m in total from the New Dimensions, Pension Administration and COVID-19 special grants.

Use of Un-ringfenced Government Grant Funding

98. Un-ringfenced grants held centrally and agreed to be used to support expenditure budgets within Public Health and Community Safety in 2023/24 were:
- £1.2m Domestic Abuse Duty Grant supporting the provision of accommodation-based support to victims of domestic abuse and their children.
 - £0.6m Substance Misuse Treatment & Recovery Housing Grant being used to deliver the Government's aim that by 2024/25 there will be more people recovering from addiction in stable and secure housing.
 - £0.6m Supplementary Substance Misuse Treatment and Recovery grant. 2023/24 was the second year of a three-year scheme where the Office for Health Improvement and Disparities (OHID) worked alongside other government departments to support a process of investment in a whole system approach to tackling illicit drug use, including enforcement, diversion and treatment and recovery interventions.
 - £0.1m Supplementary Substance Misuse Inpatient Detox and Rehabilitation.
 - £1.2m Rough Sleeping Drug and Alcohol Grant used to provide specialist support for rough sleepers and those at risk.
 - £0.1m Rough Sleeping Strategy – Care Leavers
 - £0.1m Firelink Grant – This was a 40% reduction from the previous year and this grant will continue to reduce by 20% in each of the next four years.

Reserves

99. Total directorate earmarked reserves as at 31 March 2024 were £4.5m, an increase of £0.4m in the financial year.

100. Public Health funding held in the Grants and Contributions Reserve totalled £4.5m as at 31 March 2024. £1.8m is forecast to be spent in 2024/25, £1.2m in 2025/26 and £0.5m in 2026/27, and £0.4m in 2027/28, leaving a balance of £0.7m.

Virements

101. There are no virements to note.

Resources and Law & Governance

102. The services within Resources overspent by £1.5m (1.9%) against a budget of £73.3m. This is a reduction of £0.4m from the forecast reported to Cabinet in March 2024.

Service Area	Final Budget Mar-24 £m	Net Expenditure Mar-24 £m	Variance Mar-24 £m	Variance Jan-24 £m	Change Since Jan-24 £m
Corporate Services	2.3	2.3	0.0	0.0	0.0
Human Resources & Organisational Development	4.8	4.2	-0.6	-0.5	-0.1
Communications, Strategy & Insight	3.5	3.4	-0.1	0.0	0.0
IT, Innovation & Digital	10.5	11.1	0.6	0.6	0.0
Culture & Customer Experience	12.7	13.2	0.4	0.5	-0.1
Finance & Procurement	8.8	9.3	0.5	0.5	0.0
Property, Investment & Facilities Management	19.7	20.1	0.4	0.4	0.0
Law & Governance	8.0	8.3	0.3	0.5	-0.2
Delivery & Partnership	3.0	3.0	0.0	0.0	0.0
Total Resources	73.3	74.9	1.5	1.9	-0.4

103. **Corporate Services** achieved a breakeven position.

104. **Human Resources & Organisational Development (HR&OD)** underspent by £0.6m due to delays in recruitment.

105. **Communications, Strategy & Insight** underspent by £0.1m due to a number of vacancies in the team.

106. **IT, Innovation & Digital** overspent by £0.6m, after taking account of the non-achievement of cross directorate savings agreed as part of the 2023/24 budget.

107. **Culture and Customer Experience** overspent by £0.4m. This is mainly in the Coroner's Service where the appointment of an Area Coroner has created an in-year pressure and the demand for coronial activity continues to increase year on year. There are also pressures in the Customer Service Centre where firm savings have not yet been identified in the corporate customer service consolidation programme. Additionally, increased income in Music Services has

not materialised and the re-allocation of staffing savings has also contributed to the overspend. Work continues to ensure that the Music Services and Registration Services are able to maximise their income opportunities to meet customer demand.

108. **Finance and Procurement** overspent by £0.5m due to the cost of agency staff being utilised to cover hard to fill vacancies, and an increase in staff costs following a job evaluation review.
109. **Property Services** overspent by £0.4m due to unexpected reactive repairs and maintenance. The School Catering service is overspent due to inflationary pressures, but this is partially mitigated by savings in other areas.
110. **Law and Governance** overspent by £0.3m, a reduction of £0.2m from previous report due to receipt of additional income. The overspend was due to the implementation of new structures in Governance and Legal Services resulting in higher locum costs in Legal Services.
111. **Delivery & Partnership** includes the delivery of cost-of-living measures and the council's migration and asylum programmes, including Homes for Ukraine. The budget is mainly funded from earmarked reserves and specific government grants and has achieved a break-even position.

Investments

112. The following budget investments were agreed by Council in February 2023 as part of the budget for 2023/24:
- Councillor Priority Fund: During 2023/23 each councillor has been allocated £15,000 to be spent by 31 March 2025. £0.3m had been spent as at 31 March 2024 with the remaining funding of £0.7m held in the Budget Priorities Reserve for use in 2024/25.
 - Community Hubs: The pilot hub will bring together a range of council and partner services in a single location in Banbury, driven by community need and engagement. This will inform a project pipeline and business case for the roll-out of further community hubs in Oxfordshire. £0.1m of £0.5m one - off funding had been spent as at 31 March 2024. The remaining £0.4m has been held in the Budget Priorities reserve for use in 2024/25.
 - Business and Intellectual Property Centre: £0.2m one-off funding from the Budget Priority Reserve enabled the continuation of the BIPC service for 2023/24 while action to seek new funding streams for 2024/25 and onwards was underway. The full £0.2m has been spent in 2023/24. As no on-going funding has been identified, this service will close in June 2024.

- Council Tax Support Schemes/Cost of Living Measures (£2.3m one – off funding). £1.6m has been passed to the City and District Councils to support Council Tax Discounts and additional Discretionary Housing Payments. £0.3m has been used to support Voluntary & Community Sector Advisory Services, £0.2m on extending accelerated Better Housing Better Health programme, and £0.2m on administration and evaluation

Reserves

113. Total directorate earmarked reserves were £22.8m as at 31 March 2024 and have decreased by £0.4m during the financial year. £11.7m of the total relates to Homes for Ukraine Grant that is expected to be used in future years.

Grants

114. As set out in Annex B-4, ring-fenced government grants received by the directorate in 2023/24 total £9.3m and included further Homes for Ukraine Grant for new arrivals during the year.

Medium Term Financial Strategy Savings

115. After taking account of new and previously agreed savings the 2023/24 budget included planned directorate savings of £28.2m.
116. £10.2m of the 2022/23 savings were not achieved as planned in the last financial year. 73% of these savings have now been delivered, 27% have not been delivered.
117. 84% of the savings agreed as part of the 2023/24 budget have been delivered and 16% have not been delivered.

	2023/24 Planned Savings £m	Savings Delivered £m	2022/23 Savings delivered in 2023/24 £m	Delivery of 2022/23 Savings In 2023/24 £m
Adult Services	-18.4	-17.9	-4.0	-3.6
Childrens' Services	-3.9	-1.8	-1.9	0.0
Environment & Place	-1.6	-1.2	-2.3	-1.9
Community Safety	-0.4	-0.2	0.0	0.0
Resources & Cross Directorate	-3.9	-2.5	-2.0	-1.9
TOTAL	-28.2	-23.7	-10.2	-7.4
TOTAL DELIVERED		84%		73%

Adult Services

118. The 2023/24 budget included planned savings of £18.4m. 97% of these

savings have been delivered.

- 119. Undeliverable savings include reductions in the cost of vehicles used by council services expected to be achieved through the "One Fleet" Strategy and those which relate to managing demand, particularly in care homes.
- 120. The £0.3m share of the £1.5m budgeted reduction in agency costs reallocated to Adult Services during the year was delivered.
- 121. £4.0m of savings were brought forward from 2022/23 for delivery in 2023/24. 90% of these have now been delivered.
- 122. Some savings have overdelivered and offset the impact of the undelivered savings.

Childrens' Services

- 123. The 2023/24 budget included planned savings of £3.9m. 48% of these savings have been delivered and 52% were not delivered. The latter includes £0.5m of savings relating to agency costs reallocated to directorates during the year.
- 124. It was not possible to deliver £1.9m of savings brought forward from 2022/23.
- 125. As part of the 2024/25 Budget & Business Planning Process savings from prior years that are not expected to be achievable were restated or removed. The new savings, and risk adjustment agreed as part of the budget in February 2024 then build on that revised baseline position.

Environment & Place

- 126. The 2023/24 budget includes planned savings of £1.6m. 75% have been delivered. The 25% not been delivered included £0.3m relating to the Home to school contract management and the directorate's £0.2m share of the £1.5m budgeted reduction in agency costs reallocated to directorates during the year.
- 127. 85% of the £2.3m savings that were not achieved in 2022/23 have been delivered in 2023/24. The on-going impact of an unachieved saving relating to a home to school contract management system was removed as part of the Budget & Business Planning Process for 2024/25.

Public Health & Community Safety

- 128. The 2023/24 budget included planned savings of £0.2m and 55% have been delivered. The savings not delivered include the directorate's share of the £1.5m budgeted reduction in agency costs which was reallocated to directorates during the year.

Resources

- 129. The 2023/24 budget includes planned savings of £4.0m and 64% of these were delivered. Savings that it was not possible to deliver include the share of the £1.5m budgeted reduction in agency costs attributable to services in

Resources, catering services commercial savings and digital transformation savings that it was not been possible to achieve.

130. 95% of the £2.0m savings not achieved in 2022/23 have been delivered in 2023/24.

Debt Management

Corporate Debtors

131. The 120-day invoice collection rate was 98.6% in March 2024 and 97.1% for the year; 2.1% above target. The 120-day collection rate based on invoice value for the year was 98.3%.
132. The target level for debt requiring impairment at the end of 2023/24 was £0.3m. The final position was £0.46m and within that the top two cases account for £0.1m of the impaired balance.
133. 177 debtor write-offs were processed in 2024/23 with a combined value of £0.04m, 0.01% of the value of invoices raised in the same period. A further ten corporate write - offs were processed with a value of £0.005m.

Adult Social Care Debtors

134. The 120-day invoice collection rate was 91% in March 2024, 1% below the 92% target. The direct debit collection rate for the year was 62%.
135. The final balance of adult social care contribution debt requiring impairment as at 31 March 2024 was £4.5m. This was £0.1m lower than the 2023/24 carried forward balance which included an increase of £0.9m at the end of 2022/23. The reduction in 2023/24 is the result of the debt focus work that Adult Services ran between June 2022 and March 2024. Plans to further reduce the current level of impaired debt down to the target of £3m over the medium term are being developed and the 2024/25 budget includes a requirement to achieve a £0.150m reduction by the end of 2024/25.
136. There were 196 Adult Social care write offs processed in 2023/24 with a total value of £0.624m. This represented 1.3% of the value of invoices raised (£47.8m).

Budgets Held Centrally

137. The table below shows the final budget and variations against budgets and funding held centrally.

	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
	£m	£m	£m	%	£m	£m
Budgets Held Centrally						
Capital Financing	19.0	19.4	0.5	2.4%	0.0	0.5
Interest on Balances	-7.2	-15.1	-7.9	109.6%	-2.2	-5.7
Contingency and Inflation	10.9	-0.0	-10.9	-100.1%	-8.7	-2.2
Un-ringfenced Specific Grants	-45.2	-46.5	-1.3	2.9%	0.0	-1.3
Insurance	1.4	1.4	0.0	0.0%	0.0	-0.0
Contribution from COVID-19 reserve	-7.4	-7.4	0.0	0.0%	-1.4	1.4
Contribution from Budget Priority Reserve	-2.4	-2.4	0.0	0.0%	0.0	0.0
Contributions to (+)/from (-)reserves	20.7	21.4	0.7	3.4%	0.0	0.7
Contribution to balances	7.1	7.1	0.0	0.0%	0.0	0.0
Total Budgets Held Centrally	-3.0	-22.0	-19.0	624.6%	-12.3	-6.7

138. At the end of 2023/24, there was a net underspend of £19.0m on budgets and funding held centrally. This includes an underspend of £10.9m against the contingency budget held to support the directorate pressures and £7.9m additional interest on balances received during the year as a result of interest rates being higher than assumed when the budget was set in February 2023.

Capital Financing Costs

139. The minimum revenue provision (MRP) is required to be charged on Prudential Borrowing taken to fund schemes in the capital programme and includes both repayment of the principal and interest costs. The MRP relating to borrowing supporting the capital programme is either recharged to directorates where savings arising from the scheme are expected to meet them or met corporately from the budget for capital financing costs. After taking account of recharges to directorates the actual cost of capital financing was £0.5m above the budget in 2023/24.

Interest on Balances

140. The outturn position for in house interest receivable was £19.6m, £8.6m above the budget. Of this overachievement, approximately £2.0m has been applied to developer contributions in 2023/24 to index those in line with the relevant Section 106 agreements.

141. The additional interest is a result of higher than forecast cash balances

coupled with higher than forecast deposit rates during 2023/24. Currently, every extra £5m within the cash balance will earn approximately £0.25m of interest annually.

142. The interest payable outturn was £12.9m. This is £0.2m below budget, as a result of the early repayment of two £5m LOBOs in August and October 2023.

143. The outturn position for external fund returns was £4.8m, £1.0m above budget.

144. Taken together that means £7.9m additional interest on balances is included the outturn position for the year.

145. Cash balances for the year are £51.9m lower than they would otherwise have been as a result of negative High Needs DSG balances. The impact of this is an estimated opportunity cost of £1.5m in unearned interest during 2023/24.

146. Further information on the year end position for Treasury Management will be included in the Treasury Management Outturn report to Cabinet in July 2024.

Pay Inflation and Contingency

147. The £12.4m contingency budget for 2023/24 included £4.1m funded by one-off council tax and business rates income⁴. This was added to £8.3m on-going contingency agreed as part of the 2023/24 budget.

148. The report to the end of January set out that £2.0m contingency may be needed to fund pay inflation on vacant posts in 2023/24. This was not required to be used in 2023/24 so the underspend has increased to £10.9m at year end.

149. It is anticipated that any of the additional on-going contingency for pay inflation on vacant posts not required to be moved to directorates to support pay costs in 2024/25 can be used to help meet staffing savings built into 2024/25 budgets.

Reserves

150. On 1 April 20223, one – off funding held in earmarked reserves totalled £202.7m. As set out in Annex B-3a this increased to £210.1m as at 31 March 2024. The increase includes budgeted net contributions to/from reserves totalling £12.8m agreed in February 2023, plus other net changes during the year which reduced reserves by £5.4m.

151. The DSG reserve held a deficit balance of £33.6m on 1 April 2023. The net deficit added to the reserve in 2023/24 was £11.4m. There is also a movement on the unusable reserve for the new schools fund of £0.6m. After taking this into account the closing deficit balance was £45.6m as at 31 March 2024. This incorporates a cumulative deficit of £55.8m on High Needs DSG.

⁴ agreed to be added as part of the Provisional Outturn Report 2022/23 to Cabinet in June 2023.

152. Reserves held by the council, including planned contributions agreed as part of the 2023/24 budget and other changes during the year are summarised in the table below. Most of the funding is being held for specific agreed purposes and will be used to support revenue expenditure, including the council's Delivering the Future Together programme, or to fund capital expenditure.

Reserves	Balance at 31 March 2023 £m	Budgeted Contributions to/from Reserves £m	Other Changes to Reserves £m	Balance at 31 March 2024 £m
Revenue Grants Unapplied				
Grants and Contributions Reserve	37.0		-3.2	33.8
COVID-19 Reserve	15.4	-7.4	-0.1	7.9
Government Initiatives Reserve	2.3		0.8	3.2
Subtotal	54.8	-7.4	-2.7	44.7
Corporate Priorities				
Budget Priorities Reserve	11.4	1.8	-2.5	10.7
Transformation Reserve	1.5	4.3	-3.9	1.8
Zero Emissions Zone	0.5		0.7	1.2
Youth Provision Reserve	0.3		-0.2	0.0
Subtotal	13.7	6.1	-6.0	13.8
Funding for Risk				
Insurance Reserve	12.9		-2.6	10.3
Demographic Risk Reserve	13.0	4.0	0.0	17.0
Council Elections	0.4		0.2	0.6
Redundancy Reserve	2.4		0.0	2.4
Trading Accounts	0.2		-0.1	0.1
Council Tax Collection Fund Reserve	3.0		0.0	3.0
Business Rates Reserve	9.5		2.2	11.7
Subtotal	41.3	4.0	-0.4	45.0
Capital & Equipment				
Capital & Prudential Borrowing Reserves	67.8	10.0	3.0	80.8
Vehicle and Equipment Reserve	3.4		0.7	4.1
Investment Pump Priming Reserve	2.0		-1.9	0.1
Subtotal	73.2	10.0	1.8	85.1
Other Reserves				
Partnership Reserves	1.9		0.2	2.1
On-Street Car Parking Reserve	4.9		1.6	6.5
Budget Equalisation Reserve	0.0		0.0	0.0
Subtotal	6.8	0.0	1.7	8.6

Reserves	Balance at 31 March 2023 £m	Budgeted Contributions to/from Reserves £m	Other Changes to Reserves £m	Balance at 31 March 2024 £m
Unusable Reserves				
Schools' Reserves ⁵	12.9		0.1	13.0
Total	202.7	12.8	-5.4	210.1
DSG Reserve ⁶	-33.6		-12.0	-45.6
Total Reserves	169.1	12.8	-17.4	164.5

Grants and Contributions Reserve

153. This reserve holds underspends on ringfenced grant funding which needs to be used in accordance with the relevant grant conditions in future years.

154. The net contribution from this reserve in 2023/24 was £3.2m reducing the total held to £33.8m. The balance includes £11.7m grant funding for the Homes for Ukraine scheme that has not been required to be spent by the end of 2023/24. This will be used to support the on-going costs of the scheme in Oxfordshire in future years.

155. £6.0m relates to the remaining balance of the BT Openreach Broadband Gainshare that was received in 2021/22. This will be used to fund future ICT related capital expenditure in accordance with the Gainshare agreement.

156. Public Health grant funding held in the reserve totalled £4.5m at 31 March 2024.

157. £3.8m Section 106 revenue funding for Public Transport will be used in accordance with the agreements.

158. £3.2m held in the reserve for Childrens' services includes funding for Delivering Better Value on SEND of £0.8m and Supported accommodation reform of £0.3m.

159. £2.3m is held in the reserve to fund Countryside services and developer contributions.

160. Funding of £0.5m for Adult Services includes £0.3m held in relation to the Apprenticeship Fund, to be used in 2024/25 to increase social work capacity, and £0.1m from the Accelerated Reform Fund to be used in 2024/25 to address barriers by adopting innovative practices and build capacity and capability in the adult social care market.

161. Funding relating to the Fire Uplift Grant totalled £0.4m at 31 March 2024. This

⁵ This is made up of surpluses of £14.1m and deficits of £1.1m.

⁶ The cumulative High Needs DSG deficit held within the DSG reserve total increased from £41.1m as at 1 April 2023 to £55.8m at 31 March 2024.

is being held to fund employee costs expected to be incurred over the next three to five years.

COVID-19 Reserve

162. Funding held in the COVID-19 reserve as at 1 April 2023 was £15.4m. A planned contribution of £7.4m from the reserve was made as agreed in the 2023/24 budget.
163. In addition to the planned use, £0.1m has been used to extend capacity needed within the Information Management team. £0.5m is committed to further extend capacity needed within the Customer Service Centre to support the council's ability to respond to Complaints/Freedom of Information requests and deliver a wide-ranging set of improvement actions in 2024/25.
164. The balance held in the reserve as at 31 of March 2024 was £7.9m. As set out in the 2024/25 budget and Medium-Term Financial Strategy £6.1m of that total is planned to be used to fund COVID-19 related pressures in future years. £1.4m funding not required to be used to fund pressures in Children's Social Care in 2023/24 based on the position at year end is available to support future pressures or initiatives.

Government Initiatives Reserve

165. This reserve is used to hold underspends on directorate budgets funded by un-ringfenced grants so that the funding remains available for use to support the specified purpose of the grant in future years.
166. The balance held in this reserve at the end of 2023/24 was £3.2m. £0.8m added to the reserve relates to accumulated unused balances from grant funded projects.
167. Adult Services - £0.3m added to the Government Initiative Reserve in 2022/23 related to charging reform, reflecting elements of the Trailblazer programme where costs will continue to be incurred in 2024/25 ahead of the revised date for charging reform in autumn 2025. £0.2m was spent during 2023/24 leaving £0.1m committed against 2024/25 spend.
168. £1.1m is being held to support the provision of accommodation-based support to victims of domestic abuse and their children and the graduate trainee programme in future years

Budget Priorities Reserve

169. This reserve is to fund the priorities of the Council. As at 31 March 2024 £10.7m was held in the reserve.

Funding for Investments in 2023/24

170. A planned contribution from the reserve totalling £1.8m to support one - off Investments set out in this report was agreed as part of the 2023/24 budget and Medium-Term Financial Strategy.

171. £0.1m of £0.5m one - off funding had been spent on Community Hubs as at 31 March 2024. The remaining £0.4m has been held in the Budget Priority reserve for use in 2024/25 (see paragraph 112).

172. £0.7m of the remaining funding for the Councillor Priority Fund is expected to be spent in 2024/25.

173. £1.8m was transferred to the Capital Reserve during 2023/24 to support the capital element of the £2.6m funding for tree replacement. £0.8m to meet the revenue costs of the Tree Aftercare & Planting Service continues to be held in the reserve. The remaining £0.4m of the £3.0m investment agreed as part of the 2023/24 budget was agreed to be released in 2024/25 to support other budget priorities as part of the budget agreed in February 2024.

174. £1.2m was transferred to the Capital Reserve to allow the council to unlock the full £5.2m grant offered by the government to fund four children's homes.

175. £1.0m will be used to support the following priorities which were agreed in 2023/24:

- Vision Zero £0.3m
- Food Strategy £0.3m
- Low Traffic Neighborhoods £0.4m

Funding built into the Budget for 2024/25

176. £3.8m not required for the 20 Mile Per Hour Speed Limit Programme was returned to the Budget Priority Reserve from the Capital Reserve during 2023/24. This will be moved to the Redundancy Reserve in 2024/25 as agreed by council in February 2024.

177. As part of the 2024/25 budget £1.3m was agreed to be used to fund a one – off investment in Improvements to highways, cycle-paths and pavements in 2024/25 and a further £0.1m to support other investments.

Adult Social Care

178. £2.1m held in the reserve at 1 April 2023 was the remaining balance of contributions made by Oxfordshire Clinical Commissioning Group in previous financial years. £1.5m has been used in 2023/24 in agreement with the ICB. A spending plan or the use of the remaining £0.6m funding in 2024/25 and 2025/26 will be agreed with the ICB.

179. £0.5m added to the reserve at the end of 2023/24 relates to funding for committed pressures within the Live Well pooled budget including repairs and refurbishment costs of supported living units and respite properties plus associated development costs. A further £0.4m will be used to fund the completion of backdated (DoLS) cases within Adult Services in 2024/25.

Other

180. £0.1m will be used to fund children's center rents, £0.3m to support additional external audit fees for 2021/22 and 2022/23 and £0.2m for repair and maintenance of Joint Use Agreement Leisure facilities.

Council Elections Reserve

181. This reserve holds funds to meet the cost of the County Council elections every four years. Funding held in this reserve increased by £0.2m to fund future years election activities and totals £0.6m at 31 March 2024. £0.8m will be available to support the cost of the next County Council elections in May 2025.

Transformation Reserve

182. The Transformation Reserve has been used to support the costs of the implementation of the council's transformation programme, Delivering the Future Together.
183. £4.3m funding was transferred from the Budget Equalisation Reserve in 2023/24. £3.9m has been utilised on transformation priorities and the remaining balance of £1.8m will be used to support further priorities in 2024/25.

Zero Emissions Zone (ZEZ)

184. Surpluses generated by Network Coordination are being ringfenced for the development and expansion of the ZEZ in the future years, as well as funding the ongoing cost and maintenance of the existing scheme in Oxford. £0.7m was added to the reserve at the end of 2023/24.

Demographic Risk Reserve

185. In light of the significant pressures relating to High Needs and other budgets with demographic volatility a demographic risk reserve was created in 2019/20. The existing MTFS includes an on-going annual contribution to the reserve of £4.0m £17.0m was held in the reserve at the end of 2023/24.

Capital & Prudential Borrowing Reserves

186. The Capital Reserve holds capital receipts and other funds to meet the cost of borrowing to finance the capital programme. Funding held in the reserve is expected to be used to meet the costs of the capital programme and pipeline agreed in February 2024.

Vehicle & Equipment Reserve

187. £4.1m was held in reserves at the year-end for the renewal of fire and rescue vehicles and breathing apparatus equipment. This reflects an in-year increase of £0.7m with a larger scale of renewal expected from 2024 onwards.
188. £0.5m is being held to cover the cost of the replacement of Airwave for Oxfordshire Fire and Rescue Service and the implementation of the new Emergency Service Mobile Communications Programme.

Investment Pump Priming Reserve

189. This reserve is held to meet the costs of self-financing schemes which require pump priming until the funds are returned. Funding was drawn down fore the

following schemes:

- Low Carbon Business Travel Project (grey fleet) £0.8m
- Energy Efficiency Recycling Fund for OCC Maintained Schools £0.8m
- Initial funding to develop plans for the workplace charging levy £0.2m
- Investigation and development of solar panel programme £0.1m.

On-Street Car Parking Reserve

190. Expenditure and income relating to parking is required to be transacted through the parking account. In accordance with Section 55(4) of the Road Traffic Regulation Act 1984, the Cabinet is required to approve that any surplus from the parking account can be carried forward to support infrastructure and maintenance in future years. After taking into account net income of £4.1m and a £2.6m contribution to support the revenue budget (see Annex B-3c for further detail) a net contribution of £1.6m has been made to the reserve. This contribution is primarily to be held for the benefit of the Highways Infrastructure and Parking Account to fund future drawdowns.

Schools' Reserves

191. As shown in Annex B-3b maintained schools' balances were £12.9m at 1 April 2023 and increased to £13.1m at 31 March 2024. This is made up of surpluses of £15.9m (for 111 schools) and deficits of £2.8m (for 22 schools).

Budget Equalisation Reserve

192. This reserve was previously used to smooth the timing differences between funding changes and emerging pressures over the period of the MTFS. As part of the Business Management & Monitoring report to Cabinet in January 2024, £4.3m was agreed to be transferred into the Transformation Reserve to meet costs associated with continuous improvement and transformation programmes.

Business Rates & Council Tax Collection Fund Reserve

193. These reserves have been held to manage fluctuations in Business Rate and Council Tax income that the Council receives. £1.3m additional business rates grant funding was received during 2023/23 and transferred to the Business Rates reserve. This included:

- £0.6m relating to a Section 31 business rate relief outturn adjustment relating to the financial years prior to and including 2022/23.
- £0.6m additional funding relating to the distribution of the surplus Business Rates levy for 2023/24.
- £0.1 additional grant to offset business rates reliefs for the green plant and machinery exemption.

194. In addition, the council has received £0.8m pooling gain from the North Oxfordshire Business Rates Pool increasing the total held in the reserve at 31 March 2024 to £11.7m. £8.5m will be transferred to the Transformation Reserve in 2024/25 as part of the budget agreed in February 2024.

195. A further £3.0m is held in the Council Tax Collection Fund reserve. As agreed as part of the 2024/25 budget the two reserves will be merged into one Collection Fund Risk Reserve in 2024/25 with an opening balance of £4.0m plus the additional £2.1m income received in 2023/24. The use of this additional funding will be considered through the Business and Budget Planning Process for 2025/26.

DSG Reserve

196. Schedule 2 to the School and Early Years Finance (England) Regulations 2023, requires a deficit on the Dedicated School's Grant to be carried forward to be funded from future DSG income unless permission is sought and received from the Secretary of State for Education to fund the deficit from general council resources.

197. The total deficit transferred to the DSG reserve at the end of 2023/24 was £11.4m and increased the closing deficit balance to £45.6m as at 31 March 2024. This incorporates an overspend of £14.7m on High Needs, offset by a £3.2m underspend on Early Years, and other minor adjustments.

198. Within the overall total, which also includes positive balances held for Early Years and other purposes, the total unusable High Needs deficit has increased from £41.1m at 1 April 2023 to £55.8m at 31 March 2024.

199. The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2020 (SI 2020 No 1212), made by what is now the Department for Levelling Up, Housing and Communities (DLUHC), require DSG deficits to be held in a separate reserve in local authorities' accounts. These regulations, which require the negative balance to be held in an unusable reserve, will come to an end on 31 March 2026. The impact of the unusable reserve on the council's ability to set a balanced budget over the medium term will need to be considered through the Budget & Business Planning Process for 2025/26.

Overall Financial Position

200. The table below summarises the final position compared to the Net Operating Budget for 2023/24 agreed by Council in February 2023. The Net Operating Budget is funded by council tax and business rates income.

	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
	£m	£m	£m	%	£m	£m
Directorate Budgets	581.8	588.5	6.6	1.1%	12.3	-5.7
Budgets Held Centrally	-3.0	-22.0	-19.0	624.6%	-12.3	-6.7
Net Operating Budget	578.8	566.5	-12.4	-2.1%	0.0	-12.4
Revenue Support Grant	-0.0	-0.0	0.0	0.0%	0.0	0.0
Business Rates & Council Tax funding	-578.8	-578.7	0.0	0.0%	0.0	0.0
Year-End Position	-0.0	-12.3	-12.3		0.0	-12.4

201. At the end of 2023/24 there was a combined underspend of £12.3m. This compares to an overall breakeven position reported to Cabinet in March 2024.

202. As agreed as part of the 2024/25 budget, £1.5m of the underspend arising from the additional interest on balances will be used to fund a one – off revenue contribution to the Transformation Reserve in 2024/25. A further £2.2m will be used to make an initial contribution to a new reserve to manage the potential impact of the end of the statutory over-ride for IFRS9, which removes changes in the value of Treasury Management Pooled Funds from the revenue account, from 1 April 2025. This means that £3.7m of the £12.3m underspend that will be held in balances as at 31 March 2024 is already committed in 2024/25.

203. The report to Cabinet in March 2024, noted that a decision on the use of any remaining funding to top up balances to the risk assessed level for 2024/25 and for other purposes would be made through the Provisional Outturn Report to Cabinet in June 2024 and/or the Business Management & Monitoring Reports to Cabinet in 2024/25.

204. Since the underspend is higher than anticipated as a result of the reduction in the directorate overspend it is recommended to:

- Add a further £2.8m to the IFRS9 reserve in 2024/25, increasing the total to £5.0m. That would then be expected to provide sufficient cover for likely risks around changes in the value of pooled funds if those needed to be incorporated into the revenue budget when the statutory over-ride ends in April 2025.
- Create a new pump priming reserve in 2024/25 to support the council's Commercial Strategy with an initial contribution of £2.0m.

- Make a contribution of £1.0m to the Budget Priorities Reserve to be used to complete or extend schemes already agreed as part of the Cabinet's priorities including Rail Studies and an extension of the funding for efficiency loans to schools.

General Balances

205. The risk assessed level of balances for 2023/24 was £30.2m.

206. During the year £0.2m was agreed to be used to fund a supplementary estimate for staffing costs to support development of One - Fleet approach to the council's vehicles, £0.2m has been used to fund a supplementary estimate to fund a deficit budget for a school with a forced academisation, and £0.2m has been used to fund a supplementary estimate to meet one-off ill health/injury costs incurred in Community Services in 2023/24.

207. After taking account of the use of contingency and additional interest on balances, planned changes above as well as supplementary estimates agreed earlier in the year, balances would be £42.0m, £11.8m above the 2024/25 risk assessed level of £30.2m at year end. On the basis that £3.7m of this will be used to fund contributions to reserves in 2024/25, as well as a further £5.8m as set out in paragraph 204, the remaining £2.3m will be held in balances pending a decision about future use.

Business Management & Monitoring Report
Position to the end of March 2024
Budget Monitoring

Directorate	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance	Year End Traffic Light
	£000	£000	underspend- overspend+	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Adult Services	229,727	229,727	0	0.00%	0	0	G
Children's Services	172,316	180,031	7,715	4.48%	12,954	-5,239	R
Environment and Place	75,342	72,159	-3,183	-4.22%	-2,947	-236	G
Public Health	4,076	3,925	-151	-3.72%	0.0	-151	G
Community Safety	27,024	27,699	675	2.50%	400.0	275	R
Resources	73,343	74,888	1,545	2.11%	1,930	-385	R
Directorate Total Net	581,828	588,429	6,601	1.13%	12,337	-5,736	A

Business Management & Monitoring Report
Position to the end of March 2024
Budget Monitoring

Directorate	Final Net Budget	Total Spend	Year End Variance	Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance	Year End Traffic Light
	£000	£000	underspend- overspend+	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Budget held Centrally						0	
Capital Financing	18,985	19,439	454	2.39%	0	454	
Interest on Balances	-7,212	-15,116	-7,904	109.60%	-2,240	-5,664	
Contingency and Inflation	10,878	-11	-10,889	-100.10%	-8,660	-2,228	
Unringfenced Specific Government Grants	-45,169	-46,494	-1,325	2.93%	0	-1,325	
Insurance	1,436	1,436	0	0.00%	0	0	
Contribution from COVID-19 Reserve	-7,380	-7,380	0	0.00%	-1,400	1,400	
Contribution from Budget Priorities Reserve	-2,370	-2,370	0	0.00%	0		
Contributions to (+)/from (-)reserves	20,736	21,449	712	3.44%	0	712	
Contribution to (+)/from(-) balances	7,061	7,061	0	0.00%	0	0	
Total Budget held Centrally	-3,034	-21,986	-18,952	624.63%	-12,300	-6,652	
Net Operating Budget	578,794	566,443	-12,351	-2.13%	37	-12,388	
Revenue Support Grant	-30	-30	0	0.00%	0	0	
Business Rates & Council Tax Funding	-578,764	-578,735	29	-0.01%	0	29	
Forecast Year End Position	0	-12,322	-12,322	0	37	-12,359	

Business Management and Monitoring Report: Adult Services
Position to the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance Last Cabinet	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
SCS1	Adult Social Care	26,316	27,040	724	600	124
SCS2	Other Adult Social Care Services	5,425	4,811	-614	-600	-14
SCS3	Housing & Social Care Commissioning	1,378	1,382	4	0	4
SCS4	Business Support Service	1,141	999	-142	-100	-42
SCS5	Pooled Budget Contributions	195,467	195,496	29	100	-71
Total Adult Services		229,727	229,727	0	0	0

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance Last Cabinet	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CEF1	<u>Education & Learning</u>					
CEF1-1	Management & Central Costs	470	814	344	840	-496
CEF1-2	SEND	7,499	7,516	17	0	17
CEF1-3	Learning & School Improvement	1,345	1,291	-54	0	-54
CEF1-4	Access to Learning	30,530	33,506	2,976	3,300	-324
CEF1-5	Learner Engagement Service	282	207	-75	100	-175
	Total Education & Learning	40,126	43,334	3,208	4,240	-1,032
CEF2	<u>Early Help, Front Door + Social Care</u>					
CEF2-1	Family Help	10,135	8,927	-1,208	-1,086	-122
CEF2-2	Front Door	5,295	4,944	-351	-213	-138
CEF2-3	Childrens Social Care - NEW	60,167	62,197	2,030	4,294	-2,264
CEF2-9	Change - NEW	402	54	-348	-147	-201
	Total Early Help, Front Door + Social Care	75,999	76,122	123	2,848	-2,725

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance Last Cabinet	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CEF3	<u>Provider Services & Safeguarding</u>					
CEF3-1	Provider Services	40,855	44,756	3,901	4,927	-1,026
CEF3-2	QA Safeguarding + Recruit & Retention	3,900	3,971	71	318	-247
CEF3-3	Services for Disabled Children - OLD	0	0	0	0	0
CEF3-4	Youth Offending Service - OLD	0	0	0	0	0
	Total Provider Services & Safeguarding	44,755	48,727	3,972	5,245	-1,273
CEF4	<u>Schools</u>					
CEF4-1	Delegated Budgets	0	-4	-4	0	-4
CEF4-2	Nursery Education Funding (EY)	0	0	0	0	0
CEF4-3	Non-Delegated School Costs	216	188	-28	0	-28
CEF4-4	School Support Non-Negotiable Recharges	0	0	0	0	0
CEF4-5	Capitalised Repairs & Maintenance	0	0	0	0	0
	Total Schools	216	188	-28	0	-28

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance Last Cabinet	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
CEF5	<u>Children's Services Central Costs</u>					
CEF5-1	Management & Administration	8,009	8,398	389	548	-159
CEF5-2	Premature Retirement Compensation	3,211	3,262	51	73	-22
CEF5-3	Commissioning Recharge - OLD	0	0	0	0	0
	Total Children's Services Central Costs	11,220	11,660	440	621	-181
	Total Children's Services	172,316	180,031	7,715	12,954	-5,239
MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)						
	Schools DSG	129,480	129,193	-287	0	-287
	High Needs DSG	84,694	99,353	14,659	21,200	-6,541
	Early Years DSG	45,175	41,936	-3,239	0	-3,239
	Central DSG	4,992	5,243	251	0	251
	Total DSG Funded Expenditure	264,341	275,725	11,384	21,200	-9,816

Business Management & Monitoring Report: Environment and Place
Position to the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance Last Cabinet	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
EP1	Transport & Infrastructure	13,587	12,418	-1,169	-1,300	131
EP2	Planning, Environment & Climate Change	37,600	37,140	-460	-600	140
EP3	Highways & Operations	21,530	19,738	-1,792	-1,100	-692
EP4	Directorate Support	2,625	2,863	238	53	185
TOTAL ENVIRONMENT AND PLACE		75,342	72,159	-3,183	-2,947	-236

Business Management & Monitoring Report : Public Health & Community Safety
Position to the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance underspend- overspend+	Variance Last Cabinet	Change in Variance
		£000	£000	£000	£000	£000
PH 1 & 2	Public Health Functions					
PH1-1	Sexual Health	6,440	6,328	-112	-200	88
PH1-2	NHS Health Check Programme	645	776	131	100	31
PH1-3	Health Protection	8	0	-8	0	-8
PH1-4	National Child Measurement Programme	150	150	0	0	0
PH1-5	Public Health Advice	150	150	0	0	0
PH1-6	0 - 5 year olds	8,848	8,849	1	0	1
PH2-1	Obesity	1,324	1,109	-215	-100	-115
PH2-2	Physical Activity	420	412	-8	0	-8
PH2-3	Public Health General	2,536	2,371	-165	-100	-65
PH2-4	Smoking and Tobacco Control	615	622	7	0	7
PH2-5	Children's 5-19 Public Health Programmes	2,297	2,283	-14	0	-14
PH2-6	Other Public Health Services	1,734	1,539	-195	-100	-95
PH2-7	Drugs and Alcohol	10,517	10,587	70	200	-130
PH2-8	Domestic Violence	1,448	1,448	0	0	0
	Total Public Health Functions	37,132	36,624	-508	-200	-308
PH3	Public Health Recharges	576	573	-3	0	-3
PH4	Grant Income	-33,632	-33,632	0	0	0
	Transfer to Public Health Reserve	0	360	360	200	160
	Total Public Health	4,076	3,925	-151	0	0
CDA3	Community Safety	27,024	27,699	675	400	275
	Total Community Safety	27,024	27,699	675	400	275

Business Management & Monitoring Report: Resources
Position to the end of March 2024
Revenue Budget Monitoring

		Final Net Budget	Total Spend	Year End Variance	Variance Last Cabinet	Change in Variance
		£000	£000	underspend- overspend+ £000	£000	£000
COD1	Corporate Services	2,344	2,277	-67	0	-67
COD2	Human Resources & Organisational Development	4,797	4,252	-545	-500	-45
COD3	Communications, Strategy & Insight	3,470	3,323	-147	-100	-47
COD4	ICT & Digital	10,520	11,084	564	600	-36
COD5	Culture & Customer Experience	12,734	13,157	423	500	-77
COD6	Finance	8,820	9,333	513	500	13
COD7	Property, Investment & FM	19,689	20,157	468	430	38
COD8	Law & Governance	8,016	8,364	348	500	-152
COD9	Delivery & Partnership	2,953	2,941	-12	0	-12
Total Resources		73,343	74,888	1,545	1,930	-385

Business Management Report
Position to the end of March 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CD	Jun	Feb	Hard FM Planned Maintenance for ASPEN - 2023/24	CEF3-1	Provider Services	T	-12	0
				COD7	Property, Investment & FM	T	12	0
		Mar	Trading Standards costs for compliance activities under Offensive Weapons Act 2019	COM4-5	Trading Standards	T	30	0
				VSMMGT	Strategic Measures	T	0	-30
			Training costs Learning Tree	CEF2-9	Change	T	-5	0
				COD6	Finance & Procurement	T	5	0
			Supporting families PBR Q4 2023/24	CEF2-1	Early Help	T	173	0
				VSMMGT	Strategic Measures	T	0	-173
			Falls - PH contribution	BCFPOOL	Age Well Pool	T	200	-200
				SCS5	Pooled Budget Contributions	T	200	-200
			Accelerated Reform Grant	SCS1-8	Grants & Funding	T	470	0
				VSMMGT	Strategic Measures	T	0	-470
			Strategic Measures - budget tidy	CEF4-2	Early Years Funding Formula	T	123	0
				COM4-2	Fire & Rescue	T	159	0
				VSMMGT	Strategic Measures	T	-445	163
			Green Book pay award 2023/24 adjustments	COD6	Finance & Procurement	P	-104	0
				VSMMGT	Strategic Measures	P	104	0
			Budget tidy to correct grant budgets	CEF1-4	Access to Learning	T	152	0
				CEF4-2	Early Years Funding Formula	T	-123	0
				VSMMGT	Strategic Measures	T	0	-29
		Fire back dated pay award 2022/23 adjustment		COM4-2	Fire & Rescue	T	-887	0
			VSMMGT	Strategic Measures	T	887	0	
CS	Jun	Mar	Budget - Support implementation - working together	CEF3-2	QA Safeguard + Recruit + Retention	T	47	-47
			DSG Schools block final 2023-24	CEF4-1	Delegated Budgets	T	-1,856	1,856
				CEF4-3	Non-Delegated Schools Costs	T	167	-167
AS	Jun	Feb	Price uplift budget reallocation	ACSNPOOL	Live Well Pool	P	196	-196
		Mar	BCFPOOL	Age Well Pool	P	585	-585	
			BCFPOOL	Age Well Pool	T	120	-120	
			SCS5	Pooled Budget Contributions	T	60	-60	
			SCS5	Pooled Budget Contributions	T	-500	500	
			Health Reserve 2023/24	ACSNPOOL	Live Well Pool	T	96	-96
PH&CS	Jun	Feb	Urgent Emergency Care - ICB	BCFPOOL	Age Well Pool	T	1,090	-1,090
			Fire Pensions Admin grant 2024/25	COM4-2	Fire & Rescue	P	75	-75
			Fire Additional Pensions grant 2024/25	COM4-2	Fire & Rescue	P	1,061	-1,061
RES	Jun	Mar	Correct Transformation cost centres and reallocate budget to A23000 SLT budget	COD1	Corporate Services	P	10	0
				COD9	Delivery & Partnership	P	-10	0
SM	Jun	Feb	Un-ringfenced grant adjustments	VSMMGT	Strategic Measures	T	166	-166
		Mar	Un-ringfenced grant adjustments	VSMMGT	Strategic Measures	T	49	-49
Grand Total							2,784	-2,784

Business Management & Monitoring Report
Position to the end of March 2024
Earmarked Reserves

	2023/24			Description
	Balance at 1 April 2023 £m	Forecast Movement £m	Forecast Balance at 31 March 2024 £m	
Revenue Grants Unapplied				
Grants and Contributions Reserve	37.0	-3.4	33.7	<p>This reserve holds unspent ring-fenced grants and contributions committed to be spent in future years. This includes £4.5m Public Health ringfenced grant, £11.7m funding for the on-going cost of the Homes for Ukraine Scheme and £6.0m relating to the BT Openreach Broadband Gainshare.</p> <p>This reserve was created to meet ungoing and emerging pressures and longer term service demands arising from the COVID-19 Pandemic. The use of £6.1m funding from the reserve is built into the council's Medium Term Financial Plan agreed in February 2024. After taking account of the planned use of the reserve in 2024/25, £1.4m is available to meet future pressures.</p> <p>This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.</p>
COVID-19 Reserve	15.4	-7.5	7.9	
Government Initiatives Reserve	2.3	0.8	3.2	
Subtotal Revenue Grants Unapplied	54.8	-10.0	44.7	
Corporate Priorities				
Budget Priorities Reserve	11.4	-0.7	10.7	<p>This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Strategy. £3.8m released from the 20 MPH Speed Limit Programme in 2023/24 will be moved to the Redundancy Reserve in 2024/25 as</p> <p>This reserve is needed to fund the implementation costs of the Council's Transformation programme.</p> <p>This reserve holds surpluses generated by Network Coordination for the development and expansion of the ZEZ in the future years.</p>
Transformation Reserve	1.5	0.4	1.8	
Zero Emissions Zone	0.5	0.7	1.2	
Youth Provision Reserve	0.3	-0.2	0.0	
Subtotal Corporate Priorities	13.7	0.1	13.8	

Business Management & Monitoring Report
Position to the end of March 2024
Earmarked Reserves

	2023/24			Description
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	
	£m	£m	£m	
Funding for Risk				
Insurance Reserve	12.9	-2.6	10.3	This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.
Demographic Risk Reserve	13.0	4.0	17.0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility. The expectation is that this reserve will help to manage future demographic risk.
Council Elections	0.4	0.2	0.6	This will be used to fund future County Council elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Redundancy Reserve	2.4	0.0	2.4	This reserve is available to fund redundancy costs arising from Transformational Change.
Trading Accounts	0.2	-0.1	0.1	This reserve holds funds relating to traded activities to help manage volatility year to year or future investments.
Council Tax Collection Fund Reserve	3.0	0.0	3.0	This reserve holds any surplus/ deficit as a result of income from council tax being more or less than originally estimated.
Business Rates Reserve	9.5	2.2	11.7	This reserve has been held to smooth volatility in Business Rates income and to mitigate risk around future changes to Business Rates. £8.5m will be transferred to the Transformation Reserve in 2024/25 as part of the budget agreed in February 2024. £0.7m will be used to support the 2024/25 budget as set out in the Financial Monitoring Report to Cabinet in May 2024.
Subtotal Risk	41.3	3.6	45.0	

Business Management & Monitoring Report
Position to the end of March 2024
Earmarked Reserves

	2023/24		
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024
	£m	£m	£m
Capital & Equipment			
Capital Reserves	67.8	13.0	80.8
Vehicle and Equipment Reserve	3.4	0.7	4.1
Investment Pump Priming Reserve	2.0	-1.9	0.1
Subtotal Capital & Equipment	73.2	11.8	85.1
Other Reserves			
Schools' Reserves*	12.9	0.1	13.0
Partnership Reserves	1.9	0.2	2.1
On Street Car Parking Reserve	4.9	1.6	6.5
Subtotal Other Reserves	19.7	1.8	21.6
Total Earmarked Reserves	202.7	7.4	210.1

Description

This reserve has been established for the purpose of financing capital expenditure in future years.

This reserve is to fund future replacements of vehicles and equipment.

Funding held to meet the costs of self-financing schemes which require pump priming until the funds are returned. Agreed to be used to support the following schemes as part of the 2023/24 budget: Low Carbon Business Travel Project (grey fleet) £0.8m, Energy Efficiency Recycling Fund for OCC Maintained Schools £0.8m, Initial funding to develop plans for the workplace charging levy £0.2m.

In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual schools surpluses and deficits. These reserves are committed to be spent on schools. Other School Reserves cover a number of miscellaneous education activities, including amounts loaned to individual schools against school reserves, and School Partnership Accounts which are operated in respect of inter-school activities.

This relates to funding for the Growth Deal

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.

Business Management & Monitoring Report
Position to the end of March 2024
Earmarked Reserves

	2023/24			Description
	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	
	£m	£m	£m	
DSG Unusable Reserve **	-33.6	-12.0	-45.6	** total excluding positive balances (eg. new schools set up fund offset by High Needs Deficit)
DSG High Needs deficit within Unusable Reserve **	-41.1	-14.7	-55.8	
Total Earmarked Reserves after DSG Unusable Reserve	169.1	-4.6	164.5	

* This is made up of surpluses of £14.1m and deficits of £1.1m.

Business Management & Monitoring Report
Summary of Financial Position for 2023/2024
MAINTAINED SCHOOL BALANCES

1. Number of Schools with Deficit/Surplus Budgets

	Number of Schools 31 March 2023		Number of Schools 31 March 2024	
	Deficit Balance	Surplus Balance	Deficit Balance	Surplus Balance
Primary	16	113	20	109
Secondary	1	0	1	0
Special	0	4	1	3
Total	17	117	22	112

2. Balances as at 31 March 2023 and 31 March 2024

	Balances at 31 March 2023			Balances at 31 March 2024		
	Deficit Balance	Surplus Balance	Total Balance	Deficit Balance	Surplus Balance	Total Balance
	£m	£m	£m	£m	£m	£m
Primary	1.269	-13.557	-12.288	1.572	-14.570	-12.999
Secondary	1.142	0.000	1.142	1.108	0.000	1.108
Special	0.000	-1.784	-1.784	0.142	-1.393	-1.251
Total	2.411	-15.341	-12.929	2.821	-15.963	-13.142
Schools Contingency, Closed Schools and Other Balances			0.003			0.000
School Loans and Other School Related Reserves			0.000			0.000
Schools Balance as shown in Annex 3a			-12.927			-13.142

	Balances 31 March 2024	
	Largest Individual Surplus	Largest Individual Deficit
	£m	£m
Primary	- 0.521	0.399
Secondary	-	1.108
Special	- 0.692	0.14

Business Management & Monitoring Report
Summary of Financial Position for 2023/2024
ON/OFF-STREET CAR PARKING 2022/23 - ACTUAL INCOME / EXPENDITURE AND IMPACT ON PARKING RESERVE

ON - STREET PARKING												OFF - STREET PARKING			
	OXFORD CITY	OXFORD CITY	OXFORD CITY	VALE of WHITE HORSE	SOUTH OXFORD SHIRE	WEST OXFORDS HIRE	CHERWELL	SUBTOTAL	TRAFFIC CONTRAVE NTION & BAY SUSPENSIO N	BUS LANE CAMERA ENFORCEMENT	TOTAL ON - STREET PARKING	WATER EATON PARK AND RIDE	THORNHILL PARK AND RIDE	BICESTER PARK AND RIDE	TOTAL OFF-STREET PARKING
	Pay & Display	Parking Contraventions	Designated Parking Places					a	f	b	a+b+f	c	d	e	c+d+e
	£	£	£	£	£			£		£	£	£	£	£	£
EXPENDITURE															
PURCHASE EQUIPMENT								0			0				0
MANAGEMENT CONTRACT	-60,434	139,458	131,517	82,435	136,968	237,896	428,903	1,096,743			1,096,743	9,999	-1		9,998
STAFF COSTS	94,601	88,808	88,866	11,586	11,586			295,447		225,930	521,377	28,965	28,965		57,931
								0			0				0
OTHER	531,478	1,324,007	384,973	1,353	5,946	23,814	29,965	2,301,536	127,435	302,063	2,731,034	325,331	492,792	89,489	907,611
TOTAL EXPENDITURE	565,645	1,552,273	605,356	95,374	154,500	261,710	458,868	3,693,726	127,435	527,993	4,349,154	364,295	521,756	89,489	975,540
INCOME															
TOTAL	-3,035,885	-1,038,427	-1,708,171	-94,332	-249,314	-213,280	-312,894	-6,652,303	-397,594	-1,732,073	-8,781,970	-354,201	-798,308		-1,152,510
TOTAL INCOME	-3,035,885	-1,038,427	-1,708,171	-94,332	-249,314		-312,894	-6,652,303	-397,594	-1,732,073	-8,781,970	-354,201	-798,308	0	-1,152,510
NET SURPLUS (-) or DEFICIT (+)	-2,470,240	513,846	-1,102,815	1,043	-94,814		145,974	-2,958,577	-270,159	-1,204,080	-4,432,816	10,094	-276,552	89,489	-176,970

-588,969

Balance on Parking Reserve as at 1 April 2023 4,945,347

Designated parking places refer to any bay designated to a class of vehicle or specific purpose and include pay & display bays (some enforcement of rather than income from parking charges), resident's bays, business bays, disabled bays, loading bays, doctors bays, ambulance bays, etc. whether they are inside of outside of a controlled parking zone.

Parking contraventions are any other contraventions whether they be inside or outside of controlled parking zones.

On-Street Parking	2,958,577	(a)
Less Net Parking Budget	-2,080,300	not included in the table above
Less P&R Ticket Offer	-469,271	
Surplus from Camera Enforcement	1,204,080	(b)
Traffic contraventions	270,159	
Surplus P&R	276,552	(d)

TOTAL CONTRIBUTION TO PARKING RESERVE 2,159,797

Deficit from Water Eaton	-10,094	(c)
Deficit from Bicester	-89,489	(e)

TOTAL CONTRIBUTION FROM PARKING RESERVE -99,583

Contribution to 2023/24 revenue budget -500,000

Balance on Parking Reserve as at 31 March 2024 6,505,561

Business Management Report
Position to the end of March 2024
Government Grants 2023/24

Ringfenced	Directorate	Issued By	Estimate 2023/24 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Grant Received in 2023/24 £000	Total Spent £000	Carried forward for use in future years £000
R	Adult Services							
R	Improved Better Care Fund	DHSC	10,705	0	0	10,705	10,705	0
R	Adult Social Care Market Sustainability and Improvement Fund	DHSC	5,366	0	0	5,366	5,366	0
R	Adult Social Care Discharge Fund	DHSC	1,501	0	0	1,501	1,501	0
R	Adult Social Care Market Sustainability and Improvement Fund - Workforce Fund	DHSC	0	3,485	0	3,485	3,485	0
R	Adult Social Care Apprenticeship Fund	DHSC	0	0	300	300	0	300
R	Better Care Fund Regional Assurance	DHSC	0	0	0	0	0	0
R	CQC Review and Assessment Grant	DHSC	0	27	0	27	27	0
	TOTAL ADULT SERVICES		17,572	3,512	300	21,384	21,084	300
	Children's Services							
	Dedicated School Grants							
R	Dedicated Schools Grant (DSG) - Schools Block	DfE	131,138	31	-1,689	129,480	129,480	0
R	Dedicated Schools Grant (DSG) - Central Block	DfE	4,992	0	0	4,992	5,225	-233
R	Dedicated Schools Grant (DSG) - Early Years Block	DfE	44,341	94	740	45,175	41,936	3,239
R	Dedicated Schools Grant (DSG) - High Needs Block	DfE	85,288	-594	0	84,694	99,353	-14,659
	Subtotal DSG Grants		265,759	-469	-949	264,341	275,994	-11,653
	School Grants							
R	Pupil Premium	DfE	7,663	531	66	8,260	8,260	0
R	Education Funding Agency - Sixth Form Funding and Threshold	DfE	280	39	11	330	330	0
R	PE and Sport Grant	DfE	2,266	-49	-1	2,216	2,216	0
R	Universal Infant Free School Meals	DfE	3,938	109	-1	4,046	4,046	0
R	Teacher's Pay Grant	DfE	95	-95	0	0	0	0
R	Teacher's Pension Grant	DfE	274	-264	2	12	12	0
R	National Professional Qualification Grant	DfE	0	15	0	15	15	0
R	Early Career Framework - Off Timetable	DfE	0	161	0	161	161	0
R	Early Career Framework - Mentor	DfE	0	93	6	99	99	0
R	Coronavirus (COVID-19) Recovery Premium	DfE	0	462	814	1,276	1,276	0
R	Coronavirus (COVID-19) National Tutoring Programme	DfE	0	408	-328	80	80	0
R	Teacher's Pay Additional Grant	DfE	0	1,404	322	1,726	1,726	0
R	Early Year Supplement Grant	DfE	0	2,978	0	2,978	2,978	0
R	Early Years Teachers Pay Additional Grant	DfE	0	0	167	167	167	0
R	Mainstream Schools Additional Grant	DfE	0	4,285	0	4,285	4,285	0
	Subtotal School Grants		14,516	10,077	1,058	25,651	25,651	0

Business Management Report
Position to the end of March 2024
Government Grants 2023/24

Ringfenced	Directorate	Issued By	Estimate 2023/24	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Final Grant Received in 2023/24	Total Spent	Carried forward for use in future years
			£000	£000	£000	£000	£000	£000
	Other Children's Services Grants							
R	Additional support for schools in financial difficulty	DfE	0	331	0	331	331	0
R	Youth Justice Grant	YJB	674	37	0	711	711	0
R	Asylum (UASC and Post 18)	HO	3,997	2,580	451	7,028	7,028	0
R	Afghan Settler Holding Hotel Fund	DfE	0	0	419	419	419	0
R	Extension of Virtual School Heads to children with a social worker	DfE	0	135	0	135	135	0
R	Extension of Virtual School Heads to Certain Previously Looked after Children	DfE	0	66	0	66	66	0
R	Hong Kong BNO Local Community Fund	DLUHC	0	0	26	26	26	0
R	Pupil Premium Plus post 16 pilot	DfE	0	45	0	45	45	0
R	Extended Personal Adviser Duty Grant - Care Leavers Staffing	DfE	103	9	0	112	112	0
R	Leaving Care Allowance Uplift	DfE	0	136	0	136	136	0
R	Staying Put Implementation Grant	DfE	288	0	0	288	288	0
R	Remand Framework	YJB	72	-36	-3	33	33	0
R	Reducing Parental Conflict Workforce Development Grant	DWP	0	48	12	60	60	0
R	Supported Internships for Young People with SEND	NDTi	54	0	-34	20	0	20
R	Holiday Activities and Food Programme	DfE	296	1,203	-69	1,430	0	1,430
R	Adopton Support Fund	DfE	0	15	66	81	31	50
R	Early Years Professional Development Programme	DfE	0	0	56	56	0	56
R	Early Years Experts and Mentors Programme	DfE	0	0	8	8	0	8
R	Intervention Delivering Better Value in SEND - Grant for Data Analysis	DfE	0	1,000	0	1,000	780	220
R	Family Group Conferences	DfE	0	54	-41	13	13	0
R	Multiply	DfE	899	0	-442	457	457	0
R	Turnaround Programme	YJB	64	63	24	151	151	0
R	Home for Ukraine Education	DfE	0	0	72	72	72	0
R	Child Decision Making Pilots (NRM)	HO	0	0	38	38	38	0
R	Strengthening Multi-Agency Leadership for reform	DfE	0	47	0	47	47	0
R	Fostering Recruitment Support Hub Mobilisation	DfE	0	0	39	39	0	39
R	Implementation of Supported Accommodation Reforms	DfE	0	299	0	299	299	0
	Subtotal Other Children's Services Grants		6,447	6,032	621	13,100	11,277	1,823
	TOTAL CHILDREN'S SERVICES		286,722	15,640	730	303,092	312,922	-9,830

Business Management Report
Position to the end of March 2024
Government Grants 2023/24

Ringfenced	Directorate	Issued By	Estimate 2023/24 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Grant Received in 2023/24 £000	Total Spent £000	Carried forward for use in future years £000
	Environment & Place							
R	Bus Service Operators Grant	DfT	514	0	280	794	407	387
R	Natural England	DEFRA	227	0	70	297	289	8
R	Bus Service Improvement Plan Grant	DfT	0	0	2,586	2,586	1,294	1,292
R	Homes England	DEFRA	0	0	313	313	313	0
R	COVID-19 Bus Services Support Grant	DfT	0	48	49	97	97	0
R	Biodiversity Net gain Grant	DEFRA	0	27	0	27	0	27
R	Woodland Creation Accelerator Fund (WCAF)	DEFRA	0	75	0	75	65	10
R	DEFRA CHLF S31 Grant	DEFRA	0	0	76	76	26	50
R	Air Quality SSCL Grant	DEFRA	0	127	0	127	0	127
R	Capability Fund	DfT	0	260	0	260	164	96
R	Climate Action Staffing Grant	Innovate UK	0	0	3	3	3	0
R	Historic Ridgeway	DfT	0	0	19	19	19	0
	TOTAL ENVIRONMENT & PLACE		741	537	3,396	4,674	2,677	1,997
	Public Health							
R	Public Health Grant	DHSC	33,632	0	0	33,632	33,632	0
R	Oxfordshire Community Research Network Grant	Innovate UK	0	0	8	8	8	0
	TOTAL PUBLIC HEALTH		33,632	0	8	33,640	33,640	0
	Community Safety							
R	Fire Fighter's Pension Fund Grant	DLUHC	1,361	0	0	1,361	1,361	0
R	Fire Protection Uplift Grant	DLUHC	0	303	0	303	303	0
R	Fire Fighter's New Dimenons Grant	DLUHC	40	0	0	40	40	0
	TOTAL COMMUNITY SAFETY		1,401	303	0	1,704	1,704	0

Business Management Report
Position to the end of March 2024
Government Grants 2023/24

Ringfenced	Directorate	Issued By	Estimate 2023/24	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Final Grant Received in 2023/24	Total Spent	Carried forward for use in future years
			£000	£000	£000	£000	£000	£000
	Resources							
R	Homes for Ukraine *	DLUHC	6,503	0	-2,431	4,072	4,072	0
R	Household Support Fund	DWP	0	0	3,351	3,351	3,351	0
R	Music Service	AC	844	0	22	866	866	0
R	MaaS:CAV	Innovate UK	313	0	-120	193	193	0
R	Park & Charge	Innovate UK	206	0	-206	0	0	0
R	Virgin Park & Charge	Innovate UK	7	0	-7	0	0	0
R	Data Driven Safety Tool	Innovate UK	91	0	-91	0	0	0
R	Quantum Gravimeter	Innovate UK	69	0	-69	0	0	0
R	Resilient CAV	Innovate UK	25	0	-25	0	0	0
R	Heart Park Project	DfT	90	0	-90	0	0	0
R	GTC DfT Congestion Tool	DfT	59	0	-59	0	0	0
R	CAVL4R	DfT	11	0	-11	0	0	0
R	Skyway	Innovate UK	0	0	55	55	55	0
R	Zev Team	Innovate UK	0	0	218	218	218	0
R	Schemes Monitoring Costs	DfT	0	0	30	30	30	0
R	Designed for Ageing Medication Management	Innovate UK	0	0	110	110	110	0
R	Soteria	Innovate UK	0	0	19	19	19	0
R	GreenLog	Innovate UK	0	0	31	31	31	0
R	Future Flights & Land Infrastructure	Innovate UK	0	0	103	103	103	0
R	Vehicle to energy communities	Innovate UK	0	0	3	3	3	0
R	Hyer Project	Innovate UK	0	0	37	37	37	0
R	International Recruitment Fund	DHSC	0	0	178	178	178	0
	TOTAL RESOURCES		8,219	0	1,047	9,266	9,266	0

Business Management Report
Position to the end of March 2024
Government Grants 2023/24

Ringfenced	Directorate	Issued By	Estimate 2023/24	In year Adjustments / New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Final Grant Received in 2023/24	Total Spent	Carried forward for use in future years
			£000	£000	£000	£000	£000	£000
	Strategic Measures							
U	Lead Local Flood Authority	DEFRA	45	-45		0	0	
U	Extended Rights to Free Travel	DfE	278	531		809	809	
U	Firelink	DLUHC	213	-83		130	130	
U	Local Authority Delivery Support Funding	DLUHC	0	123		123	123	
U	Key Stage 2 Moderation & Phonics	DLUHC	0	21		21	21	
U	Supporting Families - previously Troubled Families	DLUHC	1,048	377	173	1,598	1,598	
U	New Homes Bonus	DLUHC	1,700		49	1,749	1,749	
U	Local Reform & Community Voices	DHSC	328			328	328	
U	Social Care in Prisons Grant	DHSC	187		-4	183	183	
U	War Pensions Disregard Grant	DHSC	0		105	105	105	
U	Social Care Support Grant (including Independent Living Fund)	DLUHC	32,669		15	32,684	32,684	
U	Services Grant	DfE	2,800		110	2,910	2,910	
U	Domestic Abuse Duty Grant	DLUHC	1,141	26		1,167	1,167	
U	Supplementary Substance Misuse Treatment & Recovery Grant	OHID	0	635		635	635	
U	Supplementary Substance Misuse Treatment & Recovery Housing Grant	OHID	0	622		622	0	622
U	Supplementary Substance Misuse Inpatient Detox & Rehabilitation	OHID	0	80		80	80	
U	Rough Sleeping Drugs & Alcohol Grant	DLUHC	0	1,370		1,370	1,370	
U	Rough Sleeping Strategy - care leavers	DLUHC	0	95		95	95	
U	Dual Running & Client Level Data	DHSC	0	20		20	20	
U	Accelerated Reform Grant	DHSC	0		470	470	323	147
U	Trading Standards costs for compliance activities under Offensive Weapons Act 2019	HO	0		30	30	0	30
U	New Burdens - Transparency	DLUHC	0		13	13	13	
U	Wraparound Provision Early Years	DfE	0		29	29	16	13
	Subtotal Strategic Measures		40,409	3,771	989	45,169	44,357	812

Business Management Report
Position to the end of March 2024
Government Grants 2023/24

Ringfenced	Directorate	Issued By	Estimate 2023/24 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Final Grant Received in 2023/24 £000	Total Spent £000	Carried forward for use in future years £000
U	Business Rates	DLUHC	14,427	4,671		19,098	19,098	
U	Section 31 Grant for Business Rate Compensation	DLUHC	42,662	-2,686		39,976	39,976	
	Subtotal Business Rates		57,089	1,985	0	59,074	59,074	0
	Grants held on behalf of Local Enterprise Partnership							
R	Oxford Innovation Business Support	BEIS	205			205	205	
R	European Regional Development Fund		900			900	900	
R	DCLG (Local Enterprise Partnership Funding)	DLUHC	500			500	500	
	Subtotal Grants held on behalf of Local Enterprise Partnership		1,605	0	0	1,605	1,605	0
	TOTAL STRATEGIC MEASURES		99,103	5,756	989	105,848	105,036	812
	Total All Grants		447,390	25,748	6,470	479,608	486,329	-6,721

R Ringfenced grant

U Un-ringfenced grant

Issued by

HO Home Office

DHSC Department of Health & Social Care

DfT Department for Transport

DfE Department for Education

DLUHC Department for Levelling Up, Housing and Communities

BEIS Department for Business, Energy & Industrial Strategy

OHID Office for Health Improvement and Disparities

DEFRA Department for Environment, Food and Rural Affairs

AC Arts Council

YJB Youth Justice Board

NDTI National Development team for Inclusion

Business Management & Monitoring Report
Position to the end of March 2024
General Revenue Balances

		Outturn 2023/24	
		£m	£m
General Balances: Outturn 2022/23		22.643	
County Fund Balance			22.643
Planned Contribution to top up to 2023/24 risk assessed level (February 2023)			6.800
Further contribution needed to top up to risk assessed level following 2022/23 year end (0.800
Adjusted Opening Balance for 2023/24			30.243
Supplementary Estimates Agreed during 2023/24			
Cabinet May 2023	Staffing costs to support development of One - Fleet approach to the council's vehicles		-0.180
Cabinet November 2023	Supplementary estimate for a school with a forced academisation that has a deficit budget		-0.200
Cabinet March 2024	Supplementary estimate to cover the one-off ill health/injury costs incurred during 2023/24 in Community Services		-0.159
Subtotal Supplementary Estimates			-0.539
Automatic calls on/returns to balances			0.000
Net General Balances			29.704
Forecast Variation at Year End			
Less underspend (as set out in Annex 1)			12.322
Year End position			42.026
Risk Assessed Level of Balances for 2023/24			30.200
Surplus/(deficit) balances compared to risk assessed level			11.826
Calls on balances agreed as part of the Budget for 2024/25			
£1.5m of the underspend arising from the additional interest on balances will be used to fund a one – off revenue contribution to the Transformation Reserve in 2024/25 (agreed in February 2024)			-1.500
£2.2m contribution to the IFRS9 reserve in 2024/25 to provide initial funding towards risks around the value of Treasury Management pooled funds when the current statutory over-ride ends.			-2.200
Subtotal			-3.700
Calls of balances recommended in this report			
Further £2.8m contribution to the IFRS9 reserve in 2024/25 to provide sufficient cover for likely risks.			-2.800
Create a new Pump Priming reserve in 2024/25 to support the council's Commercial Strategy with an initial contribution of £2.0m.			-2.000
Make a contribution of £1.0m to the Budget Priorities Reserve to be used to complete or extend schemes already agreed as part of the Cabinet's priorities including Rail Studies and an extension of the funding for efficiency loans to schools.			-1.000
Subtotal			-5.800
Balance to be held in General Balances			2.326

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Digital Inclusion:
Oxfordshire County Council 2023-24 Action Plan Updates

This document sets out the updates to the action plan for 2023-24 that supports Oxfordshire County Council's Digital Inclusion Strategy.

The Strategy is divided into three sections.

- Section One – Digitally Inclusive Communities
- Section Two – Digitally Inclusive Service Delivery
- Section Three – Digitally Inclusive Workforce

Section One: Digitally Inclusive Communities

Long-Term Ambition	Action	Directorate and Lead Officer	Updates
Digital access is not a barrier to education in Oxfordshire.	Collaborate with holiday activity providers to implement Digital Inclusion projects as part of wider holiday delivery, including using Libraries as venues.	Children, Education, and Families (CEF)	We have completed this action, and it has been integrated into business as usual.
	Liaise with the Education Endowment Fund (EEF) for guidance on impactful research-	CEF	This action has not been completed due to competing priorities. It will be reviewed to see if it

	based approaches so the right equipment, access and programmes can be promoted to families.		is appropriate to carry this over into the 24-25 action plan.
Vulnerable children and families have access to support to raise household digital capacity and address digital disadvantage.	Continue to provide a digital offer for 0-19 services, through single point of access and e-platforms and ensuring access for vulnerable families.	Public Health	Chat Health is used by Oxford Health to provide advice and support to families. This digital offer will continue with the newly commissioned Children and Young People's Public Health Nursing Service from 1st April 2024. Public Health will also be commissioning a Children and Young Person's digital platform for emotional health and wellbeing to launch in 2024.
	Support families with making applications from charities such as 'Aspire' for laptops as part of communicating with families about their internet access and equipment, seeking to ensure families are not disempowered if they do not have these.	CEF	Work is in progress on this action and will continue in 2024-25 with more focussed efforts.
	Continue to promote the use of the Mind Of My Own (MOMO) app with children and young people to enable them to use their voice and speak their own words via a digital platform.	CEF	Work is in progress on this action and will continue into 24-25 with a focus on using data.

	<p>Continue to support Community Action Groups (CAGs) to host repair cafes across the county potentially helping to prevent residents from becoming digitally excluded by aiming to keep electronic devices (including internet enabled devices) in use for longer. This will be measured through the number of repair cafes held each year (reported annually).</p>	Waste	<p>We continue to support CAGs in hosting repair cafes.</p> <p>The data for April 22 – March 23 is: 21 groups (including three non-CAGs, but members of the repair cafe network) ran 172 repair cafe events enabling members of the public to ‘fix not bin’ broken household items, from electrical appliances and bicycles to clothes.</p> <p>Portable Appliance Testing (PAT): CAG offered 6 subsidised spaces for volunteers from CAG repair cafes to attend a certified PAT training delivered by PlugTest and hosted by Orinoco.</p>
	<p>Investigate funding options for digital inclusion to get laptops or mobile interactive devices in supported housing or for those facing homelessness so people can claim benefits, apply for jobs, and stay in touch with families and friends through online chat, reducing social isolation.</p>	Adult Social Care	<p>Work is going on in all the Alliance services, especially for people who sleeping rough and in high risk, to ensure that people they are working with are given a mobile phone to enable contact. During Covid, the Oxfordshire Homeless Movement funded tablets for people in homeless supported accommodation and funded Aspire to install WIFI in all rooms.</p> <p>There is signposting from the Oxfordshire Homeless Movement to partners offering computer access including the Getting Oxfordshire Online project. Please see link for support: I need help to get online</p> <p>The following provision is available at the Gatehouse:</p>

			<ul style="list-style-type: none"> • Approximately 2 evenings per week (5:00pm-7:00pm) – open-access, internet-connected computers available to Guests (service users) at our community café. • Weekly for one quarter per year (5:00pm-7:00pm) – facilitated drop-in IT workshops, with tutors available to provide practical help on a wide variety of IT-related topics • Investment in a new, high-quality Guest wi-fi network that can be used in and around the building during waking hours (coming soon!) • Access to data SIM cards for mobile phones, and mobile data USB dongles for PCs • Links to the “Getting Oxfordshire Online” program via Aspire, to obtain refurbished laptops for Guests. • Signposting to further training is available. <p>Connection Support: The Housing Support Prevention Service have a dedicated digital support worker who provides support across the County to people who are digitally excluded.</p>
No one in Oxfordshire will be isolated from essential services by digital-by-	Promote any relevant support of pillars of the strategy through our networks – e.g., Promoting laptop donation to Get Oxfordshire Online (GOO) via the Greentech network.	Climate Action	This action has been completed, and has been integrated into business as usual as part of the Circular Economy workstream
	Develop a new website for domestic abuse services in	Public Health	We have completed a review and development of the OCC public facing website which has provided

default barriers, or a lack of connectivity.	Oxfordshire to provide improved access to services, clear referral pathways including for people with protected characteristics to improve visibility and access to information, advice, and referral pathways into services.		clearer access to commissioned services. Further website developments at a system level are being explored.
	Provide advice and support to enable people to access digital opportunities safely, and avoid frauds, particularly in community engagement and education work with schools and older people.	Trading Standards	This action has been completed and is now part of business as usual.
	Deliver scam awareness training in a non-digital way, to be measured through the number of people reached through prevention activities, including information on online scams.	Trading Standards	This action has been completed and is now part of business as usual. 3478 people have been reached through Trading Standards preventative advice and support.
	Research, identify and promote support around digital literacy for carers, including young carers.	Adult Social Care	We have developed an all-age carers strategy, which includes improved identification of carers, and are improving our online offer. This will be rolled over to 24-25. Digital inclusion for young carers https://www.carersfirst.org.uk/news-and-stories/digital-champions-programme-for-young-adult-carers/

	Encourage supported housing providers to provide support and training for older people or people with a disability to access and use online services.	Adult Social Care	Work is in progress for this action, and will be reviewed for next year's action plan.
	Work with local partner to securely recycle 50 OCC devices a year to be used by residents needing laptops.	Digital and IT	We donated 200 laptops to be used by residents in 2022. This action will roll over to 24-25.
Oxfordshire businesses and organisations can recruit, train, retain and support their workforce with the necessary digital skills.	Develop digital inclusion pages on Oxfordshire County Council's (OCC) website. The webpages are to include advice, guidance and information on digital scams, Live Well Oxfordshire, and link in with online sources of information that can assist residents and businesses in Oxfordshire.	Policy	<p>This action has been completed with our new webpages:</p> <ul style="list-style-type: none"> • Digital inclusion Oxfordshire County Council • Digital Inclusion Digital Infrastructure Programme (digitalinfrastructureoxfordshire.co.uk) <p>Part of this action will continue into 24-25 for the pages on Live Well Oxfordshire.</p>
	Build on the Digital Inclusion Charter to regularly bring together local partners to avoid duplication of effort across Oxfordshire and share best practice.	Policy	This action is a work in progress and will continue into 24-25. Further collaboration with Getting Oxfordshire Online will be built upon.
Broadband connectivity across Oxfordshire is one of the	Promote social tariffs from broadband suppliers via OCC's Social Media channels and track the engagement with posts: share this information with district and	Digital and IT	The Social Tariffs campaign has been planned and arranged with OCC corporate comms and will be launched in 24-25.

best in the country.	parish councils so they can promote widely, and with other OCC digital inclusion activities.		
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Section Two: Digitally Inclusive Service Delivery

Long-Term Ambition	Action	Directorate and Lead Officer	Updates
Innovative solutions to problems of digital exclusion are collaboratively developed and delivered in our services.	Use Office for Health Improvement Disparities (OHID) grants to provide technology to substance misuse service users, supporting them to progress towards recovery e.g., with job applications, housing applications, education, and training	Public Health	<p>Personalised budgets within the Supplemental Substance Misuse Treatment and Recovery Grant and Housing Support Grants are being utilised to purchase tablets and IT software to support people to engage in treatment, support training and employment goals, and maintain tenancies. There is a new grant for employment support starting in April 2024, and it is also planned to have a personalised budget element for this purpose.</p> <p>The Better Housing Better Health service offers home visits to people who may have no or limited access to digital resources and provides support to households in accessing home improvement grants and other resources which are only accessible online</p>

	Explore asking appropriate service providers to evidence their commitment to tackling inequalities in Oxfordshire through improving digital inclusion in public health commissioned services (grants, contracts, frameworks), such as outlining their approaches to addressing digital inclusion in tenders.	Public Health	<p>Printed material providing public health advice at times of extreme weather events - both heat waves and cold weather - will be available to ensure that those households who do not have access to online advice can obtain public health information. Printed materials include bookmarks that can be handed out through the library service.</p> <p>The BHBH service has been evaluated to understand the impact and benefits of its home visiting and telephone services. Service users and the service provider have been involved in this evaluation which has helped to identify the importance of a home visit to people with complex needs.</p>
	Include digital inclusion in impact assessments, to ensure that policies do not increase the digital divide.	Policy	This action is a work in progress. Questions relating to Digital Inclusion will be considered for inclusion in the new impact assessment tools that are being developed, rather than as a separate impact assessment.
	Promote internal collaboration around digital inclusion through restarting the Digital Inclusion Working Group, to monitor progress against the Digital Inclusion action plan.	Policy	The internal Digital Inclusion working group has been meeting and will continue to review the action plans each year.
	Use any social value provision from supplier contracts within the	Digital and IT	This action is a work in progress, and will continue into 24-25.

	Digital and IT directorate to improve digital inclusion and track the total value of such contributions.		
	Ensure that all Digital and IT projects involving a procurement include the technical requirements for accessibility.	Digital and IT	This action has been completed and will be business as usual going forward, as it is now built into governance documents.
	Investigate and understand new National Institute for Health and Care Excellence (NICE) guidelines on homelessness and Digital Inclusion, to ensure that people experiencing homelessness can access online health, universal credit, and social care information and are supported to use online services.	Adult Social Care	Work is in progress for this action, and will be reviewed for next year's action plan.

Citizens of Oxfordshire are provided with a comprehensive, affordable, and accessible assistive technology offer that meets their needs.	Build on existing collaboration between Adult Social Care and iHub to develop and test innovative approaches to delivering and improving outcomes for vulnerable people, including investigating and promoting availability of Assistive Technology and technology enabled care equipment.	Adult Social Care iHub	This action is a work in progress, the innovation service sits on the Adult Social Care Digital board and input into new initiatives via this channel.
	Feature digital technology in accommodation development to increase independence.	Adult Social Care	Work is in progress for this action, and will be reviewed for next year's action plan.
Our Libraries and Heritage Service provides digital opportunities for people to connect and create, learn, and grow together.	Refresh public library IT provision (The People's Network) in all branches, to ensure local communities have high quality online access, printing facilities, and WiFi available in their local library.	Libraries	<p>We are midway through a project to refresh our public library IT provision. We have been investigating various alternative hardware options, and are about to take that pilot phase into the public domain.</p> <p>We are also exploring improved printing facilities, and have completed a project to update photocopier facilities across the network.</p> <p>Libraries have continued to be part of the GigaHubs project, which has seen multiple sites' connectivity markedly improved.</p>

			<p>We have updated staff PCs to enable swifter and more efficient customer service.</p> <p>We have also invested in and successfully implemented a new booking system that has allowed us to more effectively manage longer customer enquiries, especially those linked to council validations/transactions.</p>
	Review and enhance Libraries' Makerspace and digital engagement activity offer, so that new technology and digital resources are open to all.	Libraries	<p>We are in the process of investing in some new equipment for our Makerspaces and have also agreed to update our Coding equipment to better support our Code club activities.</p> <p>We have recruited a new Group Library Manager, who has a background in digital engagement and we plan to review our approach in the coming months.</p> <p>We have engaged in discussions with Getting Oxfordshire Online and Virgin Media to develop our digital support offer.</p> <p>We have continued to delivery digital helper sessions in libraries across the county.</p>
	Continue to grow the range of content and resources (including eBooks, eAudio, eMagazines and Newspapers, and e-Learning) that	Libraries	<p>We have increased spending on online content and the proportional allocation to digital resources, given the growing demand in this area.</p>

	are free to access anytime at home, on the move, or through local libraries, via free library membership.		<p>We have consistently reached new performance levels across eBooks, eAudio and eMagazines as the months have progressed – Digital loans now make c.10% of all lending activity, and we did >300k eBook and eAudio loans in 2022/23.</p> <p>We have marketed this material via our social media channels and have plans to further highlight this fantastic content.</p>
	Assess the current range of support and training provided by Libraries to help customers get online and function in a digital world, and develop that offer and signposting activity as community needs and the digital landscape changes.	Libraries	<p>Due to competing priorities we have not been able to undertake a substantial review of activity in this area to date. However, we have continued to deliver Digital Helper events at libraries across the network.</p> <p>We have engaged in discussions with Getting Oxfordshire Online and Virgin Media to develop our digital support offer.</p> <p>We have rolled out various digital training for Libraries staff to increase their knowledge and confidence (including on the subject of online safety).</p> <p>We have also highlighted to all libraries the recently redesigned 'Learn My Way' website from the Good Things Foundation, which provides free bite-sized learning for beginner digital skills but is</p>

			also suitable for all levels of understanding. There is a Learn My Way desktop shortcut on every public library computer to make it easier for customers to get started.
	Develop the Heritage Search platform (launched in May 2023) to enhance access to, and understanding of, Oxfordshire's past and the wide range of heritage resources that the Council manages for future generations.	Heritage	<p>The Heritage Search platform has proved hugely popular – in the first year, we received >20% increase in orders for copies of digital images from the site; we also registered 525k interactions in the period Oct 2022 – Aug 2023.</p> <p>With the addition of two new datasets (Peculiar Wills and Building Plans!) we hit the 1,000,000 figure for online catalogue records sooner than expected in November 2023.</p> <p>We are producing more digital content to go onto the site all the time (often with the help of volunteers) and are prioritising elements of the collection where there is the most demand.</p> <p>We have produced an introductory video guide to the site and done various engagement events focused on the platform.</p> <p>We carried out a wholesale update of the Oxfordshire School History website.</p>

Section Three – Digitally Inclusive Workforce

Long-Term Ambition	Action	Directorate and Lead Officer Timescale	Updates
Technology that supports agile ways of working will facilitate communication and the ability to work well anywhere, any place, and at any time.	Embed digital inclusion in our facilities provision and ensure that new buildings are designed and built with the appropriate infrastructure in place for digitally inclusive service delivery and workplaces.	Property	This action is being reviewed to see if the ownership is correct and if it is appropriate to carry this over into the 24-25 action plan.
	All team leaders and business development officers to work alongside IT Business Partner when delivering, designing, on-boarding, or improving processes and services. Details should be included in the project scope document and the benefits realisation plans.	Customer Services	This action has been completed, as the programme has been running for 6 months since the end of 2022 to bring services into the contact centre.
Our staff, managers, and volunteers have the learning and	Ensure training and support for operational Facilities Management (FM) team on new IT systems rolled out within Property including frontline engineers	Property	This action is being reviewed to see if the ownership is correct and if it is appropriate to carry this over into the 24-25 action plan.

development opportunities to develop digital skills.	Work alongside Organisational Development colleagues to identify or procure relevant digital training for all Customer Service Centre staff. This should be delivered by the end of March 2024 to existing staff and included in induction for new staff.	Customer Services	This action has been completed and integrated into business as usual, as new colleagues are given digital training as part of induction.
	Investigate digital skills training for social care and frontline staff including social prescribers.	Adult Social Care	Work is in progress for this action, and will be reviewed for next year's action plan.

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VCS Priority	Directorate	Service Area	Action	Update
Collaboration and Networking	People, Transformation and Performance	Children's Services	1.1 We will continue to ensure that our own workforce has the right information available to them for effective signposting and referrals to VCS organisations that can support our residents.	This action is now complete, and we have integrated it into business as usual.
	Communications, Strategy and Insight	Policy and Strategy	1.2 We will pro-actively support the Cabinet Member for Public Health and Inequalities in engaging and building relationships with the local VCS.	This action is now complete, and we have integrated it into business as usual.
	Communications, Strategy and Insight	Policy and Strategy	1.3 We will build on our relationship with the VCS sector, working with OCVA to establish regular OSCA (Oxfordshire Stronger Communities Alliance) partnership meetings.	To strengthen our relationship with the sector further, we will be looking to refresh and relaunch OSCA meetings in 24-25.
	Communications, Strategy and Insight	Policy and Strategy	1.4 We will oversee implementation of the VCS Strategy across the council and help ensure service area actions are delivered and reported on internally and to OSCA.	This action has been completed as part of the 23-24 action planning process and will become business as usual for 24-25.
	People, Transformation and Performance	Customers and Cultural Services – Libraries	1.5 We will commit to renewing our existing partnership agreements with volunteers and Friends Groups in acknowledgement of the critical support they provide to local library services. We will	We are currently in the process of completing the renewal of all existing partnership agreements. The terms of these agreements are being extended (from 1- or 2-year

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			explore widening this activity across the whole branch network.	<p>arrangements, as was, to 3 years, as the general term) to demonstrate the service's and council's commitment to working with local communities to sustain and develop local library services.</p> <p>We are yet to explore the possible extension of Friends group arrangements.</p>
	People, Transformation and Performance	Adult Social Care	1.6 We will continue to develop and build upon existing partnership structures within the Oxfordshire Way, such as Communities of Practice to extend the reach and range of community-led prevention strategies.	<p>This action is in progress and has been integrated into business as usual.</p> <p>With the Integrated Care Board (ICB), we have supported the delivery of the well together programme. OCVA are the provider of the 2-year scheme, which is focused on the 10 most unequal areas in Oxfordshire.</p> <p>Communities of practice continue to deliver great sessions across the county supporting best practice in support of the Oxfordshire way (OCVA)</p>

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	Environment and Place	Environment and Circular Economy	1.7 We will support the Community Action Group Network to deepen links with other relevant OCC teams to enhance and extend the impact of relevant projects, by holding and reporting on a minimum of two cross-departmental meetings per year.	We continue to support the CAG Network , with 3-4 big meetings each year, including colleagues from across different OCC departments (including establishing links to Circular Economy, and Community Wealth Building work).
	Public Health and Community Safety	Trading Standards	1.8 We will explore how we can best communicate and cascade consumer issues and advice to local community groups to improve resilience against fraud and consumer issues, identifying those groups or areas of the county who appear to be underrepresented in the available data we have.	<p>This action has been completed. We have integrated this into business as usual and are currently performing above our corporate target.</p> <p>We have shared advice with community groups, and engagement has been carried out with community events as part of the electric blanket testing campaign.</p> <p>We are working closely with other partners in this space to ensure that there is not duplication.</p>
Volunteering and Social Action	Communications, Strategy and Insight	Communications and Engagement	2.1 We will develop an external communications plan to promote the importance and benefits of volunteering in 2023/24, including events such as Volunteer Week.	This action is to be reviewed and agreed whether to roll over into 24-25 action plan.

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	Communications, Strategy and Insight	Communications and Engagement	2.2 We will develop an internal communications plan, in conjunction with HR, to promote the council's volunteering policy and volunteering opportunities, and celebrate the volunteering achievements of our employees.	<p>We have embedded volunteering opportunities into our annual internal communications plan.</p> <p>In June every year we celebrate Volunteers' Week (One in five people do this... Oxfordshire County Council Intranet) and we regularly promote volunteering opportunities.</p>
	People, Transformation and Performance	Customers and Cultural Services – Libraries	2.3 We will widen participation and strengthen volunteer voices across our Libraries by exploring new development opportunities and celebrating the key role our volunteers play in delivering services for our residents.	<p>We celebrated Volunteers week in June, by contacting all library volunteers and thanking them for their great work; and are due to meet up with community-supported libraries' volunteers in April 2024 to mark their contribution to the service.</p> <p>As noted in action 1.5, we have been actively meeting with Friends/Community groups to renew partnership agreements.</p> <p>We are in active discussions to extend and develop digital inclusion volunteer activities and Home Library Service.</p>

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	People, Transformation and Performance	Customers and Cultural Services – Museums and Heritage	<p>2.4 We will develop opportunities to broaden volunteer participation across Heritage services and work to better capture the benefits of volunteering in improving wellbeing and combatting loneliness.</p>	<p>As well as celebrating Volunteers week in June, we had a recognition celebration over Christmas to thank the Heritage services volunteers for their work.</p> <p>We produced a regular Museum newsletter that goes out to volunteers and also actively contribute to the Friends newsletter too.</p> <p>We have had positive meetings with the Swalcliffe Society, who support operations at Swalcliffe Barn, about how they can be better assisted and are developing the offer at this site.</p> <p>We have regained accreditation status for all our Heritage sites (including The History Centre and The Oxfordshire Museum), and our returns detailed the work undertaken across the service by volunteers.</p> <p>We still have work to do to capture the impact/benefits of volunteering.</p>
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				We have not yet broadened volunteer participation via digital channels, however volunteer effort is maintained at existing levels, which is vital to cataloguing and digitising output.
	Environment and Place	Environment and Circular Economy	2.5 We will further develop community volunteers through town and parish councils such as volunteer flood wardens, highways maintenance and school crossing patrols.	<p>Work is in progress and this action is becoming business as usual.</p> <p>We finished the flood warden pilot at the end of March. We are currently receiving feedback, and this will be incorporated into business as usual.</p> <p>As of March 2024, we reached 10 volunteers for the pilot Flood wardens scheme.</p>
Capacity and Skills	People, Transformation and Performance	Children's Services - Youth	3.1 We will offer £50,000 of our surplus apprenticeship levy to enable the development of a skilled youth workforce. 10 Youth Work Level 3 Apprenticeships will be funded through this offer.	We offered the apprenticeship levy to local VCS organisations working in the children's sector, however this was not taken up by any organisations.
	Public Health and Community Safety	Public Health	3.2 We will engage smaller VCS organisations in delivering domestic abuse training contracts	We have completed this action, with new contracts starting in April 2023.

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			for professionals and expanding the champions network for professionals and in local communities.	
	People, Transformation and Performance	Partnerships and Delivery	3.3 We will deliver grant support of £300,000 to strategic VCS advisory services to provide additional capacity	This grant funding has been provided to eight advice organisations within the County. It is being primarily used to boost the provision of debt and benefits advice. Monitoring is being collected on the provision of these services. One set of data has been submitted and the second is due in April.
	Environment and Place	Highways	3.4 We will train and develop 100 new FixMyStreet Super Users and network volunteers, over the next three years, across the County with the skills to support their local network and community. We will expand our work with communities in managing biodiversity sites.	This action is complete – as of March 2024 there are a total of 117 volunteer Fix My Street Users.
	Environment and Place	Environment and Circular Economy	3.5 We will support the Community Action Groups to engage local communities across the county on environmental topics by delivering community activities, training and information sharing through the Community Action Groups network. We will report on the number of activities and events	The report on CAG's activity from 23-24 will not be available until May 24. For the project year April 22-March 23: CAG supported 4,297 activities, 84,883 participants, 97,613 volunteer hours, and £1,756,529 of

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			delivered annually across our service areas including waste reduction, climate resilience, public rights of way and tree planting.	network fundraising and income generated.
Supporting a Sustainable Sector	Communications, Strategy and Insight	Policy and Strategy	4.1 We will refresh the Community Asset Transfer Policy.	Work to refresh the Community Asset Transfer Policy is in progress.
	Communications, Strategy and Insight	Policy and Strategy	4.2 We will promote the Councillor Priority Fund to the VCS and implement a more streamlined approach to administering the fund.	This action has been completed, and a LEAN review is currently underway to improve the process
	People, Transformation and Performance	Adult Social Care	4.3 We will work with NHS, District and City Council and the voluntary and community sector to develop social prescribing and community capacity and capability. This will include development of grant provision for anchor organisations and community groups to support people in the community and avoid admission to hospital or care placements.	<p>Along with the City and Districts, Public Health, and the VCS, we have mapped the provision of “connectors” in the community.</p> <p>A further round of grant funding of community assets has been completed with Oxfordshire Community Foundation, OCVA and Community First Oxfordshire delivering grants to the value of 500k supporting 104 local community groups. This generated a further 120K of additional funding from local sponsors via OCF supporting</p>

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				<p>an additional 16 community groups.</p> <p>Local Area Co-ordination has been launched in two Localities (Bicester East and Chipping Norton) with support from West and Cherwell District Councils.</p>
	Public Health and Community Safety	Public Health	4.4 We will work with VCS partners to co-produce our public health research governance processes and strategy. This will include setting up a Community Research Network and support/training for Community Research Champions.	<p>We have established a Community Research Network and associated Community Steering Group.</p> <p>It is anticipated that the new Head of Research will lead on the development of a research strategy and governance framework with input from the VCS and other stakeholders when in post.</p>
	People, Transformation and Performance	Partnerships and Delivery	4.5 We will partner with OCF to run a second round of VCS grants, providing a further £240,000 of funding to those groups supporting residents in the cost-of-living crisis.	<p>We provided £110,000 to support the delivery of this £240k programme. We received an initial report following the award of grants to 32 organisations.</p> <p>A final report will be received in the spring of 2024 to provide feedback on delivery.</p>

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	Environment and Place	Highways	4.6 We will explore the possibility of supporting the VCS by providing parking permits for volunteers that deliver core services across the county.	This action is to be reviewed and carried over into the 24-25 action plan if appropriate.
	Public Health and Community Safety	Trading Standards	4.7 We will promote Friends Against Scams as a community-led approach to scam harm reduction. In 2023/24, we aim to train 200 'Friends' across Oxfordshire communities to increase resilience against scams, with a view to prioritising a train-the-trainer approach in future years, recruiting 'Scam Champions' to take such learning into their communities.	Work is in progress on this action. As of the end of Q3 in 23/24, we have trained 156 Friends.
Reducing Inequalities	People, Transformation and Performance	Children's Services – Youth	5.1 We will ensure that the Department for Education (DfE) grant funding allocated to us each year is used to provide our Holiday Activities and Food programme (HAF), to support children from disadvantaged backgrounds and other vulnerable groups throughout school holidays.	Work is in progress on this action as part of current business as usual. DfE grant funding should continue until March 2025.
	People, Transformation and Performance	Customers and Cultural Services – Libraries	5.2 We seek to further develop the Home Library Service (HLS) with external funding and volunteers, to better support independent living, combat loneliness and widen	We have put in a funding bid to the current round of budget planning to expand the Home Library Service and are awaiting a decision on this

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			participation for residents, as well as monitor and celebrate volunteer impact and achieve improved sustainability.	front. We have continued to actively engage with our volunteers and maintained service levels at maximum capacity. We carry out a bi-annual survey of HLS customers to gauge satisfaction and identify areas for improvement.
	People, Transformation and Performance	Customers and Cultural Services – Museums and Heritage	5.3 We will work with local communities and partners to enhance engagement with heritage collections and increase participation, specifically addressing diversity, inclusion and underrepresented communities.	<p>The History Service has worked with Film Oxford on projects focusing on highlighting under-represented community groups and their stories (e.g. African Caribbean residents, members of the LGBTQ+ community).</p> <p>We have restructured the Museums Team and created a Curator of Social History, and an Access and Engagement Manager post to give additional specialist capacity to work in this area.</p> <p>We are planning to undertake a museums collections development review, and establish a strategy for proactive collecting that will see an increase to the diversity of our heritage collections.</p>

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				<p>We have received Arts Council funding to assess the accessibility of our Museum services and have already started to make improvements off the back of evidence that is being generated by this review. An Accessibility Panel has been set up, and we have directly involved people with lived experience and specialist consultants.</p>
	Public Health and Community Safety	Public Health	<p>5.4 We will support signposting to the VCS with the promotion of social prescribing and through the Better Housing Better Health service. The Better Housing Better Health service will provide training to the VCS on fuel poverty and potential solutions to residents.</p>	<p>Work is in progress for this action through the Better Housing Better Health service.</p> <p>In addition, the Community Outreach Active Travel programme is specifically targeted at supporting VCS in disadvantaged communities to address barriers people experience to cycling and walking more.</p>
	Public Health and Community Safety	Public Health	<p>5.5 We will fund two VCS organisations to lead and deliver community insights reports to create the final two community profiles in 23/24, utilising the expertise and insight of our</p>	<p>This action has been completed.</p> <p>Oxford Glue carried out the community insight for the central Oxford profile and Community First Oxfordshire</p>

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			partners to steer this essential strategic work.	carried out the community insight for the Littlemore profile. Both were published in December 2023.
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Overview & Scrutiny Recommendation Response Pro forma

Under section 9FE of the Local Government Act 2000, Overview and Scrutiny Committees must require the Cabinet or local authority to respond to a report or recommendations made thereto by an Overview and Scrutiny Committee. Such a response must be provided within two months from the date on which it is requested¹ and, if the report or recommendations in questions were published, the response also must be so.

This template provides a structure which respondents are encouraged to use. However, respondents are welcome to depart from the suggested structure provided the same information is included in a response. The usual way to publish a response is to include it in the agenda of a meeting of the body to which the report or recommendations were addressed.

Issue: Update on the Priority Action Plan

Lead Cabinet Member(s): Cllr John Howson, Cabinet Member for Children, Education, and Young People's Services; Cllr Kate Gregory, Cabinet Member for SEND Improvement

Date response requested:² 23 April 2024

Response to report:

The priority action plan (PAP) was developed by the Local Area Partnership in response to the outcome of the Ofsted/ CQC area inspection of SEND published in September 2023. The PAP was signed off by Ofsted in January 2024. There was some Member involvement in the development of the PAP, but it is noted that the PAP was developed and submitted prior to the new Education and Young People Overview & Scrutiny Committee (EYP) was established.

Aspects of the PAP are also reported to the Oxfordshire Joint Health Overview and Scrutiny Committee

Members sit on the membership of the SEND Improvement and Assurance Board, and there has been further reporting to EYP on the progress against the improvements.

¹ Date of the meeting at which report/recommendations were received

² Date of the meeting at which report/recommendations were received

Overview & Scrutiny Recommendation Response Pro forma

In respect to the Committee's observations around further communication to all Members, the Children, Education and Families Directorate have committed to a series of All Member briefings on a wide range of operational and strategic areas relating to education and SEND.

Future reports in respect of the PAP and SEND/ education landscape, that are received by EYP, could focus upon the detailed reports from the delivery subgroups via the co-chairs, who are managing the operational business as usual and changes to services within the workstreams.

In respect of the observation on the development of further empathy and clarity in respect of complaints and queries and concerns, although there is more work to do, we have developed increased responsiveness and a more relational style, encouraging staff to have 'in person' conversations to resolve issues. We have had increasing feedback about an improvement in this area.

There has been continuous work on communication and engagement with the wider public, parents and carers, stakeholders and Members. There are specific workstreams on engagement and communications which includes ongoing development of relational practice in communications to parents, carers and children. This has also encompassed the approach to complaints, queries and concerns raised by parents and carers.

Specific workstreams and actions are improving the voices of children in young people not only in the PAP but in the continuous wider improvement of services in SEND and across Council and partner agencies. The approaches include a focus on individual case response and hearing the voice of children through to wider strategic engagement.

Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
1. That the Council should ensure that the voice of children and young people is sought and heard more clearly within the Priority Action Plan	Accepted	The priority action plan has a workstream dedicated to supporting the participation, engagement and co production with children and young people. A youth SEND forum has been established as an advisory/ steering group linking to the SEND Improvement and

Overview & Scrutiny Recommendation Response Pro forma

and within the work arising from it.		Assurance Board and to other activity for children and Young People with SEND across the Council and partnerships. A wider mechanism for consultation to reach children and young people to participate and provide feedback and views on a wide range of matters that matter to them, has been developed. This mechanism will be fully operational in the Autumn 2024.
2. That the Council should arrange for members of the Committee to be invited to sit on the Task and Finish groups.	Rejected	<p>The recommendation originated from EYP in January 2024 where there was a conversation in which members thought they would be involved in SEND improvement task and finish groups and were asking again to get involved. The interest and willingness to get involved is appreciated, but it could not be promised or confirmed.</p> <p>The recommendation was for the Director to consider involvement of Members directly in those groups. Having taken advice and thought through the potential conflicts of interest, it is her view that as soon as Councillors become involved in technical and operational work in task and finish groups, they immediately make themselves accountable for the activity/ decisions and outcomes. This will occur even if they are participant observers. It blurs the political/ operational boundary, and they can't hold themselves to account. The holding to account is the role of cabinet and Committees.</p>

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