



County Council

10 July 2012

Agenda

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

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

Whose Interests must be included?

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

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

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

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

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

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

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

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

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

List of Disclosable Pecuniary Interests:

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

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

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

To: Members of the County Council

Notice of a Meeting of the County Council

Tuesday, 10 July 2012 at 10.00 am

County Hall, Oxford OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

June 2012

Contact Officer: **Deborah Miller**
Tel: (01865) 815384; E-Mail: deborah.miller@oxfordshire.gov.uk

In order to comply with the Data Protection Act 1998, notice is given that Items 3, 7 and 15 will be recorded. The purpose of recording proceedings is to provide an *aide-memoire* to assist the clerk of the meeting in the drafting of minutes.

Members are asked to sign the attendance book which will be available in the corridor outside the Council Chamber. A list of members present at the meeting will be compiled from this book.

A buffet luncheon will be provided

AGENDA

- 1. Apologies for Absence**
- 2. Minutes (Pages 1 - 6)**

To approve the minutes of the meeting held on 15 May 2012 (**CC1**) and to receive information arising from them.

3. Declarations of Interest - see amended guidance note

Members are reminded that the requirements to declare interests have changed under the Localism Act 2011. Members must declare disclosable pecuniary interests. Please refer to guidance note/briefing circulated.

4. Official Communications

5. Appointments

The Leader of the Council, Councillor Hudspeth, has given formal notice that the Cabinet Member for Education has responsibility for Adult Learning to take effect from 12 June 2012. As noted at Council, the responsibility was formerly that of the Cabinet Member for Safer & Stronger Communities. Accordingly, Council are asked to make the following change to the Committee structure:

- (a) Move adult learning from the remit of the Safer & Stronger Communities Scrutiny Committee to that of the Children's Services Scrutiny Committee;
- (b) to make any changes to the membership of the Cabinet, scrutiny and other committees on the nomination of political groups.
- (c) Under the Localism Act 2011 the Council has adopted a new Code of Conduct and new arrangements for handling complaints. Under these arrangements independent members are required and following an advertisement and interview process the Council is asked to appoint 2 independent members with the names to be included in the Schedule of Business

6. Petitions and Public Address

7. Questions with Notice from Members of the Public

8. Local Transport Plan 2011-2030 Annual Review 2012 (Pages 7 - 40)

Report by Deputy Director for Environment & Economy – Highways & Transport (**CC8**).

The Oxfordshire Local Transport Plan 2011-2030 (LTP3) was approved by Cabinet on 15 March 2011 and adopted as Council policy on 5 April 2011. The 20 year timescale of the Plan gives major benefits in terms of providing a transport strategy that covers the period of the district councils' Local Development Frameworks and allows for long term planning of major infrastructure but it does present the risk that the Plan would gradually become less relevant as time passed. A fixed, printed text was therefore rejected for the Plan in favour of a more flexible, internet based document.

To ensure that the Plan was kept up to date it was agreed that LTP3 should be subject to a system of annual review, and also that interim changes could be made by the agreement of the Head of Transport and Cabinet Member for Transport provided that these were presented to County council for approval within 12 months.

This report outlines the changes to LTP3 that have been provisionally agreed during

the year together with other suggested changes which have been the result of a review of LTP3 in the light of external events over the last year. This includes updates to the Local Area Strategies and policy changes and clarifications concerning High Speed Rail, the county rail strategy, network classification and lorry routeing, network improvements, electric vehicles and controlled parking zones.

County Council are RECOMMENDED that the revised document is adopted to replace the 2011 version.

9. 2012/13 - Requests For Virements (Pages 41 - 56)

Report by the Assistant Chief Executive & Chief Finance Officer (**CC9**).

As set out in the Revenue and Capital Outturn Report to Cabinet on 19 June 2012 and Annex 1a and b to this report, some of the carry forward of underspends from 2011/12 for use in 2012/13 require virements which are larger than £0.5m. Since these represent a change in policy, albeit temporary in 2012/13, approval by Council is required under the authority's Financial Regulations.

Council is RECOMMENDED to approve the virements larger than £0.5m and the associated carry forwards as set out in annex 1a and 1b.

10. Scrutiny Committees - Annual Report (Pages 57 - 72)

This Scrutiny Annual Report (**CC10**) provides an overview of the work of the council's six scrutiny committees over the course of 2011/12.

The report is structured to reflect the Council's corporate objectives and links to the business strategies. In the face of budget pressures, the role of scrutiny has become increasingly pertinent in ensuring that the needs of service users are at the forefront of Council policy. Where previously, scrutiny's role was largely retrospective, we have sought to align scrutiny meetings so that they enable key policy proposals to be considered as part of the decision-making process. Scrutiny has a central role in assessing whether or not the Council is meeting the targets set out in the Business Strategy and ensuring savings are being delivered in the most effective manner.

Council is RECOMMENDED to receive the report.

11. Members' Code of Conduct and Registration of Interests (Pages 73 - 90)

Report of the County Solicitor & Monitoring Officer (**CC11**).

At the Annual Meeting of Council this year, the Council formally adopted a new Members' Code of Conduct under the Localism Act 2011, to come into effect on 1 July 2012. At that time, Authorities were aware of the Coalition Government's intention that the previous standards arrangements would cease from the 1 July. However, the Regulations which would govern any future codes had not been issued at the time the Council needed to agree arrangements to apply from 1 July. These have now been

issued but there is some concern with the wording, which seems to imply that the power for the Council to adopt a new Code of Conduct as required under the Localism Act only came into force as from the date of implementing the Regulations (i.e. 6 June 2012). In order for there to be no doubt with regards to the lawful adoption of a Code by this Council, Members are asked to reaffirm the Code that they agreed to adopt at their Annual Meeting this year. This report also informs all Members of the arrangements now in place to brief and support Councillors and Co-Opted Members in meeting their obligations under the new Code of Conduct.

The Council is RECOMMENDED to:

- (a) confirm the adoption of the Members' Code of Conduct attached to the Guidance at Annex 1 to this report;***
- (b) encourage Members to attend the briefings arranged by the Monitoring Officer on the requirements of the new Code of Conduct;***
- (c) note the Guidance on the new Code of Conduct and Register of Interests at Annex 1 to this report.***

12. Report of the Cabinet (Pages 91 - 92)

Report of the Cabinet Meetings held on 22 May 2012 and 19 June 2012 (**CC12**).

13. County Council Meeting Dates (Pages 93 - 94)

The report of the Monitoring Officer containing the schedule of meeting dates proposed for the 2013/14 Council year is attached (**CC13**) and has been drawn up to reflect the various rules about frequency of meetings set out in the Council's Constitution.

It is expected that in 2013 and 2014 the budget information from Government will not be available until late in the process. The draft schedule for 2013/14 includes a budget Council date of 18 February 2014 and it is suggested that budget Council in 2013 be moved from 12 to 19 February 2013 necessitating the waiving of Council Procedure Rules, paragraph 2.1

Council is RECOMMENDED to:

- (a) agree the schedule of meeting dates for the 2013/14 Council Year; and***
- (b) agree the February Council dates for 2013 and 2014 and the consequent waiving of the Council procedure Rules in respect of paragraph 2.1.***

14. Independent Admission Appeals - Panel Member Arrangements (Pages 95 - 100)

Report by County Solicitor & Monitoring Officer (**CC14**).

Cabinet considered a report that reviewed the present panel members' allowances and asked the Cabinet to make recommendations to the full Council to determine rates and arrangements for their payment.

Cabinet agreed to **RECOMMEND** the Council:

- (a) *to approve, for school admission and exclusion appeal panel members, the same travel and subsistence allowances as are payable to members of the Council, subject to the same requirements as to the submission of claims and the supply of evidence except that the rate for the first 10,000 miles claimed for car travel be set at 40p per mile and not 35p per mile;*
- (b) *only in the case of loss of business to continue to pay £100 per day as the maximum amount payable to a school admission or exclusion appeal panel member for financial loss necessarily incurred as a result of attendance at an appeal panel hearing, subject to sufficient documentary evidence being produced to identify actual loss; and*
- (c) *that the revised allowances and rates be effective from 1 April 2011.*

15. Questions with Notice From Members of the Council

MOTIONS WITH NOTICE FROM MEMBERS OF THE COUNCIL

WOULD MEMBERS PLEASE NOTE ANY AMENDMENTS TO MOTIONS WITH NOTICE MUST BE PRESENTED TO THE PROPER OFFICER IN WRITING BY 9.00 AM ON THE MONDAY BEFORE THE MEETING.

16. Motion From Councillor Richard Stevens

This Council notes that the Health and Social Care Act 2012 received Royal Assent on 27 March 2012.

This Council further notes that:

- under the legislation, the Council will assume responsibility for public health in Oxfordshire;
- figures obtained under freedom of information legislation and published on 13 March 2012 indicate that it is costing £654,500 to set up the Oxfordshire clinical commissioning group (CCG), money that could otherwise be spent on patient care in Oxfordshire;
- in a letter to the Oxford Mail on 14 March 2012, doctors from 24 GP surgeries in Oxford voiced their professional opinion that the legislation will harm patient care; and
- that, in the face of the ruling of the UK Information Commissioner, the government has refused to publish the risk register detailing the risks posed by the legislation, which would allow local authorities affected by the legislation - such as this Council - to properly assess the risks to the people of Oxfordshire.

This Council:-

- regrets the cost and bureaucracy created by the Health and Social Care Act in Oxfordshire;
- regrets the disregard of the warnings of medical professionals in Oxfordshire:

- and
- calls on the government to repeal the Health and Social Care Act 2012, and calls on Cabinet to write to the Secretary of State for Health to express the same.

17. Motion From Councillor Larry Sanders

“The NHS in Oxfordshire faces years of severe financial pressures which will inevitably affect the quality of health care for the people of the County. One of the larger elements of pressure comes from the need for the Oxford University Hospitals NHS Trust to pay at least £53 million per year to the owners of its PFI facilities. PFI payments are inflated by the profits taken by the owners and by the higher interest rates required from private companies as compared to public entities, such as County Councils.

In February 2012 Northumberland County Council proposed lending £100 million to the Northumbria Healthcare NHS Foundation Trust. They said “The provision of financial support would benefit the residents of Northumberland by enabling the Foundation Trust to secure savings from its existing PFI contracts which would prevent potential reductions in both the range and quantity of healthcare provision offered across Northumberland.”

Under the Local Government Act, local authorities can “do anything which they consider is likely to achieve the promotion or improvement of the economic wellbeing of their area.”

This County Council therefore requests the Cabinet to appoint a working party of appropriate Members and Officers to investigate, with colleagues from the Oxford University Hospitals NHS Trust, the potential for savings to be made through the provision of financial support by the County Council.”

18. Motion From Councillor John Sanders

The Secretary of State refusal to permit the Council compulsorily to purchase the land required for the proposed £20 million Cogges Link Road has caused a serious setback to the expectations of the people of Witney. The Council believes this project was wrong and was an extremely expensive mistake. The Council calls on the Cabinet to investigate with urgency the Shores Green proposal with a view to its implementation.

Pre-Meeting Briefing

There will be a pre-meeting briefing at County Hall on **Monday 9 June 2012 at 10.15 am** for the Chairman, Vice-Chairman, Group Leaders and Deputy Group Leaders

Agenda Item 2

OXFORDSHIRE COUNTY COUNCIL

MINUTES of the meeting held on Tuesday, 15 May 2012 commencing at 10.00 am and finishing at 11.55 am.

Present:

Councillor Patrick Greene – in the Chair

Councillors:

Don Seale	Pete Handley	G.A. Reynolds
Alyas Ahmed	Jenny Hannaby	David Robertson
M. Altaf-Khan	Tony Harbour	Rodney Rose
Alan Armitage	David Harvey	John Sanders
Lynda Atkins	Steve Hayward	Larry Sanders
Marilyn Badcock	Mrs J. Heathcoat	Bill Service
Mike Badcock	Hilary Hibbert-Biles	Dave Sexon
Maurice Billington	Ian Hudspeth	Chip Sherwood
Norman Bolster	Sarah Hutchinson	C.H. Shouler
Iain Brown	Ray Jelf	Dr Peter Skolar
Nick Carter	Keith R. Mitchell CBE	Roz Smith
Jim Couchman	Stewart Lilly	Val Smith
Tony Crabbe	Lorraine Lindsay-Gale	Richard Stevens
Roy Darke	A.M. Lovatt	Lawrie Stratford
Arash Fatemian	Sajjad Hussain Malik	John Tanner
Anda Fitzgerald-O'Connor	Kieron Mallon	Alan Thompson
Jean Fooks	Charles Mathew	Melinda Tilley
Mrs C. Fulljames	Caroline Newton	David Turner
Anthony Gearing	David Nimmo-Smith	Nicholas P. Turner
Michael Gibbard	Neil Owen	Carol Viney
John Goddard	Zoé Patrick	Michael Waine
Janet Godden	Susanna Pressel	David Wilmshurst
Tim Hallchurch MBE	Anne Purse	

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.

168/12 ELECTION TO CHAIRMAN 2012/13 COUNCIL YEAR

(Agenda Item 1)

Before inviting nominations for the office of Chairman of the Council, Councillor Patrick Greene (the retiring Chairman) addressed the meeting, reflecting on his year in office. He thanked the Vice-Chairman (Councillor

Seale), his wife and his Personal Assistant (Sara Lenihan) for all their help and support during the year. He further paid tribute to Councillor Keith Mitchell and congratulated Councillor Ian Hudspeth on his forthcoming appointment as Leader of the Council.

He then presented his wife with a consort badge and some flowers and presented Sara Lenihan with flowers as a token of his appreciation.

Councillors Stevens (on behalf of Councillor Brighthouse), Patrick, Larry Sanders and Mitchell paid tribute to Councillor Greene.

Councillor Stevens proposed and Councillor John Sanders seconded that Councillor Susanna Pressel be elected Chairman of the Council for the 2012/13 Council Year.

Councillor Patrick proposed and Councillor Armitage seconded that Councillor Anne Purse be elected Chairman of the Council for the 2012/13 Council Year.

Councillor Mitchell proposed and Councillor Robertson seconded that Councillor Don Seale be elected Chairman of the Council for the 2012/13 Council Year.

Forty-eight members voting in favour of Councillor Greene, 12 members voting in favour of Councillor Purse and 8 members voting in favour of Councillor Pressel, Councillor Seale was declared elected Chairman of the Council for the 2012/13 Council Year. He read and signed the statutory Declaration of Acceptance of Office and then took the Chair.

RESOLVED: (by 48 votes) that Councillor Don Seale be elected as Chairman of the Council for the 2012/13 Council Year.

169/12 ELECTION OF VICE-CHAIRMAN FOR THE 2012/13 COUNCIL YEAR

(Agenda Item 2)

The Chairman called for nominations for the office of Vice-Chairman. Councillor Mitchell proposed and Councillor Service seconded that Councillor Tim Hallchurch be elected Vice-Chairman of the Council for the 2012/13 Council Year. There being no other nominations and no dissent, Councillor Hallchurch was declared elected. He read and signed the statutory Declaration of Acceptance of Office.

RESOLVED: (nem con) that Councillor Tim Hallchurch be elected Vice-Chairman of the Council for the 2012/13 Council Year.

170/12 MINUTES

(Agenda Item 3)

RESOLVED: that the Minutes of the Meeting held on 3 April 2012 be approved and signed subject to the following amendments:

Minute 157/12 to be corrected by:

Deletion of the amendment set out in paragraph 3 and its substitution by the following:

“Council records the views expressed during the debate and that these are taken into consideration by the Cabinet and Adult Services Scrutiny.”

Replacement of the word “venerable” in bullet point 12 by the word “vulnerable”.

Replacement of the word “visits” in bullet point 14 with the word “visit”.

171/12 APOLOGIES FOR ABSENCE

(Agenda Item 4)

Apologies for absence were received from Councillors: Bonner, Brighthouse, Chapman, Jones and Strangwood.

172/12 OFFICIAL COMMUNICATIONS

(Agenda Item 6)

The Chairman reported as follows:

The Chairman welcomed the Council’s new member Councillor Caroline Newton who had been elected County Councillor for the Watlington Division. He asked Council to receive the report of the Returning Officer as set out on the face of the Agenda.

RESOLVED: to receive the report from the County Returning officer as set out on the face of the Agenda.

The Chairman reported that many local events and street parties were taking place across the County to celebrate the Queen’s Jubilee and the Olympics. These were, in the main, being organised by district, town and parish councils.

Notable events included the lighting of Beacons across the County on Monday 4 June and the Olympic Torch Relay on Monday 9 & Tuesday 10 July 2012. He drew members attention to a briefing note providing the detail of where and when these events would be taking place which had been placed on member’s seats. Details could also be found on the Council’s website.

173/12 APPOINTMENTS

(Agenda Item 7)

The Chairman sought nominations for the appointment to the office of Leader of the Council.

Councillor Waine proposed and Councillor Skolar seconded Councillor Hudspeth for the appointment to the office of Leader of the Council.

Councillor Tanner proposed and Councillor Stevens seconded Councillor Brighouse for the appointment to the office of Leader of the Council.

Forty-seven members voting in favour of Councillor Hudspeth and 8 members voting in favour of Councillor Brighouse, Councillor Hudspeth was declared elected. Councillor Hudspeth then led warm tributes to the former Leader of the Council, followed by Councillors Skolar, Patrick, Stevens (on behalf of Councillor Brighouse, Larry Sanders, Shouler, Handley and Fatemian. He then paid tribute to Councillor Robertson, Former Deputy Leader of the Council for his work.

A report by the Leader of the Council (a copy of which is attached to the signed copy of the minutes) was then circulated to all members of the Council. The report set out the appointments the Leader of the Council had made, together with the delegation of functions of the Cabinet.

RESOLVED: (on a motion by Councillor Hudspeth, seconded by Councillor Rose and carried nem con)

- (a) to appointment Councillor Ian Hudspeth to the office of Leader of the Council;
- (b) in the light of (a) above to receive the report of the Leader setting out the names, addresses and electoral divisions of the people appointed to the Cabinet and their respective portfolio's (a copy of which is attached to the signed copy of the minutes).

174/12 COMMITTEES AND REVIEW OF POLITICAL BALANCE

(Agenda Item 8)

The Council had before them a report by the County Solicitor and Monitoring Officer (CC8), together with an updated membership of committees and sub-committees (Annex 2 to the Schedule of Business).

Councillor Seale moved and Councillor Hallchurch seconded the recommendations set out on the face of the Agenda as amended by Annex 2 (amended Annex 1) attached to the Schedule of Business (a copy of which is attached to the signed copy of the minutes) and the Addenda tabled at the meeting containing an additional recommendation (c) as follows:

“(c) subject to the terms of reference agreed at (b) to confirm the remaining existing terms of reference of committees and sub-committees.”

RESOLVED: (nem con) to:

- (a) confirm the political balance on committees shown in Annex 3 to the report;
- (b) approve the amended and new terms of reference as set out in Annex 1a and 1b and appoint to committees the councillors and co-opted members shown in Annex 1, subject to any changes reported at the meeting;
- (c) subject to the terms of reference agreed at (b) to confirm the remaining existing terms of reference of committees and sub-committees.

175/12 OFFICER SCHEME OF DELEGATION

(Agenda Item 9)

The Council had before them a report by the Monitoring Officer (CC9) which set out proposed changes to the Council’s Officer Scheme of Delegation set out in the Constitution.

RESOLVED: (on a motion by Councillor Seale, seconded by Councillor Hallchurch and carried nem con) to note the amendments to Article 11 of the Constitution identified in paragraphs 4 & 5 of the report and to approve the scheme of Officer Delegation contained in Part 7.3 of the Council’s Constitution.

176/12 REPORT OF THE CABINET

(Agenda Item 10)

The Council noted the report of the Cabinet Meeting on 17 April 2012 (CC10).

177/12 STANDARDS COMMITTEE - ANNUAL REPORT 2011/12

(Agenda Item 11)

The Council had before them the Annual report 2011/12 of the Standards Committee (CC11).

The Chairman sought agreement from Council to allow the Independent Chairman of the Standards Committee to introduce her report. The Council Agreed (nem con) accordingly.

Following the Chairman’s presentation, the Council thanked Mrs Griffiths for her work on the Standards Committee and presented her with some flowers.

RESOLVED: (nem con) to receive the report.

178/12 MEMBERS CODE OF CONDUCT AND COMPLAINTS PROCEDURE

(Agenda Item 12)

The Council had before them a report by the County Solicitor & Monitoring Officer (CC12) which set out a Code of Conduct and complaint resolution procedure for Council's consideration.

RESOLVED: to

- (a) approve and adopt the Members' Code of Conduct at Annex 1 to the report, to take effect from 1 July 2012 on the repeal of the present Code and standards arrangements;
- (b) require the Monitoring Officer to make any consequential amendments to the approved Code on the publication by the Secretary of State of Regulations relating to the registration and declaration of interests;
- (c) approve the complaints resolution procedures outlined at Annex 2 to the report as the means of resolving allegations that members have not complied with the Code.

..... in the Chair

Date of signing

Division(s): All

COPY

CABINET - 17 April 2012

OXFORDSHIRE LOCAL TRANSPORT PLAN 2011-2030 ANNUAL REVIEW 2012

**Report by Interim Deputy Director, Environment & Economy (Highways
&Transport)**

Introduction

1. The Local Transport Plan 2011-2030 (LTP3) was approved by Cabinet on 15 March 2011 and adopted as policy by Council on 5 April 2011. The 20 year timescale of the Plan provides a long term transport strategy that covers the period of the district councils' Local Development Frameworks and enables better planning of major infrastructure projects.
2. To mitigate the risk of the plan becoming less relevant as time passes and ensure it is kept up to date, it was agreed that LTP3 should be a more flexible, internet based document, subject to a system of annual review, and that interim changes could be made by the agreement of the Cabinet Member for Transport in consultation with officers.
3. The purpose of this report is to set out for formal approval the changes to LTP3 that have been provisionally agreed during the year (see Annex 1) as well as identify other proposed changes resulting from a review of LTP3 (itself informed by external developments over the last year, see Annex 2). As such, many of the changes proposed are procedural, clarifying the Council's position and reflecting changes which have been considered previously. A copy of the full revised Plan has been placed in the Members' Resource Centre.

Changes Provisionally Agreed by Cabinet Member for Transport

4. **Science Vale UK.** This concept was being developed at the same time as LTP3 and work on development of the strategy for the area has continued. As a consequence, the adopted Plan does not present the strategy for this area in the most effective form, which could reduce the scope to deliver the investment in infrastructure required to support growth and development. The revised approach presents a single strategy for SVUK rather than a linked set of town strategies and takes into account recent developments such as the designation of an Enterprise Zone for the Science Vale UK area.

Additional Proposed Changes

5. **Oxfordshire Growth Arc.** The concept of the Growth Arc encompassing Bicester, Oxford and Science Vale UK has been developed over the last year and will be a major determinant for our and the Local Enterprise Partnership's future investment strategy to deliver jobs and growth. The text in Annex 2, Appendix A sets out a new strategic context section for LTP3 that reflects this position, identifies the main issues relating to transport and growth in the Arc and includes the impact of recent changes such as devolution of Government funding for major Transport Schemes. An overarching movement strategy for the Growth Arc area is also set out.
6. **Rail Strategy and Delivery Plan.** This was published in draft in January 2012 and, following consultation, a finalised Plan has been put forward for approval. While most of the Strategy was included implicitly in the LTP, it is proposed to update the Plan to reflect the agreed Strategy. Annex 2, Appendix B includes the replacement text for paragraphs 11.41-11.52 of the document and other areas of the Plan will be updated accordingly.
7. **Local Area Strategies.** Science Vale UK has demonstrated the benefits of having named policy objectives in each locality or town. The adopted Plan already has principles before each element of the strategy in each area. These have been re-cast as policies and then numbered to allow these to be more easily referenced in planning appeals, public inquiries etc. This should make LTP3 easier to use and enable the Council and its partners to be more effective in delivering Plan and local area objectives.
8. **Lorry Routes.** LTP3 included a commitment to review the county's lorry route network. An updated network has been developed consistent with (and in consultation with) neighbouring authorities who also have approved networks (West Berkshire, Gloucestershire and Warwickshire), in terms of how cross boundary routes are treated and overall presentation. Consultation also involved community groups and major haulage organisations. A high level network plan is included in the LTP document, with additional text (for Chapter 3) shown in Annex 2, Appendix C. Although not a requirement, it is desirable that the network has the statutory support that being part of the LTP gives, as it should carry greater weight when determining planning applications, negotiating routing agreements etc.
9. **Road Classification.** Management of road numbering and classification is to be devolved from the Department for Transport to local highway authorities for all roads except motorways and trunk roads. The proposed new policies and supporting text for this are outlined in Annex 2, Appendix C. This sets out our aims for managing the network and the criteria we will use to assess whether to support requests for re-classification or re-numbering of routes.
10. **Minor Text Changes.** Typographical or other errors which do not affect the meaning of the Plan have been corrected and are not outlined here.

Programme and Monitoring

11. The adopted LTP has only a high level implementation programme timetable. The intention is to develop a detailed 5-year capital delivery programme to set out investment plans and proposed schemes to be delivered, although it is likely that the later years of this will always remain provisional because of funding uncertainty. The revised text for paragraphs 28.13 – 28.19 of the text, including the revised transport capital programme recently approved by the Council's Capital Investment Board is included in Annex 2, Appendix D.
12. The monitoring programme set out in the LTP is no longer in line with national thinking on monitoring and so a simpler framework is now being put forward, which will also reflect Council priorities, eg reducing congestion.

Future Changes to LTP3

13. With the pace of change likely to increase, LTP3 will require further updating over the coming months, initially to incorporate:
 - Local Investment Plan decisions on schemes and priorities;
 - Updated position on Local Development Frameworks;
 - New or updated locality and/or town based master-planning;
 - Development of an updated Bus Strategy for Oxfordshire;
 - Changes in funding processes and their implications

With the Council needing to adopt changes to keep the Plan relevant and inform future decision making, it is likely that more frequent, possibly half-yearly, updates to the Plan will be put forward, probably starting in Autumn 2012.

Financial and Staff Implications

14. There are no financial or staff implications resulting from this report.

RECOMMENDATION

15. **The Cabinet is RECOMMENDED to approve the proposed changes to the Local Transport Plan 2011-2030 and to RECOMMEND to County Council that the revised document is adopted to replace the 2011 version.**

Mark Kemp
Interim Deputy Director, Environment & Economy (Highways & Transport)

Background papers:
Contact Officer: Roger O'Neill (01865) 815659

April 2012

Agreed Interim Changes to LTP 3 Text

<u>Paragraph/ Figure Number</u>	<u>Change required</u>	<u>Reason for change</u>
2.6	<i>Add:</i> “It is important for Oxfordshire to establish a transport network that supports economic investment and growth.”	To re-enforce the impact transport infrastructure will have on the economy of Oxfordshire.
17.1	<i>Remove:</i> It also sets out the local town strategies for Didcot and Wantage & Grove.	The Chapter no longer sets out a separate strategy for the strategic area and the towns (just one for the whole of SVUK)
Between 17.7 and 17.8	<i>Insert heading:</i> “Transport in SVUK”	This is to keep the layout in line with other Area Strategy chapters.
17.8, 17.9 & 17.30	<i>Move to Area Transport Strategy section</i> (insert above 17.31)	More appropriate in the Transport Strategy section
17.11, 17.23, 17.24 & 17.28	<i>Move to Highway and Traffic Management section</i> (insert above 17.34)	More appropriate in the Highway section
17.12,17.13 & 17.14	<i>Move to Public Transport section</i> (insert above 17.42)	More appropriate in the Public Transport section
17.31	<i>Amend opening sentence to:</i> The Science Vale UK area transport strategy focuses on achieving containment of trips within the area.	The Chapter no longer sets out a separate strategy for the strategic area and the local areas (just one for the whole of SVUK)
17.34	<i>Amend paragraph to</i> Within Didcot during weekday morning peak times, there are a number of network congestion issues affecting the key routes and further afield including the A34 Milton Interchange, at the entrances to Milton Park, Cow Lane tunnel and the Jubilee Way roundabout.	To highlight the fact this is predominantly a Didcot issue and is therefore easier to identify this as a town specific issue.
17.35	<i>Amend paragraph to</i> The Broadway in Didcot is expected to soon be declared an Air Quality Management Area (AQMA) due to vehicle emissions;	As above
17.36	<i>Amend paragraph to</i> Cow Lane, in Didcot, is a one-way (southbound) tunnel under the railway	As above

	line. There has been local pressure to open this as a two-way link for vehicular traffic.	
17.37	<i>Amend paragraph to</i> Within Wantage during the weekday morning peak, congestion affects key routes mainly within Wantage town centre	As above
17.38	<i>Amend paragraph to</i> Within the residential areas of both Wantage and Grove, there are also pockets of minor congestion, in particular Ham Road and Denchworth Road in Wantage and Main Street, Brereton Drive and Denchworth Road in Grove. This could be attributed to car drivers trying to avoid the most congested areas rat-running through other parts of town.	Reads better and clear it is a Wantage and Grove issue.
Between 17.39 and 17.40 Box	<i>INSERT</i> SVUK 1 <i>(Repeat for subsequent policy boxes)</i>	This allows all policies to be easily seen and would allow all LTP3 policies to be appended for ease of reference. Also keeps in line with other large policy documents such as the Local Development Frameworks.
Box between 17.39 and 17.40	<i>Amend paragraph to</i> To discourage private car trips in and around SVUK where alternative modes of travel are available as well as improving existing and providing new infrastructure to accommodate real travel needs.	The Chapter no longer sets out a separate strategy for the strategic area and the towns, just one for the whole of SVUK Leaving this in means we have no overall strategy statements for the SVUK area as a whole.
Box between 17.45 and 17.46	<i>Amend paragraph to</i> To work with local bus companies and developers to improve bus services on the existing Premium Routes to increase accessibility from the existing and new residential areas to key facilities	The Chapter no longer sets out a separate strategy for the strategic area and the towns, just one for the whole of SVUK. Leaving this in means we have no overall strategy statements for the SVUK area as a whole.
Box between 17.50 and 17.51	<i>Amend paragraph to</i> To improve facilities for all pedestrians (including disabled people) in SVUK through developing good, clear routes from residential areas to the town centres, other services and facilities around the area, together with	The Chapter no longer sets out a separate strategy for the strategic area and the towns, just one for the whole of SVUK, leaving this in means we have no overall strategy statements for the

	ensuring that urban links join up with rights of way	SVUK area as a whole.
Box between 17.54 and 17.55	<i>Amend paragraph to</i> To increase awareness and promote better infrastructure for walking, cycling and public transport.	The Chapter no longer sets out a separate strategy for the strategic area and the towns, just one for the whole of SVUK. Leaving this in means we have no overall strategy statements for the SVUK area as a whole.

Proposed Additional Changes to LTP 3 Text

<u>Paragraph / Policy/ Number</u>	<u>Change required</u>	<u>Reason for change</u>
HIGH SPEED 2		
Policy PT6	<i>Change policy PT6 to read:</i> Oxfordshire County Council is opposed to the High Speed 2 rail proposals on the grounds of the scheme’s business case viability and impact on local communities.	In light of change in position as more details of proposals became known
11.52	<i>Replace existing text with:</i> The proposed route for the high speed HS2 line from London to Birmingham crosses a small part of north east Oxfordshire. With no intermediate stations proposed, the line offers few direct benefits to the county. Oxfordshire County Council is unconvinced about the overall business case for HS2. Therefore we are opposed to HS2. Oxfordshire County Council is particularly concerned about the impacts of the current HS2 proposals on the villages of Newton Purcell and Finmere and will keep under review the potential environmental effects on these areas as the design progresses.	To reflect changes in policy PT6
CONTROLLED PARKING ZONES		
5.42	<i>Replace existing text with:</i> Controlled Parking Zones (CPZs) have been introduced in areas of Oxford where there are issues of commuters inappropriately parking in residential streets. Oxfordshire County Council will continue to use CPZs as a reserve mechanism to help reduce these congestion problems. We would expect that CPZs would offset the cost of their operation and enforcement through charging for the issue of parking permits.	To clarify unclear text in original
LORRY ROUTES		
5.52	<i>Replace existing text with:</i> Oxfordshire County Council has produced an Advisory Lorry Routes Map	Updating text following carrying out of task set out as ambition in

	to guide lorry drivers onto suitable freight routes and diversion routes to help remove these trips from unsuitable rural roads and villages. These advisory lorry routes help us to manage the network regarding maintenance of these routes and day to day operation.	original document
5.56	<i>Replace existing text with:</i> As a response to this, the Oxfordshire Freight Quality Partnership produced a lorry routeing map in 2006 showing the major locations of lorry trip generators and the preferred routes to get to each of these. This was updated in 2008 and again in 2012. The latest Oxfordshire Lorry Routes Map is in line with similar maps produced by neighbouring counties. It is likely that over the course of the Plan period there will be opportunities to use new technologies to better publicise and utilise this map. The Department for Transport are currently carrying out research into ways to reduce misdirection of lorries by satnav devices.	As above
10.28	<i>Replace existing text with:</i> The use of unsuitable roads by large lorries is an on-going problem, particularly on rural routes. While weight restrictions can be used to reduce these problems, their use has to be balanced against any costs to the economy and to legitimate needs for access. Weight restrictions are only likely to be acceptable if they do not transfer unwanted traffic onto other similar or lower standard roads. Oxfordshire County Council will use its current Lorry Routes Map when considering whether it is likely to be acceptable to place weight limits on any road.	As above, making our policy on imposing weight restrictions clear
IMPROVEMENTS HIERARCHY		
5.29	<i>Amend second bullet point to:</i> network management – can changes be made to the way the network is operated to realise the full capacity of a road or junction; <i>third bullet point amend to:</i> capacity improvement – can changes be	To make the distinctions between categories more clear in light of alternate interpretations made at Cogges Link Public Inquiry

	made to the layout of the road within the existing highway boundary to allow more people through the local road network;	
5.30	<i>replace</i> “congestion free route” <i>with</i> “congestion free option” <i>replace</i> “alternative routes” with “alternatives, whatever transport mode is used,”	As above, to make it clear that these do not have to be road traffic options
ELECTRIC VEHICLES		
Para 9.27	<p><i>Replace with</i></p> <p>For electric vehicles the impact on carbon emissions depends on the mix of power stations generating the electricity and the amount of use of the vehicles. Given the carbon intensity of producing the battery, it is not until an electric vehicle has been driven around 50,000 miles that a carbon benefit is gained overall (based on a medium-sized petrol vehicle versus an equivalent sized electric vehicle in 2011). Given this, it will be important to encourage considerable use of electric vehicles, rather than only being used for short trips. For this reason, if providing infrastructure, it will be important to work in partnership with other organisations to provide joined-up infrastructure around the county, supporting use on longer trips.</p> <p>To further improve the carbon benefit of electric vehicles, we will encourage the use of renewable resources in charging, and when providing charging infrastructure as a local authority, we will use renewable charging wherever practicable.</p> <p>Electric vehicles are effectively zero emission at point of use, meaning they also bring local air quality benefits. Electric vehicles do, however, have the potential for negative impact on congestion levels; it is also important that new electric vehicle trips are replacing regular car journeys rather than other modes of transport. Incentives and proposals need to be sensitive to these impacts; Oxfordshire</p>	To bring section in line with latest thinking on benefits and costs of electric vehicles.

	County Council is unlikely to support policy changes that will increase congestion and/or reduce incentives to use more sustainable travel modes. There will also need to be a considered approach to charging installations, to ensure increasing electric vehicle usage doesn't lead to more congestion. We will therefore produce a framework policy document to help assess when and where electric vehicles and infrastructure are appropriate.	
ROAD CLASSIFICATION & LORRY ROUTES		
Chapter 3	<i>Add addendum policies and text at start and end of Chapter 3, respectively.</i>	In response to DfT policy document transferring additional responsibilities to local highway authorities, text sets out new policy to guide decisions on road re-numbering, reclassification and restriction.
AREA STRATEGIES		
Para 14.13	<i>Delete 3rd bullet point regarding footway improvements in front of Abingdon County Hall</i>	This scheme is now being implemented by Abingdon Town Council as part of the County Hall improvement.
Para 15.23	<i>Delete 2nd bullet point regarding Connect 2 cycle/pedestrian link</i>	The scheme is no longer being pursued.
Para 15.19	<i>Change example cited to "Hanwell Fields residential are to the Beaumont Industrial Estate"</i>	Former scheme mentioned is no longer being progressed in the same format as imagined last year.
Para 15.26	<i>Add to bullet list:</i> <ul style="list-style-type: none"> * ensuring that a frequent and comprehensive bus service is provided from forthcoming Bankside developments; * working with the bus companies to improve the Oxford to Banbury bus service (especially on the Banbury to Deddington section) and quality of bus, along with equipping vehicles with real-time information equipment; 	To include new/clarified priorities for the town
Para 18.18	<i>Add new bullet point:</i>	To match text in

	<p>* investigate options for providing an interurban cycle route between Carterton and Witney to provide a safe mode choice for commuters and leisure cyclists;</p>	Carterton chapter
Para 18.23	<p><i>Amend first sentence to read:</i> Witney does not have a rail station and there are no plans or commitments for any form of rail service to extend to Witney, although the draft rail strategy does suggest that the council should investigate the long term re-instatement of the rail link to Oxford and Carterton as part of improving national connectivity to RAF Brize Norton.</p>	To conform with draft Oxfordshire Rail Strategy (if adopted)
19.26 & 24.24	<p><i>Change text to:</i></p> <ul style="list-style-type: none"> • To increase awareness and promote better infrastructure for walking, cycling and public transport; • To influence travel choice by encouraging schools, businesses and organisations to make fewer trips by car; • To use more efficient and lower emission vehicles as they become available; • To encourage a greater number of trips by walking, cycling and public transport. 	To align with the wider travel choices objectives of the Plan
Para 20.31	<p><i>Replace existing text with:</i> Heavy traffic along the A44, particularly lorries, has led to an Air Quality Management Area Action Plan and an Air Quality Management Area (AQMA) being designated along the A44 and Horsefair and extending along Banbury Road. The presence of heavy through traffic detracts from the quality of the town centre as a destination and deters cyclists from using that route. A bypass has been assessed but is not considered to be achievable; traffic management options within the town have been investigated but would not resolve the problem; an HGV ban has been pursued but further investigation has shown that this would be likely to cause air quality problems elsewhere as</p>	Proposals have not proved possible to implement to date and are now in conflict with the policies on Lorry Routes and Route Classification set out above.

	well as reducing accessibility for HGVs to north Oxfordshire. No schemes are currently being pursued but Oxfordshire County Council will continue to monitor the situation with West Oxfordshire District Council.	
Para 20.34	<p><i>Remove first two bullet points:</i></p> <ul style="list-style-type: none"> * delivering relief to the town centre of Chipping Norton from lorries, including HGV restrictions on Horsefair; * removing primary route status on the A44 between Oxford and Moreton-in-Marsh in order to deliver improvements in the AQMA; 	As above
New para after 22.12	<p><i>Insert:</i></p> <p>Through the South Oxfordshire Local Development Framework Henley is set to have around 400 additional homes up to 2027, although the location of these is not yet known. Therefore the transport impact of these developments will need to be investigated and mitigated as they come forward.</p>	Update with LDF progress
23.22	<p><i>Remove bullet point referring to retaining longer term option of a Kidlington rail station</i></p>	No longer being pursued because barriers to delivery remain and Water Eaton will provide a far superior service with measures planned to improve access from Kidlington.
New para following 25.4	<p><i>Insert:</i></p> <p>South Oxfordshire District Council is allocating 555 homes in Wallingford during the plan period. Following the Examination in Public into the LDF Core Strategy the Inspector has asked the District Council to change the strategic site from west of the town to the south. It is currently unclear which will be finally allocated and therefore both are shown in Figure 25.2. Whichever is adopted, the transport impact of the development will need to be investigated and mitigated.</p>	To take into account the latest information on strategic development sites in Wallingford

Replace para 1.8 with following text and re-order elements of Chapter 1 to retain flow of argument:

Oxfordshire Growth Arc

The Oxfordshire Growth Arc comprises three priority areas of economic growth, enterprise and housing development in Oxfordshire over the next twenty years. This is an evolution of the County's growth strategy into one that is business and economy led, aligned with aims of the Oxfordshire Local Enterprise Partnership. It has Oxford at the centre of a functionally interdependent City region, complemented by significant economic expansion at Bicester to the north and the Science Vale UK area to the south. The Growth Arc has a particular emphasis on the hi-tech, high skill science-based and research & development sectors that will be the engine of future growth in the UK. A brief overview of the three development areas and the significant growth which is forecast demonstrates this:

Oxford – a world class centre of education, research and innovation with major employment development proposed in the West End of the city, its 'eastern arc' and at the 'northern gateway' of the city – a total of 10,000 jobs planned.

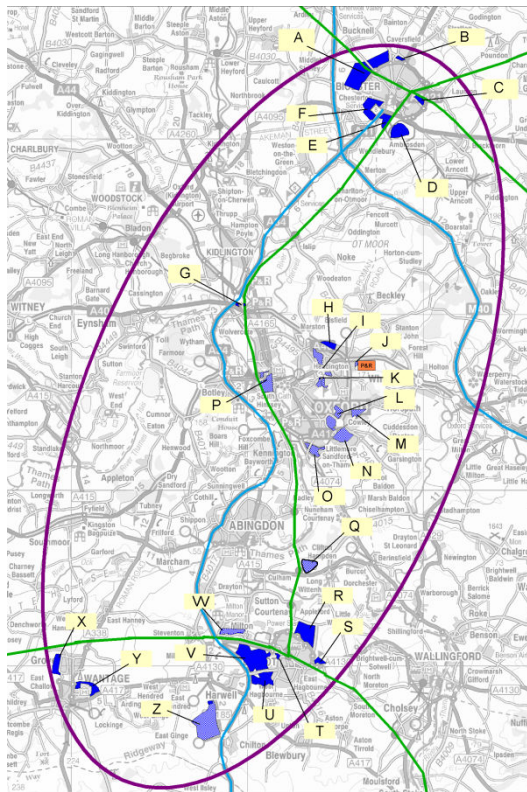
Bicester – a dynamic, fast growing urban centre with significant proposed business growth, focused on quality employment (15-20,000 jobs), supported by retail and housing development (including an eco-town proposal), that could see a doubling of population to 60,000 by the 2030s;

Science Vale UK – an area of national science and innovation including major business parks / research centres at Harwell, Milton Park and Culham, part of which is designated as an Enterprise Zone. Up to 12,000 jobs (and 13,000 homes, principally at Didcot and Wantage/Grove) are to be provided.

The purpose of this strategy is to:

- * Establish a framework to coordinate and promote the connectivity of the growth arc which is critical to its economic success and prosperity.
- * Create a high quality, integrated transport and communications network that attracts businesses to invest in the area, leading to jobs and growth.
- * Set the context and direction for individual movement strategies for the three main areas within the growth arc.

The plan below shows the connectivity and strong relationship between these settlements, underlining the importance of the A34 and strategic rail corridors to Oxfordshire in maintaining and improving high quality links for business.



- A – NW Bicester ecotown (5,000 dwellings + 5,000 jobs)
- B – RAF Bicester (190 dwellings)
- C – Gavray Drive (500 dwellings)
- D – MOD Graven Hill (1,650 dwellings + 2,200 jobs)
- E – Bicester Business Park (up to 3,000 jobs)
- F – SW Bicester (1,600 dwellings)
- G – Northern Gateway (up to 3,700 jobs + 200 dwellings)
- H– Barton (800-1000 dwellings)
- I – Headington Hospitals (improving service delivery and creating employment)
- J – Nielsen House (employment development)
- K – Oxford University Old Road (up to 200 jobs)
- L – Oxford Business Park (employment development)
- M – BMW Plant (creating additional employment)
- N – Blackbird Leys (750-1000 dwellings)
- O – Oxford Science Park (creating additional employment)
- P – West End (mixed development, up to 6,000 jobs +850 dwellings)
- Q – Culham Science Centre (1,000 additional jobs)
- R – NE Didcot (2,000 dwellings)
- S – Ladygrove East (700 dwellings)
- T – Orchard Centre Redevelopment Stage 2 (retail + up to 300 dwellings)
- U – Didcot West (3,300 dwellings)
- V – Didcot Valley Park (2,150 dwellings)
- W – Milton Park (5,400 additional jobs)
- X – Grove Airfield (2,500 dwellings)
- Y – NE Wantage (1,500 dwellings)
- Z – Harwell SIC (6,650 additional jobs + 400 dwellings)

Movement Strategy for the Growth Arc

The movement strategy for the Oxfordshire Growth Arc is to focus on the strategic network to strengthen connectivity and provide high quality access, in particular:

- * To international and national destinations – particularly by rail, the M40 and A34 – to Heathrow, the south coast ports and other international gateways and the Midlands, as well as major cities and development areas (such as the Thames Valley, Milton Keynes and other development areas in the Oxford-Cambridge Arc).
- * Within the growth arc – connecting Bicester, Oxford, Didcot and Wantage/Grove – better linking housing and employment, with a larger share of trips being made by high quality public transport, including innovative new services.

To achieve these aims, the strategy will promote the Oxfordshire Local Transport and Investment Plan priorities for investment in transport schemes. We will do this by:

- * Using the devolution of funding decisions for major schemes to Local Transport Bodies (LTB) to deliver economic growth. The LEP's priorities will play an important role in future decisions, within an approach to scheme prioritisation which meets business needs whilst retaining democratic accountability for decisions.
- * Enhancing the capacity and reliability of the M40 and A34 by working with the Highways Agency to upgrade congested junctions and links, and manage the network better. Priorities include delivering stage 2 of the M40 Junction 9 upgrade and the A34 between Chilton and the M40, benefiting the whole Growth Arc area.
- * Reducing congestion on local roads to and within the Arc including the Oxford ring road and approaches, east-west links in Science Vale UK, and the A41 at Bicester, through targeted scheme delivery, intelligent management and promoting choice.
- * Increasing opportunities for rail travel to and within Oxfordshire by working with Network Rail and train operators to target investment based on the Delivery Plan in the Council's Rail Strategy. Priority schemes include East West Rail, the Chiltern Rail link to London Marylebone via Bicester, through services from Oxford to Didcot and Swindon, and major improvements to Oxford and Didcot Parkway stations.
- * Developing a high-quality bus network by working with operators, in particular linking residential and employment sites, connections into rail hubs and new / extended park & ride provision. A new Bus Strategy for Oxfordshire, to be developed for adoption in Autumn 2012, will set this out.
- * Creating additional local innovative funding mechanisms to deliver infrastructure to support economic growth and enterprise under the guidance of the LEP, as national formula based funding allocations alone will not meet the needs of the Growth Arc.

The key opportunities, challenges and priorities are set out below for each of the three main growth and development areas:

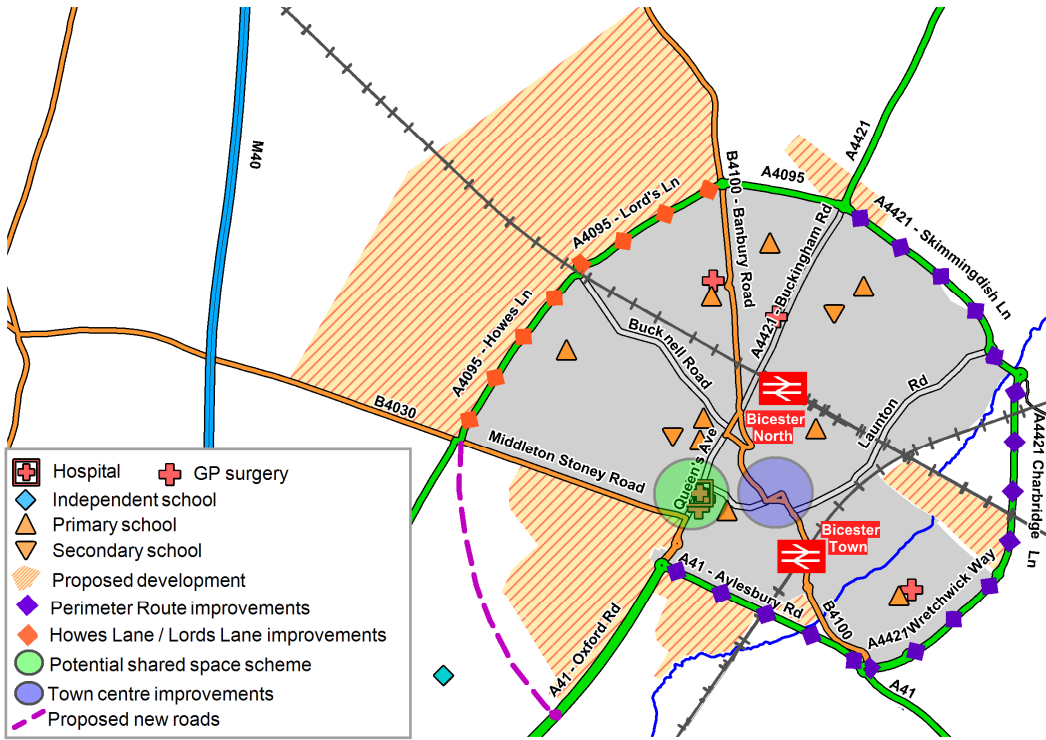
Science Vale UK

Significant catchment area, providing high-end R&D jobs. Enterprise zone status award to parts of two major business parks at Harwell and Milton Park.

Significant business and residential development will lead to a step change in the size, function and importance of Bicester – 3,000 jobs are proposed for Bicester Business Park alone, a comprehensive redevelopment of the town centre is underway and consolidation of military activity is enabling the redevelopment of the MOD's Graven Hill site.

Bicester has unprecedented connectivity for a settlement of this type – close to the M40 (J9), at a rail “crossroads” of two major strategic routes and with good strategic bus links to central Oxford and elsewhere.

Infrastructure needs to keep pace with and enable development – an overall master plan for the area has been jointly developed by the county and district councils to help deliver this.



The aim is to drive Bicester forward for the next 20 years, during which time it is predicted to become the county's largest town. This is to be achieved by:

- * Unlocking growth through delivery of key infrastructure as part of a strategic traffic network solution, for example stage 2 of the M40 J9 upgrade is required to enable Bicester Business Park to be fully developed.
- * Developing and securing funding for future proposals – for example upgrading the Eastern Perimeter Road and developing a Park & Ride facility.

- * Sustainable growth through development and implementation of connections to enhanced rail network and promote bus travel.

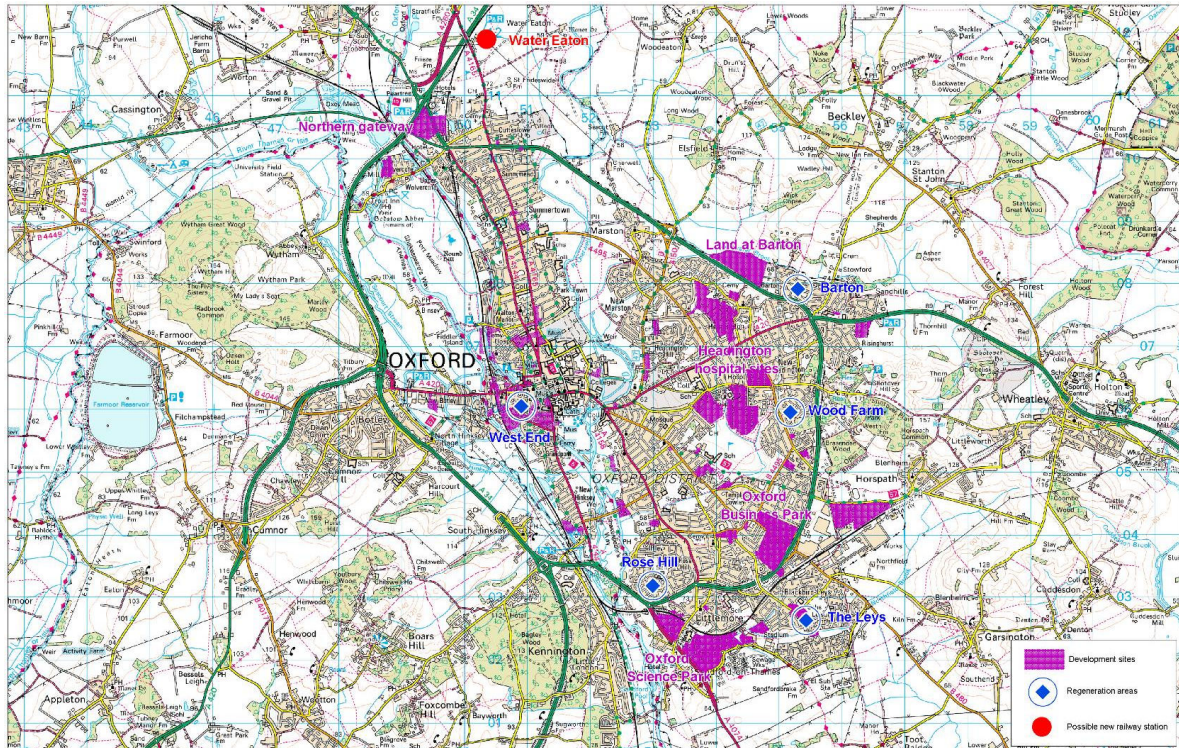
Oxford

Significant major development proposals – the West End of the City (which includes the proposed major expansion of the Westgate shopping centre bringing 6,000 jobs and an enhanced retail offer), the Eastern Arc (including the BMW Plant, major hospital and university research sites in Headington and up to 1,000 new homes at Barton) and the Northern Gateway (new employment and residential development).

High quality bus access will continue to be at the very heart of an integrated transport approach to enabling this development agenda – it makes Oxford work, alongside Park & Ride which is first choice for car access to the city. The profile and importance of rail access needs to match this.

The aim is to restore Oxford's prominence as a first class regional destination for retail, tourism and leisure as well as business access. Priorities to deliver this will include:

- * Refreshing and updating the Oxford Transport Strategy, in context of Westgate and other proposed central area development, to set out a new vision and focus for city centre access and movement over the next twenty years.
- * Ensuring the Oxford Rail Station development is progressed in a co-ordinated manner – reflecting its position as a major gateway to the City, to cater for growth and to deliver a first class facility and passenger offer.
- * Working on a more business and employment led approach by developing transport proposals for the Eastern Arc and citywide measures including potential freight consolidation.



Opportunities for significant public realm enhancement as well as a better integrated transport offer, which will help boost the tourist economy.

Beyond the Arc

Although the Growth Arc will be the major focus for development and investment in Oxfordshire, there will also be significant economic, housing and military development at other locations including Banbury and Witney/Carterton, requiring strategy development and investment planning.

In addition, development and delivery of transport infrastructure at strategic locations within the Arc, for example at Oxford's northern gateway, will benefit the whole County, as well as facilitating growth and development in the immediate area.

The Local Transport Plan and Local Investment Plan for Oxfordshire will provide a comprehensive picture of the transport and other infrastructure (eg high speed broadband) required meeting all of Oxfordshire's aspirations, and providing the basis for prioritisation and decision making.

Oxfordshire is strategically located on the national rail network. Five rail corridors pass through the county:

- * The Great Western line linking Oxford and Didcot Parkway to Reading, London (Paddington), Bristol and South Wales, along with the branch line to Henley-on-Thames;
- * the Chiltern Line from London (Marylebone) to Birmingham, serving Banbury and Bicester;
- * the north-south line from the south coast to Birmingham and the north, serving Banbury and Oxford; and
- * the Cotswold Line linking Oxford to Worcester and Hereford; and
- * the line from Oxford to Bicester, which is proposed to be extended to provide direct services to London (Marylebone) with a new Parkway station at Water Eaton and to Milton Keynes as part of the re-opened East West Rail corridor.

Current Situation

Railways are an integral part of the transport network in Oxfordshire. We have worked extensively with the Department for Transport and the Rail industry in recent years to promote and develop the rail network. As a result of forecast increases in demand for travel in the county, Oxfordshire County Council has developed a long-term *Rail Strategy for Oxfordshire* to cover the period up to 2034.

The Strategy sets out how investment in rail will play a key role in supporting Oxfordshire's economic development. There is an opportunity for the railway to establish itself as the backbone of the county's transport network, especially linking the settlements in the Oxfordshire "*Growth Arc*" for passengers and businesses, and in so doing helping to reduce congestion on the A34 and other strategic routes.

Vision & Objectives

The Vision for the Rail Strategy is:

To develop a safe, sustainable, integrated and efficient rail network that meets the access and mobility needs of residents, businesses and visitors, and supports the development of the county's economy.

The specific purposes of the strategy include:

- * explaining how a safe, efficient and easily accessible rail network will help to deliver economic priorities for the county, in particular the creation of new jobs;
- * setting out a coherent, evidence-based and realistic set of investments

that the County Council would like the rail industry to help us plan and deliver; and

- * identifying rail as an integral part of the county, regional and national transport system which provides an alternative to road for passenger and freight movements.

Rail freight

Significant volumes of freight pass through the county. The route between the Port of Southampton and the Midlands and North of England carries a large volume of freight traffic. A £70 million project enabling higher-sided containers to be transported by train instead of lorry is already removing thousands of HGVs off the A34 and other roads.

Although container traffic accounts for the majority of freight activity on the county's railways, other freight uses include:

- * Aggregates for the construction industry.
- * Didcot Power station (imported coal from Avonmouth Docks).
- * Didcot is also a key hub for the Ministry of Defence and trains from there serve various supply and ordnance depots in southern England, including one of the country's largest depots at Bicester.
- * The Cowley BMW plant in Oxford uses rail to transport completed Mini cars to Purfleet and Southampton Docks for export abroad, and household waste.
- * Network Rail has a materials supply depot near Oxford.

Future Challenges

The rail network in Oxfordshire faces a number of challenges over the course of this Local Transport Plan, including:

- * catering for economic growth and maximising benefit, especially for key areas like Science Vale UK;
- * network capacity (track and train) and conflicts for track access such as between long distance high speed and local stopping services and between passenger and freight services;
- * sustaining desirable levels of train service, for instance by encouraging off-peak use; and
- * improving links with adjoining regional and sub-regional centres and international gateways.

There are also more local issues that will need to be considered in improving the rail network, such as access to and from the stations, interchange with other modes (including issues of facilities, timetabling and ticketing) and improving accessibility for disabled people.

Rail Initiatives

There are a number of strategically important projects that are either committed to being delivered within the next 2-3 years or are currently being planned for future delivery. These include:

- * **Didcot Parkway Station Forecourt** – a local authority led project to redevelop the forecourt and car parks to create a modern high quality transport hub (by 2013);
- * **Oxford Station** – a major station redevelopment to increase passenger and freight capacity, improve passenger facilities and create a multi-modal interchange (by 2018);
- * **Evergreen 3** - a new half hourly service from Oxford to London (Marylebone) via Water Eaton Parkway and Bicester following the construction of a new railway chord connecting the Oxford-Bicester and London-Banbury lines and the upgrading of the line between Oxford and Bicester (by 2016);
- * **East West Rail** – new passenger services connecting Oxford and the Oxfordshire Growth Arc with Milton Keynes and Bedford, together with a spur to Aylesbury, following a £270 million investment to reinstate the line between Bicester and Bletchley (by 2019); and
- * **Electrification/Intercity Express Programme** – a major project to fully electrify the network to Didcot and Oxford together with a new fleet of express trains.

Oxfordshire County Council also has aspirations for improved access by rail to Science Vale UK. At present the main point is via Didcot Parkway, which is set to be improved, but we will continue to investigate the potential; for a Grove & Wantage station together with improved connections from Culham station to the Science Centre.

The Rail Strategy also looks at all the rail lines running through Oxfordshire and identifies a number of smaller issues and aspirations at particular stations. These include:

- * **cycle access and parking** - cycle routes to the station need to be planned and implemented to provide a fast and safe means of getting to the station from towns and villages and the Sustrans National Cycle Network;
- * **station improvements** – joint projects and investment to enhance parking and other facilities at key stations;
- * **pedestrian access** – the routes for walking to and from railway stations need to be considered and where appropriate improved, including access for disabled people;
- * **Station Travel Plans** - a station travel plan is a strategy for managing the travel generated by a station with the aim of reducing its

environmental impact, typically involving the promotion of sustainable modes of travel;

- * **bus and train information** - in 2008, Oxfordshire County Council introduced local transport information posters at rail stations along the Cotswold Line and has since rolled them out to every station in Oxfordshire;
- * **through ticketing** - there are already a number of add-on tickets available at some stations, notably *PlusBus*, the national bus-rail ticket which has seen sales grow steadily to some 250,000 tickets in 2008/09; and
- * **marketing and promotion** - Oxfordshire County Council has been successful in forming effective partnerships that have increased rail use since 2002.

High Speed Rail

The proposed route for the high speed HS2 line from London to Birmingham crosses a small part of north east Oxfordshire. With no intermediate stations proposed, the line offers few direct benefits to the county. Oxfordshire County Council is opposed to HS2 on the basis that it is unconvinced about the overall business case for the project.

Oxfordshire County Council is also concerned about the environmental and other impacts of the current HS2 proposals on local communities.

Chapter 3 - ADDENDUM TO POLICIES & TEXT

Policy G8: The County Council will manage the classification and numbering of the roads in its control to direct traffic, and particularly lorry traffic, onto the most suitable roads as far as is practicable.

Policy G9: The County Council will only consider proposals for alterations to road classification and/or numbering if there are significant economic, environmental or routeing benefits which clearly outweigh the financial and environmental costs of making the change or where this is desirable or necessary as a result of new development; new environmental weight limits will generally not be supported unless there is a compelling, evidence-based case for them.

Road Classification and Numbering

The management of road classification and numbering, which up until now has been carried out by the Department for Transport, is largely to be devolved to local highway authorities for all roads not managed by the Highways Agency.

The road numbering system should indicate to drivers which is the most suitable road for any type of journey. Although it has been amended several times since then, the core of the road numbering system dates back to the 1920s and anomalies have arisen over the years, particularly as route standard was rarely a condition in determining the original status of routes. However, because route improvements have tended to be focused on higher status roads, expectations of the levels of service which roads of different classes should provide have changed over the years and there is now a general feeling that higher status roads, particularly those which cater for large lorry flows, should be of a high standard and not pass through settlements. More funding is made available to the County Council in respect of highway maintenance for Principal (A-class) roads than for B, C or unnumbered roads.

The roads classification system has been created in parallel with the existing road numbering hierarchy and provides the basis for road signing. It provides a greater level of detail for higher standard roads than is present with road numbers alone (particularly through the designation of the Primary Route Network), but conversely is less detailed for more minor roads. The road numbering and classification systems are generally complimentary but can be a source of confusion on the precise status of a road.

The Primary Route Network (PRN) is a national system which designates routes between major settlements and ports/airports. The Department for Transport maintains a list of primary destinations between which journeys should be able to be made using only roads in the PRN (except at the start and end of trips). In Oxfordshire the primary destinations are Oxford and Banbury, while in adjacent counties the primary destinations to where a Primary Route needs to be defined are: Newbury, Reading, Aylesbury, High Wycombe, Milton Keynes, Cheltenham, Coventry, Rugby, Stratford-upon-Avon and Evesham. The addition or deletion of primary destinations remains a matter for the Department of Transport. Routes may only be removed from the PRN where it can be demonstrated that either direct traffic between the two locations is too low to justify a Primary Route or that a journey of broadly similar convenience is possible through other sections of the PRN.

The following table summarises the classification of roads which will be used as the basis for the management of the road network in Oxfordshire:

STATUS	DEFINITION	CHARACTERISTICS/TREATMENT
Class 1. Motorway	A road suitable for high speed long distance national traffic. <i>Responsibility of the Highways Agency</i>	Dual carriageway with limited access and type-restricted use. No weight restrictions.
Class 2. Primary Routes	A road suitable for longer distance and inter-regional traffic. Main connections between defined primary destinations. Form, with motorways, the national lorry route network. <i>May be either the responsibility of the Highways Agency or county roads.</i>	Able to cater for relatively high levels of traffic. Should aim to be at a standard to allow for free passage of current and expected future traffic. Can be dual- or single carriageway; no restrictions on access. No permanent weight restrictions.
Class 3a. County Principal (A) Classified Roads (major)	A road suitable for important cross- and inter-county traffic where there are relatively large volumes of traffic but not longer distance travel. Major A-roads would cater for more important movements within the county. There would be an expectation that these would be able to cater for all types of vehicles, but this is not a requirement.	Able to carry current flows safely and without excessive delays. Usually good standard single carriageway although some sections might be of a lower standard. Weight restrictions may be considered as a short term measure where there is a suitable alternative of same or better standard available.
Class 3b. County	A road suitable for important cross- and inter-county traffic	Able to carry current flows safely.

Principal (A) Classified Roads (minor)	where there are relatively lower volumes of mostly local traffic. Minor A-roads would serve to link larger settlements with major A-roads and provide missing links.	Predominantly single carriageway. Weight restrictions can be considered where there is a suitable alternate route available.
Class 4. Non-Principal (B/C) Classified Roads	A road suitable for other shorter cross- and inter-county movements where volumes are relatively low and no principal road is available.	Able to carry current flows safely. Weight restrictions can be considered if diversions are not excessive and do not prevent access to properties.
Class 5. Unclassified (UC) Roads	A road suitable for local access traffic only (unnecessary "rat-run" traffic should be discouraged where higher standard roads are available).	Should be able to carry current flows safely. Weight restrictions can be considered providing these do not prevent access to properties.

Oxfordshire County Council's monitoring of the current situation is discussed in the chapters on Tackling Congestion and Road Safety. Within Oxfordshire the major roads can be distributed amongst these classes as follows:

Class 1	M40
Class 2	Highways Agency: A34, A43, Oxfordshire County Council: A40 (west of M40), A41 [#] , A44 (north of A40) [‡] , A420 (west of A34) [#] , A422 (east of A423, Banbury), A423 (Oxford Southern Bypass), A423 (north of A422, Banbury), A4142
Class 3a	A338, A361, A415, A418*, A421, A4074 ⁺ , A4130, A4260
Class 3b	A40 (south of M40), A44 (Oxford), A329, A417, A420 (Oxford), A422, A424, A436, A3400, A4095, A4129, A4144, A4155, A4158, A4165, A4183, A4185, A4421
<p>[#] These roads are in PRN but are signed as "unsuitable for HGVs" because of height restrictions at railway crossings</p> <p>[‡] A44 is in PRN but lorry traffic between Oxford and Evesham is signed via A40/A429/A424 to avoid AQMA in Chipping Norton</p> <p>* A418 is signed as alternative PR between Oxford and Aylesbury to A41 for HGVs</p> <p>+ A4074 is signed as alternative PR between Oxford and Reading to A34/M4 to recognise its attractiveness for general traffic but signed as "unsuitable for HGVs"</p>	

Although the distinction has value for route management, to the driver there may be little visible difference between Class 3a and 3b roads, although it is likely that direction signing on class 3b roads will be limited to more local

destinations. Similarly C-class roads may not be easily distinguishable to the user from unclassified roads, or B-class roads from Class 3b principal roads.

The new government guidelines do not allow roads to change number or classification at highway authority boundaries. Changes to the numbering or classification of these routes can only occur with the agreement of both or all the authorities involved. Oxfordshire County Council will consider any such proposals made by neighbouring authorities on a case-by-case basis. Where neighbouring authorities can not agree on the status of a road then the Department for Transport are proposing to introduce a system of arbitration. The major costs of any reclassification or renumbering scheme come from the replacement of road signs. This is particularly the case for changes between C/UC-class roads and A/B-class roads and between non-Primary and Primary Route status, which would require an extensive re-signing scheme. Consequently any suggested changes of status between these road classes will need to be strongly justified.

It is unlikely that a change to the classification or designation of any road will, on its own, result in any significant change in flow on its own. Usually to effect a change the re-designation would need to be re-enforced by physical measures and/or traffic regulation orders.

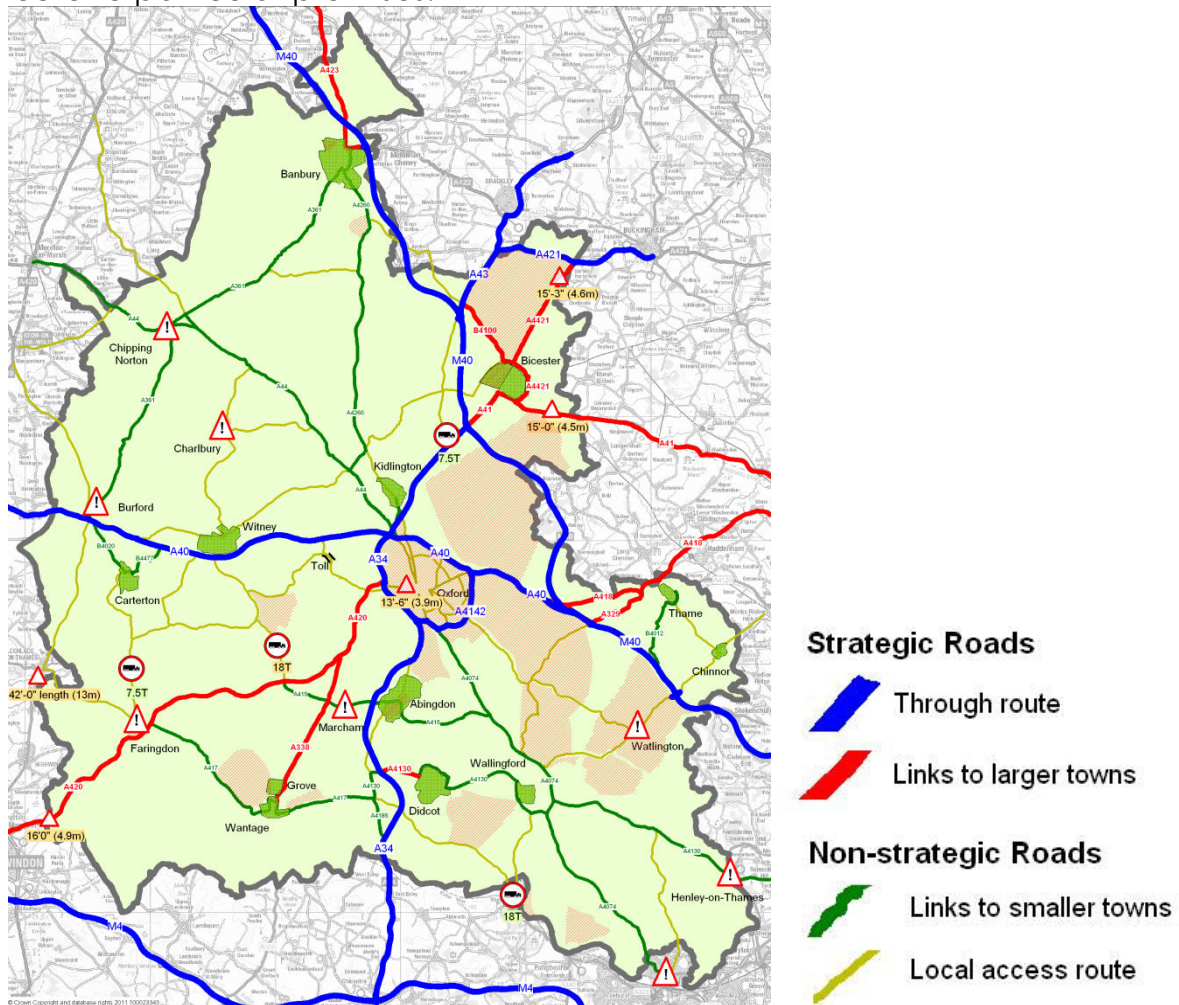
Lorry Routes

The PRN must provide unrestricted access to 40 tonne vehicles. If a weight limit is required to be placed on a section of the PRN for structural or safety reasons then the Council has a duty to remedy this situation as quickly as possible or seek to alter the Primary Route. Weight limits may be placed on other routes in appropriate cases provided that this does not, or is not likely to, transfer larger vehicles onto another route of similar or lower standard or classification and provided that it does not result in an undue inconvenience to the diverted drivers. The classification of a route is only an issue with regard to the imposition of environmental weight limits in respect of Primary Routes. However, a functioning network of roads open to lorry traffic is considered essential to the economic well-being of the county and the widespread use of environmental weight limits can lead to difficulties in lorry operators finding the most suitable routes to make deliveries. This in turn can lead to drivers ignoring restrictions. Consequently there will be a general presumption against the imposition of new limits except where there is a strong case for them on environmental or safety grounds.

The proliferation of restrictions across the county has meant that the road numbering and classification systems are not always a good guide to the most preferred routes for lorries to take in travelling around or through the county. As a result of this the county also publishes a lorry route map which sets out four categories of route:

- * Strategic road – through route
- * Strategic road - link to larger towns
- * Non-strategic road – link to smaller towns
- * Non-strategic road – local access road

Below this are recommended site access routes to particular lorry generating locations and minor roads which provide access to individual premises. Oxfordshire County Council will publish and maintain a map of the most suitable routes for lorries in the county based on this hierarchy. The current county map is reproduced below. Roads not on this map are generally not considered suitable for heavy lorry flows except where they act as the access route to particular premises.



Implementation Programme

The programme has been developed in the light of the Spatial Planning and Infrastructure partnership's strategic objectives to:

- * deliver new housing, including affordable homes
- * support economic growth
- * achieve regeneration and tackle deprivation; and
- * contribute to meeting strategic infrastructure needs.

The programme has also taken into account the proposals included in the Oxfordshire Local Investment Plan (March 2010) which sets out a development programme to meet these objectives. This sets out a list of 36 top priority strategic infrastructure schemes, including 17 transport schemes, with a target for these to be delivered by 2015 (but acknowledged that there may not be enough money available to pay for all these schemes in this time frame).

There is still considerable work to be undertaken to identify a full programme, even for the first five years of this LTP. This is particularly true with regard to minor schemes and developer funded schemes. The intention is that the programme will be rolled forward on at least an annual basis with more frequent revisions should the circumstances require this.

The proposed implementation programme for the first 5 years of this LTP is shown in the table below. It should be noted that the programme is incomplete with regard to developer funded schemes, particularly from 2013/14 onwards, where the timetable for delivery is dependent upon the pace of the development(s) which are supplying the funding. Where developer funding is not sufficient to deliver a project then this will be considered for county council funding, although it would need to justify its inclusion in the county programme in terms of its contribution to meeting the County Council's LTP3 goals and objectives.

PROPOSED IMPLEMENTATION CAPITAL PROGRAMME 2011-2016

£000s	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016
Carriageway schemes	8,464	4,130	4,051	3,151	2,249
Footway schemes	1,711	1,750	1,350	1,350	1,300

Surface treatments	4,910	4,141	3,874	3,924	2,797
Street Lighting	500	500	500	500	500
Drainage	1,200	1,100	1,100	950	950
Bridges	1,105	1,723	1,010	965	880
Potash Bridge	10	487			
Thames Towpath Emergency Repairs	120	30			
A422 Ruscote Ave, Banbury	126	686	50		
A4157 Iffley Rd Oxford (Ph1)	1,569	45			
A4157 Iffley Rd Oxford (Ph 2)	200	555			
Thames Towpath Reconstruction (Sonning Eye, Goring, Farmoor)	65	350	50		
A4130 Bix dual carriageway		570	3,930	430	
A420 Shrivenham Bypass		200	150	2,728	342
A420/A34 slip road			36	36	564
A415 Clifton Hampden			130		
Public Rights of Way bridges		100	100	100	100
Completed schemes	62				
Total Structural Maintenance Programme	20,602	15,731	16,281	14,134	9,682
Thornhill Park & Ride extension	190	3,080	821		
London Road Bus Lane			1,000		
Kennington Roundabout	50	250	2,200		
Heyford Hill Roundabout	30				
Hinksey Hill Roundabout	96	154			
Speed Limit Review	60	12			
Road Safety Schemes	29				
Fairfax Road/Purcell Road Cycle Link	15	164			
New Headington Transport Imps	470	26			
Fridewide Square	300	125	1,550	1,495	
OTS Schemes	98	64			
Banbury: Hanwell Fields Mineral Railway cycleway	95	40			
Banbury: Higham Way Access Road	24	176			
Banbury: small schemes	5				
Bicester: Roman Road	86	2			
Bicester: small schemes	14				
Witney: Cogges Link	1,798	600	11,380	2,726	
Witney: small schemes	68	48			
SVUK highway schemes	185	295			

project development					
Small SVUK schemes	44				
Chipping Norton: Oxford road crossings	70	58			
A44 Yarnton crossing	32	313			
Smaller towns schemes	174	33			
Small rural schemes	112				
Didcot Station Forecourt	593	1,940	2,021	555	
SVUK Premium Routes	55	75			
Small Public Transport Schemes	61	5			
Smarter choices	44				
LTP2 Schemes		132			
Future Programme	157	924	1,195	900	900
Total Integrated Transport Programme	4,955	8,384	20,167	4,776	900

A number of major schemes will be worked on during the next two years for future delivery. The funding for these schemes is not yet fully in place and the programme may evolve as more information becomes available in the local area and future funding streams become clearer. These are expected to be funded wholly or in large part from developer contributions and are likely to include:

- * Bicester: Eastern Relief Road, St John's Street/North Street scheme, potential Park & Ride at South West Bicester, M40 Junction 9;
- * Oxford: proposals to support Northern Gateway and West End developments;
- * Science Vale UK: Harwell Link Road, Rowstock Roundabout Improvement, Wantage Eastern Link Road;
- * Banbury: North South Routes and Bridge Street junction Improvements in conjunction with Canalside development;
- * Carterton: access investigations to support RAF Brize Norton expansion.

The longer term programme will be developed to meet the aims of:

- * Supporting the County Council's priorities for economic development focused on the "growth arc" of Bicester-Oxford-Science Vale UK, and fitting with the agreed priorities in the Local Investment Plan;
- * Aligning the programme in a more transparent way with the objectives and strategies of the Local Transport Plan;
- * Making best use of available and likely future developer and other funding opportunities.

The following additional strategic schemes have been identified for potential delivery during the Plan period. Because of the long lead times that are often involved in scheme development, work on some of these schemes may commence in the short term but implementation may not happen until later in the Plan period:

- * Oxford Rail Station Transfer Deck
- * Oxford Eastern Arc improved access to employment, including public transport enhancement
- * Increased park and ride capacity and infrastructure, including potential remote Park & Ride
- * Strategic Cycle Routes e.g. Witney-Carterton, Eynsham - Oxford
- * A40/Downs Road junction
- * Witney - Oxford corridor capacity improvement

Monitoring programme

Oxfordshire County Council is committed to carrying out a programme of monitoring to ensure that:

- * The agreed programmes are delivered in an efficient and effective manner; and
- * That the schemes are delivering the objectives that they have been included in the programme to achieve.

The first of these criteria will be carried out on a quarterly and annual basis and will compare the programme delivered at the end of each period (or progress against milestones for schemes with a longer term development period) with that which was envisaged at the start of each year. This comparison will focus on whether schemes are on time and on budget. The main purpose of this monitoring is to assess the way that our design and implementation processes are being carried out.

The second criterion requires schemes to set out the impact that they will have and to carry out an assessment of whether these impacts have been achieved following implementation. The form of this assessment will be dependent upon the nature of the scheme and could be either a subjective or objective measure, as appropriate. In some cases the assessment may take a number of years to carry out (such as with road safety schemes where a number of years' data are required before changes in accident numbers can be assessed). The purpose of this monitoring is to provide information on the effectiveness of individual schemes and types of scheme to improve medium and long term programme planning.

The Council will publish a short report each year on the results of each of these assessments.

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COUNCIL – 10 JULY 2012

2012/13 - REQUESTS FOR VIREMENTS

Report by the Assistant Chief Executive & Chief Finance Officer

Virement Requests Requiring Council Approval

1. As set out in the Revenue and Capital Outturn Report to Cabinet on 19 June 2012 and Annex 1a and b to this report, some of the carry forward of underspends from 2011/12 for use in 2012/13 require virements which are larger than £0.5m. Since these represent a change in policy, albeit temporary in 2012/13, approval by Council is required under the authority's Financial Regulations.
2. Council are recommended to approve the virements larger than £0.5m as set out in Annex 1b and the associated carry forwards of underspends to 2012/13 as set out in Annex 1a.

RECOMMENDATION

Council is RECOMMENDED to approve the virements larger than £0.5m and the associated carry forwards as set out in annex 1a and 1b.

SUE SCANE

Assistant Chief Executive & Chief Finance Officer

Contact Officers: Kathy Wilcox, Principal Financial Manager
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Lorna Baxter, Deputy Chief Finance Officer
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July 2012

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REVENUE OUTTURN 2011/12

COUNCIL 10 JULY 2012

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD TO BE APPROVED IN 2011/12: SUMMARY

Budget Book Ref	Service Area	Variation	Same Budget	Different Budget	Virement of Carry Forward	Virement of Carry Forward	Total proposed Carry Forward
(1)	(2)	underspend - overspend + £000 (3)	underspend - overspend + £000 (4)	underspend - overspend + £000 (5)	Other Directorate £000 (7)	Efficiency Reserve £000 (8)	Surplus - Deficit + £000 (9)
CEF	Children, Education & Families	-3,735	-2,457	-1,278	0	1,278	-2,457
SCS	Social & Community Services	-1,494	-869	-625	5	285	-1,204
EE	Environment & Economy	-2,416	-1,899	-517	-5	522	-1,899
CEO	Chief Executive's Office	-765	-426	-339	0	339	-426
SM	Efficiency Reserve (Strategic Measures)					-2,424	-2,424
	Directorate Total	-8,410	-5,651	-2,759	0	0	-8,410

REVENUE OUTTURN 2011/12 - Children, Education & Families
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area Non-DSG	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
CEF1		Education & Early Intervention									
CEF1-1	CEF1-1	Management & Central Costs (incl cross service area)	481		481	-481			CEF1	0	
CEF1-21	CEF1-2	Special Educational Needs (SEN)	-20	-17	-3	3				-17	For ICT and printing ordered in Feb/March but not received until the new financial year.
CEF1-22	CEF1-2	SEN Support Services (SENSS)	-2		-2			2	ER1	0	
CEF1-23	CEF1-2	Identification & Assessment	-2		-2			2	ER1	0	
CEF1-24	CEF1-2	Early Years SEN Inclusion	0	-3	3	-3				-3	For toys and equipment following donations received.
CEF1-31	CEF1-3	Early Intervention Hubs	-1,006	-657	-349			349	ER1	-657	For Teens & Toddlers project contract (£100k), relation allowances (£257k) and one-off activities to embed the early intervention service (£300k).
CEF1-32	CEF1-3	Children's Centres & Childcare	-270	-246	-24			24	ER1	-246	To meet contractual commitments.
CEF1-33	CEF1-3	Youth, Engagement & Opportunities	-125	-42	-83			83	ER1	-42	To continue providing support through Oxfordshire Association for Young People in 2012/13 (£37k) and to fund National Citizen Service projects in 2012/13 that were planned to take place in 2011/12.
CEF1-34	CEF1-3	Behaviour & Attendance	-17		-17			17	ER1	0	
CEF1-41	CEF1-4	School Support & Leadership Service	-173		-173			173	ER1	0	
CEF1-42	CEF1-4	Educational Effectiveness	-66	-61	-5			5	ER1	-61	To fulfil the last year of the Healthy Oxfordshire Schools service level agreement with the Primary Care Trust.
CEF1-51	CEF1-5	Early Years Sufficiency & Access	-87	-87	0					-87	To spend on provision for disadvantaged 2 year olds and projects/grants that are already in development.
CEF1-52	CEF1-5	School Organisation & Planning	-33		-33	30		3	CEF1/ER1	0	
CEF1-53	CEF1-5	Admission & Transport	-1,101		-1,101	481		620	CEF1/ER1	0	
		Sub-total Education & Early Intervention	-2,421	-1,113	-1,308	30	0	1,278		-1,113	

REVENUE OUTTURN 2011/12 - Children, Education & Families
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area Non-DSG	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
CEF2 CEF2-1	CEF2-1	Children's Social Care Management & Central Costs	-269	-217	-52	52			CEF1	-217	Temporary support for project management (£37k), audit of Children in Need work (£27k), admin backfill cover for Framework i champions (£44k), one year appointment of volunteer co-ordinator in children's social care (£43k) and one year social work post to assist with Framework i developments.
CEF2-21	CEF2-2	Placement & Care Costs	-120	-351	231	-231			CEF1	-351	To increase number of family group conferences in 2012/13 (£20k), to fund Multi Treatment Foster Care programme supervisor cover (£31k), to pilot the use of sessional workers to provide additional practical intervention to families (£100k) and to enable the newly appointed Corporate Parenting Manager to reshape and modernise the service (£200k).
CEF2-23	CEF2-3	Children Looked After (Including Asylum)	-596	-46	-550	550			CEF1	-46	Contribution OXPIP for training the contact team (£13k), the provision of a pilot scheme working with young people looked after and leaving care to achieve level 2 literacy and numeracy skills (£13k) and training for children's home staff as per national pilot training programme (£20k).
CEF2-31	CEF2-3	Central Support & Child & Adolescent Mental Health	-117		-117	117			CEF1	0	
CEF2-32	CEF2-3	Family Support	-193		-193	193			CEF1	0	
CEF2-33	CEF2-3	Assessment	-184		-184	184			CEF1	0	
CEF2-4	CEF2-4	Safeguarding & Quality Assurance	-83		-83	83			CEF1	0	
CEF2-5	CEF2-5	Services for Disabled Children	-197	-10	-187	187			CEF1	-10	Domiciliary care pilot.
CEF2-6	CEF2-6	Youth Offending Service	-400		-400	400			CEF1	0	
		Sub-total Children's Social Care	-2,159	-624	-1,535	1,535	0	0		-624	

REVENUE OUTTURN 2011/12 - Children, Education & Families
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12 (1)	Budget Book Ref 2012/13 (2)	Service Area Non-DSG (3)	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
CEF3		Quality and Compliance									
CEF3-1	CEF3-1	Children, Education & Families Management & Central Costs	518	-720	1,238	-1,238			CEF1	-720	To fund first cohort of 12 apprentices for Sept 2012 to Sept 2013 (£120k) and to fund pay protection costs following the restructuring (£600k).
CEF3-2	CEF3-2	Children, Education & Families Support Service	98		98	-98			CEF1	0	
CEF3-3	CEF3-3	Premature Retirement Compensation (PRC)	-25		-25	25			CEF1	0	
CEF3-6	CEF3-4	Commissioning & Performance	232		232	-232			CEF1	0	
		Sub-total Quality & Compliance	823	-720	1,543	-1,543	0	0		-720	
CEF4		Schools									
CEF4-4	CEF4-3	Licences & Insurances	22		22	-22			CEF1	0	
		Sub-total Schools	22	0	22	-22	0	0		0	
		Directorate Total	-3,735	-2,457	-1,278	0	0	1,278	0	-2,457	

REVENUE OUTTURN 2011/12 - Social & Community Services
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area Non-DSG	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
SCS1		<u>Adult Social Care</u>									
SCS1-1	SCS1-1	<u>Older People & Physical Disabilities</u>									
SCS1-1A	SCS1-1ABC	Prevention & Early Support	-416	-72	-344	59		285	SCS1/ER1	-72	Assistive technology (£47k) and Stroke Services (£25k)
SCS1-1C	SCS1-1ABC	Social Work & Commissioning	578		578	-753				-175	Temporary support for operational teams
SCS1-1E	SCS1-1D	Pooled Budget Contributions	0		0	0				0	
SCS1-1F	SCS1-1ABC	Income	-1,131	-200	-931	931			SCS1	-200	To manage pressure on Fairer Charging income
		Sub-total Older People & Physical Disabilities	-969	-272	-697	237	0	285		-447	
SCS1-2	SCS1-2	<u>Learning Disabilities</u>									
SCS1-2A	SCS1-2ABD	Personalisation/Ongoing Support	-146		-146	146			SCS1	0	
SCS1-2B	SCS1-2ABD	Social Work & Commissioning	-45		-45	45				0	
SCS1-2C	SCS1-2C	Pooled Budget Contributions	0		0					0	
SCS1-2D	SCS1-2ABD	Income	45		45	-45				0	
		Sub-total Learning Disabilities	-146	0	-146	146	0	0		0	
SCS1-3	SCS1-3	<u>Mental Health</u>									
SCS1-3A	SCS1-3A	Non Pool Services	-148		-148	148			SCS1	0	
SCS1-3B	SCS1-3B	Pooled Budget Contribution	-2		-2	2			SCS1	0	
		Sub-total Mental Health	-150	0	-150	150	0	0		0	

REVENUE OUTTURN 2011/12 - Social & Community Services
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area Non-DSG	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
	SCS1-4	<u>Services For All Client Groups</u>									
SCS1-4A	SCS1-4	Asylum Seekers	-183		-183	183			SCS1	0	
SCS1-4B	SCS1-4	HIV/AIDS	-95		-95	95			SCS1	0	
SCS1-4C	SCS1-4	Drugs & Alcohol	0		0					0	
SCS1-4D	SCS1-4	Adults At Risk	-8		-8	8			SCS1	0	
SCS1-4E	SCS1-4	Employment Services	-8		-8	8			SCS1	0	
SCS1-4F	SCS1-4	Shared Lives	12		12	-12			SCS1	0	
SCS1-4G	SCS1-4	Acquired Brain Injury	261		261	-261			SCS1	0	
		Sub-total Services for All Client Groups	-21	0	-21	21	0	0		0	
	SCS1-5	<u>Physical Disabilities</u>									
SCS1-5A	SCS1-5A	Pooled Budget Contribution	0		0					0	
		Sub-total Physical Disabilities	0	0	0	0	0	0		0	0
		Sub-total Adult Social Care	-1,286	-272	-1,014	554	0	285		-447	0

REVENUE OUTTURN 2011/12 - Social & Community Services
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area Non-DSG	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry - Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
SCS2		<u>Community Safety</u>									
SCS2-1	SCS5-1	Fire & Rescue Service	-84	-79	-5	0	5		INT1	-79	Firefighter development programme and minor building works
SCS2-2	SCS5-2	Emergency Planning	-13	-13	0	0			SCS1	-13	Purchase of Airwave radio sets
SCS2-3	SCS2-1	Safer Communities	-16	-12	-4	4			SCS1	-12	Safer Communities programmes
SCS2-4	SCS2-2	Gypsy & Traveller Services	-102	0	-102	102				0	
SCS2-5	SCS2-3	Trading Standards	0		0	0				0	
		Sub-total Community Safety	-215	-104	-111	106	5	0		-104	
SCS3		<u>Quality and Compliance</u>									
SCS3-1	SCS3	Resource Management	166		166	-316			SCS1	-150	Support the delivery of the business strategy
SCS3-2	SCS3	Strategy, Projects & Contracts	-97		-97	97			SCS1	0	
SCS3-3	SCS3	Leadership Team	399		399	-399			SCS1	0	
SCS3-5	SCS3	Supporting People	-245	-245	0	0			SCS1	-245	Contractual commitments and support for the delivery of the business strategy.
SCS3-6	SCS3	Transforming Adult Social Care	-177	-176	-1	1			SCS1	-176	Completion of the Transforming Adult Social Care (TASC) programme.
SCS3-7	SCS3	Closed Homes	43		43	-43			SCS1	0	
		Sub-total Quality & Compliance	89	-421	510	-660	0	0		-571	

REVENUE OUTTURN 2011/12 - Social & Community Services
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area Non-DSG	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry - Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
SCS4		<u>Community Services</u>									
SCS4-1	SCS4-1	Library Service	-72	-72		-10			SCS2	-82	To support the delivery of the library strategy
SCS4-2	SCS4-2	Heritage & Arts Service	12		12	-12			SCS2	0	
SCS4-3	SCS4-3	Cultural Services	-22		-22	22			SCS2	0	
		Sub-total Community Services	-82	-72	-10	0	0	0		-82	
		Directorate Total	-1,494	-869	-625	0	5	285		-1,204	

REVENUE OUTTURN 2011/12 -Environment & Economy
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12	Budget Book Ref 2012/13	Service Area	Variation	Same Budget	Different Budget	Virement of Carry Forward				Total proposed Carry Forward Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13
						Within Directorate	Other Directorate	Efficiency Reserve	C/fwd Virement Ref Annex 2(b)		
(1)	(2)	Non-DSG (3)	underspend - overspend + £000 (4)	underspend - overspend + £000 (5)	underspend - overspend + £000 (6)	£000 (7)	£000 (8)	£000 (9)	(10)	(11)	(12)
EE1	EE1	<u>Highways and Transport</u>									
EE1-1	EE1-1-1-42	Highways & Transport Management	870		870	-870			EE1	0	
EE1-2	EE1-1-1-42	Policy & Strategy	-273		-273	182		91	EE1/ER1	0	
EE1-31	EE1-1-1-42	Infrastructure & Design	566		566	-566			EE1	0	
EE1-32	EE1-1-1-42	Operations	228		228	-228			EE1	0	
EE1-41	EE1-1-1-42	Customer & Business	-597		-597	597			EE1	0	
EE1-43	EE1-43	Integrated Transport Unit	-286		-286	286			EE1	0	
EE1-44	EE1-44	Public Transport	-336		-336	336			EE1	0	
EE1-45	EE1-45	Concessionary Fares	-263		-263	263			EE1	0	
		Sub-total Highways and Transport	-91	0	-91	0	0	91		0	
EE2	EE2	<u>Sustainable Development</u>									
EE2-10	EE2-1	Sustainable Development Management	-116		-116	59		57	EE2/ER1	0	
EE2-2	EE2-2&3	Planning Implementation	-405	-191	-214	214			EE2	-191	To complete the process to adopt the minerals and waste local plan
EE2-3	EE2-2&3	Economy, Spatial Planning & Climate Change	-1,058	-796	-262	262			EE2	-796	£449k relating to Local Area Agreement Reward Grant projects including Job Clubs and Broadband. £286k Business and Skills - for payments due on Learning Contracts (NEET) during the remainder of the Academic Year and external funding. £60k to fund additional one-off Energy Metering Conversion Costs and additional Climate Change Maternity Cover costs
EE2-4	EE2-4	Waste Management	-550	-425	-125	125			EE2	-425	One off contribution to support the revenue budget in 2012/13 as agreed by Council in February 2012
EE2-51	EE2-2&3	Countryside	44	-23	67	-67			EE2	-23	ICT Project originally planned for 2011/12 now taking place in 2012/13
		Sub-total Sustainable Development	-2,085	-1,435	-650	593	0	57		-1,435	

REVENUE OUTTURN 2011/12 -Environment & Economy
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12 (1)	Budget Book Ref 2012/13 (2)	Service Area Non-DSG (3)	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Forward Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
EE3		<u>Property Asset Management</u>									
EE3-1	EE2-61-67	Corporate Property	525		525	-525			EE2	0	
EE3-2	EE2-61-67	Facilities Management	-430		-430	430			EE2	0	
EE3-3	EE2-61-67	Operational Asset Management	-56		-56	56			EE2	0	
EE3-4	EE2-61-67	Strategic Asset Management	488		488	-488			EE2	0	
EE3-5	EE2-61-67	Project Delivery	31		31	-31			EE2	0	
EE3-6	EE2-61-67	Sustainability & Procurement	31		31	-31			EE2	0	
EE3-8	EE2-68	Food with Thought/QCS Cleaning	4		4	-4			EE2	0	
		Sub-total Property Asset Management	593	0	593	-593	0	0		0	
EE4	EE4	<u>Director's Office</u>									
EE4-1	EE4-1	Directors Office	-45	-45	0					-45	Staffing Pressures in 2012/13
		Sub-total Director's Office	-45	-45	0	0	0	0		-45	
EE5	EE3	<u>Oxfordshire Customer Services</u>									
EE5-1	EE3-1	Management Team	-38		-38			38	ER1	0	
EE5-2	EE3-2	Financial Services	-75	-35	-40			40	ER1	-35	Additional funding for extra staffing in Money Management
EE5-3	EE3-2	Financial and Management Accounting	-111	-23	-88			88	ER1	-23	To fund additional work to complete the Transforming Adult Social Care project
EE5-4	EE3-6-7	Human Resources	-320	-135	-185	53	-5	137	INT1	-135	£100k for Social Care Student Placements which relate to academic year 2011/12, £10k Workforce Initiatives Advisor, £10k for EDRMS project and £5k for Staff Care Staffing
EE5-6	EE3-3	ICT	-226	-226	0					-226	ICT equipment ordered but not received in 2011/12
EE5-7	EE3-4	County Procurement	-71		-71			71	ER1	0	
EE5-9	EE3-6-7	Adult Learning	53		53	-53				0	
		Sub-total Oxfordshire Customer Services	-788	-419	-369	0	-5	374		-419	
		Directorate Total	-2,416	-1,899	-517	0	-5	522		-1,899	

REVENUE OUTTURN 2011/12 -Chief Executive's Office
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12 (1)	Budget Book Ref 2012/13 (2)	Service Area Non-DSG (3)	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Forward Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
CEO1		<u>Chief Executive & Business Support</u>									
CEO1-1	CEO1	Chief Executive's Personal Office	-218	-116	-102	32		70	CEO1/ER1	-116	Use of the remaining Initiative's Fund has slipped into 2012/13
CEO1-3	CEO1	Subscriptions	-10		-10			10	ER1	0	
		Sub-total Chief Executive & Business Support	-228	-116	-112	32	0	80		-116	
CEO2		<u>Human Resources</u>									
CEO2-1	CEO2	Strategic Human Resources	-96	-111	15	-15			CEO1	-111	Payment of £16k to The Mill for their contribution to the Future Jobs Fund, £20k to fund a temporary post in recruitment and retention to November 2012 and the remaining funds to provide management support for the planned changes in Oxfordshire Customer Services.
CEO2-2	CEO2	Unison	-7		-7	7			CEO1	0	
CEO2-3	CEO2	Organisational Development	-106	-103	-3	3			CEO1	-103	
		Sub-total Human Resources	-209	-214	5	-5	0	0		-214	
CEO3		<u>Corporate Finance & Internal Audit</u>									
CEO3-1	CEO3	Service Management	61		61	-61			CEO1	0	
CEO3-2	CEO3	Corporate Finance	-46		-46	46			CEO1	0	
CEO3-3	CEO3	Internal Audit Service	7		7	-7			CEO1	0	
CEO3-5	CEO3	Berkshire Pensions	5		5	-5			CEO1	0	
		Sub-total Corporate Finance & Internal Audit	27	0	27	-27	0	0		0	
CEO4		<u>Law & Governance Services</u>									
CEO4-1	CEO4	Legal Services	-29		-29			29	ER1	0	To implement the recommendations of the
CEO4-2	CEO4	Democratic Services	-56	-40	-16			16	ER1	-40	
CEO4-4	CEO4	Members' Allowances	-25		-25	23		2	ER1	0	
CEO4-5	CEO4	Members' Services	23		23	-23				0	
CEO4-6	CEO4	Chairman's Allowance	-4	-4	0					-4	
		Sub-total Law & Governance Services	-91	-44	-47	0	0	47		-44	

REVENUE OUTTURN 2011/12 -Chief Executive's Office
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref 2011/12 (1)	Budget Book Ref 2012/13 (2)	Service Area Non-DSG (3)	Variation underspend - overspend + £000 (4)	Same Budget underspend - overspend + £000 (5)	Different Budget underspend - overspend + £000 (6)	Virement of Carry Forward				Total proposed Carry Forward Surplus - Deficit + £000 (11)	Planned Use of Carry Forward for One-Off Purposes in 2012/13 (12)
						Within Directorate £000 (7)	Other Directorate £000 (8)	Efficiency Reserve £000 (9)	C/fwd Virement Ref Annex 2(b) (10)		
CE05		<u>Strategy & Communications</u>									
CE05-1	CE05	Partnership Working	-16		-16			16	ER1	0	The remaining Local Area Agreement reward grants and a payment to Grantscape due in April Budgets committed to active communities grants for bids that have been made but final approval is not due until 30/04/12
CE05-2	CE05	Grants	-32	-24	-8			8	ER1	-24	
CE05-3	CE05	Partnerships & Communities Team	-45	-28	-17			17	ER1	-28	
CE05-4	CE05	Policy & Performance	-36		-36			36	ER1	0	
CE05-5	CE05	Scrutiny	23		23	-23			ER1	0	
CE05-6	CE05	Consultation and Involvement	-46		-46			46	ER1	0	
CE05-7	CE05	Research and Intelligence	1		1	-1			ER1	0	
CE05-8	CE05	Communications & Marketing	-117		-117	28		89	ER1	0	
CE05-9	CE05	Print & Design	4		4	-4			ER1	0	
		Sub-total Strategy & Communications	-264	-52	-212	0	0	212		-52	
		Directorate Total	-765	-426	-339	0	0	339		-426	

REVENUE OUTTURN 2011/12
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

C/fwd Virement Ref.	Budget Book Ref.	Service Area	Details	From £000 (5)	To		
					Within Directorat £000 (6)	Other Director £000 (7)	Efficienc y £000 (8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
CEF1	CEF1-1	Education and Early Intervention - Management & Central Costs (incl cross service area)	Off set Directorate overspends with underspends within CEF		481		
CEF1	CEF1-5	Organisation and Planning		-511			
CEF1	CEF2-1	Children's Social Care Management & Central Costs		-52			
CEF1	CEF2-2	Corporate Parenting			231		
CEF1	CEF2-3	Social Care		-1044			
CEF1	CEF2-4	Safeguarding		-83			
CEF1	CEF2-5	Services for Disabled Children		-187			
CEF1	CEF2-6	Youth Offending Service		-400			
CEF1	CEF3-1	Children, Education & Families Management & Admin			1238		
CEF1	CEF3-2	Children, Education & Families Support Service Recharges			98		
CEF1	CEF3-3	Premature Retirement Compensation (PRC)		-25			
CEF1	CEF3-4	Joint Commissioning Recharge			232		
CEF1	CEF4-3	Licences & Insurances			22		
SCS1	SCS1-1ABC	Older People Non-Pool Services	Off set Directorate overspends with underspends within SCS	-237			
SCS1	SCS1-2ABD	Learning Disabilities Non-Pool Services		-146			
SCS1	SCS1-3A	Mental Health - Non Pool Services		-148			
SCS1	SCS1-3B	Mental Health - Pooled Budget Contribution		-2			
SCS1	SCS1-4	Services for All Client Groups		-21			
SCS1	SCS2-1	Safer Communities		-4			
SCS1	SCS2-2	Gypsy & Traveller Services		-102			
SCS1	SCS3	Joint Commissioning			660		
SCS2	SCS4-1	Library Service	Offset of Underspends/Overspends within Community Services		10		
SCS2	SCS4-2	Heritage & Arts Service			12		
SCS2	SCS4-3	Cultural Services		-22			
EE1	EE1-1-1-42	Highways and Transport excluding EE1-43 to EE1-46	Offset of Underspends/Overspends within Highways and Transport		885		
EE1	EE1-43	Integrated Transport Unit		-286			
EE1	EE1-44	Public Transport		-336			
EE1	EE1-45	Concessionary Fares		-263			
EE2	EE2-2&3	Planning & Regulation and Infrastructure Planning	Offsetting of Underspends/Overspends within E&E	-409			
EE2	EE2-1	Deputy Director Growth and Infrastructure		-59			
EE2	EE2-4	Waste Management		-125			
EE2	EE2-61-67	Property and Facilities			589		
EE2	EE2-68	Food with Thought/QCS Cleaning			4		
CEO1	CEO1	Chief Executive and Business Support	Offsetting of Underspends/Overspends within CEO	-32			
CEO1	CEO2	Human Resources			5		
CEO1	CEO3	Corporate Finance and Internal Audit			27		

REVENUE OUTTURN 2011/12
COUNCIL 10 JULY 2012
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2012/13

C/fwd Virement Ref.	Budget Book Ref.	Service Area	Details	From £000 (5)	To		
					Within Directorat £000 (6)	Other Director £000 (7)	Efficienc y £000 (8)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
ER1	SM	Efficiency Reserve	Transfer of Directorate Underspends to the Efficiency Reserve				2424
ER1	CEF1-2	Special Educational Needs (SEN)		-4			
ER1	CEF1-3	Early Intervention		-473			
ER1	CEF1-4	Education		-178			
ER1	CEF1-5	Organisation and Planning		-623			
ER1	SCS1-1ABC	Older People Non-Pool Services		-285			
ER1	EE1-1-1-42	Highways and Transport excluding EE1-43 to EE1-46		-91			
ER1	EE2-1	Deputy Director Growth and Infrastructure		-57			
ER1	EE3-1	Oxfordshire Customer Services - Management Team		-38			
ER1	EE3-2	Oxfordshire Customer Services - OCS Finance		-128			
ER1	EE3-6-7	Human Resources & Adult Learning		-137			
ER1	EE3-4	County Procurement		-71			
ER1	CEO1	Chief Executive and Business Support		-80			
ER1	CEO4	Law and Governance Services		-47			
ER1	CEO5	Strategy and Communications		-212			
INT1	SCS5-1	Fire & Rescue Service	Transfer of Fire and Rescue Underspend to Occupational Health	-5			
INT1	EE3-6-7	Human Resources (Oxfordshire Customer Services)				5	
Total Virements				-6,923	4,494	5	2,424

Scrutiny Annual Report

2011 – 2012

Foreword

The reviewing and previewing role of scrutiny was described last year by the County Solicitor & Monitoring Officer when he was invited to come up with a definition.

In general terms, the purpose of the scrutiny function is to monitor the actions of the Cabinet, and other committees, and to call them to account. It is also part of scrutiny's purpose to inform policy development, for instance by undertaking wider reviews of policy and performance either on the initiative of a scrutiny committee or at the request of the Cabinet. The scrutiny function can also involve scrutiny of other public bodies' policy and performance, for example the health service.

Scrutiny committees also have a role in effecting and/or considering a call-in of a decision by Cabinet or a member of it... and may also invite people other than Council members and officers to address them.

The scrutiny function therefore fulfils an important part of the Council's democratic decision-making process and of gauging the impact and effectiveness of the Council's services.

Over the course of 2011-12, scrutiny has amply demonstrated the role described above. The work of the Council's six committees in scrutinising and, where necessary, challenging Cabinet decisions and policy implementation ultimately ensures that the interests of the service-user are protected.

The case studies in this Annual Report provide a snapshot of this process during the last 12 months. It has been a successful year and has demonstrated the importance of joined-up team-work.

Cllr Nick Carter
Chairman
Strategy & Partnerships Scrutiny Committee

Introduction

This Scrutiny Annual Report provides an overview of the work of the council's six scrutiny committees over the course of 2011/12. The Committees are:

- Adult Services Scrutiny Committee
- Children's Services Scrutiny Committee
- Growth & Infrastructure Scrutiny Committee
- Safer & Stronger Communities Scrutiny Committee
- Strategy & Partnerships Scrutiny Committee
- Oxfordshire Joint Health Overview & Scrutiny Committee (HOSC)

The report is structured to reflect the Council's corporate objectives and links to the business strategies. In the face of budget pressures, the role of scrutiny has become increasingly pertinent in ensuring that the needs of service users are at the forefront of Council policy. Where previously, scrutiny's role was largely retrospective, we have sought to align scrutiny meetings so that they enable key policy proposals to be considered as part of the decision-making process. Scrutiny has a central role in assessing whether or not the Council is meeting the targets set out in the Business Strategy and ensuring savings are being delivered in the most effective manner.

World-Class Economy

Our objective is to ensure that Oxfordshire's economy is world class. This comprises a number of key service-focused streams, including: developing infrastructure to support growth and business, including technology and transport; improving educational attainment and linking skills with demand; and developing relationships with the private and academic sectors to promote effective growth. The following case studies highlight the role of scrutiny in these priorities.

Infrastructure Framework

The Oxfordshire Local Enterprise Partnership, the Strategic Planning & Infrastructure Partnership and the Districts have confirmed their commitment to producing a Strategic Infrastructure Framework for Oxfordshire. The framework will incorporate strategic investment needs and planning in order to support sustainable economic growth. During 2011/12 the Growth & Infrastructure Scrutiny Committee considered the development of this framework across Oxfordshire. It addressed aspects such as the need to work closely with communities and with commercial partners to ensure the best use of infrastructure funding. The Committee supported proposals to include councillors in the process of developing relationships with local partners to the framework. This has resulted in a number of Committee members working closely with officers on developing the framework.

Key Stage 1 Attainment

The Children's Services Scrutiny Committee was concerned about educational attainment for Key Stage 1 students across Oxfordshire. They invited relevant officers and visitors to a "select committee" review in order better to understand the attainment levels and to develop solutions. Thirteen recommendations were made, of which all were incorporated in the recently completed Education Strategy. These included:

- Effective school leadership
- Strong school governance
- Excellent standards of teaching
- Implementation and monitoring
- Strong external support and challenge

Apprenticeships

The Children's Services Scrutiny Committee had held a seminar on apprenticeships and young people not in education, employment or training (NEETs) in the spring of 2010. The Committee has continued to work on this, bringing officers back for an update in 2011 when economic conditions continued to be a challenge. A second seminar in June 2012 is due to revisit the issue of NEETs, improved apprenticeship take-up and wider engagement with the local scientific community. Specific issues are that employers in the county routinely have to recruit from outside the area, aspects of the curriculum need addressing, there must be a focus on science and on

high-tech apprenticeships, and gender differences must be addressed. The seminar is due to focus on the Council's role as an intermediary between schools, colleges, apprentice services and the business community in order to broker a full discussion of the challenges and opportunities.

Local Transport Plan

The purpose of Oxfordshire's Local Transport Plan 2011-2030 is to focus on attracting and supporting economic investment and growth, deliver transport infrastructure, tackle congestion and improve quality of life for residents. It supports the Oxfordshire Sustainable Community Strategy, Oxfordshire 2030. The Growth & Infrastructure Scrutiny Committee formed a working group to assess the development of the Local Transport Plan, and made a number of recommendations relating to HGV routes, Kidlington train station and ensuring value for money. The working group also reviewed the outcomes of the consultation which informed the finalisation of the Transport Plan. The group continues to meet quarterly to guide the LTP3, so that it is regularly reviewed and updated.

Early Intervention Hubs

The Children's Services Scrutiny Committee has focused on monitoring the new 'hub' arrangements for children's services. Each hub is a 'one-stop shop' for integrated services and a joined-up process which provides high-quality early intervention and specialist services to children, young people and families with complex needs. The Committee has engaged with issues and discussions, thereby assessing the services integrated in the new hubs. Scrutiny's role is to monitor the effectiveness of the transition in order to evaluate whether needs are being addressed. This assessment will culminate in a review in 2012, as part of the scrutiny work programme.

"The year has seen significant changes within Children's Services nationally and locally that challenge existing practices and the interests of our children. Education is an essential part of developing a healthy economic and social future for our county. It is therefore crucial, in light of these changes, that Council and Scrutiny function to ensure the interests of all children are recognised and defended in an efficient and pragmatic way. The examples above convey the exercise of this function in a creative and thoughtful manner."

Councillor Ann Bonner, Chairman of the Children's Scrutiny Committee

Healthy and Thriving Communities

The County Council's objective is to build healthy and thriving communities by working with existing voluntary and community organisations, improving access to health care and services for all – with a focus on prevention – by concentrating on the most disadvantaged and vulnerable groups, and by responding to demographic change. The following examples show where scrutiny has represented the service-user to achieve these priorities.

Mental Health Services

In 2011 the Primary Care Trust (PCT) announced plans to re-tender day services provided by voluntary and community organisations for adults who have mental health problems. The plan was to focus on well-being and recovery services with all patients having a long-term plan, subject to regular review. The Joint Health Overview & Scrutiny Committee (HOSC) supported the principle but was concerned that some existing local services might not survive. It was agreed that the HOSC would have an observer on the body preparing the service specifications and undertaking the tendering process. The outcome of the process was an increased spread of services across the county. Fewer places would be concentrated in the City, but more services would be available locally, thus reducing the need for people to come into Oxford.

Military Partnership Working

During 2011/12, the Strategy & Partnerships Scrutiny Committee took an interest in the Council's partnership with the military. In September, members heard from Council officers and MoD colleagues about the success of a number of projects that were part of the Council's military covenant work. This led the Committee to visit the Bicester Garrison and learn more about the challenges facing military personnel and their families and how the Council is working with military staff to improve the quality of life for this community. The Committee will continue to monitor the military partnership, particularly in relation to the significant developments of Bicester Garrison and Graven Hill.

Regulatory Investigatory Powers Act 2000 (RIPA)

Authorisation is required before a local authority commences covert surveillance or obtains information by the use of informants or officers acting undercover. RIPA provides the statutory framework for covert surveillance activities to be lawfully undertaken by a local authority. A revised code of practice issued under the Act came into force in April 2010, specifying that elected members should review the authority's use of the Act and set the policy at least once a year. The Safer & Stronger Communities Scrutiny Committee undertakes this function, ensuring periodic reviews and giving close consideration to the annual report on the Council's RIPA procedures. In this way it contributes to the authority's excellent performance in this area, as evidenced by an inspection carried out in May 2011.

“The Safer & Stronger Scrutiny Committee has, perhaps, the widest range of County Council activities of all the scrutiny committees: fire & rescue, consumer protection, crime & disorder reduction, community safety, gypsies & travellers, drugs & alcohol awareness, adult learning, libraries, museums, arts, archives, registration services and coroner’s services just for starters. This provides a very varied scrutiny program. However each of these service areas face similar challenges, particularly in areas of reducing financial resources, which inevitably leads to examining a range of solutions including more collaborative arrangements with partners, users, and volunteers. Within Scrutiny we shall continue to support our services to deliver excellent services and high standards of performance, whilst maintaining value for money. This is best achieved by understanding what our communities aspirations and concerns are; and then working with Officers, Cabinet and Partners to develop and deliver appropriate services to address them. “

Councillor Lawrie Stratford, Chairman of the Safer & Stronger Scrutiny Committee

Community Hospitals

Plans to build new community hospitals in Bicester and Henley have led to local concern over the nature of services to be provided, the number of beds, and timescales for delivery of the facilities. The HOSC has monitored the work of the PCT in order to assess progress, and has required NHS managers to explain the latest position and why delays have occurred. September 2012 has now been agreed for the signing of contracts, to enable the building to be completed by September 2013. The Committee will continue to drive and monitor progress by holding the PCT to account.

Children’s Congenital Heart Services

The NHS is reducing the number of large centres for heart surgery on babies and young children, and is moving towards more specialised services to enable clinicians to treat more cases and develop greater expertise. In 2011 it launched a nationwide consultation on these proposals, which the HOSC has been involved in scrutinising. The proposals would have seen the closure of the children’s heart unit at Oxford’s John Radcliffe Hospital (JR) with the possibility of children and their parents having to travel to Bristol, Birmingham or London instead. The Committee heard from a local stakeholder group, Young Hearts, and the provider about their views of the proposals. This resulted in support for a counter-proposal by the JR and local parents for surgery to be undertaken at Southampton with after-care taking place at the JR. This latter proposal has been favoured nationally.

“The consultation proposals for children’s congenital heart services were a cause of great concern to the committee and the community as they potentially represented a reduction in service locally. Participation of the wide range of experts and the local interest group, Young Hearts, and presentation of the issues enabled the committee to fully understand this complex issue; the advantages and disadvantages for Oxfordshire of the national review of paediatric cardiac surgical services. With this input the health scrutiny committee was well placed to present a robust consultation response urging the NHS to build on the strong network between Oxford and Southampton in providing children’s congenital heart services.”

Councillor Peter Skolar, Chairman of the Health Overview and Scrutiny Committee

Southern Cross Care Group

The Social & Community Services directorate’s monitoring systems and crisis response capability were put to the test in summer 2011, by the collapse of the Southern Cross Care Group. The Group ran five care homes in Oxfordshire, and the crisis presented a possible safeguarding risk to service-users. At an update in October 2011, the Adult Services Scrutiny Committee was assured that the transition to alternative providers had been handled smoothly, resulting in minimal disruption to the level of care for service-users. The Committee was confident that the financial health of external providers would continue to be routinely assessed. The collapse of Southern Cross highlighted the need for consistent joined-up monitoring across the full range of commissioned services. The restructured joint commissioning service aims to provide this. To ensure that best practice is continued and extended, the Committee formed a sub-group which will provide a steer on the development of the Quality Assurance service.

Closure of the Health Trainer Service

The Primary Care Trust proposed to close the Health Trainer Service, which advised hard-to-reach individuals on health matters. The PCT considered that it was not reaching enough people and that other options were available to help them. Staff and patients, however, argued against the closure, and the HOSC had to consider whether to force a consultation. The service would have needed to improve by about 3,000% to be remotely cost-effective, and the HOSC decided the public interest would not be best served by continuing it. All of the services that trainers advised their clients to use would still be accessible to patients, and the money saved by discontinuing the training facility would be re-invested in alternative services.

Community Safety Partnerships

The plans of the Districts’ Crime & Disorder Reduction Partnership for 2011-2012 shared a common framework across the county and were aligned with the goals and priorities of Oxfordshire 2030. The Safer & Stronger Communities Scrutiny Committee asked for actions on reducing recidivism rates to be more prominent in

the plans, and requested an update on the progress of implementing the MANTRA programme to stop hate crime in Oxfordshire.

Delayed Transfers of Care

In September 2011 the Adult Services Scrutiny Committee and the HOSC held a joint meeting to discuss long-term under-performance in relation to delayed transfers of care. The meeting was attended by senior officers from the Oxford University Hospitals, Primary Care Trust and Oxford Health, and was led by Dr Steven Richards of the recently formed Oxfordshire Clinical Commissioning Consortium. The meeting assessed the steps being taken to ensure joined-up working across health and social care and requested regular updates on the proposed changes. The problem of delayed transfers is being addressed through the “Acceptable Care for Everyone” programme. The chairman of the Adult Services Scrutiny Committee sits on the Programme Assurance group to ensure that the Committee’s views are represented throughout the programme’s development.

Environment and Climate change

This objective focuses on maintaining the quality of Oxfordshire's natural and built environment, which includes managing waste and promoting recycling, reducing emissions in the face of climate change, and protecting our countryside. The following case studies show how scrutiny has been involved.

"The Growth & Infrastructure Scrutiny Committee has fed comment into Council policy for a number of significant issues over the last year. The Scrutiny Committee continues to challenge the Cabinet – are the County Council policies improving the quality of life for the residents of, and visitors to, Oxfordshire? We are mapping out the future of the County.

The Minerals & Gravels policy has been approved by Council. The Scrutiny Committee – and its Working Group – has considered the issues of where excavation localities are allocated, and how the land is subsequently restored. This has a far reaching effect on the County landscape, and sites must be sensitive to their surrounding environment. Tied into this has been a full review of the Countryside Services, who have restructured during the last year. We are a County of growth, but this has to be balanced with being the most rural County in the South East of England, with 3 AONB's within our boundaries. Our commons, open spaces and the extensive network of footpaths must continue to be protected, well maintained and available for all to enjoy.

There are a number of on-going reviews, such as Community Transport, the Local Transport Plan, recycling of waste and energy reduction of Council buildings & schools. All part of ensuring that finances are identified and correctly allocated, to give the residents real choices and value for money."

Councillor David Nimmo-Smith, Chairman of the Growth & Infrastructure Scrutiny Committee

Minerals and Waste Development Framework

The Minerals & Waste Core Strategy sets out the objectives, spatial strategy, core policies and implementation framework for the supply of minerals and the management of waste in Oxfordshire. In October 2010, the Cabinet agreed a set of guiding principles for the minerals strategy and an interim preferred strategy for mineral working. These agreed principles were called in for consideration by the Growth & Infrastructure Scrutiny Committee in February 2011. Primarily this was due to insufficient consideration being given to the issue of sustainability. The proposed levels of gravel extraction in the north of the county in light of the majority of demand coming from the south is considered by residents to put unsustainable strain on the transport routes and local communities and they should thus be administered from pits in their local vicinity. This was supported by secondary issues, which together merited reconsideration of the spatial strategy approach, such as spreading the onus, aftercare and infrastructure.

Energy Savings

With a new tax on energy consumption and escalating energy prices, the Growth & Infrastructure Scrutiny Committee was keen to ensure the Council was reducing energy consumption in its buildings, street lighting and schools. The Committee assessed the objectives in the Schools Carbon Reduction Strategy and the Environment & Economy Business Strategy, alongside progress against forecasted energy and carbon targets. In particular, the Committee highlighted a number of opportunities to promote energy efficiency, including the role that Councillors can play in their local communities and schools.

Efficient Public Services

This broad objective covers maintaining a customer focus whilst delivering the savings targets and implementing the Business Strategy. The following case studies highlight the role of scrutiny in these priorities.

Property and Facilities External Services Contract

The Property and Facilities service drew up proposals to re-tender a single provider contract. The Cabinet's decision to include school meals in the procurement exercise was called in for examination by the Strategy & Partnerships Scrutiny Committee. A special Committee meeting in February 2012 provided comments ahead of a further Cabinet decision on the quality of the service that might be included in the new contract. These comments were considered by the Cabinet when deciding whether to progress with the procurement of school meals. The Committee was keen to ensure that quality would be maintained and developed.

"The Adult Services Scrutiny Committee plays a crucial role in holding cabinet to account and providing cross party challenge on policy development. The wide range of professional and personal interests among the members of the Adult Services committee has led to some robust and valuable debate over the past year on a variety of key policy areas; from the adult Services proposed budget to complex negotiations over changes to the Oxfordshire Care Partnership contract, to the development of a set of shared principles to ensure quality in commissioned services."

Councillor Don Seale, Chairman of the Adult Services Scrutiny Committee

Home Support Service

The Cabinet's decision to commission the home support service in May 2011 concerned the Adult Services Scrutiny Committee for two reasons. Firstly, the Committee questioned whether the decision had been made with sufficient attention to alternative models of provision. The second area of concern was whether the monitoring arrangements for home support providers were sufficient to ensure both value for money and adequate protection of service-users. The Committee voted against a call-in, but resolved to pay close attention to the development of the service and monitoring arrangements. A paper in December 2011 outlined progress towards the goals set out in the original proposals.

Long-term Debt Policy

Concerns over the Council's long-term debt policy were expressed by the Strategy & Partnerships Scrutiny Committee following a report in July which attributed an increase in debt to the borrowing required to fund the capital programme. The report set out the reasons for the Council's long-term debt portfolio, the current policy and

borrowing, and the implications of keeping or amending the current policy. The Committee debated the associated risks and decided a members' seminar should discuss the policy further. This briefing became part of the members' budget briefing in autumn 2011 and will help scrutiny committees to continue examining service and resource plans.

Libraries

The Council's need to make savings led it to consider the future of its library service in late 2010. Additional funding from central government enabled the Council to reconsider its financial position and the Safer & Stronger Communities Scrutiny Committee played a key role in examining the development of alternative proposals for the library service. It provided an important opportunity for members of the public and groups supporting libraries across the county to voice their concerns. The proposals agreed by the Cabinet in December 2011, following a scrutiny meeting with contributions from the public, meant that all 43 public libraries remained open, with increased proportions of staff in 'community' and 'community plus' libraries. The Committee continues to keep a watching brief, supporting the service in its plans to fine-tune proposals to local circumstances.

Pension Fund Committee

The Strategy & Partnerships Scrutiny Committee has the functions of the Pension Fund Committee within its remit. In order to help with this duty, the scrutiny committee held a question and answer session with the Chairman of the Pension Fund Committee and Assistant Head of Oxfordshire Customer Services - Financial Services. The aim was to understand the management of the fund and key issues affecting it. In the light of the national focus on the future of local government pensions, the scrutiny committee's role has become more significant. The Committee returned to the subject in March 2012 to explore the proposed national changes to the local government pension scheme.

Museums

The Safer & Stronger Communities Scrutiny Committee closely followed the transition of the Cogges Manor Farm Museum in Witney from a Council service to an independent trust. The Committee paid particular attention to appointments for the critical positions of Director and Operations Manager and took an interest in the development of a wider Oxfordshire Museums Strategy, involving the university museums, prior to its adoption in spring 2012.

Looking Forward – Scrutiny in 2012/13

2011/12 has been an exciting and productive year across the six Scrutiny Committees. The Scrutiny function has been utilised to champion the needs of the service user and is key to Council decision making. Significant challenges have been approached with enthusiasm and creativity but more importantly, through engagement with stakeholders and service users. The success in better aligning Scrutiny with Council decision making further supports the democratic process and bridges the gap between decision making and the needs of the service user.

During the coming year, scrutiny will continue to address the issues most significant to the direction and work of the Council. Given the structural and financial changes, it is critical that all facets of the Council are forward-looking in order to anticipate and respond most effectively to the challenges ahead.

Budget and Savings

All scrutiny committees have been keeping track of how services are achieving their efficiency targets and managing their resources effectively. The Safer & Stronger Communities Scrutiny Committee continues to look at services' budgets and the progress made against savings targets. In particular, scrutiny seeks reassurance about front-line service delivery. This has recently included the potential impact on the Road Safety Team (which was transferred from Environment & Economy to the Fire & Rescue Service) and the recruitment and retention of retained fire-fighters. The latter issue will come back to scrutiny to support a fuller review of the Council's approach to a retained fire service. The Committee has also been clear in its request for services to look for income-generating opportunities, highlighting existing best practice such as in the Registration Service.

Business Strategy

The Strategy & Partnerships Scrutiny Committee has taken an active role in monitoring delivery of the Council's Business Strategy. The Committee receives regular financial monitoring reports, which enable it to probe the Council's financial position and delivery of priorities. The Committee also receives progress reports on key projects, such as the implementation of the ICT strategy which was developed in response to significant budget problems in the past. The ICT strategy is now performing well. The Committee will continue to receive regular reports on progress against the Council's Corporate Plan, enabling it to see how key priorities are being addressed and how the Council is responding to the Localism Act and the Local Government Resource Review (LGRR).

The LGRR proposes to localise business rates by reforming the current Formula Grant funding system for local authorities, enabling councils to keep a share of the growth in national non-domestic rates in their area above a baseline. The Strategy & Partnerships Scrutiny Committee identified the LGRR as a priority for its future

programme and has requested a members' briefing on the subject. Scrutiny of this significant change for the future of local government will be a key part of the Committee's programme in 2012/13.

The Growth & Infrastructure Scrutiny Committee has raised a number of concerns about the Council's Business Strategy and variations to the Medium-Term Financial Plan which will require monitoring. The strategy has been broadly supported, but specific concerns were addressed to the Director for Environment & Economy and the Cabinet Member for Growth & Infrastructure. These included aspects of the Countryside Service, Growing Places Fund, Area Stewardship, Solar PV's and general infrastructure projects.

Members' Communication Protocol

In order to ensure that the Council communicates effectively with members, the Constitution contains a Protocol on Members' Rights and Responsibilities, in which the relevant principles and expectations are set out. The Strategy & Partnerships Scrutiny Committee is monitoring how the protocol is being observed and receives reports from the Head of Law & Governance. The Committee has raised some specific issues and made recommendations on how to improve communication. It will continue to ensure that member/officer relationships are working effectively.

Health and Well Being Changes

The Government has realised the value of the HOSC's overview of health, wellbeing and the NHS. The Committee's independence from the Health & Wellbeing Board (H&WB) will be enshrined in legislation so that its scrutiny role is not compromised. It will retain its composition as a partnership between County, City and District Councils. Other committees along with HOSC will now scrutinise public health which is becoming a new County Council function from April 2013. A major part of this new role is holding the H&WB Board to account, along with organisations such as clinical commissioning groups and NHS foundation trusts, for their responsibility to deliver improvements in healthcare. This responsibility lies jointly with H&WB Board, HOSC and the new Director of Public Health. These should be used in a co-ordinated manner to bring about focussed change where it is most needed.

"2011/12 has been an exciting year in the world of health reform. Considerable national debate of the Health Bill concluded with the passing of the Act in March. The Health Scrutiny committee has been closely involved as local proposals for the organisation of health services including GP commissioning and the Health and Well Being Board have taken shape. The committee is pleased to see the increased role for GPs in the commissioning of local services and how positively the new agenda is being taken forward between partners in Oxfordshire. The key questions for scrutiny to keep challenging are: are the right services being commissioned and delivered for local people? and is bureaucracy being minimised? We will also be getting involved in scrutinising public health and its services which will be moving into the county council in the coming year."

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Division(s): N/A

COUNCIL – 10 JULY 2012

MEMBERS' CODE OF CONDUCT AND REGISTRATION OF INTERESTS

Report by County Solicitor & Monitoring Officer

Introduction

1. At the Annual Meeting of Council this year, the Council formally adopted a new Members' Code of Conduct under the Localism Act 2011, to come into effect on 1 July 2012. At that time, Authorities were aware of the Coalition Government's intention that the previous standards arrangements would cease from the 1 July. However, the Regulations which would govern any future codes had not been issued at the time the Council needed to agree arrangements to apply from 1 July.
2. The Secretary of State has now issued Commencement Regulations that has brought these requirements into force. However, there is now some concern with the wording, which seems to imply that the power for the Council to adopt a new Code of Conduct as required under the Localism Act only came into force as from the date of implementing the Regulations (ie. 6 June 2012). In order for there to be no doubt with regards to the lawful adoption of a Code by this Council, Members are asked to reaffirm the Code that they agreed to adopt at their Annual Meeting this year.
3. This report affords the Council an opportunity to reaffirm its Code of Conduct to avoid all doubt as to its status, and to inform all Members of the arrangements now in place to brief and support Councillors and Co-Opted Members in meeting their obligations under the new Code of Conduct.

New Members' Code of Conduct and Register of Interests

4. The Code of Conduct (included in Annex 1 of this report) was approved by Council in May 2012 so that the Council would have arrangements in place to apply from 1 July, when the previous standards regime would cease.
5. Regulations were awaited as to the definition of disclosable pecuniary interests under the Localism Act. This has now been confirmed in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. The Monitoring Officer has confirmed that these do not necessitate any amendment to the Code as adopted.
6. Clarification of the requirements as to 'disclosable pecuniary interests' has allowed the Monitoring Officer to create a **Guide to the New Code of Conduct and Register of Interests**, included as Annex 1 to this report. In

addition, a Declarations of Interests Form has been created. This is the first opportunity for Members to be formally notified of these requirements. In addition, several briefings have been arranged for members by the Monitoring Officer to increase awareness of the new requirements and the contents of the Code.

7. In summary, the key changes for the disclosure of interests are as follows:
 - It is a criminal offence to fail to register a disclosable pecuniary interest, to fail to disclose such an interest if not registered at a relevant meeting of the Council or to provide false or misleading information on the register.
 - The concept of personal or personal and prejudicial interests will no longer apply
 - The need to register gifts and hospitality has ended unless this would in itself constitute a disclosable pecuniary interest.
 - There is no provision for a Councillor with a disclosable pecuniary interest to address a meeting of which that Member has an interest. Further guidance on this is awaited and the intention is to clarify the point as soon as possible. In the meantime members are advised that the safest course of action is to leave the meeting at the start of the item.
 - Detailed notes are attached to the register of members' interests form as to what constitutes disclosable pecuniary interests or those of the member or co-opted member and their spouse/partner or equivalent.

8. As the Regulations only require registration and declaration of 'disclosable pecuniary interests, there is currently no provision in the Code of Conduct relating to non-pecuniary interests. That is, there is no long a requirement to register or disclose interests relating (as examples) to membership of other councils, or of organisations to which you have been appointed or nominated by your Council). These non-pecuniary interests will be subject to review by the Monitoring Officer over the next year as part of the constitutional review.

9. It is essential that the full implications of the Code are understood by Members and that due and proper regard continues to be paid to the perception of the public of Members' conduct, and that advice is sought from the Monitoring Officer in advance of any meeting if a Member is uncertain as to their position.

10. Members were informed at the last meeting that the Act made it explicitly clear that existing Independent Members on the Standards Committee were not eligible to be Independent Persons under the new arrangements. The Localism Act 2011 (Commencement Number 6 and Transitional, Savings and Transitory Provisions) Order 2012 was made by the Secretary of State on the 6 June 2012 which makes transitional arrangements that would allow current Independent Members to become eligible for appointment as Independent Persons provided they resign from that post before the 1 July 2012.

11. The Monitoring Officer has advertised for the posts of Interested Persons by way of public notice and arrangements for interviews to be undertaken in

readiness for appointment by Council at this meeting in order that the handling complaints arrangements can be fully put in force.

RECOMMENDATIONS

12. The Council is RECOMMENDED to:

- (a) confirm the adoption of the Members' Code of Conduct attached to the Guidance at Annex 1 to this report;**
- (b) encourage Members to attend the briefings arranged by the Monitoring Officer on the requirements of the new Code of Conduct;**
- (c) note the Guidance on the new Code of Conduct and Register of Interests at Annex 1 to this report.**

PETER G CLARK
County Solicitor & Monitoring Officer

Background papers: The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

Contact Officer: Peter Clark, Tel: (01865) 323907

June 2012

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A GUIDE TO THE NEW CODE OF CONDUCT AND REGISTER OF INTERESTS

EFFECTIVE FROM 1 JULY 2012

IMPORTANT:

This document highlights some immediate points and key issues relating to the changes to standards and the code of conduct which will be effective on 1 July 2012. It is essential that all councillors, co-opted members and relevant staff are aware of its content.

1. PURPOSE OF THIS DOCUMENT

- 1.1. This document has been prepared because of the changes to the rules and processes relating to standards and the conduct of members and co-opted members of councils which come into effect on 1 July 2012.
- 1.2. The intention is that this will form a brief guide to some of the immediate points of which councillors, co-opted members, and staff will need to be aware. It is not intended to be regarded as exhaustive information or final guidance, and it is likely that it will be supplemented or replaced in due course.

2. THE CODE OF CONDUCT – GENERAL INFORMATION

- 2.1. The Act places a general obligation on councils to “promote and maintain high standards of conduct by members and co-opted members of the authority” and “in particular” to “adopt a code dealing with the conduct that is expected of members and co-opted members of the authority when they are acting in that capacity”.
- 2.2. It is no longer the case that the code of conduct adopted by councils has to be based on a model code prescribed by the Secretary of State, nor that what were called “mandatory provisions” have to be included in the code. Rather, the code must “*when viewed as a whole*” be “*consistent with the following principles*”:
 - selflessness
 - integrity
 - objectivity
 - accountability
 - openness
 - honesty
 - leadership
- 2.3. The Act also provides that councils must ensure that their “code of conduct includes the provision the authority considers appropriate in respect of the registration in its register, and disclosure, of— (a) pecuniary interests, and (b) interests other than pecuniary interests”.
- 2.4. In Oxfordshire the county, city and district councils have adopted the code attached to this document to be effective from 1 July 2012.

3. APPLYING THE CODE

- 3.1. The first part of the code sets out the behaviours and characteristics required of councillors. It is important to appreciate that the code applies when a councillor or co-opted member is acting in their role, and that it is their responsibility to comply with its provisions.
- 3.2. The second part of the code relates to registering and disclosing interests. More information and comment about the registration and disclosure of interests is included in Sections [4](#) and [5](#) respectively.
- 3.3. The code is brief, and is designed to be readily understandable. It is essential that all members, co-opted members and relevant officers take the time to read and understand its provisions.

- 3.4. The Act provides for dealing with a failure to comply with the code, but makes it clear that a decision is not invalidated because “*something that occurred in the process of making the decision involved a failure to comply with the code*”.
- 3.5. This document, including the code, will be supplied to all members and co-opted members of Oxfordshire County Council.

4. REGISTRATION OF INTERESTS

- 4.1. The Act requires the Monitoring Officer to “*establish and maintain a register of interests of members and co-opted members of the authority*”.
- 4.2. The Act requires a member or co-opted member to notify the Monitoring Officer of any “*disclosable pecuniary interests*” (as to which see [Section 5 below](#)) within 28 days of becoming a member or co-opted member; and that upon re-election or re-appointment the requirement relates only to any such interests not already included in the register.
- 4.3. However, all members and co-opted members of councils in Oxfordshire will be asked to notify their disclosable pecuniary interests by the end of July 2012. This is because what must be registered differs from the previous provisions, and in particular includes interests of a spouse or partner; and because the cycle of elections means that otherwise it could be nearly four years before all councillors have registered their interests.
- 4.4. Unlike the situation prior to 1 July 2012, there is no obligation to notify the Monitoring Officer of any changes to registerable interests within 28 days of the change, ***other than where an interest has been disclosed at a meeting and is neither included in the register nor the subject of a “pending notification”***. A pending notification is one where the Monitoring Officer has been notified of the interest but it has not yet been entered in the register.
- 4.5. It should be emphasised that the strong encouragement for all members to notify their disclosable pecuniary interests as soon as possible and by the end of July is influenced by the risk of criminal sanction if a matter was not registered and subsequently not disclosed at a meeting. Section 7 below gives more information about the criminal offences introduced pursuant to the Act.
- 4.6. It is worth noting that the absence of a requirement to notify changes to disclosable pecuniary interests does not prevent a councillor from doing so, which would be regarded as good practice, consistent with the general obligations which all councils have.
- 4.7. All members of the County Council are being supplied with a Word version of the form for completion. The form and accompanying notes are also attached to this document, in order that members and relevant staff may familiarise themselves with the matters which members are obligated to notify/disclose at meetings.

5. DISCLOSURE OF INTERESTS AND PARTICIPATION AT MEETINGS

- 5.1. The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. It is essential that members and co-opted members do this clearly, in order that the disclosure

may be recorded, which will protect the member in the event of a subsequent allegation.

- 5.2 It is also imperative to realise that the requirement to disclose such interests is applicable from 1 July 2012, whether or not the interests have been notified to the Monitoring Officer
- 5.3 The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.
- 5.4 Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.
- 5.5 A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.
- 5.6 However, the requirement in paragraph 5.5 above not to participate does not apply in the event of a dispensation having been granted. See [Section 8](#) below for more information about dispensations.

6 ADDITIONAL IMPORTANT POINTS RELATING TO THE DISCLOSURE OF INTERESTS

- 6.1 The great majority of members and co-opted members of the council have become familiar with the disclosure of interests requirements contained in the code of conduct which became effective in June 2007. But there are some very significant differences:

- The concept of personal or personal and prejudicial interests will no longer apply
- There is no provision for a councillor with a disclosable pecuniary interest (i.e. essentially the equivalent of a prejudicial interest in the previous code) to address a meeting. (However, there has been some debate as to whether the way the statute is worded enables a member to address a meeting before leaving. Further guidance on this is awaited and the intention is to clarify the point as soon as possible. In the meantime members are advised that the safest course of action is to leave the meeting at the start of the item).
- There is no replication of the tests in the current code to determine whether an interest bars participation – the Act simply provides that if a member or co-opted member has a disclosable interest in any matter of which they are aware, and no dispensation has been granted, they must not participate
- Because disclosable pecuniary interests are solely as defined in regulations (and as reproduced/summarised in the notes to the register of members' interests form and because there is currently no provision in the code of conduct relating to non-pecuniary interests, there is no requirement to register or disclose interests relating (as examples) to membership of other councils, or organisations to which you have been appointed or nominated by your council)

- As explained in the notes attached to the register of members' interests form disclosable pecuniary interests are those of the member or co-opted member and their spouse/partner or equivalent. They do not extend, for example, to other councillors or friends

- 6.2 However, it is not automatically safe for members and co-opted members to take part/be involved in matters which do not appear to be covered by the disclosure provisions. As an example, if a member of a planning committee took part and voted in favour of a planning application submitted by a relative or close friend, that could constitute maladministration if it became the subject of an ombudsman complaint, and could in any event be argued to be contrary to the provisions in the code that *"You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself"* or *"You must not place yourself in situations where your honesty and integrity may be questioned....."*. A decision could also be susceptible to challenge in the event of bias or apparent bias.
- 6.3 There could also be occasions where there was a conflict of interest, for example because of membership of another council or of an organisation.
- 6.4 It is therefore essential that the code is viewed as a whole, that regard continues to be paid to the perception of the public, and that advice is sought in advance of a meeting if a member is uncertain of their approach.

7 CRIMINAL OFFENCES

- 7.1 **A failure to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or the provision of false or misleading information on registration, or participation in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest is a criminal offences.**
- 7.2 **Such offences will carry a potential Scale 5 fine of £5000 and/or disqualification for up to five years. Prosecution is at the instigation of the Director of Public Prosecutions.**

8 DISPENSATIONS

- 8.1 The Act allows for dispensations to be granted in respect of either or both of the prohibitions mentioned in paragraph 5.5 above, i.e. the dispensation could allow participation only, or could enable both participation and voting.
- 8.2 Section 31 of the Localism Act 2011 sets out the specific circumstances in which a dispensation may be granted which are that a dispensation is possible only if, *"after having had regard to all relevant circumstances, the authority—*
- (a) *considers that without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business,*
- (b) *considers that without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business,*

(c) considers that granting the dispensation is in the interests of persons living in the authority's area,

(d) is operating executive arrangements and considers that without the dispensation each member of the authority's executive would be prohibited by section 31(4) from participating in any particular business to be transacted by the authority's executive, or

(e) considers that it is otherwise appropriate to grant a dispensation".

- 8.3 An application for a dispensation has to be made in writing to the monitoring officer of the council; and if granted the dispensation must specify the period for which it has effect, which may not exceed four years.

9 COMPLAINTS

- 9.1 The Council is obliged to have in place arrangements for the handling of complaints which allege that a member or co-opted member of the council has failed to comply with their authority's code of conduct.
- 9.2 These arrangements have been put on the Council's website. In the event of a complaint, the member or co-opted member who is the subject of the complaint will be advised of the procedure.
- 9.3 The Council has established a small Member Advisory Group to support and advise the Monitoring Officer in handling complaints against a member.
- 9.4 Members of the Council will be advised of any complaint and how the Monitoring Officer intends to deal with the matter.

Peter G. Clark

County Solicitor & Monitoring Officer

21 June 2012

Code of conduct

1. This code of conduct is adopted pursuant to the council's duty to promote and maintain high standards of conduct by members and co-opted members¹ of the council.
2. This code applies to you as a member or co-opted member of this council when you act in that role and it is your responsibility to comply with the provisions of this code.

SELFLESSNESS

3. You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself.

OBJECTIVITY

4. In carrying out public business you must make decisions on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

ACCOUNTABILITY

5. You are accountable for your decisions and actions to the public and must submit yourself to whatever scrutiny is appropriate to your office.

OPENNESS

6. You must be as open as possible about your actions and those of your council, and must be prepared to give reasons for those actions.

HONESTY AND INTEGRITY

7. You must not place yourself in situations where your honesty and integrity may be questioned, must not behave improperly and must on all occasions avoid the appearance of such behaviour.

LEADERSHIP

8. You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the above requirements, by leadership and example in a way that secures or preserves public confidence.

¹ A "co-opted member" for the purpose of this code is, as defined in the Localism Act section 27 (4) "a person who is not a member of the council but who
a) is a member of any committee or sub-committee of the council, or
b) is a member of, and represents the council on, any joint committee or joint sub-committee of the council;
and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub committee".

GENERAL OBLIGATIONS

9. You must treat others with respect and ensure that you are aware of and comply with all legal obligations that apply to you as a member or co-opted member of the council and act within the law;
10. You must not bully any person.
11. You must not do anything that compromises or is likely to compromise the impartiality of those who work for, or on behalf of the council.
12. You must not disclose information given to you in confidence by anyone, or information acquired by you of which you are aware, or ought reasonably to be aware, is of a confidential nature except where:
 - (i) you have the consent of a person authorised to give it;
 - (ii) you are required by law to do so;
 - (iii) the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person, or
 - (iv) the disclosure is:
 - a) reasonable and in the public interest;
 - b) made in good faith and in compliance with the reasonable requirements of the council.
13. You must not improperly use knowledge gained solely as a result of your role as a member for your own personal advantage.
14. When making decisions on behalf of or as part of the council you must have regard to any professional advice provided to you by the council's officers.
15. When using or authorising the use by others of the resources of the council:
 - (i) you must act in accordance with the council's reasonable requirements;
 - (ii) you must make sure that you do not use resources improperly for political purposes and do not use them at all for party political purposes.

REGISTERING AND DECLARING INTERESTS

16. You must, within 28 days of taking office as a member or co-opted member, notify the council's monitoring officer of any disclosable pecuniary interest as defined by regulations made by the Secretary of State, where the pecuniary interest is yours, your spouse's or civil partner's, or is the pecuniary interest of somebody with whom you are living with as a husband or wife, or as if you were civil partners.

17. You must disclose the interest at any meeting of the council at which you are present, where you have a disclosable interest in any matter being considered and where the matter is not a 'sensitive interest'².
18. Following any disclosure of an interest not on the council's register or the subject of pending notification, you must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure.
19. Unless dispensation has been granted, you may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.

² A "sensitive interest" is described in the Localism Act 2011 as a member or co-opted member of a council having an interest, and the nature of the interest being such that the member or co-opted member, and the council's monitoring officer, consider that disclosure of the details of the interest could lead to the member or co-opted member, or a person connected with the member or co-opted member, being subject to violence or intimidation.

REGISTER OF MEMBERS' INTERESTS

I, **first name last name**, a member of Oxfordshire County Council, give notice that I have set out below the Disclosable Pecuniary Interests which are required to be notified to the Monitoring Officer further to the provisions of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

(IMPORTANT: Please read the [accompanying notes](#) before completing each section of the form)

1. Employment, office, trade, profession or vocation

Member or co-opted Member	Spouse, civil partner or equivalent

2. Sponsorship

Member or co-opted Member	Spouse, civil partner or equivalent
	NOT APPLICABLE

3. Contracts

Member or co-opted Member	Spouse, civil partner or equivalent

4. Land

Member or co-opted Member	Spouse, civil partner or equivalent

5. Licences

Member or co-opted Member	Spouse, civil partner or equivalent

6. Corporate Tenancies

Member or co-opted Member	Spouse, civil partner or equivalent

7. Securities

Member or co-opted Member	Spouse, civil partner or equivalent

Signed:
 Councillor **first name last name**

Date:

RECEIVED:

Signed:
 Monitoring Officer of the County Council

Date:

NOTES FOR GUIDANCE

General

Please:

- Write Clearly and in CAPITALS
- Do NOT include any abbreviations or acronyms
- Ensure that you enter “None” in any of the boxes under headings where there is nothing to be registered
- Ensure that if you do not have a spouse or civil partner or equivalent, you enter “N/A” in the right hand column of the notification boxes
- Ensure that you sign and date the notification
- Be aware that it is an offence to fail to register interests in accordance with the Act

Whose interests must be included?

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

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

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

The form provides for you to indicate whether the interest is yours or that of your spouse or civil partner or equivalent.

When should the monitoring officer be notified of disclosable pecuniary interests?

As a member or co-opted member you must, before the end of 28 days beginning with the day on which you became a member or co-opted member of the authority, notify the authority’s monitoring officer of any disclosable pecuniary interests which you or your spouse or civil partner or equivalent have at the time when the notification is given.

On re-election or re-appointment as a member or co-opted member you should notify the monitoring officer of any disclosable pecuniary interests which you or your spouse or civil partner or equivalent have, and which you have not previously notified. You should do this before the end of 28 days beginning with the day on which you were re-elected or re-appointed.

Following any disclosure of an interest not on the council’s register or the subject of a pending notification, you must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure. (A pending notification is one where the Monitoring Officer has been notified of the interest but it has not yet been entered in the register).

Sensitive Information

If you have an interest the nature of which is that you and the Monitoring Officer of the Oxfordshire County Council consider that disclosure of the details of the interest could lead to you, or a person connected with you, being subject to violence or intimidation, then details of that interest will be excluded from copies of the interests register which are

available for inspection, as well as any published version of the register. Those versions may, however, state that you or your spouse or civil partner or equivalent have an interest, the details of which are withheld because of this provision.

Please contact the Monitoring Officer if you wish to discuss this aspect.

Section 1: Employment etc

You must include “*any employment, office, trade, profession or vocation carried on for profit or gain*”.

Please ensure that

- you include a short description of the activity concerned: for example, "Computer Operator" or "Accountant"
- you give the name of the employer, e.g. the company which pays your salary or wages
- where an office is held, the name of the person or body who made the appointment is given

Section 2: Sponsorship

You must include any payment or provision of any other financial benefit (other than from the Council of which you are a member or co-opted member) made or provided within the relevant period in respect of any expenses incurred by you in carrying out your duties as a member, or towards your election expenses. (The “relevant period” being the period of twelve months ending with the day when you make a notification). This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992

Section 3: Contracts

You must include details of any contract between you, or your spouse, civil partner or equivalent, or a body in which either of you have a beneficial interest, and the council of which you are a member or co-opted member:

- under which goods or services are to be provided or works are to be executed; **and**
- which has not been fully discharged

(A body in which you or your spouse, civil partner or equivalent have a beneficial interest means a firm in which you/they are a partner, or a body corporate of which you/they are a director¹, or in the securities of which you/they have a beneficial interest).

Section 4: Land

You must include details of any land which is within the area of your council in which you or your spouse, civil partner or equivalent have a beneficial interest.

“Land” excludes an easement, servitude, interest or right in or over land which does not carry with it a right for you or your spouse, civil partner or equivalent (alone or jointly with another) to occupy the land or to receive income

Please ensure that:

- you give the address or a brief description to identify the land
- if you live in the area of the council of which you are a member or co-opted member, you include your home under this heading as owner, lessee or tenant

¹ “Director” includes a member of the committee of management of an industrial and provident society.

Section 5: Licences

You must include details of any land which is within the area of your council for which you or your spouse, civil partner or equivalent hold a licence (alone or jointly with others) to occupy for a month or longer.

Please ensure that you give the address or a brief description to identify the land.

Section 6: Corporate Tenancies

You must include details of any tenancy where (to your knowledge) (a) the landlord is the council of which you are a member or co-opted member; and (b) the tenant is a body in which you or your spouse, civil partner or equivalent have a beneficial interest.

(A body in which you or your spouse, civil partner or equivalent have a beneficial interest means a firm in which you/they are a partner, or a body corporate of which you/they are a director¹, or in the securities of which you/they have a beneficial interest).

Section 7: Securities

You must include details of any beneficial interest of you or your spouse, civil partner or equivalent in securities of a body where:

(a) that body (to your knowledge) has a place of business or land in the area of the council of which you are a member or co-opted member; **and**

(b) **either**—

(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; **or**

(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you or your spouse, civil partner or equivalent have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

Please note that:

- “Securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society
- You do not have to show the extent of your interest

Other Points

- If you are in doubt about the completion of this notification form, you may seek further guidance from the Council’s Monitoring Officer or Deputy Monitoring Officer
- A copy of the form will be available for public inspection, and the details of your notifications will be available on the website of the Oxfordshire County Council
- If you have completed this notification as a member of a Town or Parish Council, please be aware that the information will also be available via that Council’s website, if it has one

¹ “Director” includes a member of the committee of management of an industrial and provident society.

Division(s): N/A

COUNTY COUNCIL – 10 JULY 2012

REPORT OF THE CABINET

Cabinet Member: Deputy Leader

1. Oxfordshire Rail Strategy and Delivery Plan

(Cabinet, 22 May 2012)

Cabinet considered a report on the outcome of consultation on the draft Rail Strategy and that identified and proposed changes as a result of the comments received.

Cabinet noted the outcome of the public and stakeholder consultation and approved the Oxfordshire Rail Strategy & Delivery Plan for publication

2. Establishment Review – May 2012

(Cabinet, 22 May 2012)

Cabinet noted a report that gave an update on activity since 31 March 2011. It gave details of the agreed establishment figure at 31 March 2012 in terms of Full Time Equivalents, together with the staffing position at 31 March 2012. In addition, the report provided information on vacancies and the cost of posts being covered by agency staff.

3. Corporate Plan Performance and Risk Management for the fourth Quarter 2011

(Cabinet, 19 June 2012)

The Cabinet noted a report setting out progress made toward the Corporate Plan priorities for the period between January and March 2012.

Cabinet Member: Children & the Voluntary Sector

4. Big Society Fund – Allocation of Wave 4 Funding: Outstanding Bids

(Cabinet Member, 22 May 2012)

The Cabinet Member considered and agreed the following two bids received in the final fourth 'wave' of the 2011/12 Fund on which decisions were outstanding:

- New Beginning for young people in Henley - £12,556
- Building the Community - Stadhampton with Chiselhampton Parochial Church Council - £50,000 contingent on other funding required for the project being raised; and subject to a review on progress to the Cabinet Member for Children & the Voluntary Sector in six months.

Cabinet Member: Finance & Police

5. Revenue and Capital Outturn 2011/12 and Requests for Carry Forwards

(Cabinet, 19 June 2012)

Cabinet considered a report that set out the revenue and capital outturn for 2011/12 and showed how actual expenditure and income for the year compared to the budgeted position. It also included proposals for carry forwards from 2011/12 to 2012/13.

Cabinet noted that the adjusted year end revenue position for 2011/12 is a variation of -£8.410m. Variations totalling -£0.260m have been returned to balances as they are outside the control of Directorates.

They noted that the total capital programme expenditure for 2011/12 was £69.8m. The variation between the original programme and the final outturn was -£8.2m or -10%. Excluding schools local spend the variation on the total directorate programmes was -£7.8m (-11%). However the overall variation once adjusted to take into account the impact of changes that have arisen due to factors that do not reflect the performance of the programme (e.g. technical accounting changes and value for money decisions). And excluding local spend by schools reduces to -£4.8m (-7%). This represents 93% use of resources compared to the original capital programme.

Cabinet approved carry-forwards and virements, and agreed that part of the surplus on the On-Street Parking Account at the end of the 2011/12 financial year be carried forward in the account to the 2012/13 financial year.

Cabinet also **RECOMMENDED** Council to approve virements greater than £0.5m for Children, Education & Families, Social & Community Services and Environment & Economy Directorates. This is reported elsewhere on the agenda.

6. 2011/12 Financial Monitoring & Business Strategy Delivery Report April 2012

(Cabinet, 19 June 2012)

Cabinet considered the first in a series of regular reports for 2012/13 that covered the period to the end of April 2012 for both revenue and capital budgets. The report focused on significant issues around the on-going delivery of the Directorate Business Strategies. These were approved by Council in February 2011 and subsequently reviewed as part of the 2012/13 Service & Resource Planning process.

Cabinet noted the report, approved virements and the creation of a new reserve for Thriving Families and noted the updated Treasury Management lending list.

MEETING DATES APRIL 2013 - MARCH 2014

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Year/ Month	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	Year/ Month		
2013 APR		1	2 CC	3	4	5	6/7	8	9	10	11	12	13/14	15 GI PLAN	16 CMDAS CA CMD:L BC FP	17 AG	18 CH	19	20/21	22 SSC CMDSSC CMDE CMDCVS	23 AS	24	25 CMDDL HOSC	26	27/28	29	30							2013 APR
MAY				1	2 Election Day	3	4/5	6	7	8	9	10	11/12	13	14 CC	15	16	17	18/19	20 CMDE CMDCVS CMDSSC	21 CMDAS CA CMD:L BC FP	22	23 SYP	24	25/26	27	28	29	30	31		MAY		
JUN		3	4	5 DOC	6 CMDDL	7 PF	8/9	10 PLAN	11	12	13 HOSC	14 SP	15/16	17 SSC CMDSSC	18 CMDAS CA CMD:L BC FP	19	20 EMJCC	21 FIRCC	22/23	24 GI CMDE CMDCVS	25 AS	26	27 TJC	28	29/30							JUN		
JUL		1	2	3 AG	4 CH	5	6/7	8	9 CC	10	11 SYP	12	13/14	15 CMDE CMDCVS CMDSSC	16 CMDAS CA CMD:L BC FP	17	18 CMDDL	19	20/21	22 PLAN	23	24	25 HWB	26	27/28	29	30	31			JUL			
AUG					1	2	3/4	5	6	7	8	9	10/11	12	13	14	15	16	17/18	19	20	21	22	23	24/25	26	27	28	29	30	31/1	AUG		
SEPT		2 GI	3 AS	4	5 HOSC	6 PF	7/8	9 CMDE CMDCVS PLAN	10 CC	11	12 CMDDL EMJCC	13 SP	14/15	16 SSC CMDSSC	17 CMDAS CA CMD:L BC FP	18 AG	19 CH	20 FIRCC	21/22	23	24	25	26 SYP	27	28/29	30						SEP		

KEY

		Time
CMD:		
CC	Council	10.00am
CA	Cabinet	2.00pm
CMD:	Cabinet member	
L	Leader	4.00pm
DL	Deputy Leader	10.00am
FP	Finance & Police	
E	Education	12.00pm
CVS	Children & the Voluntary Sector	12.00pm or at the rising of CMDE
AS	Adult Services	9.00am
BC	Business & Communications	4.00 pm
GI	Growth & Infrastructure	Date and time to be determined.
SSC	Safer, Stronger Communities	12.00 pm or at the rising of SSCSC

		Time
Scutiny Committees		
SYP	Strategy & Partnerships	10.00am
GI	Growth & Infrastructure	10.00am
AS	Adult Services	10.00am
CH	Children's Services	10.00am
SSC	Safer, Stronger Communities	10.00am
HOSC	Oxfordshire Joint Health	10.00am

		Time
Council Committees		
AG	Audit & Governance	2.00pm
PLAN	Planning & Regulation	2.00pm
PF	Pension Fund	10.00am
DOC	Democracy & Organisation	2.00pm
HWB	Oxfordshire Health & Wellbeing Board	2.00pm

		Time
Consultative Bodies		
TJC	Teachers Joint Committee	2.00pm
EMJCC	Employees Joint	2.00pm
FIRCC	Fire Services Joint	
SP	Supporting people	10.30am

- = schools holidays
- = prov school
- =bank hols

MEETING DATES APRIL 2013 - MARCH 2014

Year/ Month	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	MON	TUES	WED	THUR	FRI	S/ S	Year/ Month
OCT			1	2	3	4	5/6	7 CMDE CMDCVS	8	9	10 CMDDL	11	12/13	14 CMDSSC	15 CMDAS CA CMD:L BC FP	16 DOC	17	18	19/20	21 PLAN	22	23	24 TJC	25	26/27	28	29	30	31			OCT
NOV						1	2/3	4 CMDE CMDCVS	5 CC	6	7 HOSC	8	9/10	11 SSC CMDSSC	12 AS	13	14 CH	15	16/17	18 GI	19 CMDAS CA CMD:L BC FP	20 AG	21 CMDDL HWB	22	23/24	25	26	27	28 SYP	29	30/31	NOV
DEC	30/1	2 PLAN	3	4	5	6 PF	7/8	9 CMDE CMDCVS CMDSSC	10 CC	11	12 EMJCC	13 SP FIRCC	14/15	16 SYP GI SSC AS CH	17 CMDAS CA CMD:L BC FP	18	19	20	21/22	23	24	25	26	27	28/29	30	31				DEC	
JAN 2014				1	2	3	4/5	6 CMDE CMDCVS	7	8	9 CMDDL SYP	10	11/12	13 PLAN	14	15 AG	16 HOSC	17	18/19	20 SSC CMDSSC	21 AS	22	23	24	25/26	27	28 CMDAS CA CMD:L BC FP	29	30 CH	31		2014 JAN
FEB	1/2	3 GI	4	5	6 CH	7	8/9	10 CMDE CMDCVS	11	12	13 TJC	14	15/16	17	18 CC	19	20	21	22/23	24 CMDSSC	25 CMDAS CA CMD:L BC FP	26 AG	27 CMDDL	28	1/2							FEB
MAR	1/2	3 PLAN	4	5	6 EMJCC	7 PF	8/9	10 CMDE CMDCVS	11	12	13 SYP HWB	14	15/16	17	18 CMDAS CA CMD:L BC FP	19	20 HOSC	21 FIRCC	22/23	24 CMDSSC	25	26	27 CMDDL	28 SP	29/30	31						MAR

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KEY

	Time
CMD:	
CC Council	10.00am
CA Cabinet	2.00pm
CMD: L Cabinet member Leader	4.00pm
DL Deputy Leader	10.00am
FP Finance & Police	
E Education	12.00pm
CVS Children & the Voluntary Sector	12.00pm or at the rising of CMDE 9.00am
AS Adult Services	
BC Business & Communications	4.00 pm
GI Growth & Infrastructure	Date and time to be determined.
SSC Safer, Stronger Communities	12.00 pm or at the rising of SSCSC

	Time
Scutiny Committees	
SYP Strategy & Partnerships	10.00am
GI Growth & Infrastructure	10.00am
AS Adult Services	10.00am
CH Children's Services	10.00am
SSC Safer, Stronger Communities	10.00am
HOSC Oxfordshire Joint Health	10.00am

	Time
Council Committees	
AG Audit & Governance	2.00pm
PLAN Planning & Regulation	2.00pm
PF Pension Fund	10.00am
DOC Democracy & Organisation	2.00pm
HWB Oxfordshire Health & Wellbeing Board	2.00pm

	Time
Consultative Bodies	
TJC Teachers Joint Committee	2.00pm
EMJCC Employees Joint	2.00pm
FIRCC Fire Services Joint	
SP Supporting people	10.30am

- = schools holidays
- = prov school hols
- =bank hols

Version 1.2
6/06/12

Division(s): N/A

COPY

CABINET – 17 JANUARY 2011

SCHOOL ADMISSION AND EXCLUSION APPEAL PANELS

Report by County Solicitor and Monitoring Officer

Introduction

1. Under Part 3.4 of the Constitution the Cabinet is responsible for local arrangements for the school admission and exclusion appeals function, but Regulations made under the Local Government Act 2000 make the full Council responsible for the determination of any financial loss, travelling and subsistence allowances payable to appeal panel members. (This is the same as for allowances paid to councillors, but without any requirement to make reference to an independent remuneration panel.) This report reviews the present panel members' allowances and asks the Cabinet to make recommendations to the full Council to determine rates and arrangements for their payment.

Background

2. Under the School Standards and Framework Act (as amended) the Council is under a duty to make arrangements to enable parents to appeal against school admission and exclusion decisions. The requirements include the arrangements for the panels to hear the appeals, the appointment of panel members and the payment of allowances to any member of a panel. As the service provided by the Panel members is a statutory one the preference would be to remunerate them for the work undertaken but this is not allowed. Under current legislation, members of panels are entitled to claim financial loss allowance and travel and subsistence allowances for attendance at a meeting of an appeal panel and training but not to receive payment for being a Panel member.
3. The admission appeal panels are drawn from a pool of (currently) 17 Lay Members and 15 "Persons of Experience of Provision of Education". The Panels met on No.160 occasions in 2010/11, which was an exceptional year.
4. The exclusion appeal panels are drawn from a pool of (currently) 7 Lay Members, 7 School Governors and 12 Headteachers. The Panels met on 4 occasions in 2010.
5. Involvement in the appeals process therefore involves a considerable potential commitment on the part of individual panellists, and although many choose not to claim some or all of the available allowances, it is clearly one factor for

anyone to consider before deciding whether to give his or her time up to perform this function.

6. The current allowances were last reviewed in July 2004 when it was recommended to Council and agreed:
 - (a) to approve, for school admission and exclusion appeal panel members, the same travel and subsistence allowances as are payable to members of the Council, subject to the same requirements as to the submission of claims and the supply of evidence;
 - (b) to approve an increase to £100 per day in the maximum amount payable to a school admission or exclusion appeal panel member for financial loss necessarily incurred as a result of attendance at an appeal panel hearing, subject to sufficient documentary evidence being produced to identify actual loss.

Travelling and Subsistence Allowances

7. Members will be aware that from 1 April 2011 for travel by car members of the Council and officers are paid 35p per mile for the first 10,000 miles and 25p per mile thereafter. This is a reduction on last year of 5p/mile for the first 10,000 miles.
8. The current subsistence allowance for panel members (as for members and officers) is shown in Annex 1. Appeal hearings normally take place between 9.45 am and 5.00 pm but occasionally over a longer time – sometimes extending to as late as 8.30 pm for an exclusion appeal.
9. Payments are subject to the same conditions as apply to Council members for the provision of receipts and/or other evidence of expenditure and the submission of claims within two months of the expenditure being incurred. Currently the requirement to provide VAT receipts is not applied to panel members
10. Panel members have made strong representations to the County Solicitor to retain a mileage rate of 40p per mile for the first 10,000 miles (no panel member has ever recorded mileage in excess of 10,000 miles). They point to the fact that they are an entirely volunteer force but perform a statutory duty on behalf of the Council. The Council is totally reliant on their good will to meet its responsibilities. They point out that the proposed reduction comes at a time of escalating fuel costs. Some panel members have indicated that the reduced rate will make them consider their position as a volunteer. This at a time when central Government and the Council are seeking to make best use of volunteers as part of the Big Society.
11. The Voluntary Sector Development Team provide the following general advice on the payment of volunteers:

Where financially possible, the council will repay reasonable out of pocket expenses against proof of expenditure (e.g. receipts, tickets, itemised phone bills etc), which should be agreed in writing with the service concerned before the volunteering arrangement commences. Reasonable expenses may include:

- *travel while volunteering;*
- *postage, phone calls, stationery, etc.*
- *meals taken while volunteering;*
- *travel to and from the place of volunteering;*

Managers will not pay a fixed 'daily rate' for expenses, but may develop guidelines regarding maximum claims eg £4 maximum for lunch, or funding travel expenses within Oxfordshire boundaries only. Mileage rates should be paid in line with existing county council employee rates.

12. It is recommended that given the very particular circumstances in relation to the specialist nature of the work carried out by the panel members Cabinet agree to retain the car mileage rate at 40p per mile for the first 10,000 miles. It is further recommended that VAT receipts be provided in line with the conditions for Council members and officers.

Financial Loss Allowance

13. Some other tribunal systems pay their members a set fee for their services and, in some instances, non-payment of such a fee has stopped candidates from taking their expression of interest in being appointed to these panels any further. However, the Regulations do not allow for payment of a set fee for school admission and exclusion appeal panel members. They do not get a basic allowance of any sort.
14. Regulations do allow for the payment of financial loss which is currently set at a maximum of £100/day. The majority of this authority's panel members are retired while a few either work part time or are self-employed. Council Members cannot claim for financial loss relating to their employment but can claim for childminding expenses and carer expenses for a dependent. In some circumstances the co-opted members of the Standards Committee could also apply for financial loss.
15. To ensure that claims for actual financial loss are accountable and audit trails sufficiently established, a certificate supplied by the employer, or supporting evidence from a self-employed panel member's accountant, or such other evidence as deemed appropriate, should support any claims for loss of earnings. Claims for any other type of eligible actual financial loss, such as

childminding expenses, should also be supported by receipts and/or other evidence.

16. The Cabinet is asked to consider whether the current financial loss payment should continue and whether the ceiling is set at an appropriate level.

Financial Implications

17. The SAP system does not currently differentiate between mileage and subsistence claims. In 2010/11 the total came to £24,604. Applying the change to 35p per mile to the whole of the figure gives a difference of £2,952. This gives an indication of what the Council would be forgoing as a saving if they retained a rate of £40 per mile.
18. Currently, only 4 panel members in total claim financial loss for either loss of earnings or childminding costs. As appeal panels meet during working hours it is not envisaged that there will be a significant increase in the number of panel members who are appointed and who will make a claim for financial loss in respect of loss of earnings, even though for those individuals who would be inhibited from participating it is hoped that the current payment represents the removal of a significant barrier.

RECOMMENDATIONS

19. **The Cabinet is RECOMMENDED to RECOMMEND the Council:**
 - (a) **to approve, for school admission and exclusion appeal panel members, the same travel and subsistence allowances as are payable to members of the Council, subject to the same requirements as to the submission of claims and the supply of evidence except that the rate for the first 10,000 miles claimed for car travel be set at 40p per mile and not 35p per mile**
 - (b) **to continue to pay £100 per day as the maximum amount payable to a school admission or exclusion appeal panel member for financial loss necessarily incurred as a result of attendance at an appeal panel hearing, subject to sufficient documentary evidence being produced to identify actual loss; and**
 - (c) **that the revised allowances and rates be effective from 1 April 2011**

PETER CLARK

Background Papers:

Nil

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December 2011

**SUBSISTENCE ALLOWANCES
FOR SCHOOL ADMISSION AND EXCLUSION APPEAL PANEL MEMBERS**

Table 2 Proposed Allowances		
Allowance	Time away from normal place of residence	Rate
Breakfast	Between 6.00 am and 9.00 am	Up to £6.88
Lunch	Between 12 noon and 2.00 pm	Up to £9.50
Tea	Between 3.00 pm and 5.00 pm	Up to £3.76
Evening meal	Between 6.00 pm and 8.00 pm	Up to £11.76

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