

Public Document Pack

To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 21 June 2011 at 2.00 pm

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

June 2011

Contact Officer: **Sue Whitehead**
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<i>Councillors</i>	Membership
Keith R. Mitchell CBE	- <i>Leader of the Council</i>
David Robertson	- <i>Deputy Leader of the Council</i>
Arash Fatemian	- <i>Cabinet Member for Adult Services</i>
Louise Chapman	- <i>Cabinet Member for Children, Education & Families</i>
Jim Couchman	- <i>Cabinet Member for Finance & Property</i>
Lorraine Lindsay-Gale	- <i>Cabinet Member for Growth & Infrastructure</i>
Kieron Mallon	- <i>Cabinet Member for Police & Policy Co-ordination</i>
Mrs J. Heathcoat	- <i>Cabinet Member for Safer & Stronger Communities</i>
Melinda Tilley	- <i>Cabinet Member for Schools Improvement</i>
Rodney Rose	- <i>Cabinet Member for Transport</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on 29 June 2011 unless called in by that date for review by the appropriate Scrutiny Committee. Copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.

Date of next meeting: 19 July 2011

Declarations of Interest

This note briefly summarises the position on interests which you must declare at the meeting. Please refer to the Members' Code of Conduct in Part 9.1 of the Constitution for a fuller description.

The duty to declare ...

You must always declare any "personal interest" in a matter under consideration, i.e. where the matter affects (either positively or negatively):

- any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
- (ii) your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

Whose interests are included ...

"Member of your family" in (ii) above includes spouses and partners and other relatives' spouses and partners, and extends to the employment and investment interests of relatives and friends and their involvement in other bodies of various descriptions. For a full list of what "relative" covers, please see the Code of Conduct.

When and what to declare ...

The best time to make any declaration is under the agenda item "Declarations of Interest". Under the Code you must declare not later than at the start of the item concerned or (if different) as soon as the interest "becomes apparent".

In making a declaration you must state the nature of the interest.

Taking part if you have an interest ...

Having made a declaration you may still take part in the debate and vote on the matter unless your personal interest is also a "prejudicial" interest.

"Prejudicial" interests ...

A prejudicial interest is one which a member of the public knowing the relevant facts would think so significant as to be likely to affect your judgment of the public interest.

What to do if your interest is prejudicial ...

If you have a prejudicial interest in any matter under consideration, you may remain in the room but only for the purpose of making representations, answering questions or giving evidence relating to the matter under consideration, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

Exceptions ...

There are a few circumstances where you may regard yourself as not having a prejudicial interest or may participate even though you may have one. These, together with other rules about participation in the case of a prejudicial interest, are set out in paragraphs 10 – 12 of the Code.

Seeking Advice ...

It is your responsibility to decide whether any of these provisions apply to you in particular circumstances, but you may wish to seek the advice of the Monitoring Officer before the meeting.

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

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 – 10)

To confirm the minutes of the meeting held on Tuesday 24 May 2011(**CA3**) and to receive for information any matters arising from them.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

5. Petitions and Public Address

6. Provisional 2010/11 Revenue and Capital Outturn (Pages 11 – 116)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/027

Contact: Lorna Baxter, Assistant Head of Finance (Corporate Finance) Tel (01865) 323971

Report by Assistant Chief Executive & Chief Finance Officer (**CA6**).

This report presents the 2010/11 provisional revenue and capital outturn and identifies and explains variations of actual spend against budgets. The report focuses on the

year end balance sheet position including the level of general balances and reserves. Figures shown in the report reflect those included in the Council's Statement of Accounts 2010/11, which is to be submitted to the Audit Committee on 7 July 2011, following certification by the Chief Finance Officer and prior to external audit.

The report also includes proposals for the allocation of revenue carry forwards in 2011/12.

Cabinet is RECOMMENDED to:

- (a) ***note the provisional revenue and capital outturn, and the year end position on balances and reserves as set out in the report;***
- (b) ***approve the carry-forwards and virements as set out in Annex 2;***
- (c) ***recommend Council to approve the virements greater than £0.5m for Children, Young People & Families, Social & Community Services and Environment & Economy Directorates as set out in Annex 2b;***
- (d) ***agree that the surplus in the On-Street Parking Account at the end of the 2010/11 financial year, so far as not applied to particular eligible purposes in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, be carried forward in the account to the 2011/12 financial year (paragraph 114); and***
- (e) ***approve the creation of new reserves as set out in Annex 4 and paragraphs 98 & 113.***
- (f) ***agree the proposal from the Schools Forum to offset £0.633m spent by schools in 2010/11 relating to the final payment from the DfE of £1.371m which will not now be received, against unspent DSG in 2010/11 and to offset the remaining £0.738m of the £1.377m which will be spent in 2011/12 against unspent DSG from 2010/11 carried forward to 2011/12.***

7. Financial Monitoring – June 2011 (Pages 117 – 146)

Cabinet Member: Finance & Property

Forward Plan Ref: 2011/025

Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981

Report by Assistant Chief Executive & Chief Finance Officer (**CA7**).

This is the first report for 2011/12 and covers the period to the end of April 2011 for both revenue and capital budgets. The report focuses on significant issues around the delivery of the Directorate Business Strategies. These were agreed as part of the Service & Resource Planning Process and include Directorate savings of -£44.343m in 2011/12 (as set out in the Service and Resource Planning – Service Analysis 2011/12 booklet) plus £10.225m cross directorate savings.

Cabinet is RECOMMENDED to:

- a) ***note the report;***

- b) approve the virement requests set out in Annex 2a;*
- c) approve the allocation of £1.5m from the additional grant funding as set out in the Financial Monitoring report to Cabinet in April 2011 as set out in paragraph 20;*
- d) approve the Supplementary Estimate request as set out in Annex 2e and paragraph 38;*
- e) Approve a payment of £0.070m to the Oxfordshire Rural Community Council to support the Council's approach to Big Society to be funded from the Efficiency Reserve as set out in paragraph 34;*
- f) agree the use of the remaining LABGI funding of £0.496m as set out in paragraph 42 and Annex 3;*
- g) note the updated Treasury Management lending list at Annex 4.*
- h) recommend Council to note the changes to the Specified and Non-Specified Investment instruments section of the 2011/12 Treasury Management Strategy set out in paragraphs 45 to 48 and Annex 5.*

8. Outcome of the Recent Inspection of the Youth Offending Service (Pages 147 – 188)

Cabinet Member: Children, Education & Families

Forward Plan Ref: 2011/096

Contact: Tan Lea, Strategic Lead: Youth Tel: (01865) 202218

Report by Director for Children, Education & Families (**CA8**).

The Youth Offending Service (YOS) was subject to a week-long Core Case Inspection in February 2011 to make a retrospective judgment of the case work performance looking back over the preceding 12 months, as part of Her Majesty's Inspection of Probation (HMIP) national inspection programme of youth justice services.

The Inspection Report was published on 8 June 2011. The inspection focussed on 62 cases and was not reviewing other aspects of the service.

Inspectors highlighted a number of areas for improvement.

An Improvement Plan has been produced which reflects the HMIP judgments and the YOS is already implementing the necessary improvements. a copy of the improvement plan is produced as Annex 2 of this report.

The inspection covered three key areas - risk of harm, likelihood of re-offending and safeguarding, with each area being given one of four HMIP ratings:

- drastic improvement required
- substantial improvement required
- moderate improvement required

- minimal improvement required

Although there is no formal link to Ofsted ratings, results are often interpreted as “substantial improvements required” being an equivalent “satisfactory” rating while services requiring “moderate” improvements are deemed to be “good”.

HMIP judged both the likelihood of re-offending and safeguarding services as requiring “moderate” improvements i.e. the equivalent of "good", the second highest grade possible. The risk of harm category was regarded as requiring "substantial improvement" i.e. the equivalent of satisfactory.

The headline feedback highlighted the following areas:

- Timeliness and quality of recording, assessment and planning particularly in relation to risk.
- Quality and consistency of management oversight.

Once the improvement plan is agreed by HMIP its implementation will be overseen by the Youth Justice Board and the Oxfordshire YOS Board. There is no planned reinspection.

The Cabinet is RECOMMENDED to note the findings of the YOS Inspection

9. St Christopher Primary School, Cowley (Pages 189 - 198)

Cabinet Member: Schools Improvement

Forward Plan Ref: 2010/194

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Education & Families (**CA9**).

St Christopher’s CE Primary School has a published admission number of 45 children. For September 2010, 50 parents chose the school as their first preference. Due to rising numbers of children needing primary school places in Oxford, the school agreed to take more than its admission number in September 2009 and 2010, accepting up to 60 children into the reception class in each year. At the January 2011 pupil census the school had 60 reception class children and 55 in Year 1.

Oxford city is experiencing rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Christopher’s CE Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full, and expansions are underway or planned for several other schools in the city.

For September 2011 the school’s admission number has been published as 60, and a decision is now required as to whether to publish formal proposals for a permanent expansion. The intention is to publish the statutory notice in September, to avoid the school holidays.

Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of St Christopher's CE Primary School, Cowley.

10. Soldiers of Oxfordshire (SOFO) - Development in the Grounds of The Oxfordshire Museum (Pages 199 - 202)

Cabinet Member: Safer & Stronger Communities

Forward Plan Ref: 2011/101

Contact: Martyn Brown, County Heritage and Arts Officer Tel: (01993) 814114

Report by Director for Social & Community Services (**CA10**).

The Soldiers of Oxfordshire are seeking to build a new museum within the grounds of The Oxfordshire Museum, Woodstock, following agreement in principle by the Cabinet in September 2008. SOFO have raised £4 million towards the project and have initiated some significant community and learning programmes with Oxfordshire schools. This report seeks approval for the legal and property details, including the lease, to be concluded, so that work may start on site in September.

The Cabinet is RECOMMENDED to

- (a) authorise the County Council's Assistant Head of Property to agree a Development Agreement for the whole project and the grant of a lease on the site within the grounds of the Oxfordshire Museum to SOFO on terms to be agreed;***
- (b) authorise the demolition of the Pratten Building and a Development Agreement for the new SOFO museum on the site; and***
- (c) authorise the County Solicitor to agree suitable agreements with SOFO for future shared and joint management arrangements on the museum site***

11. Development of Independent Living Services for People with a Learning Disability (Pages 203 - 208)

Cabinet Member: Adult Services

Forward Plan Ref: 2011/106

Contact: John Jackson, Director for Social & Community Services Tel: (01865) 323574

Report by Director for Social & Community Services (**CA11**).

This report covers two linked developments in services for a people with Learning Disability which seek to improve cost efficiency, quality and choice. Savings of £1m p.a. are expected by the end of 2012/13. The first phase of efficiencies will be achieved by management restructuring, with a planned reduction of 12.5 FTE. There will be minimal impact on front-line services. These savings have already been approved by Council in the Business Strategy for 2011-15.

Subject to consultation and Cabinet approval, the second phase will involve outsourcing

the internal Supported Living and Daytime Support Services by April 2013. These services support 450 Service Users, and employ 284 staff on a gross budget of £7.8m. The Directorate Leadership Team considers that it is no longer appropriate for the services to be delivered internally, and that the interests of Service Users and the Council will be better served by outsourcing to specialist organisations. A strong independent market already exists in this area. Staff are likely to transfer under protected terms and conditions. This report seeks Cabinet approval for the principle of outsourcing the services, and for a consultation programme on the options and process to be followed, prior to formal procurement procedures starting in October 2011.

The Cabinet is RECOMMENDED to

- (a) ***agree in principle to the outsourcing of Supported Living and Daytime Support Services, subject to the outcome of consultation;***
- (b) ***note the proposed reduction of 12.5 FTE management staff through voluntary and compulsory redundancy, to achieve efficiency savings already approved by Council in February 2011; and***
- (c) ***request a further report in October 2011 from the Director for Social and Community Services on the outcome of Consultation and the process for procurement of alternative services.***

EXEMPT INFORMATION

Cabinet will be invited to resolve to exclude the public for the consideration of the report at Agenda Item 12 by passing a resolution in relation to that item in the following terms:

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

THE REPORT HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE IT.

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

12. Adult Services Care Management IT System (Pages 209 - 216)

Cabinet Member: Adult Services

Forward Plan Ref: 2011/105

Contact: Samantha Chapman, Project Manager, Business Systems Team Tel: (01865) 323642

Report by Director for Social & Community Services (**CA12**).

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

3 – information relating to the financial or business affairs of any particular person (including the authority holding that information)

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would prejudice on-going negotiations and disadvantage the company concerned.)

The care management IT system used by Oxfordshire County Council in its provision of Adult Social Care is blue screen Swift (commonly known as Swift), supplied by Northgate. Swift was installed by the County Council in 1999, with numerous subsequent upgrades since then.

The Adult Social Care System Review in 2010 established that our current system provision will not adequately sustain the changes emerging from the Transforming Adult Social Care programme, or the efficiencies and savings being demanded from the service generally. In addition to this, Northgate have indicated that they are no longer developing additional functionality for Swift – other than those mandated by legislative changes - and will eventually stop supporting the system entirely.

£2m is included in the Capital Programme for a new Adult Social Services system to be financed through prudential borrowing. The cost of the borrowing was intended to be met from efficiency savings to be achieved as a result of implementing the new system.

The Business Case for the replacement of Swift has now identified that it does not make sense to opt for the full scale replacement of Swift with a completely new system. The report seeks approval to the proposed approach

Cabinet is RECOMMENDED to agree the proposed approach.

13. Townlands Partnership Agreement (Pages 217 - 224)

Cabinet Member: Adult Services

Forward Plan Ref: 2011/108

Contact: Laurence Dowden, Service Manager, Major Projects Tel: (01865) 323685

Report by Director for Social & Community Services (**CA13**).

This report sets out a proposal for a partnership agreement between the County Council and the Primary Care Trust (PCT) for the development of the Townlands Hospital site in Henley. The proposed development will provide facilities for the replacement of the NHS services on the site, the reprovision of Chilterns End Home for Older People and the development of Extra Care Housing. Important service objectives for the Council and the PCT would be met through this development. A partnership agreement is proposed to ensure that the development of facilities on the site does meet the objectives of the County Council and the PCT and that there are appropriate governance arrangements in place.

Cabinet is RECOMMENDED to note the proposed development of the Townlands Hospital site and to agree in principle to entering into a partnership agreement with Oxfordshire PCT for the development of facilities on the Townlands site and

the provision of services, with agreement of the final detailed terms, including the financial implications, being delegated to the Portfolio Holder for Adult Services and the Portfolio Holder for Finance and Property.

14. Asset Transfer Policy (Pages 225 - 234)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/115

Contact: Martin Tugwell, Deputy Director of Environment & Economy – Growth & Infrastructure Tel: (01865) 815113

Report by Deputy Director of Environment & Economy – Growth & Infrastructure (**CA 14**).

In order to meet the County Council's ambitions around localism and the 'Big Society' a number of properties are likely to be made available for use by community groups, either on a permanent basis or through a short term lease.

Requests for the use of County Council's property assets in this way are being channelled through the Big Society Fund.

In order to ensure that the Cabinet's consideration of any such proposal is undertaken on a consistent basis it is necessary to have in place an Asset Transfer Policy.

The paper presents the proposed Asset Transfer Policy for consideration. Once agreed this will form the policy framework within which proposals for the transfer of property assets submitted through the Big Society Fund will be considered.

The Cabinet is RECOMMENDED to agree the Asset Transfer Policy set out in Annex 1.

15. Property and Facilities Procurement: Project Review (Pages 235 - 238)

Cabinet Member: Growth & Infrastructure

Forward Plan Ref: 2011/088

Contact: Roger Dyson, Project Manager Tel: (01865) 815665

Report by Deputy Director of Environment & Economy – Growth & Infrastructure (**CA15**).

The natural termination of the current Mouchel professional property services contract at the end of March 2012 prompts the need for the procurement of a new contract arrangement to commence 1 April 2012.

This report sets out the process to be followed to procure the new service arrangements.

Cabinet is recommended to agree:

- (a) the continuation of the procurement of a single Service Provider for property construction, multi-disciplinary design, estates management and***

total facilities management services, to be in place by 1 April 2012; as set out in paragraphs 6 & 7 of this report; the process to be overseen by the Project Board;

- (b) that the Director for Environment & Economy in conjunction with the Cabinet Member for Finance & Property agree the costs and terms of a Mouchel contract extension should this become necessary;**
- (c) that the Project Board may agree the tender questions and evaluation criteria and that they have been effectively applied for all stages of the procurement process so far; and**
- (d) the approach adopted to date for other public sector bodies to be able to access services under the Framework and OCC Contract agreements, and that a further report is brought to Cabinet before the OCC Contract facility is utilised for any other public sector body.**

16. Performance Management 4th Quarter Progress Report Against Priorities and Targets (Pages 239 - 244)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2011/026

Contact: Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384

Report by County Council Management Team (**CA16**).

This report headlines the Corporate Performance and Risk for the period between January to March 2011 in the four key areas of:

- Customer
- Projects
- Finance
- People.

This is the fourth quarter report for 2010/11. It provides a summary of performance against the Corporate Plan (attached at Annex 1) and an up date on key work areas..

Cabinet is RECOMMENDED to note this report.

17. Appointments 2011/12 (Pages 245 - 258)

Cabinet Member: Leader

Forward Plan Ref: 2011/033

Contact: Geoff Malcolm, Principal Committee Officer Tel: (01865) 815904

Report by Head of Law & Governance (**CA17**).

To consider member appointments to a variety of bodies which in different ways support the discharge of the Council's executive functions.

The Cabinet is RECOMMENDED to agree the appointments as set out in the Annex to this report and, where necessary, make further or substitute appointments.

18. Forward Plan and Future Business (Pages 259 - 262)

Cabinet Member: All

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

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include “updating of the Forward Plan and proposals for business to be conducted at the following meeting”. Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA18**. This includes any updated information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.

Agenda Item 3

CABINET

MINUTES of the meeting held on Tuesday, 24 May 2011 commencing at 2.00 pm and finishing at 4.11 pm.

Present:

Voting Members: Councillor Keith R. Mitchell CBE – in the Chair
Councillor David Robertson (Deputy Chairman)
Councillor Arash Fatemian
Councillor Louise Chapman
Councillor Jim Couchman
Councillor Lorraine Lindsay-Gale
Councillor Kieron Mallon
Councillor Mrs J. Heathcoat
Councillor Melinda Tilley
Councillor Rodney Rose

Other Members in Attendance: Councillor Janet Godden (Agenda Item 7)
Councillor Jenny Hannaby (Agenda Item 8)
Councillor Anne Purse (Agenda Item 10)
Councillor Charles Mathew (Agenda Item 10)
Councillor Jean Fooks (Agenda Items 13, 14 and 16)

Whole of meeting Joanna Simons (Chief Executive); Sue Whitehead (Chief Executive's Office)

Part of meeting:
Item Officer
6 Roy Leach, School Organisation & Planning Manager
7 Meera Spillett, Director for Children, Young People & Families
8 Martin Tugwell, Deputy Director (Growth & Infrastructure); Guy Swindle, Head of Communications and Strategy; Alexandra Bailey, Corporate Performance and Review Manager
9 Adrian Saunders (Highways & Transport)
10 Martin Tugwell, Deputy Director (Growth & Infrastructure)
11 Dave Etheridge, Chief Fire Officer; Colin Thomas, Deputy Chief Fire Officer

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.

53/11 MINUTES

(Agenda Item. 3)

The Minutes of the meeting held on 19 April 2011 were approved and signed.

54/11 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

The following requests to address the meeting had been agreed:

6. Mr Andrew Churchill-Stone, Chair of
Governors of Culham Parochial
School,
7. Councillor Janet Godden, Shadow Cabinet Member for Children,
Education & Families
Sarah Good
Michael Ray
8. Councillor Jenny Hannaby - as local member
10. Councillor Anne Purse, Shadow Cabinet Member for Growth &
Infrastructure
Councillor Charles Mathew - local member
11. Rachel Dobson, Fire Brigade Union's Branch Representative for the
Control staff.
13. Councillor Jean Fooks, Opposition Deputy Leader
14. Councillor Jean Fooks for Opposition Leader
16. Councillor Jean Fooks for Opposition Leader

Councillor Anne Purse speaking in relation to Oxfordshire Minerals and Waste Development Framework: Core Strategy - Preferred Strategy for Consultation welcomed the paper bringing together waste and minerals and acknowledged the large amount of work that had gone on. However she considered that the report raised more questions than it answered. In particular she highlighted the seeming conflict between addressing sustainability and climate change issues and the intention in paragraph 22 to allow waste imports from outside the County by road. The reference to Finmere on page 102 was to a site on the border of the County rather than being central. She sought clarity in respect of the MbE in Sutton Courtenay and whether this was interchangeable with the energy from waste policy. It was a matter that should have been looked at by the Scrutiny Committee. Finally she queried whether consideration could be given to using inert waste for aggregate.

55/11 CULHAM PAROCHIAL PRIMARY SCHOOL

(Agenda Item. 6)

Mr Churchill-Stone thanked officers for the balanced report produced and updated on the current position on the three conditions.

Responding to questions from Cabinet Members MR Churchill-Stone stated that he had no reason to doubt the commitment of the acting Headteacher to gain the relevant qualification once appointed. He had been ineligible to apply to the earlier advert for the job as he did not possess the qualification required.

The Cabinet Member for Schools Improvement referred to the presumption against the closure of rural schools. Culham was a strong community and she felt that sufficient progress had been made to keep the school open. There were risks around the appointment of an unqualified headteacher, school numbers and the budget and it was right to recognise those risks but she did not support the closure of the school. She suggested that a councillor be included on the Governing Body.

During discussion Cabinet Members supported the proposal from the Cabinet Member for Schools Improvement, feeling that the strong community effort deserved reward. However concerns did remain particularly over the appointment of an unqualified headteacher who had not applied for the job initially. The situation would require careful monitoring by the Council. It was important that the Governors and community did not relax as if a similar position was reached again where the viability of the school was at issue there would be an end to the options available.

RESOLVED: to:

- (a) agree not to seek the closure of Culham Parochial School;
and
- (b) that efforts be made to ensure that a councillor is a member of the school's Governing Body.

At this point it was agreed to vary the order of business.

56/11 URGENT BUSINESS - THE FUTURE OF BBC OXFORD TV

(Agenda Item. 16)

Councillor Jean Fooks, Opposition Deputy Leader expressed her astonishment and anger at the threat to both local TV and radio. She noted that the report did not refer to radio but many people relied on it for local news, weather (particularly during severe conditions) and school closures. The closure of services was not in the spirit of localism and she supported the need to comment on the proposals and to get across the view that they were not a good idea.

The Leader commented that the recommendation to Council in June was appropriate to give all members an opportunity to debate this important issue.

The Cabinet Member for Adult Services was concerned at the impact on local people as the service had long provided a balanced view and a

valuable local voice. The rise of community TV did not provide the same service.

Cabinet Members supported the recommendation to Council but in noting that some areas of the County did not receive Oxford TV considered that the debate should be widened to include the threat to local radio. The Deputy Leader recognised the severe financial pressures on the BBC and hoped that in looking at the consultation the Council could come up with alternative options.

Subject to the referral of the matter to Council including BBC local radio services in addition to BBC Oxford TV it was:

RESOLVED: to RECOMMEND to Council to:

- (a) Record that it believes that a cessation of service would deny the people of Oxfordshire a truly local and comprehensive television news service and those local communities could lose their voice and the council could lose an important channel of communication.
- (b) ask the Leader of the Council to write to the Chairman of the BBC Trust, the Director General of the BBC and to respond to any consultation on the proposals expressing the Council's concern and opposition.
- (c) ask the Leader of the Council to write to all six local MPs and the Culture Secretary to express these concerns and ask for their support against the proposals

57/11 OUTCOMES OF THE RECENT OFSTED INSPECTION OF SAFEGUARDING AND LOOKED AFTER CHILDREN SERVICES AND CONSEQUENTIAL ACTION PLAN

(Agenda Item. 7)

Cabinet considered a report that summarised the outcome of the Ofsted inspection of Safeguarding and Looked After Children's Services in Oxfordshire.

Councillor Janet Godden, Shadow Cabinet Member for Children, Education & Families paid personal tribute to Councillor Louise Chapman for her personal commitment to the positive engagement of children, the results of which were recognised by the inspection. Councillor Godden highlighted a two areas where it was important to ensure continued effort: the position with regard to the engagement of adult mental health care professionals in case conferences had been improved by work on both sides and she would be sad if this co-operation was drifting apart; the work on educational attainment of children in care was vitally important and the need to encourage all involved to ensure children were entered for exams should continue to be a focus of attention.

Sarah Good a young person who had taken part in the Safeguarding Inspection commented on how important it was to young people to be able to participate and help in the shaping of services they used.

Michael Ray, paid tribute to the support he had received from officers over a number of years that had helped him.

Meera Spillett, the Director for Children Education & Families in introducing the report paid tribute to the Participation Team and their user engagement that was recognised as excellent. Meera Spillett highlighted the positives in the report and paid tribute to the continuing hard work of staff and all the Council's partners.

The Cabinet Member for Children Education & Families responding to the point made by Councillor Godden agreed that it was right to continue to ensure the engagement of adult mental health workers and suggested that this was an area where scrutiny might wish to monitor the situation. In welcoming the inspection report she highlighted that the positive result reflected the hard work that was going on and that the work of the people involved changed lives. She paid tribute to the work of Meera Spillett and thanked the frontline social care staff.

RESOLVED: to

- (a) receive this report and acknowledge the findings of the inspection report (Annex 1).
- (b) note the recommendations in the inspection report, and
- (c) approve the proposed actions and timescales to address the recommendations in the report.

58/11 BIG SOCIETY FUND - MAY 2011

(Agenda Item. 8)

Cabinet considered a report that set out the position with regard to young people's centres on school sites and where there were requests to transfer them to a number of schools.

Councillor Jenny Hannaby, speaking as a local member referred to local efforts to ensure the future of 'Sweatbox' and supported the transfer. She commented that the school had been supportive. She expressed her gratitude for the support of officers in putting a bid together and hoped that this would come forward in July.

The Cabinet Member for Police & Policy Co-ordination in welcoming the report referred to the positive cross Directorate working and the involvement throughout of local Councillors.

RESOLVED: to :

- (a) agree transfer of buildings to the school on the following sites:

- Sweatbox young people's centre at King Alfred's School east site and to include this building within the transfer of ownership to the school that is already underway;
 - Eynsham young people's centre at Bartholomew School;
 - Existing young people's centre space at Chipping Norton School on completion of the project;
- (b) request a sustainable business case to come forward for the future management and use of the Wheatley Young People's Centre led by the Children's Centre;
- (c) encourage proposals to come forward for the remaining young people's centres on school sites for Cabinet consider as part of the Big Society Fund.

59/11 DIDCOT PARKWAY STATION INTERCHANGE

(Agenda Item. 9)

Cabinet considered a report that gave an update on progress with the project and sought authority to proceed with the award of a contract.

RESOLVED: to approve the detailed project appraisal.

60/11 OXFORDSHIRE MINERALS AND WASTE DEVELOPMENT FRAMEWORK: CORE STRATEGY - PREFERRED STRATEGY FOR CONSULTATION

(Agenda Item. 10)

Councillor Charles Mathew praised the hard work over several years that had gone into the report and stated that he did not intend to detail the impact on local people nor the shortcomings he felt were in the Atkins report. He highlighted what he saw as an unacceptable concentration of gravel extraction in West Oxfordshire, explained that he felt the figures for extraction were too high and that he awaited the updated figures. More focus was needed on secondary production and recycling.

The Cabinet Member for Growth & Infrastructure noted that she had heard the comments from members and she too awaited the new figures referred to by Councillor Mathew. This was a full and important report and progress was needed. However she had only recently taken over the portfolio and felt that further consideration was needed on the waste element. She would like more time to discuss the matter further with officers and she asked that consideration be deferred to a future meeting. Following assurances that the delay would not compromise the position of the Cabinet and Council it was:

RESOLVED: to defer consideration to a future meeting.

61/11 FUTURE ARRANGEMENTS FOR CALL RECEIPT, MOBILISING AND INCIDENT MANAGEMENT FOR OXFORDSHIRE COUNTY COUNCIL FIRE & RESCUE SERVICE

(Agenda Item. 11)

Cabinet considered a report setting out proposals for future arrangements following the cancellation of the government project to regionalise Fire and Rescue Service call receipt, mobilising and incident management arrangements.

Rachel Dodson spoke in support of the retention of the current control centre arrangements. The control centre was a first point of contact for callers who were often distressed. All their skills were utilised to make an appropriate response and local knowledge was a vital part of that. They gave life saving fire survival guidance and were a part of the fire and rescue service team with a vital role to play. She explained the other duties undertaken and that they were open to the idea of increased duties but would not wish to see their operationality threatened. The partnership proposals could bring risks.

Responding to a question from the Deputy Leader Ms Dodson stated that it was not impossible that they could take over services in other areas but that ran the risk of diluting the service provided.

The Chief Fire Officer in introducing the report paid tribute to Councillors Rose and Heathcoat who had refused to sign a lease on the building for the Regional Project that had since been scrapped. This had saved the Council from being tied into a 25 year lease. He stated that the last few years had been challenging and commended the professionalism of staff that had meant that the ability to take calls and mobilise resources had not been diminished.

The Cabinet Member for Safer & Community Services added her thanks to that of the Chief Fire Officer to control room staff. She noted that Oxfordshire's Control Room had remained resilient thanks to Colin Thomas and the staff. However there was a risk to that resilience due to the IT system that was probably serviceable until 2014.

RESOLVED: to:-

- (a) endorse the progression of the collaborative scoping study and creation of the Strategic Outline Business Case being undertaken by Oxfordshire, Buckinghamshire and Royal Berkshire FRSS
- (b) approve the above list (paragraph 18) of Oxfordshire requirements as benchmarks against which future options will be assessed
- (c) approve the list of options (paragraph 20) included within the options appraisal

- (d) require the Chief Fire Officer to instigate appropriate actions in relation to the asset management and capital strategy dependant on the outcomes of the scoping study
- (e) require the Chief Fire Officer to report back to the Cabinet Member for Safer & Stronger Communities on a regular basis covering:-
 - a. the CLG consultation response
 - b. progress on the scoping study and strategic outline business case
 - c. progress on other third party activities.

62/11 PROGRESS REPORT ON CLA AND LEAVING CARE

(Agenda Item. 12)

Cabinet considered one of a regular series of reports that came to Cabinet on its role as legal "Corporate Parent" to the Children and Young People Looked After by the Council, and those Leaving Care to live independently.

RESOLVED: to:

- (a) continue to support the Corporate Parenting Strategy and to work to the current objectives of the strategy; and
- (b) endorse the amended Placement Strategy.

63/11 ESTABLISHMENT REVIEW - MAY 2011

(Agenda Item. 13)

The heading to the table on page 171 was corrected.

Councillor Jean Fooks commented that the figures were going down but that an explanation giving the background would be helpful.

The Deputy Leader indicated that the trend information was straightforward and that detailed background information was available.

RESOLVED: to:

- (a) note the report;
- (b) confirm that the Establishment Review continues to meet the Cabinet's requirements in reporting and managing staffing numbers.

64/11 CABINET SCHEME OF DELEGATION

(Agenda Item. 14)

Councillor Jean Fooks expressed unhappiness at the proposal. She was concerned that decisions could be taken by a Cabinet Member not fully versed in the subject matter. She felt that the current option to take it to the

next cabinet meeting was sufficient. The Leader explained the context for the change and that it would be used infrequently.

RESOLVED: to recommend Council:

- (a) to amend Part 4.4 of the Council’s Constitution to effect the changes to the ‘Delegated Decisions by Individual Cabinet Members’ referred to in paragraph 7 above; and
- (b) to agree that the website copy of the Constitution should be the master copy, that the routine circulation of hard copies should cease and that the Monitoring Officer be asked to amend the Constitution to make clear that the website copy is the definitive version.

65/11 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 15)

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

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

..... in the Chair

Date of signing 2011
.....

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Division(s):

CABINET – 21 JUNE 2011

PROVISIONAL REVENUE & CAPITAL OUTTURN 2010/11 AND REQUESTS FOR CARRY FORWARDS

Report by the Assistant Chief Executive & Chief Finance Officer

Introduction

1. This report sets out the provisional revenue and capital outturn for 2010/11 and shows how actual expenditure and income for the year compares to the budgeted position. It also includes proposals for the use of revenue carry forwards from 2010/11 in 2011/12. The report is consistent with the Council's Statement of Accounts for 2010/11¹. This will be submitted to the Audit Committee on 7 July 2011 following certification by the Chief Finance Officer and prior to external audit.
2. During 2010/11 directorates have been working hard to reduce costs in readiness for implementing their Business Strategies from 2011/12 and there has been a firm focus on cost minimisation. As a result some revenue savings, particularly relating to vacant posts, have been achieved early and through careful service management, it has also been possible to absorb the impact of the in – year revenue grant reductions of £3.717m agreed by Council on 27 July 2010. £2.334m of these reductions related to the Children, Young People and Families Directorate, £0.647m to Environment & Economy and £0.320m to Social and Community Services². The revenue variation also reflects the achievement of savings of £35m built into the 2010/11 budget. 2010/11 capital expenditure reflects the grant reductions and capital programme moratorium.
3. From 2010/11 all local authorities are required to prepare their accounts using International Financial Reporting Standards (IFRS). This requires a change in the way unspent elements of some specific grants and contributions are recorded at the year end. £6.515m of grants and contributions are required to be carried forward in accordance with Council procedures. The table on the next page shows the forecast Directorate position before and after the changes relating to IFRS.

¹ Due to external accounting requirements the presentation of the figures may vary.

² The remaining £0.138m related to Oxfordshire Customer Services and £0.012m to the Chief Executive's Office with the balance being funded from balances pending a further decision.

Original Budget 2010/11 £m		Latest Budget 2010/11 £m	Provisional Outturn 2010/11 £m	Variance to Latest Budget £m	Variance to Latest Budget %
389.870	Revenue (*) (after IFRS)	385.745	375.386	-10.359	-2.68
389.870	Revenue (*) (before IFRS)	385.745	381.901	-3.844	-1.00
130.248	Capital	101.026	93.426	-7.600	-7.52
12.500	General Balances	13.056 ³	14.059	+1.003	+7.68
64.870 ⁴	Reserves	72.323 ⁵	84.739	+12.416	+17.16

4. The last Financial Monitoring Report for 2010/11 was considered by Cabinet on 19 April 2011. The final outturn for each Directorate, and a comparison to the forecast position at that point, is set out in summary in this report. Individual directorate reports which set out the detail by service area are available in the Members' Resource centre.
5. The following Annexes are attached and referenced in the report:

- Annex 1 Provisional Revenue Outturn
(Summary and by Directorate)
- Annex 2 (a) Proposed carry forwards to 2011/12
- Annex 2 (b) Proposed virement of 2010/11 underspends to other budget heads.
- Annex 3 Specific Grants and Area Based Grant
- Annex 4 Earmarked Reserves and Provisions
- Annex 5 General Balances
- Annex 6 Older People & Physical Disabilities and Learning Disabilities Pooled Budgets
- Annex 7 On - Street Parking – Statement of Income and Expenditure for 2010/11
- Annex 8 Redundancy Costs
- Annex 9 Shared Services Savings
- Annex 10 Provisional Capital Outturn
(Summary and by Directorate)

(*) Throughout the report a minus sign (-) represents an underspend compared to the final approved budget and a positive sign (+) indicates an overspend.

³ Per the Service & Resource Planning – Financial Plan 2011/12 – 2015/16.

⁴ Per Service & Resource Planning – Financial Plan 2010/11 – 2014/15

⁵ Per February 2011 Financial Monitoring Report to Cabinet on 19 April 2011.

Part 1 – Provisional Revenue Outturn

Summary in accordance with IFRS requirements

6. The year end revenue position for 2010/11 as shown in Annex 1, and consistent with the Council's Statement of Accounts, is as follows:

2010/11	Gross Expenditure £m	Income £m	Net Expenditure £m
Original Budget	907.459	-516.644	390.815
Brought forward from 2009/10	1.066	0	1.066
Virements & Grant Changes	-21.051	13.525	-7.526
Supplementary Estimates	1.390	0	1.390
Final Approved Budget	888.864	-503.119	385.745
Provisional Outturn	997.980	-622.594	375.386
Total Variation	109.116	-119.475	-10.359
Less variations returned to balances (see paragraph 7)	0.468		0.468
Adjusted Directorate Variation	109.584	-119.475	-9.891

Variations Returned to Council in 2010/11 (Annex 1 Column 10)

7. Some specific variations are removed from carry forwards because they represent variations to budgets which are recognised to be outside the control of the Directorate. The total net variation returned to balances at the end of 2010/11 is -£0.468m.

Directorate	Variation	Calls on £m	Returns to £m
Environment & Economy	Non – domestic rates Council Tax Flood Levy	+0.010	-0.149 -0.004
Community Safety	Retained Firefighters Firefighter Pension Scheme – ill health retirements	+0.084	-0.224
Chief Executive's Office	External Audit Fee		-0.185
Total		+0.094	-0.562

Directorate Variations (Annex 1 column 9)

8. The tables on the next page show that the total variation of -£10.359m shown in Annex 1 is made of the underlying directorate outturn of -£3.844m and further grant and contribution variations of -£6.515m. The directorate variation compares to a forecast position of -£5.016m in the last Financial Monitoring Report to the end of February 2011, a net reduction of -£1.172m. A limited number of more significant variances since February are explained in the following paragraphs. Analysis of the underlying variations are set out in the Financial Monitoring Reports considered by the Cabinet during 2010/11 and are available on the Council's website.

	Latest Budget 2010/11	Provisional Outturn 2010/11	Provisional Outturn Variance	Provisional Outturn Variance	Variance Forecast February 2011	Variance Forecast February 2011
	£m	£m	£m	%	£m	%
Children, Young People & Families	97.899	96.534	-1.365	-1.39	-2.426	-2.50
Social & Community Services	206.046	206.690	+0.644	+0.31	-0.355	-0.17
Environment & Economy	69.931	69.329	-0.602	-0.86	-0.247	-0.34
Oxfordshire Customer Services	1.590	0.284	-1.306	-82.14	-1.148	-81.48
Chief Executive's Office	10.279	9.064	-1.215	-11.82	-0.840	-7.71
Total Directorate variation including Pooled Budgets	385.745	381.901	-3.844	-1.00	-5.016	-1.30

9. In addition to the Directorate position of -£3.844m there are grant and contribution variations of -£6.515m.

Grant & Contributions/Directorate	£m	£m
Dedicated Schools Grant (DSG)	-0.961	
Integrated Workforce Grant	-0.022	
Education Business Partnership	-0.110	
National PE/ School Sports	-0.036	
Healthy Schools	-0.060	
Play & Participation - National Citizen Service	-0.004	
National Literacy Fund	-0.003	
Play Pathfinder	-0.004	
YPLA – Home to School Transport	-0.263	
Total Children, Young People & Families		-1.463
Social Care Reform Grant	-1.065	
New Dimensions Training Grant	-0.072	
Total Social & Community Services		-1.137
Exceptional Highways Maintenance Grant	-3.525	
Supporting Community Transport Grant	-0.279	
Wychwood Project	-0.033	
Biodiversity Grant	-0.016	
Windrush Project	-0.007	
Thames Valley Environmental Records Centre	-0.046	
Preliminary Flood Risk Assessment	-0.009	
Total Environment & Economy		-3.915
Total All Grant Underspends		-6.515
Add Directorate Variation (from table above)		-3.844
Total Variation for IFRS Reporting Requirements		-10.359

Children, Young People & Families (CYP&F): in - year Directorate variation of -£1.365m or -1.39%.

10. The outturn position for CYP&F is a variation of -£1.365m a decrease of +£2.013m since the February report. There are also unspent elements on the Dedicated Schools Grant (-£0.961m) and on grants and contributions (-£0.502m).
11. As previously reported the final position for the directorate includes actual redundancy costs of £0.030m (Student Support), accrued redundancy costs of £1.255m (Primary & Secondary National Strategies, Equality and Diversity Achievement Service (EDAS) and Harnessing Technology). However, a further provision for redundancy costs of £1.958m in relation to the service redesign is now included and is the main reason for the reduction in the variation. That means all redundancy costs to date have been met within the directorate. The directorate is also making a contribution of £0.058m to the Efficiency Reserve.
12. The underspend on Home to School Transport has increased by -£0.420m to -£1.817m since the last report. This relates to unspent -£0.263m of the Young People's Learning Agency (YPLA) grant and ongoing savings plan delivery. This is a ring fenced grant that can be spent over academic years.

Dedicated Schools Grant and Standards Fund

13. On 18 March 2011 the Council was notified by the Department for Education (DfE) that it would not be receiving the final £1.371m instalment of the 2010/11 Standards Fund grant. In previous years this income was received after 1 April (in the following financial year) and could be spent up until the end of the academic year. £0.633m of this reduction relates to funds which have already been spent by schools in 2010/11.
14. The Government has provided local authorities with a choice of methods to deal with the resulting pressure with a view to avoiding school allocations for 2010/11 and 2011/12 being amended. The option agreed by Schools Forum is to offset the £0.633m 2010/11 pressure against Dedicated Schools' Grant (DSG) underspends. The remaining £0.738m for which costs have not yet been incurred will be offset against the DSG underspend carried forward to 2011/12.
15. The underspend on Devolved School Costs has decreased by +£0.619m to -£0.377m since the February report and relates to a pressure in respect of the final DSG allocation for 2010/11. This is due to a difference between the adjustment the Council was expecting and that made by the DfE in respect of academies. A response is still awaited from the DfE so at present the pressure has been offset against DSG contingency.

Social & Community Services (S&CS): in - year Directorate variation of +£0.644m or +0.31%.

16. The outturn position for S&CS is an overspend of +£0.644m an increase of +£1.086m since the February report. This excludes underspends on grants (-£1.137m), which under IFRS need to be treated as a carry forward.
 17. The Music Service have overspent by +£0.065m. This will be carried forward to 2011/12 in line with the agreed four year Music Service Change Programme. From 1 April 2011 the Music Service has transferred to Children, Education and Families directorate.
 18. Social Care for Adults are reporting an overspend of +£1.216m, an increase of +£1.061m since the last report. This now includes the Council elements of the overspends on the Older People and Physical Disabilities Pooled budget (+£0.205m) and the Learning Disabilities Pooled budget (£1.192m) which have been brought into the revenue account at year end.
 19. Fairer Charging and Residential Client Income has underachieved by £0.055m an improvement of £0.255m since the last report through additional residential income and changes to bad debts.
 20. Strategy and Transformation have underspent by -£0.891m. Of this -£1.065m relates to the balance of the Social Care Reform Grant which is requested to be carried forward to 2011/12 to be used as agreed.
 21. Community Safety has underspent by -£0.707m. The retained duty system (RDS) underspend has increased by £0.089m due to lower than forecast emergency call outs and management action taken to control non emergency expenditure. The full RDS underspend of -£0.224m has been returned to balances as in previous years. The remaining underspend is explained by delayed completion of projects including Fire Control and the training hub, late receipt of a grant and tight control of expenditure.
- Pooled Budgets
22. The OP&PD Pooled Budget is overspent by +£1.101m as shown in Annex 6. Including the +£0.686m overspend brought forward from 2009/10, the Council elements are overspent by +£0.205m (a decrease of -£0.528m since the last report). The Primary Care Trust (PCT) element has overspent by +£0.896m (a decrease of -£2.878m since the last report and includes the additional contribution made by the PCT in March of £3.893m).
 23. £1.424m of the £1.531m funding from the NHS for winter pressures announced by the Department of Health in January 2011 has not been spent in 2010/11. This has been transferred to an earmarked reserve and will be used to meet the on-going costs for the relevant clients in 2011/12 and future years.

24. The Council element of the overspend is made up of an underspend on Older People of -£1.106m, an overspend on Physical Disabilities of +£1.144m and an overspend on Equipment of +£0.167m. The reduction in the underspend since the last report mainly relates to lower than forecast spend on older people's residential and nursing beds arising from the transfer of costs to the Winter Pressures funding and increased income from funded nursing care. However, spending on residential and nursing care for people with physical disabilities is higher due to increased client numbers and backdated payments.
25. As shown in Annex 6 the year end position on the Learning Disabilities Pooled Budget is an overspend of +£1.425m. The Council's element of the overspend is +£1.192m. The PCT element of the overspend is +£0.233m.
26. The PCT are expected to make a further contribution to meet the overspends from 2010/11 on the Older People and Physical Disabilities Pool and Learning Disabilities Pool. An adjustment has been made to the Council's accounts in the form of a creditor so the overspend does not impact on the outturn position of the Council.

Environment & Economy (E&E): in - year Directorate variation of -£0.602m or -0.86%.

27. The outturn position for E&E is variation of -£0.602m, a change of -£0.212m since the last report. This excludes unspent grants and contributions (-£3.915m).
28. An additional +£0.580m has been spent in delivering the Corrective Roads Maintenance Action Plan due to pro-active over-programming of the work against the original allocation of £0.987m. This has been off-set by underspends of -£0.265m on Safety Fence tensioning and -£0.209m due to the Section 38⁶ transfer being less than anticipated.
29. Waste Management has underspent by -£2.183m (a movement of -£0.057m since the last report). As previously reported this has been transferred to the Waste Management Reserve to fund one off project costs relating to the Waste Treatment Project.
30. The net underspend of -£0.143m on Rates, Council Tax and Flood Levy has been returned to Council balances in line with Council policy.

⁶ Section 38 is income from developers based on a scale of charges. It is for works in/on the existing highway and mainly new developments and is the Council's fee for checking drawings, creating an agreement (usually a highway adoption agreement) and for monitoring and inspecting works.

Oxfordshire Customer Services (OCS): in - year Directorate variation of -£1.306m.

31. The outturn position for OCS is a variation of -£1.306m, a change of -£0.158m since the last report. The change mainly relates to ICT income being higher than expected, while expenditure was also less than forecast.
32. Adult Learning are reporting an overspend of +£0.035m a decrease of £0.057m since the last report. A four year recovery plan is in place to reduce this overspend and repay the supplementary estimates totalling £0.181m by 2012/13. The improved position compared to the forecast is explained by higher levels of income received towards the end of the year.
33. The Food with Thought trading account recorded a surplus of £0.736m (9.5% of turnover). Meal numbers were 3.4% ahead of target and food costs, labour costs and overheads were all kept within budget. School Lunch Grant received via Schools was not spent in full but will be used in future years to improve the schools meals service. QCS cleaning has recorded a surplus of £0.049m (2% of turnover). These surpluses have been transferred to the relevant earmarked reserves.
34. Annex 9 analyses savings delivered by the original Shared Services business case together with additional savings included in the 2010/11 Medium Term Financial Plan. Annual savings will be £0.166m ahead of the original business case target from 2011/12.

Chief Executive's Office (CEO): in - year Directorate variation of -£1.215m.

35. The outturn position for the CEO is a variation of -£1.215m, a change of -£0.375m since the last report. The changes include -£0.125m unspent Performance Reward Grant in the Partnership unit funding that will not be allocated to the voluntary sector until 2011/12.
36. The variation on Human Resources has also increased by -£0.110m since the last report. This relates to early delivery of the business strategy and an underspend on the Future Jobs Fund due to the final cohort of work placements to be funded from this grant started in February 2011 and will end in August 2011.
37. The underspend on the Audit Fee of -£0.185m has been returned to Council balances in line with Council policy.

Use of Carry Forwards from 2009/10 and Previous Years

38. Carry forwards from 2009/10 of under and overspends totalling £1.046m carried forward to be used in 2010/11 were set out in the Provisional Outturn Report to Cabinet on 22 June 2010. These have been reflected in the budgets shown in the monitoring report since the report to Cabinet on 19 July 2010. The use of those underspends and

recovery of overspends including an overspend of £0.686m within the OP&PD Pool, and £0.629m relating to Asylum Seekers, are reflected in the overall outturn position for 2011/12.

39. At the end of 2009/10, a further £0.107m was held in the carry forward reserve and related to underspends from 2007/08 that had not been utilised. As agreed in the Financial Monitoring Report to Cabinet on 22 June 2010, £0.087m of this has been transferred to the Efficiency Savings reserve in 2010/11. The remaining £0.020m was agreed for use by S&CS in 2010/11.
40. £0.204m of the CEO carry forwards from 2009/10 have been requested as carry forwards to 2011/12 as planned.

Proposed Carry Forward of under and over spends in 2010/11 to 2011/12

41. Under the Council's Financial Regulations, the Cabinet is responsible for approving all carry forwards. Carry forwards of underspends have been requested in writing through the Chief Finance Officer (with delegated officer approval) who has considered them, in consultation with the Cabinet Member for Finance, subject to an acceptable use and definite programme for expenditure. Directorates have either asked to carry forward underspends to the service in which they were generated or requested a virement of the carry forward to meet pressures in other areas. In some cases the carry forward was planned and reflects the agreed use of one - off funding over more than one year.
42. As set out in paragraph 9 there are IFRS grant and contribution underspends of -£6.515m that will be carried forward. Taking into account overspends in the Music Service and Adult Learning that will be carried forward to be recovered in future years as planned, along with the overspends on the Pooled Budgets that will need to be carried forward and then recovered within the relevant Pool in 2011/12, the total directorate underspend proposed as a carry forward is -£3.106m. A further -£0.270m (comprising a -£0.058m contribution from CYP&F and -£0.212m from CEO) is recommended to be transferred to the Efficiency Reserve in 2011/12 to support the Business Strategy. The total of these amounts is shown in column 14 of Annex 1.
43. The table on the next page summarises the proposed carry forwards by Directorate. These are set out in detail in Annex 2a and the virements behind them in Annex 2b. Some of the virements for CYP&F, S&CS and E&E are larger than £0.5m and require approval by Council under the authority's Financial Regulations.
44. The remaining planned overspend of +£0.178m on the City School's reorganisation that would have been carried forward to 2011/12 was offset against the Home to School Transport underspend during 2010/11 as reported to Cabinet on 16 February 2011.

Directorate	Overspend to be carried forward	Underspend requested to be carried forward	Net total requested to be carried forward	Grants Proposed to be carried forward	Total Proposed Carry Forward	Underspend Transferred to Efficiency Reserve
	£m	£m	£m	£m	£m	£m
CYP&F (non – DSG)	+0.065 ⁷	-1.307	-1.242	-0.502	-1.744	-0.058
CYP&F (DSG)				-0.961	-0.961	
S&CS		-0.568	-0.568	-1.137	-1.705	
OP&PD Pooled Budget	+0.205		+0.205		+0.205	
LD Pooled Budget	+1.082		+1.082		+1.082	
Total S&CS	+1.287	-0.568	+0.719	-1.137	-0.418	
E&E		-0.459	-0.459	-3.915	-4.374	
OCS	+0.035	-1.247	-1.212		-1.212	
CEO		-0.912	-0.912		-0.912	-0.212
Total per Annex 2a	+1.497	-4.483	-3.106	-6.515	-9.621	-0.270

Strategic Measures

45. Overall there is no variance on the Strategic Measures budget. However, within this there is a variation of -£0.208m on the interest paid on various sums which are included within the Council's cash balance, including Developer Contributions. This is mainly due to the 7 day LIBID rate (on which the interest payments are calculated) being lower than originally anticipated in the budget. Interest earned on cash balances invested in house was -£0.198m more than budgeted due to higher than expected cash balances throughout the year. Interest earned on balances invested externally was -£0.142m more than budgeted due to a better than expected performance from our external fund managers. There was an overspend of +£0.548m on capital financing. The amount rechargeable to directorates for capital prudential borrowing schemes was lower than budgeted and borrowing more long term debt than originally expected increased the amount of debt interest payable.
46. The Provisional Outturn Report for 2009/10 included an amount which represented the element of potential lost deposit and associated interest on amounts placed with Landsbanki. At present Local Authority deposits with Landsbanki have "Preferred Creditor status" as held by the Reykjavik District Court. The decision is being appealed through the Icelandic Supreme Court. If this position is held, following the appeal case currently being heard, then the Council expects to receive 95% of the original deposit back in instalments over the next

⁷ Planned overspend on the Music Service which has moved to CEF from 1 April 2011.

eight financial years. If not, it is expected the Council will receive 38% of the original deposit over the same period. CIPFA recommend that Local Authorities base their estimated impairments on the assumption that we will continue to be eligible for "Preferred Creditor status". The 2010/11 accounts therefore show an impairment of £0.05 in every £1.00.

47. The Treasury Management Outturn report for 2010/11, which covers all of the related activities in detail, will be considered by Cabinet on 19 July 2011.

Bad Debt Write Offs

48. For the year ended 31 March 2011 there were 316 debts written off (as recorded on SAP) totalling £0.132m. Of these the largest was £0.074m and related to a Section 106 debt in connection with a planning obligation which was agreed to be written off by Cabinet in May 2010.
49. In addition Client Finance wrote off £0.103m in respect of 149 debts relating to care provided by Social & Community Services. The largest of these debts was £0.021m and related to Fairer Charging income. This was approved by Cabinet in April 2011.
50. After taking account of ad hoc write offs and other adjustments totalling £0.009m, total write offs for the year were £0.244m. This compares to total write offs of £0.230m for 2009/10. Most of the debts have been written off because it is uneconomical to recover through the courts.

Specific & Area Based Grants

51. From 2010/11 all local authorities are required to prepare their accounts using International Financial Reporting Standards (IFRS). The basis for recognising income from grants and contributions relating to capital and revenue expenditure changes under IFRS and the Final Accounts reflect unspent elements of most grants as an underspend.
52. During May and June 2010, Government departments notified local authorities of reductions to 2010/11 grant funding. These reductions total £3.717m for Area Based Grant and other specific grants (Annex 3).
53. £5.365m of unspent grants have been requested as carry forwards. These will be available for use in 2011/12 in accordance with the conditions attached to them.
54. Unspent DSG of -£0.961m has been requested to be carried forward and will be used as agreed Schools' Forum in 2011/12.

Redundancy Costs

55. As set out in Annex 8 redundancy costs totalling £9.057m have been incurred in 2010/11. £4.597m has been funded from Directorate underspends and a further £4.460m from the Efficiency Reserve. £6.958m of the total relates to individual payments that will be incurred in 2011/12, but for which the decision was effectively made as part of the 2010/11 Service & Resource Planning process and as such have been included in the 2010/11 accounts in accordance with accounting standards.

Part – 2 Consolidated Provisional Capital Outturn

Summary Programme Expenditure

56. The original capital programme for the year is agreed by Council in the February preceding the start of the financial year as part of the Medium Term Financial Plan. The February 2010 programme was based on the position forecast at the end of December 2009. The latest updated programme, based on the position forecast at the end of December 2010, was agreed by Council on 13 February 2011.
57. The summary outturn position compared to both the original and latest capital programme and also the latest position forecast at the end of February 2011 and considered by Cabinet on 19 April 2011, is shown in Annex 10b. For completeness year end accounting adjustments are included. These include the capitalisation of revenue expenditure on vehicles and the treatment of loans as capital expenditure.
58. Overall, the programme progressed slower than planned. This reflects the announcement of the national emergency budget and in-year grant reductions by the national government and the related moratorium on new scheme starts agreed on 20 July 2010.
59. Total capital programme expenditure in 2010/11 was £93.5m. This is £36.8m or 28% lower than the programme agreed in February 2010. Excluding schools' local spend the variation on the total directorate programmes is £34.5m (29%).
60. When the overall performance of the programme is adjusted to take into account the impact of the in-year grant reductions, capital moratorium, cost reductions and other technical adjustments on the level of expenditure in 2010/11 the variation reduces to £10.8m (9%) as set out in the table below. This represents 91% use of resources on capital, compared to the original capital programme. This is shown Annex 10a and is summarised in the table on the next page :

	Total Directorate Programmes £m	Schools Capital & Earmarked Reserves £m	Total Capital Programme £m
Original Capital Programme	117.4	12.8	130.2
Final Outturn Expenditure	82.8	10.7	93.5
Variation	-34.5	-2.2	-36.7
Impact of in-year grant reductions	3.7		3.7
Impact of the capital moratorium	13.8		13.8
Impact of other VfM & technical adjustments	5.0		5.0
Impact of Cost Savings & Returned Contingencies	1.2		1.2
Adjusted Variation	-10.8	-2.2	-13.0
Use of Resources	91%	83%	90%

61. Although this adjusted use of capital resources in 2010/11 represents a reduction compared to the last years performance (94%), it is still within the tolerances recommended by best practice and at a reasonable level given the level of uncertainty affecting the programme delivery in such a challenging year. This position needs to be viewed within the context of the significant re-prioritisation of the programme and re-allocation of the capital resources in order to achieve most effective re-alignment of the capital programme to the Council's Business Strategy. The Council still maintains the improvement made in the use of resources position compared to 2008/09 (90%) and 2007/08 (82%).
62. The outturn position for the total directorate programmes compared to the latest updated capital programme is a reduction of £6.2m (7%) in the last quarter of the year. The outturn position for the total directorate programmes compared to the last forecast position at the end of February 2011 is a reduction £4.0m (5%). While some of this variation could be explained by some projects and programmes being at very early stages of their development and by the reactive nature some of the programmes, there is a need to improve profiling of expenditure for major projects, prudentially funded schemes and schemes where working with third parties is required. It also shows the sensitivity of the used of resources position to reductions in major projects' expenditure profiles.
63. Therefore, increased levels of monitoring will continue into 2011/12 and beyond to address these issues effectively and maintain the balances position throughout the five-year Capital Programme. Changes to the spend profiles will continue to be managed in a controlled fashion as part of the regular monitoring process. This process will ensure that the impact on the overall programme deliverables for 2011/12 are minimised and the resources that can be carried forward into future years are maximised.

64. An explanation of the main movements within each directorate is set out below and in Annex 11d.

Children, Young People & Families

65. The total capital expenditure for the year 2010/11 was £53.3m (excluding schools local capital expenditure).
66. This is £2.7m (5%) lower than the latest forecast position. The main variations not previously reported are included in Annex 10d:
67. The variation compared to the latest approved Capital Programme is a reduction of £2.9m (5%). The majority of the movement in the last quarter of the year relates to the variations mentioned above. There was also a forecast delay in the Tackley Pre-School project leading to a reduction of £0.2m.
68. The variation compared to the original capital programme is a reduction of £13.2m (20%). When taking into account the impact of the capital moratorium and in-year grant reductions this variation becomes a reduction of £4.5m (7%). In addition to the variations above there were also the following other movements in forecasts over the year are included in Annex 10d.

Social & Community Services

69. The total capital expenditure for the year 2010/11 was £5.6m. This is a £0.2m (3%) reduction against the latest forecast position. There are no significant variations to report.
70. The variation compared to the latest approved Capital Programme is a reduction of £1.1m (16%). This includes -£0.4m relating to the Extra Care Housing Adaptations, -£0.2m for the Oxfordshire Records Office and -£0.2m relating to ICT Adult Social Care Infrastructure.
71. The variation compared to the original Capital Programme is a reduction of £9.5m (63%). When taking into account the impact of the capital moratorium and in-year grant reductions this variation becomes a reduction of £3.8m (25%). This adjusted figure also takes into account a decision made to finance the build cost of Chipping Norton Homes for Older People through the bed price, as financial assessments did not adequately justify prudential borrowing as a better Value for Money option. £4.1m of capital expenditure and borrowing were therefore removed from the programme. Other variations are included in Annex 10d
72. These reductions were offset by the inclusion of new (mainly grant funded) projects totalling £0.5m including Health & Wellbeing, Deferred Interest Loans, Transforming Adult Social Care and Stronger and Safer Communities.

Environment & Economy - Transport

73. Total capital expenditure for the year 2010/11 was £18.3m. The variation compared to the latest forecast position is a reduction of £0.8m (4%). There were underspends on the drainage programme (£0.1m) and bridges programme (£0.2m), but no other major variations.
74. The variation compared to the latest capital programme is a reduction of £1.7m (8%). The main movements forecast in the last quarter of the year are included in Annex 10d.
75. The variation compared to the original capital programme is a reduction of £7.6m (29%). Taking into account the impact of the in-year grant reductions and moratorium, the adjusted variation is a reduction of £1.0m (4%).
76. Within this overall variation an increase in the Structural Maintenance programme of £1.7m (13%) is offsetting a decrease on the Integrated Transport Improvement programme of -£2.8m (22%).
77. The increased Structural Maintenance programme was mainly due to the additional non-principal road carriageway works undertaken using the Winter Damage Grant allocation of £1.5m.
78. Slippage on the Didcot Parkway Interchange (-£1.8m), accounts for a large part of the reduction in the Integrated Transport programme. There was also slippage across the programme on several developer funded schemes. These were partly offset by increased costs on London Road Phase 3 (£0.5m) due to unforeseen ground conditions. £0.2m of spend was also brought forward on Cogges Link Road in order to carry out advance overhead electricity cable works during the summer.

Environment & Economy – Other

79. Total capital expenditure for the year 2010/11 was £4.8m. The variation compared to the latest forecast position is a reduction of £0.2m (4%). There are no major variations to report.
80. The variation compared to the latest capital programme is a reduction of £0.5m (9%).
81. In the last quarter of the year the Backlog Maintenance Programme was reduced by £0.2m because of a reduction in the estimated level of contributions due to be received from schools. Despite this the target for contributions was achieved overall so the prudential borrowing was able to be reduced instead. This will reduce the ongoing revenue borrowing costs. This £25m programme is now completed.
82. The variation compared to the original capital programme is a reduction of £4.0m (46%). Taking into account the impact of the in-year grant reductions and moratorium, the adjusted variation is a reduction of

£2.6m (30%). This is mainly due to the re-profiling of expenditure on the Waste Recycling Centre programme (-£2.4m) to better reflect a realistic delivery timescale. A further reduction was on the Prudential Energy programme (£0.3m) and reflects lower than anticipated take up of loans from schools.

Oxfordshire Customer Services

83. Total capital expenditure for the year 2010/11 was £0.9m. There is no variation when compared to the latest updated programme or when compared to the latest forecast.
84. The variation compared to the original capital programme is a reduction of £0.2m (22%). This is due to a technical adjustment that needed to be made to the funding for Capitalised ICT.

Chief Executive's Office

85. There was no capital expenditure for the Chief Executive's Office in 2010/11.

Summary Programme Financing

86. The table in Annex 10c summarises the outturn financing of the 2010/11 capital programme and compares it to the financing planned in the original and latest capital programme. Overall, this reflects the strong flexible resources position at the start of the new 5-year capital programme.
87. The Capital Programme expenditure of £93.5m was funded from a combination of supported borrowing (£26.1m), capital grants and other external contributions (£57.5m), developer contributions (£4.4m), project specific prudential borrowing (£4.0m) and revenue contributions (£1.5m).
88. Although the level of expenditure was significantly reduced, supported borrowing allocations were fully utilised.
89. Use of capital grants has been maximised as far as possible. However, the level of un-ringfenced grant balances held increased by £2.1m to £6.0m. There are no issues foreseen with utilising these grants by their deadlines and many are not time limited. However, there are large unapplied ringfenced balances held for Primary Capital and Co-location grants and delivery of the planned schemes within the first half of 2011/12 is crucial to be able to utilise these grants by the deadlines.
90. Capital receipts and reserve balances increased by £8.6m to £24.2m during the year and there was no requirement to use these to fund the programme. The original forecast for capital receipts from the disposal programme for 2010/11 was £7.0m and actual capital receipts achieved were £6.0m.

91. The reduced programme also meant that £2m of additional prudential borrowing⁸ was able to be deferred. There was also a reduction of £10.6m in the amount of project specific prudential borrowing taken out when compared to that originally planned, which was mainly due to re-profiling of expenditure on Homes for Older People/Extra Care Housing programmes.

Part 3 – Balance Sheet

General Balances

92. Changes affecting the Council's general balances during the year have been reported as part of the monthly financial monitoring reports to Cabinet. These are shown in full at Annex 5.
93. The provisional outturn position for general balances is £14.059m as at 31 March 2011. In addition £0.968m of Performance Reward Grant was received in March 2011. This will be distributed as agreed by the Public Services Board in 2011/12. The £0.678m revenue element (70% of the total) has been accounted within balances taking the total to £14.737m. The remainder has been included as capital financing.
94. As part of the 2011/12 Service and Resource Planning Process, balances were forecast to be £13.056m on 31 March 2011, £0.5m above the assessed risk level of £12.6m. Budget proposals agreed by Council on 15 February 2011 include the use of the additional £0.5m. At year end balances are a further £1.0m above the assessed risk level as there have been less calls on balances towards the end of the year than anticipated.
95. The table below shows the changes to general balances since the last monitoring report.

	£m
Forecast position per February monitoring report	13.763
Net return of balances variations outside Directorates' control (para 7)	0.468
Variation on Strategic Measures	0.066
Reduction in Provision for doubtful debts (impairment allowance) and other final accounts adjustments	-0.238
Total Balances Available 31 March 2011	14.059
Add Local Area Agreement (LAA) Performance Reward Grant accounted for in 2010/11 (revenue element)	0.678
Total Balances 31 March 2011	14.737

⁸ Part of the £25m additional prudential borrowing over 10 years agreed by Cabinet in 2008/09.

Earmarked Reserves

96. Details of the movements on earmarked reserves in 2010/11 are set out in Annex 4. Reserves have increased by £12.416m to £84.739m since the February report. This is mainly due to the change in School Balances. Explanations of this and other changes to Directorate and the Corporate reserves during the year are set out in the subsequent paragraphs.

Children, Young People & Families

97. The balance on the Building Schools for the Future (BSF) reserve and £0.590m unused BSF budget for 2010/11 was transferred to the Efficiency Reserve as a result of the Government decision to terminate the BSF project.
98. The underspend on the joint-use agreements with the District Councils for the use of sports/leisure facilities has been transferred to a new earmarked reserve. Underspends in this area cannot be used to offset overspends in other areas within the directorate.

School Balances

99. As noted in the Financial Monitoring Report to Cabinet on 15 March 2011, 247 schools were forecasting to be in surplus and 42 in deficit in 2010/11 as at the end of December 2010.
100. As at 31 March 2011, the actual number of individual schools with deficits and surpluses and the total value of those is:

	Number of Schools 31 March 2010		Change in 2010/11		Number of Schools 31 March 2011	
	Deficit Balance	Surplus Balance	Deficit Balance	Surplus Balance	Deficit Balance	Surplus Balance
Primary	41	203	-11	+11	30	214
Secondary	11	21	-4	+4	7	25
Special	1	12	+4	-4	5	8
Total	53	236	-11	+11	42	247

	Balances 31 March 2010			Movement in 2010/11			Balances 31 March 2011		
	Deficit Balance £m	Surplus Balance £m	Total Balance £m	Deficit Balance £m	Surplus Balance £m	Total Balance £m	Deficit Balance £m	Surplus Balance £m	Total Balance £m
Primary	1.095	-8.464	-7.369	-0.598	-2.087	-2.685	0.497	-10.551	-10.054
Secondary	1.501	-3.720	-2.219	-0.710	-1.024	-1.734	0.791	-4.744	-3.953
Special	0.032	-1.179	-1.147	0.022	0.044	0.067	0.054	-1.135	-1.080
Total	2.628	-13.363	-10.735	-1.285	-3.067	-4.352	1.343	-16.430	-15.087

101. Seven secondary schools had a total deficit of £0.791m and 25 a total surplus of £4.744m. The largest surplus or deficit held by an individual school is as follows:

	Largest Individual Surplus £m	Largest Individual Deficit £m
Primary School	-0.242	0.056
Secondary School	-0.579	0.241*
Special School	-0.304	0.020

* School closed December 2010

102. The increase in balances during 2010/11 reflects uncertainty over future funding levels during 2010/11 and the reduction in the number and value of deficit balances during the year. As the Guaranteed Unit of Funding for pupils is expected to remain frozen at the 2011/12 level over the medium term, it is anticipated that the level of schools balances will reduce further as schools utilise this funding to support their budgets.
103. In addition to the individual school balances set out above, balances held on behalf of Partnerships of groups of Schools totalled £5.311m at 31 March 2011. This has increased by £2.332m compared to the £2.979m surplus as at 31 March 2010.
104. The following table analyses how the total schools' reserves shown in Annex 4 are built up:

	(Surplus)/ Deficit £m
Delegated Budgets (see paragraph 100)	-15.087
Partnership funds (see paragraph 103)	-5.311
Provision for closure of The Oxford School	-0.200
Schools' contingency	-0.972
Gross Balance	-21.570
Less School Loans Scheme	1.187
Net Schools Balance	-20.383

105. The schools' contingency of £0.972m includes £0.199m which relates to the unspent balance of the Harnessing Technology Grant which needs to be distributed to schools during 2011-12 in line with the grant conditions. The remaining balance relates to the net effect of formula adjustments and additional allocations made to schools during the year, it is usual for this balance to vary from year to year.
106. Recent announcements by the Secretary of State for Education emphasise that the Government is seeking to provide increasing levels of autonomy for all schools. This means there will be a reduced role for local authorities in managing the surplus balances of schools. Specifically local authorities have been instructed not to operate the

"clawback mechanism" at March 2011 unless the school has a significant history of excessive balances over a number of years. Furthermore the DfE required all authorities to remove the limits on surplus balances from their Schemes for Financing Schools with effect from 1 April 2011. Therefore this mechanism will not exist in future.

107. However, local authorities' existing role in resolving the financial difficulties of schools in deficit has been reiterated by the Secretary of State and may be strengthened in future. From 2011/12 reporting on school balances will focus on the forecasting of balances and on progress made in eliminating deficits.

Social & Community Services

108. As reported to Cabinet on 16 February 2011, £0.250m of the Section 117 reserve was utilised in year to make an additional contribution to Occupational Therapy and Equipment. This reserve was set up to meet potential future claims in respect of refunds to clients under the S117 of the Mental Health Act. The balance at 31 March 2011 is £0.023m.
109. A contribution of £0.230m has been made to the ICT/Digitisation Project reserve. £0.106m has been utilised in year.
110. The £0.101m reserve for the Learning Disabilities pooled budget has been utilised for pool activity in year. A contribution of £1.424m has been made in respect of the balance on winter pressures funding within the Older People and Physical Disabilities Pool.
111. An additional £0.140m has been added in respect of unutilised balances on personal budgets under Self Directed Support.
112. In Community Safety the largest reserve is the Fire and Rescue Vehicle Renewals Funds reserve which has a balance of £0.457m. Most of the movements relate to this reserve.

Environment & Economy

113. As noted in paragraph 29, Waste Management underspends of -£2.183m have been transferred to reserves. This is in addition to £0.327m budget not required for the purchase of LATS credits in 2010/11. New reserves have been created for the West End Partnership to account for the net surplus income from partners which is used for the sole purpose of the partnership and for Developer Funding.
114. Contributions from the On - Street Parking reserve (-£1.566m) include the funding of the Oxford Park & Ride car parks (£1.292m), the costs of the extension of the Decriminalised Parking Areas (£0.103m) and the deficit from Camera Enforcement (£0.172m). Contributions of -£1.082m relate to the net surplus on On-Street Parking which reflects income of £3.337m and expenditure of £2.255m. Analysis of these totals is provided in Annex 7. The overall movement on the account as shown in Annex 4 is as follows:

Parking Account balance as at 1 April 2010	£1.577m
Less drawdowns and the cost of Off-Street Parking (contributions from reserve).	-£1.566m
Add net in – year surplus from On-Street Parking (contributions to reserve)	£1.082m
Parking Account balance as at 31 March 2010	£1.093m
Reduction in Parking Account balance	-£0.484m

Oxfordshire Customer Services

115. The Shared Services Funding Reserve was opened in 2006/07 with an initial starting balance of £4.224m transferred from the capital programme. £3.0m was repaid in 2009/10 and the balance of £1.224m during 2010/11. The Development Reserve is used for system development to deliver the Oxfordshire Customer Services business strategy. The balance on the Funding reserve has been transferred to the Development Reserve.
116. The Food with Thought/OCS Cleaning Reserve has a year end balance of £1.399m. This includes the transfer of the surpluses and deficit from the trading accounts. A contribution of £0.470m from the reserve was used for the refurbishment of school kitchens and dining areas. The reserve will be used to fund a programme of refurbishment work over the next three years to modernise school kitchens and comply with health and safety and food hygiene regulations. A contingency of £0.500m will be retained to cover any future potential losses.
117. Two new reserves have been created during the year. The Oxon-Bucks Partnership was set up for this partnership which administers the graduate teacher training programme for the two counties. The balance is the income received from Teacher Development Agency not spent at 31 March 2011. The Customer Services reserve was also set up during the year and contains all of the funding for the Customer Services Centre project.
118. The ICT school reserves have been used to complete the Learning Platform, SAP for Schools and other School ICT projects.

Chief Executive's Office

119. The following table summarises movements in the Change Fund:

	£m
Total fund 1 April 2010	1.259
Budget 2010/11	0.508
Total funds	1.767
Expenditure on projects 2010/11	0.898
Balance 31 March 2011	0.869

Thirteen projects were financed by the Change Fund in 2010/11. The £0.869m balance is committed to these projects for 2011/12 onwards.

Corporate Reserves

120. Council agreed the planned use of Local Authority Business Growth Incentive (LABGI) grant funding as part of the 9 February 2010 Service & Resource Planning report. No further grant funding was received in 2010/11 as this was one of the grants removed in – year. The remaining balance as at 31 March 2011 is £0.496m. The revised plan for the use of this funding in 2011/12 and beyond is included in the April Financial Monitoring Report item CA7 on the agenda.
121. The Efficiency Reserve was created in 2009/10 with the intention of supporting the implementation of the Council's Business Strategy. During 2010/11, £6.546m has been added to the reserve and includes a budgeted contribution of £2.929m, a contribution of £1.000m from the Customer Services Project as reported to Cabinet on 19 October 2010 and transfers totalling £1.916m from budget not required for pay awards and Personal Care at Home. £4.307m has been used to fund redundancy costs. The balance as at 31 March 2011 is £3.776m.

Provisions

122. The Older People's Pool provision which was set up to deal with a liability resulting from a backlog in the processing of Continuing Care Clients has been reduced as clients have been dealt with. £0.260m has been utilised in 2010/11 and an additional provision of £0.696m has been made to reflect the year end position.
123. Provisions have been created (see Annex 9) in CYP&F (£1.958m) and S&CS (£2.917m) in relation to estimated redundancy costs of implementing the Council's Business Strategy.

RECOMMENDATIONS

124. **The Cabinet is RECOMMENDED to:**
- (a) **note the provisional revenue and capital outturn, and the year end position on balances and reserves as set out in the report;**
 - (b) **approve the carry-forwards and virements as set out in Annex 2;**
 - (c) **recommend Council to approve the virements greater than £0.5m for Children, Young People & Families, Social & Community Services and Environment & Economy Directorates as set out in Annex 2b;**
 - (d) **agree that the surplus in the On-Street Parking Account at the end of the 2010/11 financial year, so far as not applied to particular eligible purposes in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, be carried forward in the account to the 2011/12 financial year (paragraph 114); and**

- (e) approve the creation of new reserves as set out in Annex 4 and paragraphs 98 & 113.
- (f) agree the proposal from the Schools Forum to offset £0.633m spent by schools in 2010/11 relating to the final payment from the DfE of £1.371m which will not now be received, against unspent DSG in 2010/11 and to offset the remaining £0.738m of the £1.377m which will be spent in 2011/12 against unspent DSG from 2010/11 carried forward to 2011/12.

SUE SCANE

Assistant Chief Executive & Chief Finance Officer

Background papers: Directorate reports

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June 2011

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Ref	Directorate	BUDGET 2010/11					Latest Estimate	Provisional Outturn	Provisional Outturn Variation	Analysis of variation			Analysis of this Directorate			Total proposed Carry Forward
		Original Budget	Brought Forward from 2009/10	Virements	Supplementary Estimates	Latest Estimate				Returned to Council	This Directorate	Grants or Contributions under IFRS	Variation	Council Funding	Surplus - Deficit +	
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	£000 (9)	£000 (10)	£000 (11)	£000 (12)	£000 (13)	£000 (14)			
	Children, Young People & Families															
	Gross Expenditure	581,870	0	-17,308	498	565,060	646,747	81,687	0	81,687	0	0	81,687			
	Gross Income	-482,820	0	15,659	0	-467,161	-551,676	-84,515	0	-84,515	-1,463	-83,052				
	Net Expenditure	99,050	0	-1,649	498	97,899	95,071	-2,828	0	-2,828	-1,463	-1,365	-2,705			
	Social & Community Services															
	Gross Expenditure	223,982	-716	18,204	170	241,640	260,131	18,491	-140	18,631	0	18,631				
	Gross Income	-40,325	0	4,731	0	-35,594	-54,578	-18,984	0	-18,984	-1,137	-17,847				
	Net Expenditure	183,657	-716	22,935	170	206,046	205,553	-493	-140	-353	-1,137	784	-418			
	Environment & Economy															
	Gross Expenditure	99,339	406	1,715	448	101,908	105,013	3,105	-143	3,248	0	3,248				
	Gross Income	-28,931	0	-3,046	0	-31,977	-39,599	-7,622	0	-7,622	-3,915	-3,707				
	Net Expenditure	70,408	406	-1,331	448	69,931	65,414	-4,517	-143	-4,374	-3,915	-459	-4,374			
	Oxfordshire Customer Services															
	Gross Expenditure	52,403	805	-719	20	52,509	57,092	4,583	0	4,583	0	4,583				
	Gross Income	-24,281	0	-26,638	0	-50,919	-56,808	-5,889	0	-5,889	0	-5,889				
	Net Expenditure	28,122	805	-27,357	20	1,590	284	-1,306	0	-1,306	0	-1,306	-1,212			
	Chief Executive's Office															
	Gross Expenditure	38,569	571	-22,943	254	16,451	17,701	1,250	-185	1,435	0	1,435				
	Gross Income	-28,991	0	22,819	0	-6,172	-8,637	-2,465	0	-2,465	0	-2,465				
	Net Expenditure	9,578	571	-124	254	10,279	9,064	-1,215	-185	-1,030	0	-1,030	-912			
	Less recharges to other Directorates	-88,704	0	0	0	-88,704	-88,704	0	0	0	0	0				
		88,704	0	0	0	88,704	88,704	0	0	0	0	0				
	Directorate Expenditure Total	907,459	1,066	-21,051	1,390	888,864	997,980	109,116	-468	109,584	0	109,584				
	Directorate Income Total	-516,644	0	13,525	0	-503,119	-622,594	-119,475	0	-119,475	-6,515	-112,960				
	Directorate Total Net	390,815	1,066	-7,526	1,390	385,745	375,386	-10,359	-468	-9,891	-6,515	-3,376	-9,621			
							375,386	-10,359								

In-Year Directorate Variation

Ref	Directorate	BUDGET 2010/11						Provisional Outturn Actual per SAP £000 (8)	Provisional Outturn Variation underspend - overspend + £000 (9)	Analysis of variation			Analysis of this Directorate		Total proposed Carry Forward	
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Returned to Council underspend - overspend + £000 (10)			This Directorate underspend - overspend + £000 (11)	Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)				
(1)	(2)															
	Contributions to (+)/from (-) reserves	3,405	-1,066	1,916		4,255	13,638	9,383								
	Contribution to (+)/from(-) balances	3,344		-268	-1,390	1,686	237	-1,449								
	Capital Financing	39,303				39,303	38,423	-880								
	Interest on Balances	-1,341				-1,341	834	2,175								
	Strategic Measures Budget	44,711	-1,066	1,648	-1,390	43,903	53,132	9,229								
	Area Based Grant (Income)	-45,656		5,878		-39,778	-39,778	0								
	Budget Requirement	389,870	0	0	0	389,870	388,740	-1,130								-270

Total External Financing to meet Budget Requirement

Revenue Support Grant	13,481				13,481
Business rates	92,840				92,840
Council Tax	283,549				283,549
Other grant income (PRG)	0				0
External Financing	389,870	0	0	0	389,870

Consolidated revenue balances position

Forecast County Fund Balance (Annex 5)	14,737
In-year directorate variation to be met from (-) or transferred to (+) Carry Forward Reserve	9,891
	24,628

Ref	Division of Service	BUDGET 2010/11						Provisional Outturn Actual per SAP £000 (8)	Provisional Outturn Variation underspend - overspend + £000 (9)	Analysis of variation			Total proposed Carry Forward	
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Returned to Council underspend - overspend + £000 (10)			This Directorate underspend - overspend + £000 (11)	Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)		
CY1	Young People and Access to Education													
	Gross Expenditure	43,426	227	-6,819	407	37,241	40,434	3,193	3,193				3,193	
	Gross Income	-22,023	1,513	1,513		-20,510	-24,659	-4,149	-4,149				-3,169	
		21,403	227	-5,306	407	16,731	15,775	-956	-956	0	0	-980	24	-93
CY2	Children and Families													
	Gross Expenditure	77,297	-629	13,003	91	89,762	89,693	-69	-69				-69	
	Gross Income	-46,410	-6,827	-6,827		-53,237	-55,220	-1,983	-1,983				-1,697	
		30,887	-629	6,176	91	36,525	34,473	-2,052	-2,052	0	0	-286	-1,766	-111
CY3	Raising Achievement Service													
	Gross Expenditure	72,890	336	-21,333		51,893	55,708	3,815	3,815				3,815	
	Gross Income	-64,925	20,809	20,809		-44,116	-47,569	-3,453	-3,453				-3,884	
		7,965	336	-524	0	7,777	8,139	362	362	0	0	431	-69	-283
	Commissioning, Performance and Quality Assurance													
	Gross Expenditure	49,437	841	-1,983	0	48,295	49,425	1,130	1,130				1,130	
	Gross Income	-11,280	-169	-169		-11,449	-12,471	-1,022	-1,022				-639	
		38,157	841	-2,152	0	36,846	36,954	108	108	0	0	-383	491	-1,257
	<i>Subtotal Non Delegated Budgets</i>	98,412	775	-1,806	498	97,879	95,341	-2,538	-2,538	0	0	-1,320	-1,744	-1,744
CY5	Schools													
	Gross Expenditure	342,767	-775	-176		341,816	415,434	73,618	73,618				73,618	
	Gross Income	-342,129	333	333		-341,796	-415,704	-73,908	-73,908				-73,663	
		638	-775	157	0	20	-270	-290	-290	0	0	-245	-45	-961
	Less recharges within directorate	-3,947				-3,947	-3,947	0	0					
		3,947				3,947	3,947	0	0					
	Directorate Total Expenditure	581,870	0	-17,308	498	565,060	646,747	81,687	81,687	0	0	0	81,687	
	Directorate Total Income	-482,820	0	15,659	0	-467,161	-551,676	-84,515	-84,515	0	0	-1,463	-83,052	
	Directorate Total	99,050	0	-1,649	498	97,899	95,071	-2,828	-2,828	0	0	-1,463	-1,365	-2,705

**PROVISIONAL OUTTURN 2010/11: Children, Young People & Families
CABINET - 21 June 2011**

CA6

Annex 1a

DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)

Ref	Division of Service	BUDGET 2010/11					OUTTURN	
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Provisional Outturn (Actual per SAP) £000 (8)	Provisional Outturn Variation underspend - overspend + £000 (9)
(1)	(2)							
CY1	Children & Young People	13,789		161		13,950	12,970	-980
CY2	Early Years & Family Support	18,662		-150		18,512	18,226	-286
CY3	Educational Effectiveness	640				640	1,220	580
CY4	Strategy & Performance	6,614		576		7,190	7,160	-30
CY5	Schools (incl Non Devolved Schools Costs)	293,671		-492		293,179	292,934	-245
Total Gross		333,376	0	95	0	333,471	332,510	-961

Ref	Division of Service	BUDGET 2010/11							Analysis of variation			Analysis of this Directorate		Total proposed Carry Forward	
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Budget £000 (7)	Provisional Outturn Actual per SAP £000 (8)	Provisional Outturn Variation underspend + overspend - £000 (9)	Returned to Council underspend + overspend - £000 (10)	This Directorate underspend + overspend - £000 (11)	Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)			
(1)	(2)														
SC1	Community Services														
	Gross Expenditure	21,747	-305	-6,382		15,060		15,202	142	142				142	
	Gross Income	-9,345		5,704		-3,641		-3,904	-263	-263				-263	
		12,402	-305	-678	0	11,419	0	11,298	-121	-121	0	0	0	-121	-181
SC2	Social Care for Adults														
	Gross Expenditure	175,900	-411	-1,464	170	174,195		192,967	18,772	18,772				18,772	
	Gross Income	-40,343		216		-40,127		-57,683	-17,556	-17,556				-17,556	
		135,557	-411	-1,248	170	134,068	170	135,284	1,216	1,216	0	0	0	1,216	1,156
SC3	Major Programmes														
	Gross Expenditure	256		96		352		227	-125	-125				-125	
	Gross Income	-191		-96		-287		-152	135	135				135	
		65	0	0	0	65	0	75	10	10	0	0	0	10	0
SC4	Strategy and Transformation														
	Gross Expenditure	27,797		-1,403		26,394		26,009	-385	-385				-385	
	Gross Income	-4,071		491		-3,580		-4,178	-598	-598				-598	
		23,726	0	-912	0	22,814	0	21,831	-983	-983	-1,065	-1,065	82	-1,029	-1,029
SC4_5	Supporting People														
	Gross Expenditure	12,092		-2,330		9,762		10,234	472	472				472	
	Gross Income	-185		0		-185		-565	-380	-380				-380	
		11,907	0	-2,330	0	9,577	0	9,669	92	92	0	0	0	92	0
SC5_1	Fire & Rescue Service														
	Gross Expenditure			24,752		24,752		24,279	-473	-473				-333	
	Gross Income			-413		-413		-542	-129	-129				-57	
	Net Expenditure	0	0	24,339	0	24,339	0	23,737	-602	-602	-140	-140	-72	-390	-317

Ref	Division of Service	BUDGET 2010/11							Provisional Outturn Actual per SAP £000 (8)	Provisional Outturn Variation underspend - overspend + £000 (9)	Analysis of variation			Analysis of this Directorate			Total proposed Carry Forward £000 (14)	
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements	Supplementary Estimates	Latest Budget	Returned to Council underspend + overspend - £000 (10)	This Directorate underspend - overspend + £000 (11)			Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)						
(1)	(2)			£000 (5)	£000 (6)	£000 (7)												
SC5_2	Emergency Planning Service																	
	Gross Expenditure			408		408		458	50						50			
	Gross Income							-52	-52						-52			
	Net Expenditure	0	0	408	0	408	0	406	-2						-2			0
SC5_3	Safer Communities Unit																	
	Gross Expenditure			921		921		981	60						60			
	Gross Income							-92	-92						-92			
	Net Expenditure	0	0	921	0	921	0	889	-32						-32			-32
SC5_4	Traveller Sites																	
	Gross Expenditure			963		963		937	-26						-26			
	Gross Income			-868		-868		-889	-21						-21			
	Net Expenditure	0	0	95	0	95	0	48	-47						-47			0
SC5_5	Trading Standards																	
	Gross Expenditure			2,643		2,643		2,647	4						4			
	Gross Income			-303		-303		-331	-28						-28			
	Net Expenditure	0	0	2,340	0	2,340	0	2,316	-24						-24			-15
	Directorate Total Expenditure	237,792	-716	18,204	170	255,450		273,941	18,491						18,631			
	Directorate Total Income	-54,135	0	4,731	0	-49,404		-68,388	-18,984						-18,984			
	Directorate Sub-Total	183,657	-716	22,935	170	206,046		205,553	-493						-353			
	Less recharges within directorate	-13,810				-13,810		-13,810	0						0			
		13,810				13,810		13,810	0						0			
	Directorate Total Expenditure	223,982	-716	18,204	170	241,640		260,131	18,491						18,631			
	Directorate Total Income	-40,325	0	4,731	0	-35,594		-54,578	-18,984						-18,984			
	Directorate Total	183,657	-716	22,935	170	206,046		205,553	-493						-353			

Pooled Budget Memorandum Accounts

	OCC Contribution	Health Contribution	Gross Budget	Brought Forward from 2009/10	Net Budget	Provisional Outturn	Provisional Outturn Variation	Variation OCC	Variation PCT
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Older People's Pooled Budgets	81,396	21,910	103,306	-686	102,620	101,906	-714	-1,106	392
Physical Disabilities Pooled Budget	7,066	4,047	11,113		11,113	12,491	1,378	1,144	234
Equipment Pooled Budget	1,169	311	1,480		1,480	1,917	437	167	270
Subtotal	89,631	26,268	115,899	-686	115,213	116,314	1,101	205	896
Winter Pressures					0	-1,424	-1,424	-1,424	
Older People's, Physical Disabilities and Equipment Pooled Budget	89,631	26,268	115,899	-686	115,213	114,890	-323	-1,219	896

	OCC Contribution	Health Contribution	Gross Budget	Brought Forward from 2009/10	Net Budget	Provisional Outturn	Provisional Outturn Variation	Variation OCC	Variation PCT
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Learning Disabilities Pooled Budget	42,424	32,434	74,858		74,858	76,283	1,425	1,192	233

Note: Contributions to the pool are shown within gross expenditure figures above for the relevant division of service

Ref	Directorate	BUDGET 2010/11							Provisional Outturn Actual per SAP £000 (8)	Provisional Outturn Variation underspend - overspend + £000 (9)	Analysis of variation			Analysis of this Directorate Variation			Total proposed Carry Forward £000 (14)
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Returned to Council underspend - overspend + £000 (10)	This Directorate underspend - overspend + £000 (11)			Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)					
EE1	Transport Gross Expenditure Gross Income	50,189 -10,471 39,718	95 -662 95	-799 137 -662		49,485 -10,334 39,151		51,274 -16,006 35,268	1,789 -5,672 -3,883					1,789 -1,859 -70	-19 -3813 -3,832		
EE2	Sustainable Development Gross Expenditure Gross Income	27,542 -1,912 25,630	253 -36 253	12 -36 -24	448 448	28,255 -1,948 26,307		29,304 -3,467 25,837	1,053 -1,519 -466	-4 -102 -102				1,053 -1,417 -364	-375 -102 -477		
EE3	Property Services Gross Expenditure Gross Income	18,012 -18,471 -459	58 58	2,261 -3,152 -891		20,331 -21,623 -1,292		20,435 -21,959 -1,524	243 -336 -93	-139 -139				243 -336 -93	-55 -55		
EE4	Business Support Gross Expenditure Gross Income	5,524 -5 5,519	0 0	241 5 246		5,765 0 5,765		5,928 -95 5,833	163 -95 68					163 -95 68	-10 -10		
	Less recharges within directorate	-1,928 1,928				-1,928 1,928		-1,928 1,928	0 0					0 0			
	Directorate Expenditure Total	99,339	406	1,715	448	101,908		105,013	3,248	-143	0	0	0	3,248			
	Directorate Income Total	-28,931	0	-3,046	0	-31,977		-39,599	-7,622	0	-3,915	-3,915	-3,915	-3,707			
	Directorate Total Net	70,408	406	-1,331	448	69,931		65,414	-4,517	-143	-4,374	-4,374	-4,374	-459	-4,374		

Ref	Directorate	BUDGET 2010/11						Provisional Outturn Actual per SAP £000 (8)	Provisional Outturn Variation underspend + overspend - £000 (9)	Analysis of variation			Analysis of this Directorate Variation		Total proposed Carry Forward £000 (14)	
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Returned to Council underspend + overspend - £000 (10)			This Directorate underspend - overspend + £000 (11)	Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)				
(1)	(2)															
CS1	Fire & Rescue Service	24,675	117	-24,792		0	0	0	0	0	0	0	0	0	0	0
	Gross Expenditure	-618		618		0	0	0	0	0	0	0	0	0	0	0
	Gross Income															
	Net Expenditure	24,057	117	-24,174	0	0	0	0	0	0	0	0	0	0	0	0
CS2	Emergency Planning Service	370	35	-405		0	0	0	0	0	0	0	0	0	0	0
	Gross Expenditure															
	Gross Income															
	Net Expenditure	370	35	-405	0	0	0	0	0	0	0	0	0	0	0	0
CS3	Safer Communities Unit	884	7	-911	20	0	0	0	0	0	0	0	0	0	0	0
	Gross Expenditure															
	Gross Income															
	Net Expenditure	884	7	-911	20	0	0	0	0	0	0	0	0	0	0	0
CS4	Traveller Sites	894		-894		0	0	0	0	0	0	0	0	0	0	0
	Gross Expenditure	-798		798		0	0	0	0	0	0	0	0	0	0	0
	Gross Income															
	Net Expenditure	96	0	-96	0	0	0	0	0	0	0	0	0	0	0	0
CS5	Trading Standards	2,551	19	-2,570		0	0	0	0	0	0	0	0	0	0	0
	Gross Expenditure	-291		291		0	0	0	0	0	0	0	0	0	0	0
	Gross Income															
	Net Expenditure	2,260	19	-2,279	0	0	0	0	0	0	0	0	0	0	0	0
CS6	Shared Services	27,140	627	11		27,778	31,872	4,094	4,094	4,094	4,094	4,094	4,094	4,094	4,094	4,094
	Gross Expenditure	-26,685		-221		-26,906	-31,698	-4,792	-4,792	-4,792	-4,792	-4,792	-4,792	-4,792	-4,792	-4,792
	Gross Income															
	Net Expenditure	455	627	-210	0	872	174	-698	-698	-698	-698	-698	-698	-698	-698	-737
CS6.1.6	Adult Learning	0	0	4,641		4,641	4,912	271	271	271	271	271	271	271	271	271
	Gross Expenditure	0		-4,702		-4,702	-4,938	-236	-236	-236	-236	-236	-236	-236	-236	-236
	Gross Income															
	Net Expenditure	0	0	-61	0	-61	-26	35	35	35	35	35	35	35	35	35

Ref	Directorate	BUDGET 2010/11							Analysis of variation			Analysis of this Directorate Variation			Total proposed Carry Forward							
		Original Budget	Brought Forward from 2009/10	Virements	Supplementary Estimates	Latest Estimate	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	Returned to Council	This Directorate	Grants or Contributions under IFRS		Council Funding	£000 (10)	£000 (11)	£000 (12)	£000 (13)	£000 (14)	
(1)	(2)																					
CS6.1.7	Customer Services Centre																					
	Gross Expenditure	0	0	3,991		3,991		3,991		3,991					62						62	
	Gross Income	0	0	-1,319		-1,319		-1,319		-1,319					-62						-62	
	Net Expenditure	0	0	2,672	0	2,672	0	2,672	0	2,672				0	0					0		0
CS6.1.8	County Procurement																					
	Gross Expenditure	0	0	633		633		633		633					-13						-13	
	Gross Income	0	0	-671		-671		-671		-671					-67						-67	
	Net Expenditure	0	0	-38	0	-38	0	-38	0	-38					-80						-80	
CS6.1.9	ICT																					
	Gross Expenditure	0	0	19,577		19,577		19,577		19,577					169						169	
	Gross Income	0	0	-21,432		-21,432		-21,432		-21,432					-732						-732	
	Net Expenditure	0	0	-1,855	0	-1,855	0	-1,855	0	-1,855					-563						-563	
	Less recharges within directorate	-4,111													0						0	
		4,111													0						0	
	Directorate Expenditure Total	52,403	805	-719	20	52,509	20	52,509	20	52,509					4,583						4,583	
	Directorate Income Total	-24,281	0	-26,638	0	-50,919	0	-50,919	0	-50,919					-5,889						-5,889	
	Directorate Total Net	28,122	805	-27,357	20	1,590	20	1,590	20	1,590					-1,306						-1,306	

PROVISIONAL OUTTURN 2010/11: Chief Executive's Office
CABINET - 21 June 2011

Ref	Directorate	BUDGET 2010/11							Analysis of variation			Analysis of this Directorate		Total proposed Carry Forward			
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Returned to Council underspend + overspend + £000 (10)	This Directorate underspend - overspend + £000 (11)	Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)	£000 (14)						
(1)																	
CC1	Business Support																
	Gross Expenditure	1,201	174	110		1,485											
	Gross Income	-147				-147											
		1,054	174	110	0	1,338	0										
CC2	ICT																
	Gross Expenditure	21,992		-21,992		0											
	Gross Income	-21,992		21,992		0											
		0	0	0	0	0	0										
CC3	Human Resources																
	Gross Expenditure	3,331	170	-1,024		2,477											
	Gross Income	-3,322		1,279		-2,043											
		9	170	255	0	434	0										
CC4	Finance																
	Gross Expenditure	3,594	35	-701		2,928											
	Gross Income	-3,543		636		-2,907											
		51	35	-65	0	21	0										
CC5	Law & Governance Services																
	Gross Expenditure	5,702	35	1,666	119	7,522											
	Gross Income	-2,631		-1,068		-3,719											
		3,071	35	578	119	3,803	119										
CC6	Partnerships																
	Gross Expenditure	920	60	-68	125	1,037											
	Gross Income	-682				-682											
		238	60	-68	125	355	125										
CC7	Policy Unit																
	Gross Expenditure	1,543	51	121	10	1,725											
	Gross Income	-1,294				-1,294											
		249	51	121	10	431	10										
		302	0	-129	0	-129	0										

Ref	Directorate	BUDGET 2010/11							Analysis of variation			Analysis of this Directorate		Total proposed Carry Forward		
		Original Budget £000 (3)	Brought Forward from 2009/10 Surplus + Deficit - £000 (4)	Virements £000 (5)	Supplementary Estimates £000 (6)	Latest Estimate £000 (7)	Returned to Council underspend + overspend + £000 (10)	This Directorate underspend - overspend + £000 (11)	Grants or Contributions under IFRS Surplus - Deficit + £000 (12)	Council Funding Surplus - Deficit + £000 (13)	£000 (14)					
(1)	(2)															
CC8	Communications, Marketing & Public Affairs															
	Gross Expenditure	1,021	46	366		1,433										
	Gross Income	-1,023				-1,023										
		-2	46	366	0	410										
CC9	Change Fund															
	Gross Expenditure	508		-779		-271										
	Gross Income					0										
CC10	Corporate & Democratic Core															
	Gross Expenditure	4,400	0	-642		3,758										
	Gross Income					0										
	Less recharges within directorate	4,400	0	-642	0	3,758										
		-5,643				-5,643										
		5,643				5,643										
	Directorate Expenditure Total	38,569	571	-22,943	254	16,451										
	Directorate Income Total	-28,991	0	22,819	0	-6,172										
	Directorate Total Net	9,578	571	-124	254	10,279										
		-185	1,435			1,250										
		0	-2,465			-2,465										
		-185	-1,030		0	-912										

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD TO BE APPROVED IN 2010/11: SUMMARY

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward Other Directorate £000 (7)	Virement of Carry Forward Efficiency Reserve £000 (8)	Total proposed Carry Forward Surplus - Deficit + £000 (9)
(1)	(2)						
CYPF	Children, Young People & Families (Non DSG)	-1,867	1,479	-3,346	65	58	-1,744
CYPF	Children, Young People & Families (DSG)	-961	-377	-584	0	0	-961
SCS	Social & Community Services	-446	-106	-340	-65	0	-418
EE	Environment & Economy	-4,374	-4,343	-31	0	0	-4,374
OCS	Oxfordshire Customer Services	-1,306	-779	-527	94	0	-1,212
CEO	Chief Executive's Office	-1,030	-727	-303	-94	212	-912
SM	Strategic Measures	0	0	0	0	-270	-270
	Directorate Total	-9,984	-4,853	-5,131	0	0	-9,891

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD - NON-DSG

Budget Book Ref	Service Area	Variation Non-DSG underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate £000 (6)	Other Directorate £000 (7)	C/fwd Virement Ref Annex 2(b) £000 (9)		
(1)	Non-DSG (2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)
CYPF1	<u>Young People & Access to Education</u>								
CYPF1-1	Young People & Access to Education Management & Central Costs	-36	0	-36	36			CY1	0
CYPF1-2	Learning Difficulties & Disabilities								
CYPF1-21	Special Educational Needs (SEN)	294	0	294	-294			CY1	0
CYPF1-3	Inclusion, Access & Engagement								
CYPF1-31	Psychological Service	-87	-44	-43	43			CY1	-44
									£29k to support development of behaviour support to sustain high quality support to primary schools. £15k to pay for services commissioned for and paid by Northern House School for work delivered by Tier 4 team in 2010/11.
CYPF1-32	Attendance & Welfare	-125	0	-125	125			CY1	0
CYPF1-33	Alternative Education	-8	0	-8	8			CY1	0
CYPF1-34	Centrally Managed Services	-5	0	-5	5			CY1	0
CYPF1-4	Youth								
CYPF1-41	Youth Support Service	-23	-23	0	-26			CY1	-49
									£27k to honour two SLAs with the voluntary sector. £22k unspent balance of Chill Out Fund to be allocated in 2011/12.
CYPF1-42	Youth Offending Service	19	0	19	-19			CY1	0
CYPF2-21	Educational Achievement (Children Looked After)	-5	0	-5	5			CY1	0
	Sub-total Young People & Access to Education	24	-67	91	-117	0	0		-93
CYPF2	<u>Children & Families</u>								
CYPF2-1	Children & Families Management & Central Costs	47	0	47	-47			CY1	0
CYPF2-2	Social Care								
CYPF2-22	Residential	-5	0	-5	5			CY1	0
CYPF2-23	Family Placement	460	0	460	-460			CY1	0
CYPF2-24	Children Looked After (Including Transport)	233	0	233	-233			CY1	0
CYPF2-25	Agency Residential Placements	-1,441	-59	-1,382	1,382			CY1	-59
									£38k in relation to Thornbury House where delivery of furniture etc and additional ICT development is required in 2011/12. £5k for Foster Care website secure area work not completed in 2010/11. £15k for staff training and publications for young people required

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD - NON-DSG

Budget Book Ref	Service Area	Variation Non-DSG underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward		Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate £000 (6)	Other Directorate £000 (7)		
(1)	Non-DSG (2)							
CYPF2-5	Family Support & Assessment							
CYPF2-51	Central Support Costs	-91	0	-91	91		0	
CYPF2-52	Family Support	-99	-12	-87	87		-12	To fund part of sexually harmful behaviour project with OBMH continuing in 2011/12.
CYPF2-53	Assessment	-234	0	-234	234		0	
CYPF2-54	Child & Adolescent Mental Health	-42	0	-42	42		0	
CYPF2-6	Locality Working	-182	0	-182	182		0	
CYPF1-23	Services for Disabled Children	-370	0	-370	370		0	
CYPF4-9	Safeguarding & Quality Assurance	-42	-40	-2	2		-40	To fund Independent Reviewing Officers required by new legislation.
	Sub-total Children & Families	-1,766	-111	-1,655	1,655	0	-111	
CYPF3	Raising Achievement Service							
CYPF3-1	Raising Achievement Service	-111	-3	-108	108		-3	Contribution from National Literacy Trust in March 2011 to purchase two workshops in April 2011.
CYPF3-2	Management & Central Costs Governor Services	-36	0	-36	36		0	
CYPF3-3	School Improvement							
CYPF3-31	Professional Development	-20	0	-20	20		0	
CYPF3-32	Educational Achievement Service Monitoring	22	22	0	-149		-127	£17k for balance of allocation relating to £40k of Performance Reward Grant allocated to two schools. £110k YPLA funding required to pay for OEBP staff employed until August 2011.
CYPF3-33	Curriculum Learning & Inclusion	-74	-74	0	-74		-148	To fund Staff funded by Harnessing Technology Grant matched funding until August 2011 & to cover running costs of this team.
CYPF3-34	Partnership Development & Extended Learning	-74	-70	-4	4		-70	£34k for funds committed to salaries of competition managers to deliver remainder of 3 year programme for this academic year. £36k Contribution from Youth Sports Trust to fund CPD strand of National PE and Sport Strategy for Young People.
CYPF3-35	Secondary School Improvement Music Service (Transferring in 2011/12)	142	0	142	-142	65	0	Recovery plan in place to repay overspend carried forward.
CYPF3-4	14-19 Team (Learning & Skills Council Transfer)	-67	0	-67	67		0	
	Sub-total Raising Achievement Service	-218	-125	-93	-130	65	-283	

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD - NON-DSG

Budget Book Ref	Service Area	Variation Non-DSG underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate £000 (6)	Other Directorate £000 (7)	C/fwd Virement Ref Annex 2(b) £000 (9)		
(1)	Non-DSG (2)								(11)
CYPF4	Commissioning, Performance & Quality Assurance								
CYPF4-1	CPOA Management & Central Costs (Including Recharges)	1,999	2,057	-58	-2,907		58	-850	£850k for Business Case to fund infrastructure work for new Early Intervention Service hub structure. £58k contribution to Efficiency Reserve.
CYPF4-2	Performance	72	72	0	-132			-60	Funding from PCT for programme of teenage pregnancy advice and support to schools.
CYPF4-3	Commissioning	-11	0	-11	11			0	
CYPF4-4	Business Improvement	170	0	170	-170			0	
CYPF4-5	Human Resources & Children's Workforce	-167	-39	-128	128			-39	£17k to pay for courses that won't be completed until the end of this academic year which are funded by TDA, schools, and adult learning funding already received. £22k CWDC funding to fund final year of children's workforce programme.
CYPF4-6	School Organisation & Planning (Including Home to School Transport)	-1,833	-263	-1,570	1,570			-263	YPLA funding to be spent by end of academic year on encouraging 16-19s to travel independently.
CYPF4-8	Participation & Play	-92	-45	-47	47			-45	£37k for new Children & Young People website not completed in 2010/11. £4k Contribution from Office of Civil Society. £4k to offset costs of prepaid rent falling in 2011/12.
	Sub-total Commissioning, Performance & Quality Assurance	138	1,782	-1,644	-1,453	0	58	-1,257	
CYPF5	Schools								
CYPF5-3	Licenses & Insurances	-45	0	-45	45			0	
	Sub-total Schools	-45	0	-45	45	0	0	0	
	Directorate Total	-1,867	1,479	-3,346	0	65	58	-1,744	
	TOTAL	-1,867	1,479	-3,346	0	65	58	-1,744	

PROVISIONAL REVENUE OUTTURN 20/10/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD - DSG

Budget Book Ref	Service Area	Variation DSG underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	DSG (2)	(3)	(4)	(5)	£000 (6)	£000 (7)	£000 (8)	(9)	(11)
CYPF1	<u>Young People & Access to Education</u>								
CYPF1-1	Young People & Access to Education Management & Central Costs	-497		-497	497			CY1DSG	0
CYPF1-2	Learning Difficulties & Disabilities								
CYPF1-21	Special Educational Needs (SEN)	-408		-408	408			CY1DSG	0
CYPF1-22	SEN Support Services (SENS)	107		107	-107			CY1DSG	0
CYPF1-3	Inclusion, Access & Engagement								
CYPF1-32	Attendance & Welfare	-9		-9	9			CY1DSG	0
CYPF1-33	Alternative Education	-173		-173	173			CY1DSG	0
	Sub-total Young People & Access to Education	-980	0	-980	980	0	0		0
CYPF2	<u>Children & Families</u>								
CYPF2-3	<u>Early Learning & Childcare</u>								
CYPF2-31	Early Years & Childcare Countywide	-18		-18	18			CY1DSG	0
CYPF2-32	Early Years & Childcare Area Teams	-12		-12	12			CY1DSG	0
CYPF2-33	Children's Centres & Childcare Development Countywide	-769		-769	769			CY1DSG	0
CYPF2-34	Children's Centres & Childcare Development Area Teams	29		29	-29			CY1DSG	0
CYPF2-35	Nursery Education Funding (Early Years) Single Formula Funding	431		431	-431			CY1DSG	0
CYPF2-4	Extended Services	53		53	-53			CY1DSG	0
	Sub-total Children & Families	-286	0	-286	286	0	0		0
CYPF3	<u>Raising Achievement Service</u>								
CYPF3-1	Raising Achievement Service Management & Central Costs	548		548	-548			CY1DSG	0
CYPF3-3	<u>School Improvement</u>								
CYPF3-32	Educational Achievement Service Monitoring	32		32	-32			CY1DSG	0
	Sub-total Raising Achievement Service	580	0	580	-580	0	0		0

PROVISIONAL REVENUE OUTTURN 20/10/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD - DSG

Budget Book Ref	Service Area	Variation DSG underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
							C/fwd Virement Ref Annex 2(b) (9)		
(1)	DSG (2)				£000 (6)	£000 (7)	£000 (8)	(10) (9)	(11)
CYPF4	Commissioning, Performance & Quality Assurance								
CYPF4-8	Participation & Play	-30		-30	30				
	Sub-total Commissioning, Strategy & Locality Development	-30	0	-30	30	0	0	0	0
CYPF5	Schools								
CYPF5-2	Devolved Schools Costs	-377	-377	0	-584				
CYPF5-3	Licenses & Insurances	15		15	-15				
CYPF5-4	Capitalised Repairs & Maintenance	117		117	-117				
	Sub-total Schools	-245	-377	132	-716	0	0	-961	Use to be agreed by Schools Forum
	Directorate Total	-961	-377	-584	0	0	0	-961	

PROVISIONAL REVENUE OUTTURN 2010/11
CABINET 21 June 2011
ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)
SC2_2	Older People & Physical Disabilities								
SC2_2A	Contribution to OP Pool	-348	205	-553	553			SC2	The net overspend on the Older People and Physical Disabilities Pooled Budget will be carried forward in the pool in 2011/12
SC2_2B	Care Management Teams	103		103	-103			SC2	
SC2_2C	External Home Support	-18		-18	18			SC2	
SC2_2E	Fairer Charging	608		608	-608			SC2	
SC2_2I	Contribution to Pooled Budget	-28		-28	28			SC2	
SC2_2J	Care Management Teams	76		76	-76			SC2	
SC2_2K	Acquired Brain Injury	17		17	-17			SC2	
SC2_2L	Service Agreements	12		12	-12			SC2	
SC2_3	Integrated Mental Health Services								
SC2_3C	Contingency	-210		-210	210			SC2	
SC2_4	Learning Disabilities								
SC2_4A	Commissioning & Contracts	-2		-2	2			SC2	
SC2_4B	Care Management & Social Work	-2		-2	2			SC2	
SC2_4C	Residential Internal	-51		-51	51			SC2	
SC2_4D	Supported Living Internal	20		20	-20			SC2	
SC2_4E	Day Services Internal	9		9	-9			SC2	
SC2_4F	OCC Contribution to the Learning Disabilities Pool	1,343	1,343	0	-261			SC2	The overspend of £1.192m on the Learning Disabilities Pooled Budget has been partially offset by various underspends elsewhere in the directorate. The net overspend of £1.082m will be carried forward in the pooled budget in 2010/11.
	Sub-total Social care for Adults	1,216	1,417	-201	-60	0	0		1,156
SC3	Major Projects								
SC3_2	Major Projects	27		27	-27			SC2	
SC3_3	Closed Homes	-17		-17	17			SC2	
	Sub-total Major Projects	10	0	10	-10	0	0		0

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward		Efficiency Reserve	C/fwd Virement Ref	Total proposed Carry Forward	Planned Use of Carry Forward
					Within Directorate	Other Directorate				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
SC4	<u>Strategy and Transformation</u>									
SC4_1A	Recharges	67		67	-67			SC2	0	
SC4_1B	Information Systems & Processes	-10		-10	10			SC2	0	
SC4_1C	Facilities Management	-59		-59	59			SC2	0	
SC4_2A	Strategy	-131		-131	131			SC2	0	
SC4_2B	Projects	40		40	-40			SC2	0	
SC4_2C	Contracts	-55		-55	55			SC2	0	
SC4_3	Directorate Leadership Team	229		229	-229			SC2	0	
SC4_4	Transforming Social Care	-1,065	-1,029	-36	36			SC2	-1,029	£1.029m of the underspend on the Social Care Reform Grant to be used to deliver the on-going support requirements of the Transforming Adult Social Care programme and to build on the business development elements of the programme to support future efficiencies.
SC4_5	Supporting People	93		93	-93			SC2	0	
	Sub-total Strategy and Transformation	-984	-1,029	45	-45	0	0		-1,029	
SC5	<u>Community Safety</u>									
SC5_1	Fire & Rescue Service	-72	-72	0	0			SC2	-72	£72k New Dimensions Grant to be used for training
SC5_1	Fire & Rescue Service	-390	-245	-145	145				-245	£90k Operational manager development programme, £100k Fire Control Project, £55k Mobile Data Terminals
SC5_2	Emergency Planning Service	-2		-2	2			SC2	0	
SC5_3	Safer Communities Unit	-32	-32	0	0				-32	£12k Domestic abuse support & referral service + £20k LAA1 Performance Reward Grant
SC5_4	Gypsy & Traveller Services	-47	0	-47	47			SC2	0	
SC5_5	Trading Standards	-24	-15	-9	9			SC2	-15	£15k for legal costs relating to trading standards cases going to Court.
	Directorate Total	-446	-106	-340	93	-65	0		-418	

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward		Efficiency Reserve £000 (8)	C/fwd Virement Ref Annex 2(b) (9)	Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate £000 (6)	Other Directorate £000 (7)				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
CS6.1.1	Management Team	31	31		-433			OCS1	-402	Support for Academy schools (-£300K), Transforming Oxfordshire Customer Services programme (£102K)
CS6.1.2	Financial Services	5		5	-5			OCS1	0	
CS6.1.3	Financial & Management Accounting	-309	-147	-162	162			OCS1	-147	Completion of IFRS project (-£37K), develop school finance & bursarial service (-£55K), training (-£43K), sickness cover (-£12K).
CS6.1.4	Human Resources	-425	-188	-237	143	94		HR1/OCS1	-188	HR support for schools (-£69K), L&D (social & health care) (-£101K), Apprenticeships (-£18K).
	Sub-total Shared Services	-698	-304	-394	-133	94	0		-737	Workforce initiatives (apprenticeships & volunteering), -£94K virement to CEO HR
CS6.1.6	Adult Learning	35	35						35	Overspend carried forward in accordance with Adult Learning action plan
	Sub-total Adult Learning	35	35	0	0	0	0		35	
CS6.1.8	Procurement	-80		-80	80			OCS1	0	
	Sub-total County Procurement	-80	0	-80	80	0	0		0	
CS6.1.9	ICT Services	48		48	-48			OCS2	0	
CS6.1.9	School Support Services	185		185	-185			OCS2	0	
CS6.1.9	Oxfordshire Community Network	-518	-72	-446	446			OCS2	-72	OCN - City Inner Fibre Ring
CS6.1.9	SAP	353		353	-353			OCS2	0	
CS6.1.9	Corporate Information Management Unit	-5		-5	5			OCS2	0	
CS6.1.9	Recharges	5		5	-5			OCS2	0	
CS6.1.9	ICT Strategy Investment Fund	-569	-438	-131	131			OCS1/OC S2	-438	Disaster Recovery (£258K), Microsoft upgrade programme (£180K)
CS6.1.9	Oxford City Council Contract	-62		-62	62			OCS2	0	
	Sub-total ICT	-563	-510	-53	53	0	0		-510	
	Directorate Total	-1,306	-779	-527	0	94	0		-1,212	

PROVISIONAL REVENUE OUTTURN 2010/11
CABINET 21 June 2011
ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(11)
EE1	Highways & Transport								
EE1.1	Highways & Transport Management	-176		-176	176			EE1	0
EE1.2	Delivery	591	-9	600	-600			EE1	-9
EE1.3	Policy & Strategy	-134	-19	-115	115			EE1	-19
EE1.4	Customer & Business	-4,164	-3,804	-360	360			EE1	-3,804
	Sub-total Highways & Transport	-3,883	-3,832	-51	51	0	0		-3,832
EE2	Sustainable Development								
EE2.1	Service Management	31	31		-31			EE1	0
EE2.2	Planning Implementation	-202	-200	-2	2			EE1	-200
EE2.3	Economy, Spatial Planning & Climate Change	-248	-175	-73	73			EE1	-175
EE2.5	Countryside	-47	-102	55	-55			EE1	-102
	Sub-total Sustainable Development	-466	-446	-20	-11	0	0		-477
EE3	Property Asset Management								
EE3.1.1	Corporate Properties (incl. FM)	-89		-89	89			EE1	0
EE3.1.2	Operational Asset Management	-191	0	-191	191			EE1	0
EE3.1.3	Strategic Asset Management	160	0	160	-160			EE1	0
EE3.1.4	Project Delivery	0	-55	66	-66			EE1	0
EE3.1.5	Sustainability & Procurement	11		16	-16			EE1	-55
EE3.1.6	Information & Support	16						EE1	0
	Sub-total Property Asset Management	-93	-55	-38	38	0	0		-55

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)				£000 (6)	£000 (7)	£000 (8)	£000 (9)	(11)
EE4	Directors Office								
EE4.1	Directors Office	68	-10	78	-78			EE1	-10 Development of the directorates performance systems unfunded in 2011/12 (£10k)
	Sub-total Directors Office	68	-10	78	-78	0	0		-10
	Directorate Total	-4,374	-4,343	-31	0	0	0		-4,374

PROVISIONAL REVENUE OUTTURN 2010/11
CABINET 21 June 2011
ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)		£000 (6)	£000 (7)	£000 (8)	£000 (9)		(11)	
CC1	Business Support								
CC1.1	Chief Executive & Business Support	-130	-130				-130	Contribution to the CEO Initiatives Fund for directorate projects	
	Sub-total Business Support	-130	-130	0	0	0	-130		
CC3	Human Resources & Organisation Development								
CC3.1	Human Resources	-106	-54	-52	52	0	-54	Completion of Future Jobs Fund work placements	
CC3.2	Unison	1	-155	1	-1	0	0	Performance & Engagement Lead (-£74K), Apprenticeship Scheme (-£81K) Workforce initiatives (apprenticeships & volunteering) - £94K virement from OCS L&D	
CC3.3	Organisational Development	-172	-155	-17	17	-94	-249		
	Sub-total Human Resources & Organisational Development	-277	-209	-68	68	-94	-303		
CC4	Finance								
CC4.1	Service Management	-14		-14	14		0		
CC4.2	Corporate Finance	-104	-40	-64	64		-40	Finance training	
CC4.3	Internal Audit	9		9	-9		0		
CC4.4	Berks Pensions	4		4	-4		0		
	Sub-total Finance	-105	-40	-65	65	0	-40		

PROVISIONAL REVENUE OUTTURN 2010/11
CABINET 21 June 2011
ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)	(3)	(4)	(5)	£000 (6)	£000 (7)	£000 (8)	(9)	(11)
CC5	<u>Law & Governance Services</u>								
CC5.1	Legal Services	90	36	90	-90		0	CEO1	0
CC5.2	Democratic Services	36			-91			CEO1	-55
CC5.3	Coroner's Services	-68	-68						Schools Admissions Appeals Review (-£50K), completion of document manager project (-£5K)
CC5.4/5/6	Members' Services	39		39	-39		0	CEO1	-68
CC5.7	Chairman's Allowance	-12	-4	-8	8		2	CEO1	0
SC1_6	Registration Service	-186	-180	-6	4			ER1	Military repatriations returning to Oxon, other one off pressures on the service.
	Sub-total Law & Governance Services	-101	-216	115	-208	0	2		Relocation of Oxford Register Office (-£135K), funding for projects in the Registration Service (-£45K)
CC6	<u>Partnerships</u>								
CC6.1	Partnership Working	-11		-11	11		0	CEO1	0
CC6.2	Grants	-111	-109	-2	2		0	CEO1	-109
CC6.4	Partnerships & Communities	-89		-89	62		27	CEO1	LAA reward grant for the OSCA grant scheme.
	Sub-total Partnerships	-211	-109	-102	75	0	27		
CC7	<u>Policy Unit</u>								
CC7.1	Policy & Performance	-13		-13			13	ER1	0
CC7.2	Scrutiny	-15		-15			15	ER1	0
CC7.3	Consultation & Involvement	-70		-70			70	ER1	0
CC7.4	Research & Intelligence	-31	-23	-8			8	ER1	-23
	Sub-total Policy Unit	-129	-23	-106	0	0	106		Funding from Data Observatory partners to be used for ICT development and hosting events (-£11K), Completion of Local Information System project (-£12K)

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation	Same Budget	Different Budget	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)	underspend - overspend + £000 (3)	underspend - overspend + £000 (4)	underspend - overspend + £000 (5)	£000 (6)	£000 (7)	£000 (8)	£000 (9)	(11)
CC8	<u>Communications, Marketing & Public Affairs</u>								
CC8	Communications, Marketing & Public Affairs	-77		-77			77	ER1	0
	Sub-total Communications, Marketing & Public Affairs	-77	0	-77	0	0	77		0
	Directorate Total	-1,030	-727	-303	0	-94	212		-912

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ANALYSIS OF CARRY FORWARD AND PROPOSALS FOR USE OF CARRY FORWARD

Budget Book Ref	Service Area	Variation underspend - overspend + £000 (3)	Same Budget underspend - overspend + £000 (4)	Different Budget underspend - overspend + £000 (5)	Virement of Carry Forward			Total proposed Carry Forward Surplus - Deficit + £000 (10)	Planned Use of Carry Forward
					Within Directorate	Other Directorate	Efficiency Reserve		
(1)	(2)	underspend - overspend + £000 (3)	underspend - overspend + £000 (4)	underspend - overspend + £000 (5)	£000 (6)	£000 (7)	£000 (8)	£000 (9)	(11)
SM	Contributions to/from Reserves						-270	ER1	Transfer of Underspends not required to be carried forward to Efficiency Reserve
	Directorate Total	0	0	0	0	0	-270		

PROVISIONAL REVENUE OUTTURN 2010/11
CABINET 21 June 2011
PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2011/12

C/fwd Virement Ref. (1)	Budget Book Ref. (2)	Service Area (3)	Details (4)	From			To		
				£000 (5)	Within Directorate £000 (6)	Other Directorate £000 (7)	Efficiency Reserve £000 (8)		
CY1	CYF1-1 CYF1-2 CYF1-21 CYF1-31 CYF1-32 CYF1-33 CYF1-34 CYF1-4 CYF1-41 CYF1-42 CYF2-21 CYF2-1 CYF2-2 CYF2-22 CYF2-23 CYF2-24 CYF2-25 CYF2-51 CYF2-52 CYF2-53 CYF2-54 CYF2-6 CYF1-23 CYF4-9 CYF3-1 CYF3-2 CYF3-31 CYF3-32 CYF3-33 CYF3-34 CYF3-35 CYF3-4 CYF4-1 CYF4-2 CYF4-3 CYF4-4 CYF4-5 CYF4-6 CYF4-7 CYF4-8 CYF5-3	Young People & Access to Education Management & Central Costs Learning Difficulties & Disabilities Special Educational Needs (SEN) Psychological Service Attendance & Welfare Alternative Education Centrally Managed Services Youth Youth Support Service Youth Offending Service Educational Achievement (Children Looked After) Children & Families Management & Central Costs Social Care Residential Family Placement Children Looked After (Including Transport) Agency Residential Placements Central Support Costs Family Support Assessment Child & Adolescent Mental Health Locality Working Services for Disabled Children Safeguarding & Quality Assurance Raising Achievement Service Management & Central Costs Governor Services Professional Development Educational Achievement Service Monitoring Curriculum Learning & Inclusion Partnership Development & Extended Learning Secondary School Improvement 14-19 Team (Learning & Skills Council Transfer) CPQA Management & Central Costs (Including Recharges) Performance Commissioning Business Improvement Human Resources & Children's Workforce School Organisation & Planning (Including Home to School Transport) Dedicated Schools Grant (DSG) Income Participation & Play Licenses & Insurances							
				36					
				43	-294				
				125					
				8					
				5					
					-26				
				5					
					-19				
					-47				
				5					
					-460				
					-233				
				1,382					
				91					
				87					
				234					
				42					
				182					
				370					
				2					
				108					
				36					
				20					
					-149				
					-74				
				4					
				67					
					-2,907				
					-132				
				11					
					-170				
				128					
				1,570					
				47					
				45					

CABINET 21 June 2011
 PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2011/12

C/fwd Virement Ref. (1)	Budget Book Ref. (2)	Service Area (3)	Details (4)	From £000 (5)	To		
					Within Directorate £000 (6)	Other Directorate £000 (7)	Efficiency Reserve £000 (8)
SC2	SC1_1	Library Services	Use of underspends to offset overspends within the S&CS	4			
	SC1_3	Cultural & Community Development		1			
	SC2_1A	Sensory Impairment		26			
	SC2_1B	Occupational Therapy & Equipment			-27		
	SC2_1C	Service Agreements			-23		
	SC2_1D	Employment Service			-22		
	SC2_1E	Adult Placement Service		82			
	SC2_1F	Asylum Seekers		129			
	SC2_1G	Direct Payments Service		41			
	SC2_1H	Adult Protection & Mental capacity		48			
	SC2_1I	One Off funding Projects		268			
	SC2_1J	Emergency Duty Team			-19		
	SC2_1K	Unidentified Savings			-298		
	SC2_2M	Alert Service			-23		
	SC2_2A	Contribution to OP Pool		553			
	SC2_2B	Care Management Teams		18		-103	
	SC2_2C	External Home Support			-608		
	SC2_2E	Fairer Charging					
	SC2_2I	Contribution to Pooled Budget		28		-76	
	SC2_2J	Care Management Teams				-17	
	SC2_2K	Acquired Brain Injury				-12	
	SC2_2L	Service Agreements		210			
	SC2_3C	Contingency		2			
	SC2_4A	Commissioning & Contracts		2			
	SC2_4B	Care Management & Social Work					
	SC2_4C	Residential Internal		51			
	SC2_4D	Supported Living Internal			-20		
	SC2_4E	Day Services Internal			-9		
	SC2_4F	OCC Contribution to the Learning Disabilities Pool			-261		
	SC3_2	Major Projects		-27			
	SC3_3	Closed Homes		17			
	SC4_1A	Recharges	10		-67		
	SC4_1B	Information Systems & Processes	59				
	SC4_1C	Facilities Management	131				
	SC4_2A	Strategy					
	SC4_2B	Projects					
	SC4_2C	Contracts	55		-40		
	SC4_3	Directorate Leadership Team					
	SC4_4	Transforming Social Care	36		-229		
	SC4_5	Supporting People					
	SC5_1	Fire & Rescue Service	145		-93		
	SC5_2	Emergency Planning Service	2				
	SC5_4	Gypsy & Traveller Services	47				
	SC5_5	Trading Standards	9				

CABINET 21 June 2011
 PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2011/12

C/fwd Virement Ref. (1)	Budget Book Ref. (2)	Service Area (3)	Details (4)	From			To	
				£000 (5)	Within Directorate £000 (6)	Other Directorate £000 (7)	Efficiency Reserve £000 (8)	
EE1	EE1.1 EE1.2 EE1.3 EE1.4 EE2.1 EE2.2 EE2.3 EE2.5 EE3.1.1 EE3.1.2 EE3.1.3 EE3.1.5 EE3.1.6 EE4.1	Highways & Transport Management Delivery Policy & Strategy Customer & Business Service Management Planning Implementation Economy, Spatial Planning & Climate Change Countryside Corporate Properties (incl. FM) Operational Asset Management Strategic Asset Management Sustainability & Procurement Information & Support Directors Office	Use of underspends to offset overspends within the E&E	176 115 360 2 73 89 191	-600 -31 -55 -160 -66 -16 -78			
OC3	CS6.1.1 CS6.1.2 CS6.1.3 CS6.1.4 CS6.1.8 CS6.1.9	Management Team Financial Services Financial & Management Accounting Human Resources Procurement ICT Strategy Investment Fund	Transfer of Underspends within OCS to the Management Team to be used for Service wide projects	162 143 80 53	-433 -5			
OCS2	CS6.1.9 CS6.1.9 CS6.1.9 CS6.1.9 CS6.1.9 CS6.1.9 CS6.1.9 CS6.1.9	ICT Services School Support Services Oxfordshire Community Network SAP Corporate Information Management Unit Recharges ICT Strategy Investment Fund Oxford City Council Contract	Use of underspends to offset overspends within ICT	446 5	-48 -185 -353 -5			
HR1	CS6.1.4 CC3.3	Human Resources Organisational Development	Underspend to Chief Executive's Office (HR) for workforce initiatives	94			-94	

CABINET 21 June 2011
 PROPOSED VIREMENT OF UNDERSPEND CARRY FORWARDS IN 2011/12

C/fwd Virement Ref. (1)	Budget Book Ref. (2)	Service Area (3)	Details (4)	From			To	
				£000 (5)	Within Directorate £000 (6)	Other Directorate £000 (7)	Efficiency Reserve £000 (8)	
CEO1	CC3.1 CC3.2 CC3.3 CC4.1 CC4.2 CC4.3 CC4.4 CC5.1 CC5.2 CC5.4/5/6 CC5.7 SC1_6 CC6.1 CC6.2 CC6.4	Human Resources Unison Organisational Development Service Management Corporate Finance Internal Audit Berks Pensions Legal Services Democratic Services Members' Services Chairman's Allowance Registration Service Partnership Working Grants Partnerships & Communities	(4)	52	-1			
	CC6.4 CC6.4 CC7.1 CC7.2 CC7.3 CC7.4 CC8 SC1_6 CYPF4-1 SM	Partnerships & Communities Partnerships & Communities Policy & Performance Scrutiny Consultation & Involvement Research & Intelligence Communications, Marketing & Public Affairs Registration Service CPQA Management & Central Costs (Including Recharges) Contributions to/from Reserves		17 14 64	-9 -4 -90 -91 -39			
			Use of underspends to offset overspends within the CEO	8				
				4				
				11				
				2				
				62				
				27				
				13				
				15				
				70				
				8				
				77				
				2				
				58				
			Transfer of remaining underspend to the Efficiency Reserve					
			Total Virements	11,135	-10,836	-29	-270	

PROVISIONAL REVENUE OUTFURN 2010/11
 CABINET 21 June 2011
 NEW VIREMENTS FOR CABINET TO NOTE (Temporary Virements Processed in March 2011)

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Permanent/Temporary (P/T)	Details	Expenditure		Outturn	
						From / Decrease (-) £000	To / Increase (+) £000	From / Decrease (+) £000	To / Increase (-) £000
			Intradirectorate Virements						
	Jun-11	CYPF2-52	Family Support	T	Budget for Private Fostering	1	-1		
	Jun-11	CYPF2-53	Assessment	T	Budget for Private Fostering				
	Jun-11	CYPF1-23	Services for Disabled Children	T	Old CG Correction	61	-61		
	Jun-11	CYPF2-52	Family Support	T	Old CG Correction				
	Jun-11	CYPF1-32	Attendance & Welfare	T	Standards Fund B&A Allowance	-9		9	
	Jun-11	CYPF3-32	Educational Achievement Service Monitoring	T	Standards Fund B&A Allowance		9		-9
	Jun-11	CYPF1-31	Psychological Service	T	Teenage Pregnancy Pilots	-9			
	Jun-11	CYPF1-32	Attendance & Welfare	T	Teenage Pregnancy Pilots		9		
	Jun-11	CYPF2-1	Children & Families Management & Central Costs	T	Independent Chair North 4 Months	-18			
	Jun-11	CYPF4-9	Safeguarding & Quality Assurance	T	Independent Chair North 4 Months		18		
	Jun-11	CYPF1-41	Youth Support Service	T	Contribution to Website	-7			
	Jun-11	CYPF4-8	Participation & Play	T	Contribution to Website		7		
	Jun-11	CYPF2-24	Children Looked After (Including Transport)	T	Reallocate Property Recharge	-25			
	Jun-11	CYPF2-25	Agency Residential Placements	T	Reallocate Property Recharge		25		
					Total Intradirectorate Virements	-6	6	9	-9

PROVISIONAL REVENUE OUTFURN 2010/11
 CABINET 21 June 2011
 NEW VIREMENTS FOR CABINET TO NOTE (Temporary Virements Processed in March 2011)

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Permanent/Temporary (P/T)	Details	Expenditure		Outturn	
						From / Decrease (-) £000	To / Increase (+) £000	From / Decrease (+) £000	To / Increase (-) £000
			Interdirectorate Virements						
	Jun-11	CYPF4-9	Safeguarding & Quality Assurance	T	Reverse Temp Basis CYPF Admin	-143			
	Jun-11	SC3-1C2	Admin	T	Reverse Temp Basis CYPF Admin		143		
	Jun-11	CS6.1.3	Financial & Management Accounting	T	CIPFA trainee recharge budget from Chief Executive's Office		35		
	Jun-11	CS6.1.4	Human Resources	T	Unspent budget returned from Chief Executive's Office to Corporate Learning & Development Plan		25		
	Jun-11	CC4.2	Corporate Finance	T	CIPFA trainee recharge - virement from Oxfordshire Customer Services				-35
	Jun-11	CC1.1	Chief Executive's Office	T	Unspent budget returned to Corporate Learning & Development Plan (Oxfordshire Customer Services)	-25			
					Total Interdirectorate Virements	-168	203	0	-35
					TOTAL VIREMENTS TO NOTE THIS REPORT	-174	209	9	-44

Ringfenced	Notification	Directorate	Unused Grant Income carried forward from 2009/10	Grant Income per Budget Book Original Estimate 2010/11	Adjustments to Grant Allocation Previously Reported	New Grants/ Changes to Existing Grants since the last Financial Monitoring Report	Final Grant Allocation 2010/11	Variation to Grant Income per budget book	Final Grant Expenditure 2010/11	Balance remaining at year end	Receipt in Advance*	Unspent balances carried forward to 2011/12	Unspent balance to be returned to grant body
			£000	£000	£000	£000	Outturn	£000	£000	£000	£000	£000	£000
		Children, Young People & Families											
R	F	Dedicated Schools Grant (DSG) - CYPF1		13,789	161		13,950	161	12,970	-980			
		Dedicated Schools Grant (DSG) - CYPF2		18,662	-150		18,512	-150	18,226	-286			
		Dedicated Schools Grant (DSG) - CYPF3		640			640	0	1,220	580			
		Dedicated Schools Grant (DSG) - CYPF4		6,614	576		7,190	576	7,160	-30			
		Dedicated Schools Grant (DSG) - CYPF5		293,671	-492		293,179	-492	294,351	-245			
R	P	Standards Fund	1,417	27,122	5,132	-499	31,755	4,633	33,462	-3,862	3,862	961	
R	F	School Standards		18,196	35	268	18,499	303	18,231	-268			268
R	F	Sure Start General	26	14,845	29		14,874	29	14,900	0			
OS	F	Young People's Learning Agency - FE Funding		41,327	-27,070		14,257	-27,070	14,257	0			
R	C	Asylum Seekers		1,604	50	170	1,824	220	1,824	0			
R	F	Parenting Strategy Support Grant		238		238	238	0	238	0			
R	F	Contact Point	180	140	-82	46	104	-36	284	0			
R	F	Youth Opportunity Fund	17	347	-1	346	346	-1	363	0			
R	F	Youth Justice Board		1,129	-2	1,127	1,127	-2	1,127	0			
R	F	DCSF - Family Intervention project	3	246	80	326	326	80	329	0			
R	FC	Leaving Care, Unaccompanied Asylum Seekers		429	-40	-97	292	-137	292	0			
R	P	Diploma Development Fund		15	-15	0	0	-15	0	0			
R	P	Diploma Formula Grant/14-19 Strategy	137	0	564	564	564	564	168	-533	533		
		14-19 Local Delivery Support Grant		0	346	346	346	346	346	0			
		14-19 Prospectus and CAP		0	11	11	11	11	11	0			
R	F	14-19 Transport and Access Coordinator		0	38	38	38	38	38	0			
R	F	Oxfordshire PCT Partnership Funding (Youth)		15		6	21	6	15	-6			
R	F	Thames Valley Police (Youth)		145			145	0	145	0			
R	F	Huntercombe Young Offenders Institution (Youth)		150	-95	-5	50	-100	50	0			
R	F	Probation (Youth)		99		99	99	0	99	0			
R	F	Aiming High for Disabled Children		2,037	25	2,062	2,062	25	2,062	0			
R	F	Two Year Old Offer Early Learning and Childcare		329		329	329	0	329	0			
R	F	Disabled Children's Access to Childcare - Pathfinder		902		902	902	0	902	0			
		Oxfordshire Education Business Partnership	30	322		7	329	7	249	-110		110	
		School Workforce		92	32	124	124	32	124	0			
R	F	School Support Staff Training and Qualifications	36	105	-105	0	0	-105	36	0			
		Play Pathfinder		192	-96	96	96	-96	92	-4			4
OS	P	Young People's Learning Agency - Sixth Form Funding		28,796		79	28,875	79	28,875	0			
		Young People's Learning Agency - SEN				668	668	668	668	0			
		Young People's Learning Agency - Transport				139	139	139	33	-263			263
		Young People's Learning Agency - Apprenticeship Fund	157	0	50	112	162	162	162	0			
		Young People's Learning Agency - Schools Access Fund				28	28	28	28	0			
		Young People's Learning Agency - Parents to Be Scheme	6			32	32	32	38	0			
		DCSF - V Programme	85	0	175		175	175	260	0			

Ringfenced	Notification	Directorate	Unused Grant Income carried forward from 2009/10	Grant Income per Budget Book Original Estimate 2010/11	Adjustments to Grant Allocation Previously Reported	New Grants/ Changes to Existing Grants since the last Financial Monitoring Report	Final Grant Allocation 2010/11	Variation to Grant Income per budget book	Final Grant Expenditure 2010/11	Balance remaining at year end	Receipt in Advance*	Unspent balances carried forward to 2011/12	Unspent balance to be returned to grant body
			£000	£000	£000	£000	Outturn	£000	£000	£000	£000	£000	£000
		Learning through Landscapes	118				0	0	118	0	£000		
		International Projects	7				0	0	7	0			
		International Development Awareness	26			10	10	10	36	0			
		Harnessing Technology Grant	107				0	0	107	0			
		Oxfordshire Safeguarding Children's Board	28			79	79	79	107	0			
		DCSF - National College for Leadership of Schools	11			33	33	33	29	-15	15		
		DCSF - MITFC-P	289				0	0	289	0			
		Targeted Mental Health in Schools	11			150	150	150	161	0			
		Children & Young People Grant - Pension Top-Up			15		15	15	15	0			
		New Pilot Grant for Holiday Childcare Provision			45		24	24	24	0			
		Competition Manager			85		84	84	84	0			
		Back on Track				150	150	150	150	0			
		Golden Hellos				489	489	489	274	-215	15		200
		Children Workforce Development Grant (CWDC)				67	67	67	45	-22		22	
		Lamb Enquiry				34	34	34	27	-7	7		
		Training Schools (TDA)				400	400	400	400	0			
		Youth Unemployment - January Guarantee				18	18	18	18	0			
		Academies Set Up				150	150	150	150	0			
		Young Victims				10	10	10	10	0			
		Social Work Improvement				58	58	58	0	-58	58		
		CYPF Directorate Total	8,260	472,198	-20,725	2,606	454,079	-18,119	456,015	-6,324	4,496	1,360	468
		Social & Community Services											
R	P	Standards Fund (Music Service)		667	5	3	675	8	675	0		0	
OS	C	General Registrars Office		-5	5		0	5	0	0		0	
OS	C	Workstep		276		-92	184	-92	184	0		0	
U	F	AIDS & HIV Training	97	187		11	198	11	295	0		0	
R	F	National Dementia Strategy	16	39	68	36	143	104	123	-36	36	0	
R	F	Adult Stroke Services	73	213	-102		111	-102	157	-27	27	0	
U	C	Information Advice Guidance		12	-6		6	-6	6	0		0	
R	F	LD Campus Closure		47			47	0	47	0		0	
R	F	Social Care Reform Grant	1,148	2,295		20	2,315	20	2,398	-1,065	13	1,065	
R	F	Development of Performance Indicators	16	0			0	0	3	-13		0	
R	F	Supporting People	837	0			0	0	837	0		0	
R	F	Minor Repairs and Adaptations	108	185			185	0	293	0		0	
R	P	New Burdens Grant	60	116	17	-21	112	172	172	0		0	
R	P	DEFRA Animal Health Grant			113		113	113	113	0		0	
R	F	DCLG - New Dimensions Grant				72	72	72	0	-72		72	
		SCS Directorate Total	2,355	4,032	100	29	4,161	129	5,303	-1,213	76	1,137	0

Ringfenced	Notification	Directorate	Unused Grant Income carried forward from 2009/10	Grant Income per Budget Book Original Estimate 2010/11	Adjustments to Grant Allocation Previously Reported	New Grants/ Changes to Existing Grants since the last Financial Monitoring Report	Final Grant Allocation 2010/11	Variation to Grant Income per budget book	Final Grant Expenditure 2010/11	Balance remaining at year end	Receipt in Advance*	Unspent balances carried forward to 2011/12	Unspent balance to be returned to grant body
			£000	£000	£000	£000	Outturn	£000	£000	£000	£000	£000	£000
		Environment & Economy											
OS	P C	Countryside Agency		235	78	3,525	313	78	313	0		0	
R	F	Exceptional Highways Maintenance Grant				279	3,525	3,525	0	-3,525		3,525	
R	F	Supporting Community Transport Grant				16	279	279	0	-279		279	
		New Burdens Habitats Regulations Assessments & Climate Change Planning Policy Statement				18	16	16	0	-16		16	
		Road Safety				1	18	36	18	0			
		Property Grant re Woodchip production				1	1	2	1	0			
		OEP				75	75	150	75	0			
		Waste Contract Management				-14	-14	-28	-14	0			
		TVERC				58	58	116	58	0			
		Milton Keynes Extension Project				30	30	60	30	0			
		Emergency Winter Damage Funding				1,477	1,477	2,954	1,477	0			
		Countryside - Woodland Project				1	1	2	1	0			
		Preliminary Flood Risk Assessment work			25	1	25	2	1	16		9	
		EE Directorate Total	0	235	103	5,466	5,804	7,190	1,959	-3,804	0	3,829	0
		Oxfordshire Customer Services											
OS	P	Learning & Skills Council - Adult Education	221	3,652	174	8	3,826	174	3,714	-333			333
R	P	Standards Fund - Adult Education	5	72		80	80	8	85	0			
R	F	Graduate Teacher Programme	75			1,091	1,091	1,091	1,166	0			
R	F	Milk Grant	0			513	513	513	513	0			
R	F	NQSW Grant	0			12	12	12	12	0			
R	F	Take Part Grant	0			4	4	4	4	0			
		OCS Directorate Total	301	3,724	174	1,628	5,526	1,802	5,494	-333	0	0	333
		Chief Executive's Office											
		MKOB Improvement Grant	46		25	-5	20	20	66	0			
		Home Office registration grant			9		9	9	9	0			
		DWP Future Jobs Fund Grant	174		400		400	400	574	0			
		CEO Directorate Total	220	0	434	-5	429	429	649	0	0	0	0
		TOTAL	11,136	480,189	-19,914	9,724	469,999	-8,569	469,420	-11,674	4,572	6,326	801

Ringfenced	Notification	Directorate	Grant Income per Budget Book Original Estimate	Government Announced Reductions announced in May/June 2010	Other Adjustments previously reported	Revised Grant Allocation as per Govt. Announcements	Agreed Change to Spend by Council on 27 July 2010	Revised Spend in this Area (Original Allocation less Changes agreed by Council and Other Adjustments previously reported)	Difference	Final Expenditure	Variance of Revised Agreed Spend and Final Expenditure
			£000	£000	£000	£000	£000	£000	£000	£000	£000
		Children, Young People & Families									
U	F	Child & Adolescent Mental Health Grant	778			778		778	0	778	0
U	F	Carers Grant (Children)	481			481		481	0	481	0
U	F	Children's Fund	869	-208		661		844	183	844	0
U	F	Connexions	4,658	-1,118		3,540		3,958	418	3,958	0
U	F	Positive Activities for Young People	397	-95		302		319	17	319	0
U	F	Young People Substance Mis-Use	187	-28		159		187	28	187	0
U	F	Former Standards Fund:				0		0	0	0	0
U	F	School Development Grant - LA element	1,835	-440		1,395		1,675	280	1,675	0
U	F	Extended Schools Start Up costs	655	-157		498		335	-163	335	0
U	F	School Improvement Partners	289	-69	7	227		296	69	296	0
U	F	Education Health Partnerships	120	-29		91		70	-21	70	0
U	F	Choice Advisers	37	-9		28		31	3	31	0
U	F	School Intervention	188	-45		143		188	45	188	0
U	F	Flexible 14-19 Partnership Funding	160	-38		122		120	-2	120	0
U	F	Extended Rights to Free Travel	479	-115		364		59	-305	59	0
U	F	Sustainable Travel	52	-13		39		2	-37	2	0
U	F	Secondary National Strategy - Behaviour & Attendance	183	-44		139		183	44	183	0
U	F	Secondary National Strategy - Central Co-ordination	267	-64		203		267	64	267	0
U	F	Primary National Strategy - Central Co-ordination	320	-77		243		320	77	320	0
U	F	Teenage Pregnancy	160	-38		122		135	13	135	0
U	F	Care Matters White Paper	403	-96		307		403	96	403	0
U	F	Child Death Review Processes	58	-14		44		58	14	58	0
U	F	Child Trust Fund	7	-2		5		7	2	7	0
U	F	Designated Teacher Funding	44	-10		34		44	10	44	0
U	F	Learning & Skills Council - Special Purpose Grant	404	-97		307		404	97	404	0
U	F	January Guarantee - Connexions	0		49	49		49	0	49	0
U	F	Child Poverty Local Duties	0		62	62		62	0	0	-62

Ringfenced	Notification	Directorate	Grant Income per Budget Book Original Estimate	Government Announced Reductions announced in May/June 2010	Other Adjustments previously reported	Revised Grant Allocation as per Govt. Announcements	Agreed Change to Spend by Council on 27 July 2010	Revised Spend in this Area (Original Allocation less Changes agreed by Council and Other Adjustments previously reported)	Difference	Final Expenditure	Variance of Revised Agreed Spend and Final Expenditure
			£000	£000	£000	£000	£000	£000	£000	£000	£000
		Social & Community Services									
U	F	Carers Grant	1,922			1,922		1,922	0	1,922	0
U	F	Mental Health Grant	1,296			1,296		1,296	0	1,296	0
U	F	Mental Health Advocacy Service	273			273		273	0	273	0
U	F	Preserved Rights	2,693			2,693		2,693	0	2,693	0
U	F	Supporting People Administration	320	-320		0	-320	0	0	0	0
U	F	Learning Disabilities Development Fund	368			368		368	0	368	0
U	F	Local Involvement Networks	223			223		223	0	223	0
U	F	Supporting People	16,167			16,167		16,167	0	16,167	0
U	F	Personal Care at Home	2,481		-2,481	0		0	0	0	0
U	F	Stronger Safer Communities Fund	652	-51		601		652	51	652	0
		Environment & Economy									
U	F	Rural Bus Services Grant	1,676			1,676		1,676	0	1,676	0
U	F	School Travel Advisers Grant	92	-22		70	-47	45	-25	45	0
U	F	Detrunking of Non-Core Routes	1,746			1,746		1,746	0	1,746	0
U	F	Road Safety Partnerships	1,145	-304		841	-600	545	-296	545	0
U	F	Economic Assessment Duty	65			65		65	0	18	-47
		Oxfordshire Customer Services									
U	F	Children's Social Care Workforce	138	-33		105	-138	0	-105	0	0
U	F	Adults' Social Care Workforce	1,356			1,356		1,356	0	1,356	0
		Chief Executive's Office									
U	F	E-Petitions				22		22	0	22	0
U	F	Community Call for Action/Overview Scrutiny Committee	12	-1		11		0	-11	0	0
		Directorate Total	45,656	-3,537	-2,341	39,778	-2,991	40,324	546	40,215	-109

Earmarked Reserves	2010/11			Balance at 31 March 2011 £000	Commentary
	Balance at 1 April 2010 £000	Movement			
		Contributions from Reserve £000	Contributions to Reserve £000		
Children Young People & Families					
Primary	8,050	-1,587	6,120	12,583	In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual school surpluses and deficits. These reserves are committed to be spent on the education service.
Secondary	4,099	-2,042	5,641	7,698	
Special	1,163	-219	344	1,288	
Sub-total schools' revenue reserves	13,312	-3,848	12,105	21,569	
School Loans	-1,168	-368	349	-1,187	Amounts loaned to individual schools against schools reserves.
Total schools' reserves	12,144	-4,216	12,454	20,382	
Schools' Contingency	-24		10	-14	School Partnerships accounts are operated in respect of inter-school activities, primarily relating to training and staff development, and curriculum initiatives. The use of the monies is agreed by the schools in each of the partnerships.
Schools' Partnerships	974	-777	93	290	
Schools' Insurance	265	0	0	265	Funds raised by youth management committees to fund locally determined activities.
Youth Management Committee	410	-1,071	969	308	
Supply Cover	3,784	-4,449	925	260	The balance on this reserve was transferred to the Efficiency Reserve as a result of the Government decision to terminate the BSF project. In addition, the £0.590m unused BSF budget for 2010/11 was transferred to the Efficiency Reserve during the year
Maternity Leave	-3,442		3,442	0	
CYPF General Reserve	0		0	0	Performance Reward Grant received in 2010/11 is planned to be used in 2011/12 to fund 1.5 FTE temporary Youth Offending Service Officers/Bail Support Officers
Building Schools for the Future	42	-42		0	
Oxfordshire Rural Children's Centres	8		10	18	Underspend on the joint-use agreements with the District Councils for the use of sports/leisure facilities. Underspends in this area cannot be used to offset overspends in other areas within the directorate
Safeguarding Board	75		47	122	
Children & Families Reserve	0			0	Performance Reward Grant received in 2010/11 is planned to be used in 2011/12 to fund 1.5 FTE temporary Youth Offending Service Officers/Bail Support Officers
Youth Support Service - computer system	75		64	139	
Residential Centres	16		87	95	Underspend on the joint-use agreements with the District Councils for the use of sports/leisure facilities. Underspends in this area cannot be used to offset overspends in other areas within the directorate
Youth Offending Service	0	-8	147	147	
Joint Use Reserve	0		171	171	
CYPF Directorate Total	14,327	-10,563	18,419	22,183	

Earmarked Reserves	2010/11				Commentary
	Balance at 1 April 2010 £000	Movement		Balance at 31 March 2011 £000	
		Contributions from Reserve £000	Contributions to Reserve £000		
Social & Community Services					
Cultural Services General	93	-86	62	69	
ICT/Digitisation projects	727	-106	230	851	This will be used for the upgrade and future replacement of the Galaxy system in the Libraries
Vehicle Renewals	107			107	
Donations	25			25	
Adult Learning (CECs accumulated Surplus)	0			0	
Materials Development Reserve	76	-76		0	
Older People Pooled Budget and Learning	101	-101	1,424	1,424	Winter Pressures funding received from the Department of Health in January 2011 to be used to meet the on-going costs of the relevant clients in 2011/12 and future years.
Disabilities Pooled Budget Reserve					
OSJ Client Income Reserve	64			64	
Personal Budgets	48		140	188	
S117 Reserve	273	-250		23	This reserve is to meet potential future claims in respect of refunds to clients under S117 of the Mental Health Act.
Fire & Rescue					
Securing Water Supplies	27			27	Hydrant repairs
Protective Clothing	39			39	
Breathing Apparatus Equipment	95		122	217	The contribution is to provide funding for the anticipated new requirement that all personnel attend refresher training in the use of breathing apparatus and application of new procedures.
Communications Fund					
Vehicles	19		65	84	Required to fund the replacement of communications equipment
IT	443	-927	941	457	Vehicle Renewals Fund
Rescue Equipment	131	-82	111	160	IT Renewals Fund
Fire Control	26		10	26	
Fire Link	367			377	Fire Control Project
New Dimensions	139		25	139	Fire Link Project
Emergency Planning					
Vehicle Renewals	32		10	42	New reserve for major repairs to New Dimensions specialist vehicles. Vehicle Renewals Fund

Earmarked Reserves	2010/11			Balance at 31 March 2011 £000	Commentary
	Balance at 1 April 2010 £000	Movement Contributions from Reserve £000	Contributions to Reserve £000		
Trading Standards Vehicles Replacement Reserve Trading Standards Reserve Gypsy & Traveller Services - Site Refurbishment	7 12 198			7 12 198	To be used in 2011/12 to provide matched funding for refurbishment of the Redbridge Hollow site.
SCS Directorate Total	3,049	-1,628	3,140	4,561	
Environment & Economy					
Countryside Ascot Park	17		1	18	
Carbon Reduction	60			60	
SALIX Repayments	123		6	129	This reserve is ringfenced to energy saving schemes in the future. This reserve will be used for future repair and maintenance of road signs. It will also be used to meet the cost of removing any sign relating to a business which ceases to trade.
Highways Winter Maintenance	18			18	
Dix Pit WRC Development	13			13	
Oxfordshire Waste Partnership Joint Reserve	167	-124	78	121	The service management are currently looking at the funding within the reserve to supplement existing budgets, this is currently on-going and a plan will be established within the next few months.
Transport	250			250	
Tourism Signs	89		13	102	
On Street Car Parking	1,577	-1,566	1,082	1,093	An explanation of transactions during 2010/11 and plans for future use are included in the reserves section of the main report.
Dix Pit Engineering Works	699		167	866	This reserve is to meet engineering work at Dix Pit waste management site. The level of work required is dependent on future levels of waste deposited.
Waste Management	2,516	-2,788	2,185	1,913	Underspend carry forward offset by one off drawdown (MTFP) and payment for project bid costs
Landfill Allowance Trading Scheme	0		327	327	LATS valued nationally at £12.50 per tonne
Vehicle Renewals	61			61	
Better Working Initiatives	26	-26		0	
Capital Salaries transfer			53	53	
Property Disposal Costs			115	115	
Developer Funding (Revenue)			191	191	New reserve due to a change in accounting treatment for Developer Funding
West End Partnership					New reserve due to a change of treatment due to accounting requirements for West End Partnership to account for the net surplus income from partners which is used for the sole purpose of the partnership
EE Directorate Total	5,616	-4,504	4,436	5,548	
Oxfordshire Customer Services					
Shared Services Funding Reserve	1,255	-1,681	426	0	Loan from capital programme repaid in full
Development Reserve	142	-142	472	472	Funding for OCS projects
Money Management Reserve	40			40	To be used to smooth unplanned fluctuations in Money management income and expenditure
Oxfordshire - Buckinghamshire partnership	0		332	332	Income received in advance by the Partnership in relation to Teacher Training
Food with Thought / QCS Cleaning	1,061	-470	818	1,409	Cumulative surplus to be invested in the service / contingency
Customer Service Centre Reserve	0		1,883	1,883	Project reserve
SAP for Schools	172	-172		0	Invested in school IT services (SAP)
Schools ICT	1,429	-1,419		10	Invested in school IT services
Simms Support Service	122	-122		0	Invested in school IT services
OCS Directorate Total	4,221	-4,006	3,931	4,146	

Earmarked Reserves	2010/11		Balance at 1 April 2010 £000	Movement		Balance at 31 March 2011 £000	Commentary
	Contributions from Reserve £000	Contributions to Reserve £000		Contributions from Reserve £000	Contributions to Reserve £000		
Chief Executive's Office							
Change Fund	1,259	-898		508	869	Provides funding for projects for delivery of the business strategy	
CIPFA Trainees	13			23	36	Future funding of the trainee scheme	
Council Elections	95			112	207	Funding for the 2013 Election	
FMSIS Audit	39	-12			27	School audit work	
Registration Service	180				180	Refurbishment of registration buildings and facilities	
CEO Directorate Total	1,586	-910		643	1,319		
Corporate							
Insurance Reserve	6,027			222	6,249	This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.	
Carry Forward Reserve ¹	8,063	-8,063		9,891	9,891	This reserve allows budget managers to carry forward under and over spent budgets between financial years in accordance with the County Council's budget management arrangements, subject to Cabinet approval.	
Capital Reserve	13,909	-142		2,812	16,579	This reserve has been established for the purpose of financing capital expenditure in future years	
Other Reserves	-6			5	-1		
LABGI Reserve	791	-295			496	This reserve contains LABGI funding that will be allocated for use in 2011/12-2014/15 in the Financial Monitoring elsewhere on the agenda	
Budget Reserve - Agreed 2007	0				0		
Budget Reserve - Agreed 2009	5,931	-5,931		6,107	6,107	The creation of a budget reserve was agreed as part of the budget setting process for 2009/10. This sum	
Efficiency Reserve	1,519	-4,307		6,564	3,776	This reserve is to help deliver the Business Strategies in the medium term through one-off investment or to enable potential redundancy costs to be met without putting further pressure on service budgets	
Prudential Borrowing Reserve	2,641	-106		1,350	3,885	This reserve was created as part of the 2008/09 budget setting process to meet the costs of borrowing for increased funding for the capital programme. Similar contributions are to be made each year with draw downs being required as costs are incurred.	
Corporate Total	38,875	-18,844		26,951	46,982		
Total	67,674	-40,455		57,520	84,739		

¹ Restated for IFRS

**PROVISIONAL OUTTURN 2010/11
CABINET - 21 June 2011
Year End Revenue Balances**

CA6

Annex 5

Date	Outturn 2010/11		Budget 2010/11
	£m	£m	£m
Provisional outturn 2009/10 net of City Schools	11.145		10.578
Local Area Agreement (LAA) Performance Reward Grant	1.009		
City Schools Reorganisation brought forward from 2009/10	0.775		0.775
County Fund Balance		12.929	11.353
Planned Contribution to Balances		3.344	3.344
Less City Schools Reorganisation to be carried forward		-0.178	-0.169
Original forecast outturn position 2010/11		16.095	14.528
Additions			
Full repayment of City Schools Reorganisation in 2010/11	0.178		
Contribution from the Efficiency Reserve to meet the shortfall in grant reductions	0.266		
Adjustment relating to £0.241m PRG capital unapplied	0.241		
LAA Performance Reward Grant	0.678		
		1.363	0.000
Calls on balances deducted			
Jul-10 Reduction in Contactpoint grant - will be removed in next report	-0.070		
Jul-10 Full reduction in Play Pathfinder grant not passed on to service area	-0.071		
Jul-10 Shortfall in Grant Reductions to be identified	-0.266		
Sep-10 Psychological Service Pay Arrears	-0.021		
Sep-10 Reverse Reduction in Contactpoint	0.070		
Oct-10 Reverse reduction in Play Pathfinder grant	0.071		
Oct-10 PRG Allocations	-0.056		
Oct-10 PRG Allocations	-0.035		
Oct-10 PRG Allocations	-0.386		
Oct-10 Performance Reward Grant - Telehealth	-0.170		
Oct-10 Safer Communities - (5) Community safety partnerships	-0.020		
Oct-10 LAA Management	-0.010		
Oct-10 Waste Management	-0.078		
Oct-10 Economy, Spatial Planning & Climate Change	-0.165		
Oct-10 Oxfordshire Economic Partnership	-0.205		
Oct-10 Grant pot for Voluntary & Community Groups	-0.125		
Nov-10 2 legal cases costing over £25,000	-0.119		
Jul-10 Transfer of Landsbanki impairment	-1.361		
Total calls on balances		-3.017	-2.000
Automatic calls on/returns to balances			
Non-Domestic Rates	0.149		
Council Tax	-0.010		
Flood Levy	0.004		
Retained fire-fighters pay	0.224		
Fire-fighters Pension Scheme - ill health retirements	-0.084		
External Audit Fee	0.185		
		0.468	
Additional Strategic Measures	0.065		
		0.065	
Other items			
Misc Employee Expenses	-0.005		
Rates Rebates	0.033		
Consultants Fees	-0.030		
Professional Fees	-0.064		
Subscriptions	-0.014		
Bad Debt Write-offs	-0.001		
Decrease in provision for doubtful debts (impairment allowance)	-0.196		
Fees & Charges Income	0.040		
		-0.237	
Net Balances		14.737	12.528
Total budget requirement		389.870	389.870
Provisional balances as a % of budget requirement		3.78%	3.21%
Net Balances		14.737	
Calls on balances agreed but not actioned		0.000	
Calls on balances requested in this report		0.000	
Revised Outturn position		14.737	

Pooled Budgets

Older People, Physical Disabilities and Equipment Pool

Final Approved Budget £m	Projected Outturn Variance as at February 2011 £m		Provisional Outturn Variance £m	Change in Variance since February 2011 £m
		Council Elements		
		Older People		
51.417	-0.158	Care Homes	-0.652	-0.494
29.293	-0.329	Community Support Purchasing Budget	-0.454	-0.125
80.710	-0.487	Total Older People	-1.106	-0.619
		Physical Disabilities		
2.45	+0.535	Care Homes	+0.602	+0.067
4.616	+0.544	Community Support Purchasing Budget	+0.542	-0.002
7.066	+1.079	Total Physical Disabilities	+1.144	+0.065
1.169	+0.141	Equipment	+0.167	+0.026
88.945	+0.733	Total Council Elements	+0.205	-0.528
		PCT Elements		
21.910	+2.476	Older People	+0.392	-2.084
4.047	+1.040	Physical Disabilities	+0.234	-0.806
0.312	+0.258	Equipment	+0.270	+0.012
26.269	+3.774	Total PCT Elements	+0.896	-2.878
115.214	+4.507	Total Older People, Physical Disabilities and Equipment Pool	+1.101	-3.406
		Winter Pressures Funding	-1.424	-1.424
115.214	+4.507	Total Older People, Physical Disabilities and Equipment Pool	-0.323	-4.830

Pooled Budgets
Learning Disabilities Pool

Final Approved Budget £m	Projected Outturn Variance as at February 2011 £m		Provisional Outturn Variance £m	Change in Variance since February 2011 £m
9.591	+0.937	Council Elements	+1.619	+0.682
17.28	+0.092	Residential Services	+0.380	+0.288
15.553	-0.064	Supported Living	-0.807	-0.743
42.424	+0.965	Community Support	+1.192	+0.227
		Total Council Elements		
		PCT Elements		
7.333	+0.702	Residential Services	+0.317	-0.385
13.211	+0.069	Supported Living	+0.074	+0.005
11.891	-0.108	Community Support	-0.158	-0.050
32.435	+0.663	Total PCT Elements	+0.233	-0.430
74.859	+1.628	Total Learning Disabilities Pool	+1.425	-0.203

PROVISIONAL REVENUE OUTTURN 2010/11
 CABINET 21 June 2011
 ON-STREET CAR PARKING 2010/11 - ACTUAL INCOME / EXPENDITURE

	Pay & Display		Oxford City Special Parking Area		Residents' Parking Zones		Abingdon		Henley		Total On-Street Parking Income		Extending Decriminalised Areas		Camera Enforcement		Total		
	£		£		£		£		£		£		£		£		£		
EXPENDITURE																			
Equipment/Fixed Contract Costs	120,618.03		182,409.29		118,000.73							421,028.05							421,028.05
Main Controls (Patrols etc)	325,704.83		530,065.45		372,814.42		64,673.53		80,751.67		1,374,009.90				219,636.81			1,593,646.71	
Staff Costs	21,713.86		67,773.57		55,271.65						144,759.08				164,498.95			309,258.03	
Parking Shop	6,462.22		12,924.45		109,857.83						129,244.50				23,839.56			153,084.06	
Other Running Costs	9,273.72		62,821.75		112,065.05		578.21		1,441.04		186,179.77							289,090.41	
TOTAL EXPENDITURE	483,772.66		855,994.51		768,009.68		65,251.74		82,192.71		2,255,221.30				407,975.32			2,766,107.26	
INCOME																			
Pay & Display	-1,594,119.70											-1,624,745.40							-1,624,745.40
Enforcement	-203,411.94		-567,332.46		-430,003.72						-1,229,689.63				-566,833.98				-1,796,523.61
Residents Permits																			-482,893.92
Other											0.00								0.00
TOTAL INCOME	-1,797,531.64		-567,332.46		-878,452.44		-42,379.71		-51,632.70		-3,337,328.95				-566,833.98			-3,904,162.93	
NET INCOME	-1,313,758.98		288,662.05		-110,442.76		22,872.03		30,560.01		-1,082,107.65				-158,858.66			-1,138,055.67	

Directorate	Redundancy Costs								
	Actual Funded by Directorate £m	Accrued by Directorate £m	Provision by Directorate £m	Total by Directorate £m	Actual Funded by Efficiency Reserve £m	Accrued Funded by Efficiency Reserve £m	Provision Funded by Efficiency Reserve £m	Total Funded by Efficiency Reserve £m	Total £m
CYPF - National Strategies & EDAS - Business Strategy - Student Support	0.030	1.255	1.958	1.255 1.958 0.030				0.000 0.000 0.000	3.243
S&CS - Restructure of Adult Social Care - Cultural & Community Development - Community Safety				0.000 0.000 0.000	0.468 0.049 0.067	0.490	2.917	3.875 0.049 0.067	3.991
Oxfordshire Customer Services	0.282			0.282	0.287			0.287	0.569
Chief Executive's Office	0.564			0.564				0.000	0.564
Environment & Economy	0.170	0.338		0.508	0.182			0.182	0.690
Total	1.046	1.593	1.958	4.597	1.053	0.490	2.917	4.460	9.057

Shared Services: Analysis of Savings

Savings Targets	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	Total £000
Original Business Case - Cabinet 21 February 2006 (2005/06 prices)										
Gross Savings	724	2,592	3,808	4,001	4,001	4,001	4,001	4,001	4,001	31,130
Less Project Costs	-4,303	-1,693	-54							-6,050
Less Operating Costs	-805	-1,482	-1,564	-1,575	-1,569	-1,568	-1,568	-1,568	-1,568	-13,267
Net Saving / (Cost)	-4,384	-583	2,190	2,426	2,432	2,433	2,433	2,433	2,433	11,813
Cumulative Net Saving / (Cost)	-4,384	-4,967	-2,777	-351	2,081	4,514	6,947	9,380	11,813	
Additional Savings - MTFP 2010/11 to 2014/15					501	611	686	686	686	3,170
Total Net Cumulative Savings Target	-4,384	-4,967	-2,777	-351	2,582	5,626	8,745	11,864	14,983	

Savings Delivered / on Target	2006/07 £000 Actual	2007/08 £000 Actual	2008/09 £000 Actual	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	Total £000
Human Resources	0	443	700	859	859	859	859	859		5,437
Learning & Development	0	490	1,045	1,442	1,661	1,661	1,661	1,661		9,622
Accounts Payable	0	211	211	232	232	232	232	232		1,582
Money Management	0	8	8	76	76	76	76	76		396
Financial & Management Accounting	0	158	631	825	970	970	970	970		5,493
Income	0	0	49	97	97	97	97	97		534
Other services - overhead contributions	0	12	12	12	12	12	12	12		84

Shared Services: Analysis of Savings

Savings Delivered / on Target	2006/07 £000 Actual	2007/08 £000 Actual	2008/09 £000 Actual	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	Total £000
Other - errors in business case (directorate contributions)	0		307	307	307	307	307	307		1,841
Other - non Shared Service Centre activities	0		113	113	113	113	113	113		679
Other - Corporate Human Resources / Organisational	0		77	77	77	77	77	77		462
Other - Finance & Procurement	0		59	59	59	59	59	59		354
Other - CYPF (50% of Business Manager)		7	40	40	40	40	40	40		247
Original Business Case										
Gross Savings	0	1,281	3,752	4,782	4,553	4,553	4,553	4,553	4,553	32,580
Less Project Costs	-1,157	-2,453	-614	-606	-233	-1,954	-1,954	-1,954	-1,954	-5,063
Less Operating Costs	-296	-1,118	-1,595	-1,956	-1,954	-1,954	-1,954	-1,954	-1,954	-14,735
Net Saving / (Cost)	-1,453	-2,290	1,543	2,220	2,366	2,599	2,599	2,599	2,599	12,782
Cumulative Net Saving / (Cost)	-1,453	-3,743	-2,200	20	2,386	4,985	7,584	10,183	12,782	
Additional Savings Delivered					501	501	501	501	501	2,505
Additional savings planned to be delivered						110	185	185	185	665
Total Additional Savings					501	611	686	686	686	3,170
Total Cumulative Savings Delivered / on Target	-1,453	-3,743	-2,200	20	2,887	6,097	9,382	12,667	15,952	
Variance - annual	2,931	-1,707	-647	-206	-66	166	166	166	166	969
Variance - cumulative	2,931	1,224	577	371	305	471	637	803	969	

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Use of Resources Performance

Directorate	Original Capital Programme (Council Feb 2010) £000	Actual Expenditure 2010/11 £000	Variance to original programme £000	Use of Resources %	Impact of Grant Reductions £000	Impact of Capital Programme Moratorium £000	Other VFM or technical changes* £000	Cost savings/ contingencies returned £000	Adjusted Variation £000	Adjusted Use of Resources %
Children, Young People & Families	66,427	53,257	-13,170	-20%	-1,958	-6,271	-462	-433	-4,046	-6%
Social & Community Services	15,162	5,635	-9,527	-63%	0	-1,578	-4,100	-140	-3,709	-24%
Environment & Economy - Transport	25,878	18,276	-7,602	-29%	-1,776	-4,785	0	-263	-778	-3%
Environment & Economy - Other	8,795	4,784	-4,011	-46%	0	-1,215	-172	-392	-2,232	-25%
Oxfordshire Customer Services	1,100	853	-247	-22%	0	0	-234	-2	-11	-1%
Chief Executive's Office	0	0	0	0%	0	0	0	0	0	0%
Total Directorate Programmes	117,362	82,805	-34,557	-29%	-3,734	-13,849	-4,968	-1,230	-10,776	-9%
Schools Capital	12,067	10,657	-1,410	-12%					-1,410	-12%
Earmarked Reserves	819	0	-819	-100%					-819	-100%
Total Capital Programme	130,248	93,462	-36,786	-28%	-3,734	-13,849	-4,968	-1,230	-13,005	-10%

* Other VFM or technical changes

HOPs: Chipping Norton new build scheme removed as there better value for money option for delivering and financing this than through capital expenditure & prudential borrowing.

Adjustments made to accommodate change in accounting treatment for disposal costs
 Harnessing Technology: Capitalisable spend lower, but revenue spend higher.

-4,100
-202
-666
<u>-4,968</u>

Summary outturn position compared to the original capital programme, latest updated capital programme and latest forecast

Capital Expenditure	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11		Variation to Original Capital Programme		Variation to Latest Capital Programme		Variation to Latest Forecast Position	
				£000	%	£000	%	£000	%	£000	%
Directorate Programmes											
Children, Young People & Families	66,427	56,198	55,993	53,257	-20%	-13,170	-20%	-2,941	-5%	-2,736	-5%
Social & Community Services	15,162	6,728	5,838	5,635	-63%	-9,527	-63%	-1,093	-16%	-203	-3%
Environment & Economy - Transport	25,878	19,938	19,135	18,276	-29%	-7,602	-29%	-1,662	-8%	-859	-4%
Environment & Economy - Other	8,795	5,254	4,963	4,784	-46%	-4,011	-46%	-470	-9%	-179	-4%
Oxfordshire Customer Services	1,100	855	855	853	-22%	-247	-22%	-2	0%	-2	0%
Chief Executive's Office	0	10	10	0	0%	0	0%	-10	-100%	-10	-100%
Total Directorate Programmes Expenditure	117,362	88,983	86,794	82,805	-29%	-34,557	-29%	-6,178	-7%	-3,989	-5%
Schools Capital	12,067	11,897	11,897	10,657	-12%	-1,410	-12%	-1,240	-10%	-1,240	-10%
Earmarked Reserves	819	146	146	0	-100%	-819	-100%	-146	-100%	-146	-100%
Total Capital Programme Expenditure	130,248	101,026	98,837	93,462	-28%	-36,786	-28%	-7,564	-7%	-5,375	-5%
<u>Technical Accounting Adjustments</u>											
Capitalisation of Revenue Expenditure				3,606							
Highways Maintenance				1,571							
Repairs & Maintenance Vehicles				1,230							
ICT Hardware & Software				1,579							
Sub-total				7,986							
Other Technical Adjustments				606							
Capital Revenue Switches				-2,579							
Total Capital Expenditure				99,475							

Summary Capital Financing Position

Capital Financing	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Actual Financing 2010/11 £000	Variation to Original Capital Programme £000	Variation to Latest Capital Programme £000
SCE(R) Formulaic Capital Allocations - Credit Approval	26,056	26,056	26,058	2	2
SCE(R) Formulaic Capital Allocations - Grant	20,314	11,096	9,611	-10,703	-1,485
Devolved Formula Capital- Grant	9,564	9,000	7,627	-1,937	-1,373
Other Grants	44,316	37,292	38,034	-6,282	742
Developer Contributions	8,507	5,368	4,382	-4,125	-986
Other External Contributions	3,755	1,976	655	-3,100	-1,321
Schools Contributions	250	1,234	1,584	1,334	350
Revenue Funding	877	2,950	1,481	604	-1,469
Prudential Borrowing	16,609	5,031	4,030	-12,579	-1,001
Capital Receipts/Reserves	0	1,023	0	0	-1,023
Total Capital Programme Financing	130,248	101,026	93,462	-36,786	-7,564
Revenue funding of capitalised revenue expenditure			6,013		
Total Capital Financing			99,475		

Capital Balances	Balance brought forward at 1 April 2010 £000	Original planned balance carried forward £000	Latest planned balance carried forward £000	Actual balance carried forward at 31 Mar 2011 £000	Variation to Original Capital Programme £000	Variation to Latest Capital Programme £000
Capital Reserve	13,909	16,998	15,796	16,579	-419	783
Capital Receipts Unapplied	1,721	10,147	7,112	7,666	-2,481	554
Total	15,630	27,145	22,908	24,245	-2,900	1,337

Capital Grants (excluding school local balances)	Balance brought forward at 1 April 2010 £000	Balance carried forward at 31 Mar 2011 £000
Reserves (unringfenced)	3,885	5,959
Receipts in Advance (ringfenced/eligible spend not yet incurred)	12,124	11,395
Total	16,009	17,354

Capital Programme Provisional Outturn 2010/11Main Variations

Directorate / Schemes	Variation £m	Reason for Variation
Children, Young People & Families Oxford Academy	-0.500	The reduction in spend on the £33m project is partly due to the delay in handover of Phase 1, the resultant reduced spend on Phase 2 for the main contract and delays with the sign off of the ICT phase.
Banbury New Futures Centre	-0.700	Steelwork design changes to enable this to become a hub location and adverse weather have led to completion date delay of 4-6 weeks.
Harnessing Technology Grant	-0.700	The in-year grant reduction of £1.2m was replaced by £1.0m from the School ICT reserve to complete the programme. However, the majority of the revised programme was not capitalisable.
Schools Oxford - Wood Farm (Phase 2)	-1.000	The procurement and tender process meant there was a slippage in the start on site, with consequent impact on completion date. This was exacerbated the severe weather over the winter.
Chipping Norton Science	-0.500	The contract sum was significantly lower than pre-tender estimate so the budget has been returned to the Capital Programme. The programme also slipped during design stage, which resulted in start on site in April 2010.
Wantage - Fitzwaryn	-1.300	The first phase of the project was delayed when the contractor went in to administration. The second phase of the project to provide post-16 accommodation was delayed due to protracted negotiations with Sport England before obtaining planning permission.
Witney - Madley Brook	-0.600	The additional accommodation is not required until September 2012, so scheme development was delayed until completion of service pressures and agreement of capital funding.
Social & Community Services		
Extra Care Housing (ECH) New Schemes	-0.800	Thame and Banbury ECH were successful in attracting Homes and Communities Agency (HCA) grant so no Council resources were required. Shovelover does require resources but has been deferred to 2011/12.
RFID (Radio frequency identification)	-0.600	The start of this project was delayed due to the review of the library service as part of the Service & Resource Planning process. Of the 12 individual libraries identified for the programme, six were substantially completed by the end of March 2011 with four further libraries being completed in 2011/12. Approval for the final two libraries will be subject to decisions yet to be made on the library network.
New Adult Services System	-0.500	The project was delayed due to the need to ensure the delivery of a new Adult Social Care system was cost neutral to the directorate. This required a review of the approach and the potential outcomes. This has now been resolved and the project will move forward, subject to negotiations with suppliers.
Banbury Day Centre	-0.500	The project is now expected to be completed at the end of 2011/12.
Learning Disabilities Supported Living	-0.300	This scheme is being carried out in partnership with the Registered Social Landlords who own the properties, and external support providers who are providing support within the properties. The requirement to assess and consult service users with learning disabilities (and their family carers) who are living in the properties, means that less houses can be increased in size in each year than originally assumed.
Environment & Economy		
Didcot Parkway Forecourt	-0.300	Reduction in the forecast due to delays obtaining Network Rail approvals.
Abortive Costs	-0.300	A £0.3m provision for abortive costs on Access to Oxford and other schemes was removed as part of the capital programme review as these were funded from revenue
Capitalised Salaries	-0.300	Reflects the reduced amount of time able to be charged to capital projects.
Polash Bridge (including associated carriageway resurfacing works)	-0.300	Work was originally expected to be complete in March 2011 but minor delays with the bridgework before Christmas and complications with the design work required for the adjacent embankments have delayed this until July 2011. This was compensated for by bringing forward additional carriageway schemes.
London Road Phase 2	+0.200	These reductions were partly offset by an increase in the cost of London Road Phase 3 of £0.2m.

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
	Primary Capital Programme								
1	Charlton-on-Otmoor - Repl of Temporary Classrooms (ED701)	582	610	610	593	11	-17	-17	Complete Aug 10.
2	Thame, Barley Hill - Repl of Temporary Classrooms (ED703)	550	740	740	737	187	-3	-3	Complete Aug 10.
3	Harwell - 2 classroom ext (ED711)	350	443	443	425	75	-18	-18	Complete Aug 10.
4	Launton - Hall, classrooms and Pre-School Accommodation (ED695)	550	931	931	844	294	-87	-87	Complete Sept 10, Pre-School works on site.
5	Tackley - 2 classroom ext & Pre-School Accommodation (ED734)	550	809	769	562	12	-247	-207	On-site including the recent commencement of Pre-School works.
6	Cropley - Modernisation & Extension (ED710)	356	346	316	317	-39	-29	1	Complete Mar 11. ICT provision 11/12.
7	Oxford, Wood Farm - replacement of existing buildings (ED749)	4,250	3,500	3,500	3,295	-955	-205	-205	Slippage of start on site due to procurement and tender process, with consequent impact on completion date, exacerbated by impact of severe weather.
8	Primary School Review (funding allocation)	1,000	0	0	74	-926	74	74	No future funding after 2010/11, programme removed. Funding allocated to other schemes in programme.
9	Banbury, The Grange - 6 classroom block to replace temporary classrooms (ED739).	1,400	25	25	25	-1,375	0	0	Project delayed following original £2.100m project put on hold in moratorium and subsequently released with reduced funding of £1.650m requiring major scheme design revisions and planning approval.
10	Banbury, The Grange - 6 classroom block to replace temporary classrooms (New Scheme)	0	25	25	9	9	-16	-16	Revised scheme, see above.
11	Great Milton - replacement of temporary classroom	575	40	40	53	-522	13	13	Scheme removed. Budget provision for abortive costs.
12	Hornton - Provision of new hall & replacement of unsuitable classroom	550	25	25	0	-550	-25	-25	Scheme on hold. Budget provision to cover possible abortive costs.
13	Secondary Capital Programme Woodstock, Marlborough - New Science block & Replacement of Horsa & Temporary Buildings (ED692)	1,395	1,502	1,502	1,746	351	244	244	Phase 1 complete. Phase 2 on-site. Works recommenced following initial contractor going into administration.
14	Chipping Norton - New Science block (ED708)	2,850	2,200	2,200	2,340	-510	140	140	On-site. Contract sum significantly lower than pre-tender estimate, budget returned back to Capital Programme. Programme slipped a few months during design stage, which resulted in start on site in April 2010.

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
15	Burford Community College - 8 Classroom block and drama studio to replace temporary classrooms (ED714)	1,900	1,375	1,375	1,524	-376	149	149	On-site.
16	Wantage, Fitzwaryn - Phase 2 (Modernisation & new Post 16 accommodation) (ED715)	1,850	550	500	569	-1,281	19	69	On-site for modernisation phase. The first phase of the project was delayed when the contractor went in to administration with the subsequent novation to a new contractor. The second phase of the project to provide post-16 accommodation was delayed due to protracted negotiations with Sport England before obtaining planning permission. Complete Dec 10.
17	Didcot, St Birinus - New Food Technology facility (ED738)	200	295	295	308	108	13	13	Complete Nov 10. £30k project underspend, grant funded.
18	Oxford, Ifley Mead - New Food Technology facility (ED737)	150	236	236	187	37	-49	-49	
19	Faringdon Community College - Phase 3; Basic Need provision and replacement of temporary classrooms (conditional approval)	100	25	25	0	-100	-25	-25	
20	Secondary Modernisation Programme	0	4	4	6	6	2	2	Reallocated to other programmes.
21	Bloxham, Warriner (Design & Technology & Extension) Project Development only	0	40	40	42	42	2	2	Scheme removed.
22	Oxford, Northern House - 6 classroom Block to replace Horsa & temporary classrooms and provide food technology facility (ED746)	150	350	350	302	152	-48	-48	On-site.
23	Thame, Lord Williams - Basic need provision for replacement of temporary buildings beyond economic repair (Autism Resource Base)	670	0	0	0	-670	0	0	£0.199m provision for Temporary Classroom (ref 36). £700k returned back to capital programme.
24	Abingdon, Kingfisher - Internal alterations for basic need provision for nursery accommodation	0	25	25	21	21	-4	-4	
25	Oxford, Ifley Mead - Basic Need (temporary classroom)	0	0	0	0	0	0	0	
26	Banbury, Frank Wise (SEN TCF)	0	0	0	20	20	20	20	Scheme removed. Budget provision for abortive costs.
27	Academy Programme Oxford Academy (ED678)	15,245	16,133	16,133	15,611	366	-522	-522	Partly due to the delay in handover of phase 1, the resultant reduced spend on phase 2 for the main contract and the Academy not signing off the ICT phase.

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
28	Oxford Spires Academy	0	0	0	0	0	0	0	New inclusion.
29	Provision of School Places (Basic Need) Witney, Henry Box - New Music block (ED699)	530	657	657	644	114	-13	-13	Complete Aug 10.
30	Carterton Community College - Enlargement of Hall/dining Room (ED719)	540	460	460	448	-92	-12	-12	Complete Jan 11.
31	Oxford, St Nicholas - 2 classroom ext & ext to hall (ED720)	574	709	709	697	123	-12	-12	Complete Jan 11.
32	Bicester, Cooper - New 6th Form Centre (ED747)	2,300	2,300	2,300	2,459	159	159	159	On-site.
33	Oxford, New Marston - Phase 1; (Foundation Stage & KS1) (ED753)	0	730	730	612	612	-118	-118	On-site. Provision from PCP Programme.
34	Witney, Madley Brook - Phase 2 (3 Classroom extension)	700	100	100	72	-628	-28	-28	Contract let, commencement May 2011. Additional accommodation not required until September 2012, scheme development delayed until completion of service pressures and agreement of capital funding.
35	Temporary Classrooms - New units for Basic Need (ED760)	0	510	500	509	509	-1	9	Transferred from annual Temporary Classroom budget (ref 91) to show the basic need provision separate.
36	Thame, Lord Williams's - Repl of 2 Temporary Classrooms (ED712)	0	199	199	150	150	-49	-49	Complete Feb 2011. £40k project underspend to be returned back to capital programme.
37	SS Philip & James - Security/acoustic Fencing (ED766)	30	30	30	19	-11	-11	-11	Scheme removed.
38	SS Philip & James	45	0	0	0	-45	0	0	Scheme revised as part of the service and resource planning process. Also, originally delayed due to planning objections.
39	Bayards Hill; replacement of existing buildings and additional space to meet basic need	1,750	125	125	115	-1,635	-10	-10	Revised scheme.
40	Bayards (New Scheme) - replacement of existing buildings and additional space to meet basic need	0	0	0	0	0	0	0	Existing temporary classroom in poor condition, exploring replacement in Summer 2011. Funding for larger scheme remaining on hold.
41	Peppard- Replacement of Temporary Classroom	550	25	25	8	-542	-17	-17	Basic need scheme released, funding for larger scheme remaining on hold. Schemes being delivered, provision allocated to schemes below.
42	John Watson - Re-provision of Temporary Classrooms	0	25	25	10	10	-15	-15	
43	Existing Demographic Pupil Provision (Basic Needs Programme)	300	0	0	48	-252	48	48	
44	Bloxham - additional classroom & ancillary facilities for 2FE (ED762)	0	14	14	26	26	12	12	

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
45	Oxford, St Andrew's - Foundation Stage (ED763)	44	44	44	44	0	0	0	School managed project. Complete Nov 10.
46	Henley, Trinity - Improvements to Entrance & Admin (ED765)	0	35	35	35	35	0	0	School managed project. Complete Nov 10.
	<u>Growth Portfolio - New Schools</u>								
	South Oxfordshire								
47	Didcot, Great Western Park - Primary 1 (14 classroom)	0	0	0	0	0	0	0	Scheme being developed.
48	Didcot, Great Western Park - Primary 2 (14 classroom)	0	0	0	0	0	0	0	Outside 5 yr programme.
49	Didcot, Great Western Park - Secondary (Phase 1)	0	0	0	0	0	0	0	Scheme being developed.
50	Didcot, Ladygrove - 7 classroom	0	0	0	0	0	0	0	Within 5 yr programme, no agreement in place.
	Cherwell								
51	Bodicote, Bankside - 10 classroom	0	0	0	0	0	0	0	Scheme being developed.
52	Bicester, Gavray Drive - 7 classroom	0	0	0	0	0	0	0	Scheme being developed.
53	Bicester - Secondary P1 (incl existing schools)	0	0	0	0	0	0	0	Scheme being developed.
54	Bicester - Secondary P2 (including existing schools)	0	0	0	0	0	0	0	Incorporated above.
55	Bicester, South West - 14 classroom	0	0	0	0	0	0	0	Scheme being developed.
56	Upper Heyford - New Primary School	0	0	0	0	0	0	0	Scheme being developed.
57	Eco Town - Primary	0	0	0	2	2	2	2	Scheme being developed.
	Vale of White Horse								
58	Wantage / Grove - Secondary (option c)	0	0	0	0	0	0	0	Within 5 yr programme, no agreement in place.
	Children's & Family Centres								
59	Flexibility of Childcare 08/09 - 10/11	5,455	2,316	2,307	2,363	-3,092	47	56	Grant provision up to 31st March 2011. Provision transferred to schemes below.
60	Didcot, Lydalls - Integrated Daycare (ED727)	0	36	36	38	38	2	2	Scheme withdrawn. Grant reduction. The remaining amount is required to cover the abortive cost.
61	Cumnor Pre-School - Replacement Building (ED730)	0	23	23	22	22	-1	-1	Scheme withdrawn. Grant reduction. The remaining amount is required to cover the abortive cost.
62	Sonning Common Pre-School - Replacement Building (ED728)	0	445	445	448	448	3	3	Drawn down of funds from Flexibility of Childcare Programme. Complete Mar 11.
63	Berinsfield Pre-School - Replacement Building (ED729)	0	412	412	375	375	-37	-37	Drawn down of funds from Flexibility of Childcare Programme. Complete Mar 11.

Children, Young People & Families Capital Programme Provisional Outturn 2010/11

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
64	North Kidlington Pre-School - Replacement Building (ED732)	0	397	397	426	426	29	29	Drawn down of funds from Flexibility of Childcare Programme. Complete Feb 11.
65	Millbrook Pre-School - Replacement Building (ED733)	0	373	373	349	349	-24	-24	Drawn down of funds from Flexibility of Childcare Programme. Forecast completion Apr 11.
66	Rainbow Pre-School (Glory Farm) - Replacement Building (ED731)	0	520	520	514	514	-6	-6	Drawn down of funds from Flexibility of Childcare Programme. Forecast completion Apr 11.
67	Children Centres Programme 08/09 - 10/11 Phase 3	3,852	199	233	221	-3,631	22	-12	Grant provision up to 31st March 2011. Provision transferred to schemes below. Complete Apr 10.
68	North East Abingdon - Children's Centre (ED698)	0	141	141	72	72	-69	-69	School managed project, complete Sept 10. Phase 1 complete, Phase 2 complete Aug 10.
69	Bloxham - Children's Centre (ED713)	252	379	339	339	87	-40	0	Draw down of funds from Children Centres Programme. Complete Oct 10.
70	Chalgrove - Children's Centre (P1 & P2) (ED716)	143	316	316	315	172	-1	-1	Draw down of funds from Children Centres Programme. Complete Oct 10.
71	Bampton - Children's Centre (ED721)	0	575	560	572	572	-3	12	Draw down of funds from Children Centres Programme. Complete Oct 10.
72	Eynsham - Children's Centre (ED722)	0	570	570	562	562	-8	-8	Draw down of funds from Children Centres Programme. Complete Oct 10.
73	Ambrosden, Five Acres - Children's Centre (ED726)	0	436	436	439	439	3	3	Draw down of funds from Children Centres Programme. Complete Feb 11.
74	N&W Witney - Children's Centre (ED757)	0	460	460	461	461	1	1	Draw down of funds from Children Centres Programme. Forecast completion April 11.
75	Sonning Common, - Children's Centre (Chiltern Edge School) (ED755)	0	542	542	580	580	38	38	Draw down of funds from Children Centres Programme. Complete Mar 11.
76	Southmoor, John Blandy - Children's Centre & Pre-School (ED724)	0	626	626	476	476	-150	-150	Draw down of funds from Children Centres Programme. Complete Mar 11.
77	Thame - Children's Centre (ED725)	0	273	273	298	298	25	25	Draw down of funds from Children Centres Programme. Forecast completion May 11.
78	Improvements to Young People's Centres Wallingford Young People's & Children Centres (ED700)	1,050	24	24	45	-1,005	21	21	Scheme withdrawn, budget provision for abortive costs.
79	Chill Out / Youth Capital Fund	399	253	253	248	-151	-5	-5	£150k in-year grant reduction.
80	Witney Young People's Centre (Phase 2) (ED709)	950	50	50	55	-895	5	5	Held in moratorium until agreed as part of the service and resource planning process.
81	Kidlington Young People's Centre (ED717)	48	148	122	118	70	-30	-4	Steelwork design changes (hub location) and weather has led to completion date delay of 4-6 weeks. Grant funded and at risk of exceeding grant timescale.
82	Banbury New Futures Centre (ED735)	1,400	1,400	1,400	736	-664	-664	-664	On-site.
83	Didcot Young People's Centre (ED748)	500	400	400	373	-127	-27	-27	

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
84	Abingdon Young People's Centre (ED754)	250	250	250	246	-4	-4	-4	On-site.
85	Chipping Norton; New Young People's & Adult Learning Centre (ED736)	650	500	500	340	-310	-160	-160	On-site.
86	ICT Harnessing Technology Grant	1,225	700	700	34	-1,191	-666	-666	£1.245m in-year grant reduction. Revised programme not capitalisable.
87	Annual Programmes Schools Access Initiative (ED759)	982	842	842	913	-69	71	71	
88	Cumnor, Matthew Arnold - Accessibility Improvements (ED752)	0	230	200	176	176	-54	-24	
89	Health & Safety - CYP&F	305	200	200	182	-123	-18	-18	
90	Health & Safety - Corporate	300	300	300	295	-5	-5	-5	
91	Temporary Classrooms - Relocation & Removal (ED760)	660	200	200	170	-490	-30	-30	£500k provision transferred as basic need.
92	Schools Accommodation Intervention & Support Programme	0	0	0	0	0	0	0	New inclusion.
93	Reducing Out of County Provision for SEN Pupils	0	0	0	0	0	0	0	New inclusion.
94	School Structural Maintenance	0	0	0	0	0	0	0	New inclusion.
95	Secondary Schools Modernisation Programme	0	0	0	0	0	0	0	New inclusion.
96	Capital Maintenance - Surplus from 5 yr allocation	0	0	0	0	0	0	0	New inclusion.
97	Other Schemes & Programmes Thornbury House Children's Home - Repl of Building (ED702)	1,000	1,075	1,075	1,027	27	-48	-48	Office move complete June 10, on-site.
98	Minor Works	0	39	39	0	0	-39	-39	
99	Loans to Foster/Adoptive Parents (Prudentially Funded)	90	90	90	17	-73	-73	-73	Loan of approx. £60k not yet agreed.
100	Special Schools (16-19)	0	0	0	-8	-8	-8	-8	Provision transferred to West Oxfordshire Skills Centre project.
101	14-19 Rural Areas	430	50	50	0	-430	-50	-50	Complete Aug 10.
102	14-19 Rural Areas - West Oxfordshire Skills Centre (ED756)	0	500	500	500	500	0	0	On-site.
103	14-19 Rural Areas - Thame Skills Centre (ED758)	0	200	225	192	192	-8	-33	
104	14-19 Diploma	836	75	75	70	-766	-5	-5	Provision transferred to Fitzharry's project.
105	14-19 Diploma Abingdon - Fitzharry's 6th Form Centre (ED740)	0	540	540	547	547	7	7	Complete Oct 10.

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
106	Play Pathfinder (ED718)	864	862	862	862	-2	0	0	Grant to related partners including district and parish councils. £2k in-year grant reduction. Agreed carry forward from 2009/10. £2k grant funded underspend. Complete April 10. £658k in-year grant reduction. Remaining grant allocated to other projects. Scheme removed.
107	Short Breaks (Aiming High)	698	746	746	744	46	-2	-2	
108	Woodland Outdoor Education Centre (ED645)	100	54	54	54	-46	0	0	
109	Specific / Delegated Funding- TCF	750	0	0	0	-750	0	0	
110	Larknead - AWP & Sports Facilities	100	0	0	0	-100	0	0	
111	Small Projects Small Projects & Minor Works	247	312	312	128	-119	-184	-184	
112	Retentions & Oxford City Schools Reorganisation Retentions	305	758	744	701	396	-57	-43	
119	Capital revenue switch adjustments CYPF salaries	0	80	80	75	75	-5	-5	
120	CYPF salaries transferred to Property	0	40	40	39	39	-1	-1	
121	Net Capacity	0	49	49	0	0	-49	-49	
	Sub-Total CYP&F	66,427	56,198	55,993	53,257	-13,170	-2,941	-2,736	
						-20%	-5%	-5%	
113	School Capital Devolved Formula	9,564	9,000	9,000	7,627	-1,937	-1,373	-1,373	School local spend.
114	Harnessing Technology Grant	1,276	1,276	1,276	1,749	473	473	473	
115	Specialist College	0	344	344	143	143	-201	-201	
116	Kitchen & Dining improvements	318	318	318	388	70	70	70	
117	14-19 Diploma	909	909	909	700	-209	-209	-209	
118	14-19 Rural	0	50	50	50	50	0	0	
	Sub-Total Schools	12,067	11,897	11,897	10,657	-1,410	-1,240	-1,240	
	CYP&F Capital Programme Total	78,494	68,095	67,890	63,914	-14,580	-4,181	-3,976	
						-19%	-6%	-6%	

Impact of In-Year Grant Reductions & Capital Programme Moratorium on the 2010/11 programme	Variation to original Capital Programme £000
<p>Reductions in order to meet in year grant reductions</p> <p>Primary School Review</p> <p>Flexibility of Childcare</p> <p>Wallingford Young People's & Children Centre's Youth Capital Fund</p> <p>Harnessing Technology Grant</p> <p>14-19 Diploma</p> <p>Play Pathfinder</p>	<p>-253</p> <p>-646</p> <p>-485</p> <p>-149</p> <p>-257</p> <p>-166</p> <p>-2</p>
Subtotal	-1,958
<p>Reductions due to schemes being placed on hold under the capital programme moratorium:</p> <p>Banbury, The Grange - Replacement of Temps</p> <p>Bayards Hill - Replacement School</p> <p>Witney Young People's Centre</p>	<p>-1,366</p> <p>-1,600</p> <p>-750</p>
Subtotal	-3,716
<p>Reductions due to schemes being removed following the capital programme review:</p> <p>Great Milton - Replacement of Temps</p> <p>Horton - Provision of Hall & Replacement of Temps</p> <p>Primary School Review (other abortive costs)</p> <p>Thame, Lord Williams's</p> <p>SS Philip and James</p> <p>Peppard - Replacement of Temps</p> <p>Wallingford Young People's & Children Centre's</p>	<p>-522</p> <p>-550</p> <p>77</p> <p>-470</p> <p>-45</p> <p>-525</p> <p>-520</p>
Subtotal	-2,555
<p>Other technical or value for money adjustments</p> <p>Harnessing Technology: Capitalised ICT less than expected, but revenue spend higher</p> <p>Transfer of E&E Backlog Maintenance programme funds to major schemes in this programme</p>	<p>-666</p> <p>204</p> <p>-462</p>
Subtotal	-4,479
Adjusted variation to the original Capital Programme (excluding Schools Capital)	-4,479
Adjusted Use of Resources %	-7%

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
Community Services Programme									
1	Banbury Library & Mill Art Centre	60	30	30	0	-60	-30	-30	On hold. Budget provision to cover possible abortive costs.
2	Bicester Library	34	20	20	0	-34	-20	-20	On hold. Budget provision to cover possible abortive costs.
3	Headington Library	219	15	15	8	-211	-7	-7	Scheme removed. Budget provision for abortive costs.
4	Thame Library (CS5)	257	358	358	320	63	-38	-38	Complete Aug 2010.
5	Watlington Library (CS6)	140	316	300	282	142	-34	-18	Complete Sept 2010.
6	Introduction of RFID (Radio frequency identification) self service in Libraries (CS9)	1,260	750	750	710	-550	-40	-40	6 locations due to be complete by March 2011 will be completed in early 2011/12 with 4 locations to commence in early 2011/12. Remaining 2 schemes on hold, looking at the possibility to replace at 3 different locations pending S106 .
County Heritage & Arts									
8	Abingdon Town Council (CS10)	100	100	100	100	0	0	0	Standlake project complete Jan 2011.
9	Museums Resource Programme (CS7)	494	494	474	477	-17	-17	3	Scheme removed.
10	Development Project - SOFO	15	0	0	0	-15	0	0	On site. Delayed start due to business re-engineering to remain within budget provision.
11	Cogges Manor Farm Museum	75	0	0	0	-75	0	0	
	Oxfordshire Records Office (CS8)	430	448	264	247	-183	-201	-17	
Community Services Programme Total		3,084	2,531	2,311	2,144	-940	-387	-167	
Community Safety Programme									
Fire & Rescue Service									
12	Critical Works - HQ shower facilities	0	0	0	0	0	0	0	Scheme removed.
13	Bicester Fire Station Upgrade	389	10	10	10	-379	0	0	Held in moratorium until agreed as part of the service and resource planning process.
14	Thame Fire Station	775	0	0	0	-775	0	0	On hold.
15	Fire Equipment	0	0	0	0	0	0	0	New entry 2011/12.
16	Retentions (completed schemes)	0	7	7	7	7	0	0	
17	Gypsy & Travellers Sites Redbridge Hollow Phase 2 (combined scheme)	0	50	50	19	19	-31	-31	£1m grant now available. scope of works to be confirmed. This will be delivered as a combined scheme with refurbishment of amenity units (75% grant + 25% revenue match funding) and the single additional pitch (grant funded).
18	Redbridge Hollow Refurbishment of Amenity Units	0	0	0	-2	-2	-2	-2	
19	Redbridge Hollow Additional Pitch	0	0	0	0	0	0	0	

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
20	Safer & Stronger Communities Safer & Stronger Communities Grant	0	101	101	101	101	0	0	New inclusion - grant funded.
Community Safety Programme Total		1,164	168	168	135	-1,029	-33	-33	
Social Care for Adults Programme									
Mental Health									
21	Mental Health Projects	177	0	0	0	-177	0	0	Grant to external provider, scheme being developed.
22	Residential HOP's Bicester (Forward Funding) SS88	274	148	148	222	-52	74	74	Original bid was to fund the build cost of the Chipping Norton, Banbury and Bicester homes on the basis that the interest paid by OCC was less than that being paid by OCP. However, the decision to do this came too late for the Chipping Norton home. The payment for Banbury is now due but Bicester's will occur at the end of 2011/12.
23	HOPs Phase 1 - New Builds	5,000	0	0	0	-5,000	0	0	
24	HOPs Phase 2 Strategy Implementation	0	0	0	0	0	0	0	Based on the guidance received from CIPFA Technical Service, HOPs Phase 2 Programme will be managed as a revenue funded programme in the future and therefore removed from the programme. Complete May 2010, additional stamp duty cost.
25	Deficit Funding Agreement (SS98)	1,169	1,216	1,216	1,216	47	0	0	Second and final stage payment. Additional application of £40k completed at end of year.
26	Extra Care Housing - Banbury	675	675	675	675	0	0	0	Provision for the first instalment on Greater Leys scheme deferred into 2011/12 due to delays in completing legal documents and selecting building contractors.
27	Learning Disabilities - Supported Living Programme (SS93)	425	50	50	112	-313	62	62	
28	ECH - Adaptations to Existing Properties ECH - Adaptations to Existing Properties	386	455	30	19	-367	-436	-11	Thame and Banbury ECH were successful in attracting HCA grant therefore no OCC resources were required. Shotover does require resources but was deferred to 2011/12.
29	ECH - New Schemes ECH - New Schemes Programme	800	0	0	0	-800	0	0	

Ref	Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
30	Shotover (SS104)	0	0	0	0	0	0	0	New 2011/12 - project approval Cabinet Mar 2011.
31	Day Centres Abingdon, Resources Centre (SS95 & SS96)	420	466	466	475	55	9	9	Complete Oct 2010.
32	Banbury Day Centre (SS97)	450	30	20	3	-447	-27	-17	Delays in the start of this project, being built by Housing 21 and full payment not being made until the completion of the project which is likely to fall at the end of 2011/12.
33	Deferred Interest Loans (CSDP)	0	120	120	61	61	-59	-59	New inclusion.
34	Health & Well Being projects (PRG) (SS103)	0	165	165	200	200	35	35	New inclusion - Performance Reward Grant funded.
	Social Care for Adults Programme Total	9,776	3,325	2,890	2,983	-6,793	-342	93	
	Strategy & Transformation Programme								
	ICT								
35	IT- Supporting People	0	0	0	0	0	0	0	
36	Time to Change	0	0	0	0	0	0	0	
37	Adult Social Care IT Infrastructure	363	200	50	12	-351	-188	-38	Project delayed to ensure the delivery of a new Adult Social Care system was cost neutral to the directorate. This required a review of the approach and the potential outcomes. This has now been resolved and the project will move forward, subject to negotiations with suppliers.
38	New Adult Services System	600	122	122	119	-481	-3	-3	
39	Mobile Working Project	50	5	5	2	-48	-3	-3	
40	Transforming Adult Social Care (ICT)	0	166	81	100	100	-66	19	
	Strategy & Transformation Programme Total	1,013	493	258	233	-780	-260	-25	
41	Retentions & Minor Works Retentions & Minor Works	125	211	211	140	15	-71	-71	New inclusion - grant funded.
	S&CS Capital Programme Total	15,162	6,728	5,838	5,635	-9,527	-1,093	-203	
						-63%	-16%	-3%	

Social & Community Services Capital Programme Provisional Outturn 2010/11

Impact of In -Year Grant Reductions & Capital Programme Moratorium on the 2010/11 programme	Variation to original Capital Programme £000
Reductions in order to meet in year grant reductions No grant reductions	0
Subtotal	-396
Reductions due to schemes being placed on hold under the capital programme moratorium: Bicester Fire Station Upgrade	-396
Subtotal	-30
Reductions due to schemes being removed following the capital programme review: Banbury Library & Mill Arts	-14
Bicester Library	-227
Headington Library	-75
Cogges Manor Farm Museum	-61
Critical Works - HQ Shower Facilities	-775
Thame Fire Station	-1,182
Subtotal	-4,100
Other technical or value for money adjustments HOPs VFM decision	
Adjusted variation to the original Capital Programme	-3,849
Adjusted Use of Resources %	-25%

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
<u>NETWORK DEVELOPMENT PROGRAMME</u>								
Wallingford AQMA	34	30	30	26	-8	-4	-4	
Thornhill Park & Ride Extensions (project development)	140	29	23	23	-117	-6	0	Scheme placed on hold under Capital Programme Moratorium but now released
Chipping Norton AQMA	250	2	0	0	-250	-2	0	Scheme removed as part of Capital Programme Review. The remaining amount was to cover the possible abortive cost, but a decision was made to fund these from revenue.
Other Network Development Schemes	0	-20	-20	-22	-22	-2	-2	
NETWORK DEVELOPMENT PROGRAMME TOTAL	424	41	33	27	-397	-14	-6	
<u>ACCESS TO OXFORD PROGRAMME</u>								
Oxford Rail Station (project development)	500	0	0	0	-500	0	0	The Department for Transport have announced that, following the Spending Review, there will no longer be funding available for the Access to Oxford programme from their Major Scheme funding stream. The remaining amount is required to cover the possible abortive cost, but a decision was made to be fund these from revenue.
Access to Oxford Remaining Programme Development	1,600	200	0	0	-1,600	-200	0	
ACCESS TO OXFORD PROGRAMME TOTAL	2,100	200	0	0	-2,100	-200	0	
<u>ROAD SAFETY PROGRAMME</u>								
Speed Limit Review	238	100	120	76	-162	-24	-44	Scheme placed on hold under Capital Programme Moratorium but now released
Low Cost Measures	100	20	20	12	-88	-8	-8	£80k removed Jul 2010 to meet in year grant reductions
Other Road Safety Schemes	2	28	22	16	14	-12	-6	
Child Safety Audit measures (Abingdon)	100	0	0	0	-100	0	0	Scheme removed as part of Capital Programme Review.
B480 Cowley Rd MPR Supplementary Measures	176	0	0	0	-176	0	0	Scheme removed July 2010 to meet in year grant reductions
ROAD SAFETY PROGRAMME TOTAL	616	148	162	104	-512	-44	-58	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
OXFORD TRANSPORT STRATEGY PROGRAMME								
London Rd Corridor - Phase 3	1,443	1,636	1,862	1,906	463	270	44	Increased cost mainly due to unforeseen ground conditions. £300k contingency brought forward from 11/12. Additional funding from interest on s106 balances (£285k).
Horspath Driftway/The Slade Pedestrian & Cycling Improvements	180	25	21	22	-158	-3	1	Construction now due to start March 2011. Now combined with Peat Moors Girdlestone Rd cycle link
Fairfax Rd/Purcell Rd Cycle Link	180	17	17	0	-180	-17	-17	
Highfield Area Traffic Management & Old Rd/Windmill Rd Cycle Lane	221	7	2	2	-219	-5	0	Design this financial year and construction now next financial year. Now combined with Old Rd/Windmill Rd Cycle Lane.
Canal Towpath Improvement - Isis Lock to Walton Well Road	0	100	100	100	100	0	0	Contribution to a British Waterways scheme using S106 funding (longstop Dec 2010)
Other OTS schemes	0	41	43	37	37	-4	-6	
Controlled Parking Zones	235	0	0	0	-235	0	0	Scheme removed July 2010 to meet in year grant reductions
OXFORD TRANSPORT STRATEGY PROGRAMME TOTAL	2,259	1,826	2,045	2,067	-192	241	22	
TRANSFORM OXFORD PROGRAMME								
Frideswide Square (project development)	450	85	70	46	-404	-39	-24	Correction to spend profile. Due to the time needed to carry out certain elements of the work, e.g. consultation, the programme has been extended so that construction does not commence until February 2012.
Queens Street	0	34	16	1	1	-33	-15	
St Ebbes Public Realm Improvements (project development)	90	0	0	0	-90	0	0	Scheme removed as part of Capital Programme Review. West End Partnership Funding no longer available.
TRANSFORM OXFORD PROGRAMME TOTAL	540	119	86	47	-493	-72	-39	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
TOWNS PROGRAMME								
ABINGDON								
Abingdon Town Centre	150	60	60	63	-87	3	3	£120k removed in July 2010 to meet in year grant reductions.
Abingdon- Marcham Rd Ph 2	0	55	55	54	54	-1	-1	
Other Abingdon ITS Schemes	0	0	0	-1	-1	-1	-1	
BANBURY								
Hanwell Fields Mineral Railway	150	13	13	15	-135	2	2	Now programmed to start in September 2011. Planning approval needed before this scheme can be constructed.
Banbury: Higham Way Access Road	130	28	9	10	-120	-18	1	Additional consultation required. Work now on hold until next year. (Project name changed from Grimsbury Market Quarter Access Improvements)
Other Banbury ITS Schemes	0	3	3	1	1	-2	-2	
BICESTER								
Bicester Market Square	700	0	0	0	-700	0	0	Scheme remaining on hold as part of Capital Programme Review (see appendix C)
Bicester Roman Road	98	265	260	261	163	-4	1	Phase 2 of scheme not originally included
Rapid schemes - ECO Town	25	25	13	11	-14	-14	-2	
Other Bicester ITS Schemes	0	0	0	0	0	0	0	
HENLEY								
Other Henley ITS Schemes	0	6	6	6	6	0	0	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
WITNEY								
Cogges Link Road	483	661	721	730	247	69	9	Delays and additional costs due to the town green enquiry. Advanced overhead electricity cable works brought forward which need to be undertaken in the summer
A40 Downs Road Junction (project development)	50	0	0	0	-50	0	0	
Woodgreen/West End Pedestrian Cycle Route	90	0	0	0	-90	0	0	Sustrans grant funding not achieved - alternative scope and funding options being investigated.
Other Witney ITS Schemes	0	25	25	22	22	-3	-3	
CARTERTON								
Other Carterton ITS Schemes	10	0	0	0	-10	0	0	
WANTAGE/GROVE								
Limborough Road Pedestrian Crossing	45	0	0	0	-45	0	0	Delay due to adoption of highway.
OTHER TOWNS								
Eynsham, Bitterell Footway Improvements	0	8	8	1	1	-7	-7	
Chipping Norton, Oxford Road Crossing Improvements	85	92	15	2	-83	-90	-13	Construction to start at end of March and continue into April.
Other Towns Other Schemes	75	4	2	0	-75	-4	-2	
Didcot Cow Lane	100	0	0	0	-100	0	0	Correction - removed as revenue expenditure in nature.
Localities Initiatives	410	0	0	0	-410	0	0	Scheme removed July 2010 to meet in year grant reductions
TOWNS PROGRAMME TOTAL	2,601	1,245	1,190	1,175	-1,426	-70	-15	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
<u>PUBLIC TRANSPORT PROGRAMME</u>								
Premium Routes Upgrade	399	8	0	0	-399	-8	0	Scheme removed as part of Capital Programme Review. The remaining amount was to cover the possible abortive cost, but a decision was made to fund these from revenue.
Premium Routes Upgrade (developer funded schemes)	15	24	0	0	-15	-24	0	
Public Transport Information Project	278	128	128	127	-151	-1	-1	
Iffley Rd/Donnington Bridge Junction	0	2	2	0	0	-2	-2	
Oxford, Garsington Road Roundabout Signal Improvements	120	0	0	0	-120	0	0	Scheme now removed as not good value for money (was using flexible s106 funds)
Rail Station Development	134	134	134	126	-8	-8	-8	
Didcot Station Forecourt	2,000	529	248	203	-1,797	-326	-45	It has taken much longer to get approval from First Great Western and Network Rail to the final layout of the scheme than anticipated. The spend profile has been revised to reflect a much more realistic programme.
Smarter Choices (BWTS)	512	85	53	56	-456	-29	3	£250k removed July 2010 to meet in year grant reductions. Further £100k removed as no longer required.
PUBLIC TRANSPORT PROGRAMME TOTAL	3,458	910	565	512	-2,946	-398	-53	
LTP1 Schemes	0	141	92	1	1	-140	-91	
Salaries	635	635	385	298	-337	-337	-87	Reduced due to reduced level of capital programme.
OTHER INTEGRATED TRANSPORT TOTAL	635	776	477	299	-336	-477	-178	
INTEGRATED TRANSPORT STRATEGY TOTAL	12,633	5,265	4,558	4,231	-8,402	-1,034	-327	
					-67%	-20%	-7%	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
STRUCTURAL MAINTENANCE PROGRAMME								
Carriageway Schemes (non-principal roads)	1,800	3,942	4,308	4,234	2,434	292	-74	Additional £1.476m Winter Damage Grant
Footway Schemes	1,200	1,365	1,260	1,230	30	-135	-30	
Surface Treatments	2,995	3,350	3,322	3,139	144	-211	-183	
Structural Patching	200	55	0	0	-200	-55	0	
Street Lighting Column Replacement	520	520	520	507	-13	-13	-13	
Drainage	1,103	750	750	675	-428	-75	-75	£353k correction to budget for revenue works
Bridges	2,391	1,684	1,645	1,456	-935	-228	-189	£200k slippage on Culvert Programme due to lack of design resource. £240k transferred to A40 major scheme below. Uncertainty on Network Rail related schemes.
Other HQ items	143	153	153	224	81	71	71	
STRUCTURAL MAINTENANCE ANNUAL PROGRAMMES TOTAL	10,352	11,819	11,958	11,465	1,113	-354	-493	
Bridges - Major Schemes								
Thames Towpath	350	347	347	342	-8	-5	-5	
A415 Newbridge River Thames Crossing (project development)	200	47	0	0	-200	-47	0	Scheme removed as part of Capital Programme Review. The remaining amount was to cover the possible abortive cost, but a decision was made to fund these from revenue.
Wolvercote, Wolvercote Railway (Goose Green) Bridge Replacement	120	40	0	0	-120	-40	0	Scheme removed as part of Capital Programme Review. The remaining amount was to cover the possible abortive cost, but a decision was made to fund these from revenue.

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
Potash Bridge (including adjacent carriageway works)	520	620	472	473	-47	-147	1	Contribution to Network Rail scheme - delayed due to problems with the design & construct contract.
<u>Detrunked & Principal Roads - Major Schemes</u>								
A40 (Headington - M40)	835	1,162	1,162	1,148	313	-14	-14	Increased as £240k of planned footbridge works were included as part of this scheme.
Oxford High Street Phase 3	178	440	440	460	282	20	20	
A422 Ruscote Avenue, Banbury	600	5	5	13	-587	8	8	Scheme placed on hold under Capital Programme Moratorium but now released
A4158 Oxford Iffley Road	90	178	178	129	39	-49	-49	Scheme placed on hold under Capital Programme Moratorium but now released
Principal Roads	0	15	15	15	15	0	0	
STRUCTURAL MAINTENANCE MAJOR SCHEMES TOTAL	2,993	2,854	2,619	2,580	-313	-274	-39	
STRUCTURAL MAINTENANCE PROGRAMME TOTAL	13,245	14,673	14,577	14,045	800	-628	-532	
					6%	-4%	-4%	
HIGHWAYS & TRANSPORT CAPITAL PROGRAMME TOTAL	25,878	19,938	19,135	18,276	-7,602	-1,662	-859	
					-29%	-8%	-4%	

Impact of In -Year Grant Reductions & Capital Programme Moratorium on the 2010/11 programme	Variation to original Capital Programme £,000
Reductions in order to meet in year grant reductions Access to Oxford Programme Development Road Safety Low Cost Measures B480 Cowley Rd MPR Supplementary Measures Controlled Parking Zones St Ebbes Public Realm Improvements (project development) Abingdon Town Centre Localities Initiatives Public Transport Information Project Smarter Choices (BWTS)	-275 -82 -177 -249 -60 -120 -410 -153 -250 -1,776
Subtotal Reductions due to schemes being placed on hold under the capital programme moratorium: Thornhill Park & Ride Extensions (project development) Speed Limit Review Frideswide Square (project development) Bicester Market Square A422 Ruscote Avenue, Banbury Capitalised Salaries	-91 -118 -40 -700 -572 -337 -1,858
Subtotal Reductions due to schemes being removed following the capital programme review: Chipping Norton AQMA Access to Oxford Programme Child Safety Audit measures (Abingdon) St Ebbes Public Realm Improvements (project development) Premium Routes Upgrade Smarter Choices (BWTS) A415 Newbridge River Thames Crossing (project development) Wolvercote, Wolvercote Railway (Goose Green) Bridge Replacement	-342 -1,625 -100 -30 -497 -100 -153 -80 -2,927
Other technical or value for money adjustments: (none)	0
Adjusted variation to the original Capital Programme	-1,041
Adjusted Use of Resources %	-4%

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
BETTER OFFICES PROGRAMME								
County Hall	0	2	2	7	7	5	5	
Banbury Office	0	96	96	85	85	-11	-11	Increased costs
Oxford Options	39	138	138	139	100	1	1	Slippage from 09/10
Oxford Options Laundry	0	-10	-10	-12	-12	-2	-2	
Youth Offending Service	150	149	149	64	-86	-85	-85	Completion 1st week in April, therefore some fit out and ICT spend in 11/12. Cost savings of £54k.
Trading Standards	75	122	122	108	33	-14	-14	
Macclesfield House ICT node	500	366	366	342	-158	-24	-24	Cost Reductions
BOP Capital Revenue Switch	40	231	231	231	191	0	0	Slippage from 09/10 and increased costs
Cricknet Road Centre Vacation	0	20	20	0	0	-20	-20	
BETTER OFFICES PROGRAMME TOTAL	804	1,114	1,114	964	160	-150	-150	
					20%	-13%	-13%	
CORPORATE PROPERTY & PARTNERSHIP PROGRAMMES								
Redbridge Hollow - Fly Tipped Waste	141	30	30	32	-109	2	2	Cost reduction, contingency not required
Relocation of Countryside Services	121	372	372	366	245	-6	-6	Slippage from 09/10
Bampton Community Facility	444	233	233	269	-175	36	36	Contract let December 2010 and spend profile revised
Chipping Norton Access Road	128	128	128	111	-17	-17	-17	
Charlbury Library (Spendlove Centre)	500	0	0	10	-490	10	10	Project removed as part of Capital Programme Review. £10k abortive costs
Contributions to Chipping Norton Town Partnership Programme	120	0	0	0	-120	0	0	Project removed as part of Capital Programme Review
CORPORATE PROPERTY & PARTNERSHIP PROGRAMME TOTAL	1,454	763	763	788	-666	25	25	
					-46%	3%	3%	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
ENERGY EFFICIENCY IMPROVEMENT PROGRAMME								
Energy Conservation (Prudentially funded)	300	20	2	2	-298	-18	0	Forecast reduced as take up from schools not achieved.
SALIX Energy Programme	0	354	225	237	237	-117	12	No forecast originally included. Several agreements are in place but work did not take place in this financial year.
Hook Norton Primary School - Solar Panels	0	90	86	86	86	-4	0	New scheme funded by Hook Norton Low Carbon
Carbon Management Fund	160	0	0	0	-160	0	0	Slipped to 2011/12, but now removed and reallocated to the schemes below
Energy Tax Reduction Programme (Property - non-schools)	315	50	50	18	-297	-32	-32	Placed on hold as part of Capital Programme Moratorium, but now released
Energy Tax Reduction Programme (Street Lighting)	180	83	83	57	-123	-26	-26	Placed on hold as part of Capital Programme Moratorium, but now released
Low Carbon Communities	0	75	75	74	74	-1	-1	New scheme (PRG grant)
ENERGY EFFICIENCY IMPROVEMENT PROGRAMME	955	672	521	474	-481	-198	-47	
ANNUAL PROPERTY PROGRAMMES								
Backlog Maintenance Programme	2,168	1,801	1,641	1,553	-615	-248	-88	£155k was brought forward from 10/11 to 09/10. £204k transferred to major schemes in other programmes. Programme was reduced by £160k towards the end of the year as forecast contributions from schools reduced, however contributions were actually achieved, therefore borrowing reduced instead. This will reduce the ongoing revenue borrowing costs.
Minor Works Programme	390	397	397	367	-23	-30	-30	£197k slippage from 09/10. Placed on hold as part of Capital Programme Moratorium, but now released.
Health & Safety (Non-Schools)	24	24	24	30	6	6	6	

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
Contingency- Staff Delivery	50	50	50	50	0	0	0	
Clarendon House and County Hall electricity generators	0	0	0	7	7	7	7	
Other Capital Revenue Switches	219	251	251	251	32	0	0	
ANNUAL PROPERTY PROGRAMMES TOTAL	2,851	2,523	2,363	2,258	-593	-265	-105	
					-21%	-11%	-4%	
WASTE MANAGEMENT PROGRAMME								
Oakley Wood WRC Redevelopment	0	32	32	44	44	12	12	
Kidlington WRC	2,000	100	120	151	-1,849	51	31	Spend profile revised - time required for planning pushed works expenditure into following year.
Redbridge WRC	131	40	40	38	-93	-2	-2	Scheme now removed as part of Capital Programme Review.
Dean Pit WRC	600	10	10	39	-561	29	29	Spend profile was revised - time required for site search selection and planning caused construction spend to slip. Scheme now removed as part of Capital Programme Review.
Oxford Waste Partnership PRG Allocation	0	0	0	28	28	28	28	
WASTE MANAGEMENT PROGRAMME TOTAL	2,731	182	202	300	-2,431	118	98	
					-89%	65%	49%	
E&E (Other) Capital Programme Total	8,795	5,254	4,963	4,784	-4,011	-470	-179	
					-46%	-9%	-4%	

Impact of In-Year Grant Reductions & Capital Programme Moratorium on the 2010/11 programme	Variation to original Capital Programme £000
Reductions in order to meet in year grant reductions: (none)	0
Reductions due to schemes being placed on hold under the capital programme moratorium: Energy Tax Reduction Programme (Property - non-schools) Energy Tax Reduction Programme (Street Lighting) Minor Works Programme	-265 -97 -220
Subtotal	-582
Reductions due to schemes being removed following the capital programme review: Charlbury Library (Spendlove Centre) Contributions to Chipping Norton Town Partnership Programme Redbridge WRC Dean Pit WRC	-490 -120 -12 -11
Subtotal	-633
Other technical or value for money adjustments: Transfer of Backlog Maintenance programme funds to major schemes in other programmes Adjustment in capital revenue switches for disposal costs and capitalised salaries	-204 32
Subtotal	-172
Adjusted variation to the original Capital Programme	-2,624
Adjusted Use of Resources %	-30%

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
Corporate ICT Capitalised ICT Hardware & Software	1,000	766	766	766	-234	0	0	
Food With Thought Kitchen & Dining Improvements	100	89	89	87	-13	-2	-2	
OCS Capital Programme Total	1,100	855	855	853	-247	-2	-2	
					-22%	0%	0%	

Impact of In-Year Grant Reductions & Capital Programme Moratorium on the 2010/11 programme	
Reductions in order to meet in year grant reductions: (none)	0
Reductions due to schemes being placed on hold under the capital programme moratorium: (none)	0
Reductions due to schemes being removed following the capital programme review: (none)	0
Other technical or value for money adjustments: Adjustment to Capitalised ICT switch following change in accounting treatment for disposal costs	-234
Adjusted variation to the original Capital Programme	-13
Adjusted Use of Resources %	-1%

Scheme	Original Capital Programme (Council Feb 2010) £000	Latest Capital Programme (Council Feb 2011) £000	Latest Forecast Position (as at end of Feb 2011) £000	Actual Expenditure 2010/11 £000	Variation to original Capital Programme £000	Variation to latest Capital Programme £000	Variation to latest Forecast Position £000	Comments
Partnerships Grants to Voluntary & Community Groups	0	10	10	0	0	-10	-10	LAA Performance Reward Grant Allocation
CEO Capital Programme Total	0	10	10	0	0%	-100%	-100%	

Impact of In-Year Grant Reductions & Capital Programme Moratorium on the 2010/11 programme	
Reductions in order to meet in year grant reductions: (none)	0
Reductions due to schemes being placed on hold under the capital programme moratorium: (none)	0
Reductions due to schemes being removed following the capital programme review: (none)	0
Other technical or value for money adjustments: (none)	0
Adjusted variation to the original Capital Programme	0
Adjusted Use of Resources %	0%

Division(s): N/A

CABINET – 21 JUNE 2011

2011/12 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT

Report by Assistant Chief Executive & Chief Finance Officer

Introduction

- This is the first report for 2011/12 and covers the period to the end of April 2011 for both revenue and capital budgets. The report focuses on significant issues around the delivery of the Directorate Business Strategies. These were agreed as part of the Service & Resource Planning Process and include Directorate savings of -£44.343m in 2011/12 (as set out in the Service and Resource Planning – Service Analysis 2011/12 booklet) plus £10.225m cross directorate savings. The net savings for each directorate up to 2014/15 are set out in the following table.

	Net Savings¹			
	2011/12	2012/13	2013/14	2014/15
	£m	£m	£m	£m
Children, Education & Families	-10.209	-17.671	-18.610	-19.807
Social & Community Services	-19.587	-31.308	-35.664	-42.001
Environment & Economy	-13.240	-21.886	-28.060	-31.806
Chief Executive's Office	-1.307	-1.645	-1.864	-1.854
Subtotal	-44.343	-72.510	-84.198	-95.468
Cross Directorate (including Inflation reductions)	-10.225	-19.241	-22.699	-23.290
Total	-54.568	-91.751	-106.897	-118.758

- Around half of the 2011/12 savings are already forecast to be achieved or there is a high likelihood of them being achieved as they are low risk, reflect ongoing savings continuing from 2010/11 or relate to projects coming to an end. The remainder are subject to management action and may also be affected by external factors during the year. Significant issues which may impact on the timing or achievement of savings in 2011/12 are set out in the report.
- The following annexes are attached:
 - Annex 1 Original and Latest Estimates for 2011/12
 - Annex 2 Virements & Supplementary Estimates
 - Annex 3 Proposed use of LABGI funding 2011/12 – 2014/15
 - Annex 4 Treasury Management Lending List
 - Annex 5 Treasury Management Specified Investments
- The Directorate reports which set out the detail behind this report are available in the Members' Resource Centre.

¹ Savings are shown cumulatively over the four year period.

Part 1 - Revenue Budget & Business Strategy Savings

5. Annex 1 summarises the budget for 2011/12 for each Directorate. These were agreed by Council on 15 February 2011 and include subsequent changes reported to Cabinet on 15 March 2011 and 19 April 2011. Requests for carry forwards of under and overspends from 2010/11 to 2011/12 are included in the Provisional Outturn Report elsewhere on the agenda but are not yet reflected in the budgets shown in Annex 1.

Children, Education & Families

6. Children, Education & Families Directorate is committed to achieving -£10.2m of savings in 2011/12. These rise to -£19.8m by 2014/15 and the Directorate's Transformation Board is meeting regularly to review progress.
7. Services are being redesigned as part of the Business Strategy and, subject to the wider restructure of the Directorate, implementation is underway. This means implementation will take place partway through the year as detailed in the Service Redesign Report agreed by Cabinet on 19 April 2011. Because of this there is a risk that some of the savings dependent on service redesign will not be achieved in full in 2011/12.

Placements

8. During the latter part of the 2010/11 financial year there was an upward trend in agency residential placements. These placements, subject to the Council's assessment and support, could potentially remain in place on a medium to long-term basis. This means there could be a significant change to the variance on the placement budget in 2011/12 compared to the -£1.145m variation in 2010/11.
9. The careful management of placements is continuing with the service actively exhausting all other options before using high cost placements. In addition, joint commissioning with other local authorities means that better prices can be negotiated as bargaining powers are greater. However, this service area, given its nature, remains volatile with many external factors impacting on the financial position. These include an influx of people moving into the county requiring services which in turn means that there may be less cost-effective placements available.

Social & Community Services

10. Social & Community Services are aiming to make savings totalling -£19.6m in 2011/12. These rise to -£42.0m by 2014/15 and their delivery is being overseen by the Directorate's Change Management Board.

Adult Social Care

11. There are a number of work streams which will generate savings in Adult Social Care. These include Home Support Remodelling which is well underway and expected to achieve the targeted savings. Care Home Placement Reduction and Bed Based Strategies will have a detailed project plan agreed in June 2011. The review of the Oxfordshire Care Partnership is underway and is expected to achieve the required savings.

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12. Resource Allocation System (RAS) savings in all service areas are expected from the move to Self Directed Support and Personal Budgets which will result in more efficient delivery of care. Part of the savings will be achieved through the remodelling of Home Support.
13. Significant savings are expected through limiting inflation on contracts. While this should be achieved for 2011/12, there are risks over the medium term if inflation remains high.

Community Safety

14. Fire & Rescue business strategy savings are on target to be delivered. Following the government's decision to cancel the national FiReControl project, options are now being considered for future arrangements for call receipt, mobilising & incident management in Oxfordshire. These include but are not limited to collaborating with Buckinghamshire and Berkshire fire and rescue authorities to set up a joint Thames Valley control centre. Whichever option is chosen, significant capital and ongoing revenue consequences are highly likely.

Quality & Compliance (Strategy & Transformation)

15. Proposals for the restructuring of Strategy & Transformation in Social & Community Services and the Quality & Compliance section in Children, Education & Families to form a cross directorate Quality and Compliance Service are being compiled. However there is some delay partly as a result of the changing national picture in respect of the NHS. There is a risk that the savings targets dependent on this restructuring will not be fully achieved in 2011/12.

Community Services

16. The consultation on the Library Strategy was published on 27 May 2011 and proposes to keep all existing libraries open, with some sustained by volunteers working alongside council staff. Updates on the outcome of the consultation will be included in future reports.

Pooled Budgets

17. The following table sets out the pooled budgets for 2011/12.

	OCC Contribution £m	PCT Contribution £m	Total Pooled Budget £m
Older People	80.163	26.809	106.972
Physical Disabilities	6.880	4.007	10.887
Equipment	0.910	0.308	1.218
Total OP, PD and Equipment Pool	87.953	31.124	119.077
Learning Disabilities	64.531	11.959	76.490

Older People, Physical Disabilities and Equipment Pool

18. The total 2011/12 budget for the Older People, Physical Disabilities (OP& PD) and Equipment pool is £119.077m. This is an increase of £3.863m on the final approved budget for 2010/11. As set out in the Provisional Outturn Report elsewhere on the agenda the Council's share of the pooled budget was

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overspent by +£0.205m in 2010/11. This will be carried forward to be managed within the relevant areas of the pool in 2011/12.

19. There will be considerable pressure on the pooled budget in 2011/12. This includes demands to reduce delayed transfers of care and underlying pressures on physical disabilities and equipment budgets. The additional resources for adult social care from the NHS will help to manage some of these pressures. An action plan to manage the overspending on the physical disabilities element of the pool is in the process of being reviewed to see whether it will address all the underlying issues.
20. It is proposed that £1.5m is made available, from the additional grant funding set out in the last Financial Monitoring report to Cabinet in April 2011, to provide investment in reablement and other measures to avoid people having to go into residential care or hospital beds. This will be managed through the Older People element of the OP&PD pooled budget in conjunction with the PCT.

Learning Disabilities Pool

21. The total budget for the Learning Disabilities pooled budget for 2011/12 is £76.490m. This is an increase of £1.631m compared to the final approved budget for 2010/11. The Council's contribution of £64.531m includes £18.838m Learning Disabilities & Health Reform Grant which is now paid directly to the local authority. The PCT contribution has reduced to £11.959m to reflect this and other changes.
22. As set out in the Provisional Outturn Report, the pool was overspent by +£1.425m in 2010/11. The Council's share of this was +£1.192m. Proposals relating to the use of underspends on various budgets across the directorate contained in the Provisional Outturn Report 2010/11 elsewhere on this agenda will, if agreed, reduce the amount to be carried forward on this pool to £1.082m.
23. In addition to the recovery of this overspend the Pool is under pressure to achieve savings to meet pressures in 2011/12 and future years. An Efficiency Savings plan is in place and will be monitored by the Joint Management Group on a monthly basis.

Environment & Economy

24. The directorate's Business Strategy includes savings of -£13.2m rising to -£31.8m by 2014/15. The delivery of the savings is being monitored by the Directorate's Business Strategy Delivery Board but it is anticipated that the agreed levels of service will be delivered within the budget set. However there are a number of risks and issues as follows.

Highways & Transport

25. The Concessionary Fares budget of £8.2m supports the payment of concessionary fares, one-off additional payments that may be successfully claimed under the scheme by bus companies and administration of the scheme. The Government envisaged changes to national guidance for calculating the amount payable to bus companies would lead to transport authorities making sizable savings. However specialist advice suggests that savings are not likely to be substantial.

26. Following formal consultation in February and March 2011, the reintroduction of evening and Sunday on – street parking charges in Oxford was considered by the Cabinet Member for Transport on 2 June 2011. A recommendation to approve these charges will be included in the report to Cabinet on 19 July 2011.
27. Annex 4a of the Review of Charges Report considered by Cabinet on 21 December 2010 noted that fees were planned for the Park & Ride car parks. Proposals to introduce charges at the Park and Ride car parks from October 2011 will also be considered by a future meeting of the Cabinet.

Growth & Infrastructure

28. In 2010/11 there was a substantial underspend in waste management because of a reduction in the level of waste being disposed of. A further underspend is anticipated in 2011/12. This will be requested to be transferred to the waste management reserve to fund the second one off payment for the bid/planning costs associated with the Waste Treatment procurement.
29. The Waste Recycling Centre (WRC) Strategy has been revised. Redbridge WRC will now be open to the public at weekends rather than being closed and black bag splitting will be operated at all other waste recycling centres. As agreed by Cabinet on 19 April 2011, the additional cost of this revised strategy will be met within the directorate.

Oxfordshire Customer Services

30. The underspend in 2010/11 was largely due to the early realisation of the business case with savings being delivered ahead of target and the slippage of two IT projects into 2011/12. Approximately 60% of the business strategy savings for 2011/12 have been delivered and most of the remainder are expected to be achieved.
31. Discussions are continuing with a potential partner in ICT, which if successful, should make a significant contribution to savings. The Customer Services Centre has plans in place to deliver its savings by re-structuring those services transferring to it. The Transforming Oxfordshire Customer Services programme may identify substantial further savings through partnering and the delivery of internal customer services. However, given the proposals for funding academies outlined in the recent Department for Education (DfE) consultation, risks include a loss of income from schools converting to academy status

Chief Executive's Office

32. The -£1.3m business strategy savings for the Chief Executive's Office are generally low risk and on target to be delivered in 2011/12. A few small savings may not be delivered in full or are no longer deliverable but, where this is the case, the service is able to find an alternative saving. The total saving by 2014/15 is -£1.9m.
33. A contribution of £0.1m has been made to Oxford Inspires in 2011/12. A virement to move the budget from Community Services to the Chief Executive's Office will be included in the next report.

34. It is proposed that a one off payment of £0.070m should be provided to Oxfordshire Rural Community Council (ORCC). This will enable the organisation to further help communities to help themselves, supporting the County Council's approach to Big Society and community involvement in light of service change and budget cuts. This is a one off payment, pending a new contract for voluntary sector infrastructure that will be in place from April 2012 and will be funded from the Council's Efficiency Reserve.

Redundancy Costs

35. As noted in the Provisional Outturn Report £6.958m estimated redundancy costs expected in 2011/12 or later years have been accounted for in 2010/11. Actual redundancy payments will be monitored and reported throughout the year.

Virements and Supplementary Estimates

36. Children, Education and Families are requesting permanent virements relating to the directorate restructuring including the creation of budgets for the Early Intervention Service in accordance with the Business Strategy and to ensure income targets are up to date. Further temporary virements are requested to enable effective budget monitoring ahead of the restructuring. In addition both the expenditure and income budgets for schools, which had previously been kept unchanged because of the impact on inflation on the overall budget², are requested to be adjusted by £64.112m to bring them in line with the actuals for 2010/11. Although significant in value this virement does not reflect a policy change so does not require Council approval. The effect on inflation is no longer relevant as the level of Dedicated Schools Grant funding is set by the Government and is distributed to schools through the formula.
37. Other virement requests over £0.5m include the realignment of roads maintenance budgets within Highways and Transport between Operations (EE1-32) and Customer & Business (EE1-4). These do not constitute a policy change.
38. Children Education & Families are requesting a supplementary estimate for £0.012m. The value of Foster Carer Loans held on the balance sheet as at 31st March 2011 was £0.594m. During a review to ensure that legal charges were held against each loan amount, it has been established that a loan for £11,829.64 was actually repaid in November 2001. However, the debtor still remains on the balance sheet. To correct the debtor balance in the accounts the sum needs to be written-off.
39. Following the move to the corporate landlord approach, from 1 April 2011 under and over spends on non-domestic rates will be dealt with by Property Asset Management rather than being met from balances.

Grants Monitoring

40. Ringfenced grants totalling £426m (including £387m of Dedicated Schools Grant) are included in Directorate budgets. The Financial Monitoring Report to Cabinet on 19 April 2011 set out additional funding received since the budget

² Where different inflation rates applied to pay and non – pay virements, changing this would have had the effect of changing the overall inflation applied to schools budgets.

was set on 15 February 2011. A decision over the use of this funding will be made after the outcomes of the various consultations are known.

Bad Debt Write Offs

41. There were 3 general write offs to the end of April 2011 totalling £276.02. In addition Client Finance has written off 13 debts totalling £3,913.14.

Local Authority Business Growth Incentive Funding

42. The remaining balance of the Local Authority Business Growth Incentive (LABGI) Funding as at the end of 2010/11 was £0.496m. This will be used to support economic development activities from 2011/12 to 2014/15 as set out in Annex 3.

Treasury Management

43. The Treasury Management lending list is included at Annex 4 along with changes since the report to Cabinet on 19 April 2011.
44. The average cash balance during April 2011 was £229.2m and the average rate of return was 1.08%. The budgeted return for interest receivable on balances invested internally is £2.234m for 2011/12, it is expected that this budget will be achieved.
45. Under authority as set out in the Annual Treasury Management Strategy & Annual Investment Strategy 2011/12 any changes required to the Annual Treasury Management Strategy & Annual Investment Strategy are delegated to the Chief Finance Officer in consultation with the Leader of the Council and Cabinet Member for Finance.
46. At present, the Council has the ability to invest in UK Government Treasury Bills (UK T-Bills) via external fund managers. Given the ongoing uncertainty in the banking sector, the Treasury Management Strategy Team regarded it prudent to have the ability to invest in UK T-Bills in house.
47. Further changes to the Specified and Non-Specified Investment instruments section of the Strategy were required for consistency. All changes to this section are as follows:
- Ability to invest in UK T-Bills in house
 - Other Money Market Funds and Collective Investment Schemes to have a minimum credit rating of A+ (or equivalent)
 - Supranationals with a AAA credit rating
48. Detail of these changes are given in Annex 5 to this report.

Part 2 – Capital Programme

49. The table below summarises 2011/12 planned capital expenditure as agreed by Council on 15 February 2011.

Directorate	Original 2011/12 Budget (Feb 2011)
	£m
Children, Education & Families – Council	34.6
Children, Education & Families – Schools & Partners	6.9
Social & Community Services	10.5
Environment & Economy: Transport	19.3
Environment & Economy: Other	5.8
Oxfordshire Customer Services	0.8
Chief Executive's Office	0.1
Subtotal Directorate Programmes	78.0
Earmarked Reserve Allocations	0.1
Total Capital Programme	78.1

50. There are no significant variations to report, with directorates reporting planned expenditure as being consistent with the latest programme apart from this exception.
51. The next formal programme update will be considered by Cabinet on 19 July 2011 and will include an update on the latest expenditure and funding profiles taking account of the 2010/11 year end position and other changes in April and May 2011.

RECOMMENDATIONS

52. **The Cabinet is RECOMMENDED to:**
- a) note the report;
 - b) approve the virement requests set out in Annex 2a;
 - c) approve the allocation of £1.5m from the additional grant funding as set out in the Financial Monitoring report to Cabinet in April 2011 as set out in paragraph 20;
 - d) approve the Supplementary Estimate request as set out in Annex 2e and paragraph 38;
 - e) Approve a payment of £0.070m to the Oxfordshire Rural Community Council to support the Council's approach to Big Society to be funded from the Efficiency Reserve as set out in paragraph 34;
 - f) agree the use of the remaining LABGI funding of £0.496m as set out in paragraph 42 and Annex 3;
 - g) note the updated Treasury Management lending list at Annex 4.
 - h) recommend Council to note the changes to the Specified and Non-Specified Investment instruments section of the 2011/12 Treasury Management Strategy set out in paragraphs 45 to 48 and Annex 5.

SUE SCANE

Assistant Chief Executive & Chief Finance Officer

Background papers: Directorate Financial Monitoring Reports 30 April 2011.

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June 2011

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**April Financial Monitoring Report
CABINET - 21 June 2011
Budget Monitoring**

Ref	Directorate	BUDGET 2011/12				
		Original Budget	Brought Forward from 2010/11 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)
CEF	Children, Education & Families					
	Gross Expenditure	540,447	0	-71	0	540,376
	Gross Income	-427,630	0	0	0	-427,630
		112,817	0	-71	0	112,746
SCS	Social & Community Services					
	Gross Expenditure	260,177	0	-271	0	259,906
	Gross Income	-40,735	0	34	0	-40,701
		219,442	0	-237	0	219,205
EE	Environment & Economy					
	Gross Expenditure	149,136	0	-47	0	149,089
	Gross Income	-73,575	0	0	0	-73,575
		75,561	0	-47	0	75,514
CEO	Chief Executive's Office					
	Gross Expenditure	16,341	0	-27	0	16,314
	Gross Income	-8,590	0	0	0	-8,590
		7,751	0	-27	0	7,724
	Less recharges within directorate	-27,270				-27,270
		27,270				27,270
	Directorate Expenditure Total	938,831	0	-415	0	938,416
	Directorate Income Total	-523,260	0	34	0	-523,226
	Directorate Total Net	415,571	0	-381	0	415,190
	Contributions to (+)/from (-)reserves	1,871	0	381		2,252
	Contribution to (+)/from(-) balances	1,619			0	1,619
	Pensions - Past Service Deficit Funding	1,500				1,500
	Capital Financing	38,400				38,400
	Interest on Balances	-1,826				-1,826
	Strategic Measures Budget	41,564	0	381	0	41,945
	Government Grants	-48,519				-48,519
	Budget Requirement	408,616	0	0	0	408,616

Total External Financing to meet Budget Requirement

Revenue Support Grant	28,844				28,844
Business rates	93,316				93,316
Council Tax	286,456				286,456
Other grant income (e.g. LABGI)					0
External Financing	408,616	0	0	0	408,616

April Financial Monitoring Report: Children, Education & Families
CABINET - 21 June 2011
Budget Monitoring

Ref	Directorate	BUDGET 2011/12				
		Original Budget	Brought Forward from 2010/11 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)
CEF1	Education & Early Intervention					
	Gross Expenditure	93,630		-2	0	93,628
	Gross Income	-40,488		0		-40,488
		53,142	0	-2	0	53,140
CEF2	Children's Social Care					
	Gross Expenditure	46,510		0	0	46,510
	Gross Income	-4,563		0		-4,563
		41,947	0	0	0	41,947
CEF3	Quality & Compliance					
	Gross Expenditure	24,342		-69	0	24,273
	Gross Income	-6,593		0		-6,593
		17,749	0	-69	0	17,680
CEF4	Schools					
	Gross Expenditure	381,092		0	0	381,092
	Gross Income	-381,113		0		-381,113
		-21	0	0	0	-21
	Less recharges within directorate	-5,127				-5,127
		5,127				5,127
	Directorate Expenditure Total	540,447	0	-71	0	540,376
	Directorate Income Total	-427,630	0	0	0	-427,630
	Directorate Total Net	112,817	0	-71	0	112,746

April Financial Monitoring Report: Social & Community Services
CABINET - 21 June 2011
Budget Monitoring

Ref	Directorate	BUDGET 2011/12				
		Original Budget	Brought Forward from 2010/11 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)
SCS1	Adult Social Care					
	Gross Expenditure	195,429		-220	0	195,209
	Gross Income	-45,284		42		-45,242
		150,145	0	-178	0	149,967
SCS2	Community Safety					
	Gross Expenditure	29,313		-1	0	29,312
	Gross Income	-1,477		-8		-1,485
		27,836	0	-9	0	27,827
SCS3	Quality & Compliance					
	Gross Expenditure	34,511		-16	0	34,495
	Gross Income	-3,754		0		-3,754
		30,757	0	-16	0	30,741
SCS4	Community Services					
	Gross Expenditure	11,797		-34	0	11,763
	Gross Income	-1,093		0		-1,093
		10,704	0	-34	0	10,670
	Less recharges within directorate	-10,873				-10,873
		10,873				10,873
	Directorate Expenditure Total	260,177	0	-271	0	259,906
	Directorate Income Total	-40,735	0	34	0	-40,701
	Directorate Total Net	219,442	0	-237	0	219,205

April Financial Monitoring Report: Environment & Economy
CABINET - 21 June 2011
Budget Monitoring

Ref	Directorate	BUDGET 2011/12				
		Original Budget	Brought Forward from 2010/11 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate
		£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)
(1)	(2)					
EE1	Highways & Transport					
	Gross Expenditure	54,889		-32	0	54,857
	Gross Income	-11,521		0		-11,521
		43,368	0	-32	0	43,336
EE2	Sustainable Development					
	Gross Expenditure	28,330		-5	0	28,325
	Gross Income	-1,518		0		-1,518
		26,812	0	-5	0	26,807
EE3	Property Asset Management					
	Gross Expenditure	18,651		-7	0	18,644
	Gross Income	-19,953		0		-19,953
		-1,302	0	-7	0	-1,309
EE4	Director's Office					
	Gross Expenditure	6,292		18	0	6,310
	Gross Income	0		0		0
		6,292	0	18	0	6,310
EE5	Oxfordshire Customer Services					
	Gross Expenditure	49,183		-20	0	49,163
	Gross Income	-48,792		0		-48,792
		391	0	-20	0	371
	Less recharges within directorate	-8,209				-8,209
		8,209				8,209
	Directorate Expenditure Total	149,136	0	-47	0	149,089
	Directorate Income Total	-73,575	0	0	0	-73,575
	Directorate Total Net	75,561	0	-47	0	75,514

April Financial Monitoring Report: Chief Executive's Office
CABINET - 21 June 2011
Budget Monitoring

Ref	Directorate	BUDGET 2011/12				
		Original Budget	Brought Forward from 2010/11 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)
CEO1	Chief Executive & Business Support					
	Gross Expenditure	1,837		-19	0	1,818
	Gross Income	-813		0		-813
		1,024	0	-19	0	1,005
CEO2	Human Resources					
	Gross Expenditure	1,661		-3	0	1,658
	Gross Income	-1,711		0		-1,711
		-50	0	-3	0	-53
CEO3	Corporate Finance & Internal Audit					
	Gross Expenditure	2,359		0	0	2,359
	Gross Income	-2,308		0		-2,308
		51	0	0	0	51
CEO4	Law & Governance Services					
	Gross Expenditure	6,735		-4	0	6,731
	Gross Income	-4,103		0		-4,103
		2,632	0	-4	0	2,628
CEO5	Strategy & Communications					
	Gross Expenditure	2,996		-1	0	2,995
	Gross Income	-2,488		0		-2,488
		508	0	-1	0	507
CEO6	Corporate & Democratic Core					
	Gross Expenditure	3,814		0	0	3,814
	Gross Income	-228		0		-228
		3,586	0	0	0	3,586
	Less recharges within directorate	-3,061				-3,061
		3,061				3,061
	Directorate Expenditure Total	16,341	0	-27	0	16,314
	Directorate Income Total	-8,590	0	0	0	-8,590
	Directorate Total Net	7,751	0	-27	0	7,724

April Financial Monitoring Report
CABINET - 21 June 2011

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
CEF	Jun	Setup Private Foster CRB Budget	CEF2-32	Family Support	P	-0.8	1.4	0.0	0.0
			CEF2-33	Assessment	P	-0.6	0.0	0.0	0.0
		Virement to correct Early Years budgets in line with those agreed by Schools Forum	CEF1-32	Children's Centres and Childcare	P	-411.4	90.6	331.6	-1,397.5
			CEF1-4	Educational Transformation & Effectiveness	P	0.0	0.0	1,145.7	0.0
		Move budgets to recipients of funding	CEF1-51	Early Years Sufficiency & Access	P	0.0	0.0	241.0	0.0
			CEF1-4	Educational Transformation & Effectiveness	P	0.0	52.2	0.0	0.0
		Move DSG revenue budget to match expenditure budget	CEF2-32	Family Support	P	0.0	20.0	0.0	0.0
			CEF3-6	Commissioning & Performance	P	-72.2	0.0	0.0	0.0
		Increase salary budget for pre birth risk assessments post	CEF1-1	Management & Central Costs	P	0.0	0.0	0.0	-95.0
			CEF1-31	Early Intervention Hubs	P	0.0	0.0	95.0	0.0
		Remove income and expenditure budgets for CLIC Sargent	CEF2-31	Central Support & Child & Adolescent Mental Health	P	-36.5	0.5	0.0	0.0
			CEF2-33	Assessment	P	0.0	36.0	0.0	0.0
		Contra entries in relation to the setup of Multi-treatment Foster Care budget	CEF2-33	Assessment	P	-21.0	0.0	21.0	0.0
			CEF2-21	Placement & Care Costs	P	-363.1	0.0	0.0	0.0
		Tidy up income and expenditure budgets	CEF2-22	Family Placement	P	0.0	420.3	0.0	0.0
			CEF2-23	Children Looked After (Including Asylum)	P	-57.2	0.0	0.0	0.0
		Change coding of Quality & Compliance savings	CEF1-31	Early Intervention Hubs	P	-211.0	0.0	211.0	0.0
CEF3-1			Children, Education & Families Management & Central Costs	P	0.0	200.0	0.0	0.0	
	Move salary budget to overarching admin pot	CEF3-6	Commissioning & Performance	P	-200.0	0.0	0.0	0.0	
		CEF1-4	Educational Transformation & Effectiveness	P	-24.1	0.0	0.0	0.0	
			CEF2-1	Management & Central Costs	P	0.0	24.1	0.0	0.0

April Financial Monitoring Report
CABINET - 21 June 2011

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
CEF		Reduce income & expenditure in line with agreed National Asylum Support Service cases Principal Admin Officer budget for Education & Early Intervention Management Team Creation of new Early Intervention Service permanent budgets	CEF2-23	Children Looked After (Including Asylum)	P	-70.1	33.1	37.0	0.0
			CEF1-1	Management & Central Costs	P	0.0	46.1	0.0	0.0
			CEF1-21	Special Educational Needs (SEN)	P	-46.1	0.0	0.0	0.0
			CEF1-1	Management & Central Costs	P	-119.7	440.5	0.0	0.0
			CEF1-23	Identification & Assessment	P	-991.4	837.5	89.9	-89.9
			CEF1-31	Early Intervention Hubs	P	-8,069.0	8,448.9	1,089.0	-1,089.0
			CEF1-32	Children's Centres and Childcare	P	-351.3	80.0	0.0	0.0
			CEF1-33	Youth & Inclusion Services	P	-378.8	2,429.1	37.5	-84.8
			CEF1-34	Engagement in Education, Employment & Training (EEET)	P	-2,714.7	1,026.8	0.0	-381.2
			CEF3-6	Commissioning & Performance	P	-209.5	0.0	0.0	0.0
			CEF1-41	Educational Transformation & Effectiveness	P	-81.8	0.0	0.0	0.0
			CEF1-6	Business & Skills (Previously 14-19 Team Transfer)	P	-640.1	687.4	193.7	-159.2
			CEF1-1	Management & Central Costs	T	-370.5	0.0	0.0	0.0
			CEF1-23	Identification & Assessment	T	-240.6	0.0	0.0	-7.5
CEF1-31	Early Intervention Hubs	T	-3,017.3	4,593.2	0.0	0.0			
CEF1-33	Youth & Inclusion Services	T	-595.5	0.0	19.7	-112.6			
CEF1-34	Engagement in Education, Employment & Training (EEET)	T	-427.8	0.0	158.8	0.0			

**April Financial Monitoring Report
CABINET - 21 June 2011**

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
CEF		April to August Integrated Youth Support Service budgets for services transferring into new Early Intervention Service	CEF1-31	Early Intervention Hubs	T	-2,448.8	1,328.6	0.0	0.0
			CEF1-33	Youth & Inclusion Services	T	0.0	68.0	0.0	0.0
			CEF1-34	Engagement in Education, Employment & Training (EEET)	T	0.0	804.4	0.0	0.0
			CEF2-6	Youth Offending Service	T	0.0	247.7	0.0	0.0
			CEF1-23	Identification & Assessment	T	0.0	521.9	0.0	0.0
			CEF1-31	Early Intervention Hubs	T	-1,181.5	651.0	0.0	0.0
			CEF1-34	Engagement in Education, Employment & Training (EEET)	T	0.0	8.6	0.0	0.0
			CEF1-31	Early Intervention Hubs	P	-15.1	0.0	0.0	0.0
			CEF1-32	Children's Centres and Childcare	P	0.0	1,235.2	0.0	-1,220.1
			CEF1-31	Early Intervention Hubs	T	0.0	6.3	0.0	0.0
			CEF1-32	Children's Centres and Childcare	T	-514.7	0.0	0.0	508.4
			CEF1-32	Children's Centres and Childcare	T	0.0	480.2	0.0	-480.2
			CEF4-1	Delegated Budgets (Indicative)	P	0.0	64,112.0	0.0	-64,112.0
			SCS	Jun	Correct the transaction at budget build for Procurement Officer	SCS1-2B	Social Work & Commissioning	P	-40.0
SCS1-2C	Pooled Budget Contribution	P				-40.0	0.0	0.0	0.0
SCS3-2	Strategy & Contracts	P				0.0	40.0	0.0	0.0
SCS1-2C	Pooled Budget Contribution	P				-41.7	0.0	0.0	0.0
SCS1-2D	Income	P				0.0	41.7	0.0	0.0
SCS1-1E	Pooled Budget Contributions	P				-116.9	0.0	0.0	0.0
SCS1-1F	Income	P				0.0	116.9	0.0	0.0
SCS2-4	Gypsy & Traveller Services	P				-142.2	160.5	6.1	-24.4
SCS2-5	Trading Standards	P				-204.5	182.2	37.3	-15.0
		Set Gypsy & Traveller Services budgets for 2011/12							
		Set Trading Standards Budgets for 2011/12							

April Financial Monitoring Report
CABINET - 21 June 2011

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
SCS		Set Emergency Planning Budget for 2011/12	SCS2-2	Emergency Planning	P	-11.4	13.4	1.0	-3.0
		Correct budgets in Mental Health Pool S75 agreed contributions	SCS1-3A	Non-Pool Services	P	0.0	168.4	0.0	0.0
		Bullington Prison Library Funding Adjustment	SCS1-3B	Pooled Budget Contributions	P	-168.4	0.0	0.0	0.0
		Community Services Restructuring	SCS4-1	Library Service	P	0.0	14.0	0.0	-14.0
		Children's Centre Mobile Funding Adjustment	SCS4-2	Heritage & Arts Services	P	0.0	38.0	0.0	0.0
		11/12 Increment reductions moved to correct cost centres from holding code	SCS4-3	Cultural & Community Development	P	-38.0	0.0	0.0	0.0
			SCS4-1	Library Service	P	0.0	0.0	7.4	-7.4
EE	Jun		EE2-1	Sustainable Development Management	P	-1.4	57.0	0.0	0.0
			EE2-2	Planning Implementation	P	-8.5	0.0	0.0	0.0
			EE2-3	Economy, Spatial Planning & Climate Change	P	-6.2	0.0	0.0	0.0
			EE2-4	Waste Management	P	-6.1	0.2	0.0	0.0
			EE2-5	Countryside	P	-7.2	0.0	0.0	0.0
			EE3-1	Corporate Property	P	-1.2	0.0	0.0	0.0
			EE3-2	Facilities Management	P	-11.1	0.0	0.0	0.0
			EE3-3	Operational Asset Management	P	-1.7	0.0	0.0	0.0
			EE3-4	Strategic Asset Management	P	-6.1	0.0	0.0	0.0
			EE3-5	Project Delivery	P	-4.8	0.0	0.0	0.0
			EE3-6	Sustainability & Procurement	P	-1.8	0.0	0.0	0.0
			EE3-7	Information & Support	P	-1.1	0.0	0.0	0.0
		Realign contract management expenditure & income budgets in line with expected activity	EE3-6	Sustainability & Procurement	P	-1.1	0.0	1.1	0.0
		West End Project external funding ceased - remove income & expenditure budgets	EE2-2	Planning Implementation	P	-201.0	0.0	201.0	0.0
		Food Group external funding ceased - remove income & expenditure budgets	EE2-3	Economy, Spatial Planning & Climate Change	P	-38.5	0.0	38.5	0.0

April Financial Monitoring Report
CABINET - 21 June 2011

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
EE		Recode Annex 3 EE51 reduction to correct cost centre	EE2-2	Planning Implementation	P	-0.8	42.2	0.0	0.0
			EE2-3	Economy, Spatial Planning & Climate Change	P	-41.3	0.0	0.0	0.0
			EE2-1	Sustainable Development Management	P	0.0	6.3	0.0	0.0
		Recode car allowance budget reductions from holding code	EE3-1	Corporate Property	P	-0.1	0.0	0.0	0.0
			EE3-2	Facilities Management	P	-1.6	0.0	0.0	0.0
			EE3-3	Operational Asset Management	P	-0.5	0.0	0.0	0.0
			EE3-4	Strategic Asset Management	P	-2.3	0.0	0.0	0.0
			EE3-5	Project Delivery	P	-0.9	0.0	0.0	0.0
			EE3-6	Sustainability & Procurement	P	-0.2	0.0	0.0	0.0
			EE3-7	Information & Support	P	-0.6	0.0	0.0	0.0
			EE1-1	Highways & Transport Management	P	0.0	100.1	0.0	0.0
			EE1-31	Infrastructure & Design	P	-763.2	338.0	0.0	0.0
			EE1-32	Operations	P	-2,274.9	150.0	0.0	0.0
			EE1-4	Customer & Business	P	-195.0	2,635.0	0.0	0.0
			EE5-61	ICT Services	T	-461.2	165.6	0.0	0.0
			EE5-62	School Support Service	T	-9.5	93.7	0.0	0.0
			EE5-64	SAP	T	-145.5	22.4	0.0	0.0
EE5-65	Corporate Information Management Unit (CIMU)	T	0.0	40.7	0.0	0.0			
EE5-66	Service Recharges	T	0.0	355.2	0.0	0.0			
EE5-68	ICT Contract with Oxford City Council	T	-61.4	0.0	0.0	0.0			
CEO	Jun	Various staff movements between HR and OD Netting-off of recharge income against recharge expenditure Cost Centre R15000 reallocated Offset loss of Lord Lieutenant admin income (12CES2)	CEO2-1	Strategic Human Resources	P	-48.9	0.0	0.0	0.0
			CEO2-3	Organisational Development	P	0.0	48.9	0.0	0.0
			CEO6-1	Corporate Management	P	-228.0	0.0	228.0	0.0
			CEO3-1	Service Management	P	-512.8	47.4	891.5	-420.0
			CEO3-2	Corporate Finance	P	0.0	434.8	0.0	-440.9
CEO3-3	Internal Audit Service	P	0.0	30.6	0.0	-30.6			
CEO1-1	Chief Executive's Personal Office	P	-4.0	0.0	4.0	0.0			

**April Financial Monitoring Report
CABINET - 21 June 2011**

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
ID	Jun	Cost Centre R15000 reallocated	CEO3-1 EE5-7	Service Management County Procurement	P P	-8.8 -4.3	0.0 13.1	8.8 0.0	0.0 -8.8
		CIPFA trainee budget for CYPF Management Accounting	CEO3-2 EE5-3	Corporate Finance Financial and Management Accounting	P P	0.0 0.0	0.0 35.2	0.0 0.0	-35.2 0.0
		Reversal of salary increments	CEO2-3 EE5-4	Organisational Development Human Resources	P P	0.0 -1.5	0.0 0.0	0.0 0.0	0.0 0.0
		Road Safety to Fire & Rescue Service	EE1-31 SCS2-1	Infrastructure & Design Fire & Rescue Service	P P	-328.5 0.0	100.0 228.5	0.0 0.0	0.0 0.0
		Transfer of 2 FTE from Registration to Customer Services Team	CEO4-8 EE5-8	Registration Service Customer Services	P P	-41.4 0.0	0.0 41.4	0.0 0.0	0.0 0.0
		Flying colours staff to Learning and Development	CEF3-6 EE5-4	Commissioning & Performance Human Resources	P P	-191.5 0.0	0.0 191.5	0.0 0.0	0.0 0.0
Grand Total						-30,301.9	94,886.0	5,644.1	-70,228.1

April Financial Monitoring Report
CABINET - 21 June 2011

NEW TEMPORARY VIREMENTS FOR CABINET TO NOTE

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
CEF	Jun	Increase salary budget for Independent Chair in North area	CEF2-4	Safeguarding & Quality Assurance	T	0.0	17.5	0.0	0.0
			CEF2-1	Management & Central Costs	T	-17.5	0.0	0.0	0.0
SCS	Jun	Expenditure and income budgets for Bucks Fire & Rescue contribution to salary	SCS2-1	Fire & Rescue Service	T	0.0	8.0	0.0	-8.0
ID	Jun	Change Fund funding for the Capital Resources part 2 project CFB053	EE4-1	Business Improvement	T	0.0	18.7	0.0	0.0
			GEO1-2	Change Fund	T	-18.7	0.0	0.0	0.0
Grand Total						-36.2	44.2	0.0	-8.0

April Financial Monitoring Report
CABINET - 21 June 2011

Supplementary Estimates

SUPPLEMENTARY ESTIMATES REQUESTED THIS REPORT

Directorate	Month of Cabinet meeting	Month of Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure From / £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
ID	Jun	Foster Carer Loan Supplementary Estimate	CEF2-22	Family Placement	T	0.0	11.8	0.0	0.0
			SM	Strategic Measures	T	0.0	0.0	0.0	-11.8
Grand Total						0.0	11.8	0.0	-11.8

**April Financial Monitoring Report
CABINET - 21 June 2011**

Local Authority Business Growth Incentive (LABGI) Reserve

Proposed Projects	2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m	Total £m
Economic Recession Measures	0.051				0.051
Economic Development Activities	0.033				0.033
Support to Oxfordshire Local Enterprise Partnership	0.138	0.094	0.063	0.063	0.358
Diamond Jubilee		0.016			0.016
Anti bullying project	0.002				0.002
Total Proposed Projects	0.224	0.110	0.063	0.063	0.460
			LABGI Funding	0.496	0.496
			Unallocated Surplus	0.036	0.036

Counterparty Name	Lending Limits		
	Standard Limit £	Group Limit £	Period Limit
PENSION FUND Call Accounts / Money Market Funds			
Santander UK plc - PF A/c			6 months
Clydesdale Bank OCC Pension Fund A/c - 15 day notice A/c	50% Pension Fund Portfolio	50% Pension Fund Portfolio	1 month
Clydesdale Bank OCC Pension Fund A/c - 30 day notice A/c	50% Pension Fund Portfolio	50% Pension Fund Portfolio	1 month
Lloyds TSB Bank plc - Callable Deposit A/c (OXFORDCCPEN)	50% Pension Fund Portfolio		6 months
Royal Bank of Scotland Liquidity Select A/c	50% Pension Fund Portfolio		Overnight
Ignis Sterling Liquidity Fund - (Pension Fund)	50% Pension Fund Portfolio		3 years
Call Accounts / Money Market Funds			
Santander UK plc - Capital A/c	20,000,000	20,000,000	6 months
Santander UK plc - Main A/c	20,000,000	20,000,000	3 years
Clydesdale Bank 15 day notice A/c	10,000,000	20,000,000	2 years
Clydesdale Bank 30 day notice A/c	10,000,000	20,000,000	2 years
Lloyds TSB Bank plc - Callable Deposit A/c	10,000,000	10,000,000	6 mths
Royal Bank of Scotland - Call A/c	20,000,000	20,000,000	Overnight
Goldman Sachs Sterling Liquid Reserves Fund	25,000,000	25,000,000	3 years
Deutsche Managed Sterling Fund	25,000,000	25,000,000	3 years
Prime Rate Sterling Fund	25,000,000	25,000,000	3 years
Ignis Sterling Liquidity Fund - (County Council)	25,000,000	25,000,000	3 years
Money Market Deposits			
Santander UK plc Time Deposit Facility	20,000,000	20,000,000	6 months
Bank of Montreal	20,000,000	0	3 years
Bank of New York Mellon	20,000,000	0	2 years
Bank of Nova Scotia	20,000,000	0	2 years
Bank of Scotland Plc	10,000,000	10,000,000	6 months
Bank of Scotland Plc (Through Broker)	10,000,000	10,000,000	6 months
Barclays Bank Plc (Through Broker)	20,000,000	20,000,000	2 years
Barclays Bank Plc (Direct)	20,000,000	20,000,000	2 years
BNP Paribas S.A.	20,000,000	0	1 year
Canadian Imperial Bank of Commerce	20,000,000	0	3 years

Counterparty Name	Lending Limits		
	Standard Limit	Group Limit	Period Limit
Clydesdale Bank	£ 10,000,000	£ 20,000,000	1 month
Commonwealth Bank of Australia	25,000,000		1 month
Credit Industriel et Commercial (CIC)	15,000,000	0	364 days
Crown Agents Bank Ltd	10,000,000	0	3 months
Debt Management Account Deposit Facility	100% Portfolio	0	6 months
DnB NOR Bank	10,000,000	0	3 months
English, Welsh and Scottish Local Authorities	25,000,000		3 years
HSBC Bank plc	20,000,000	0	3 years
JP Morgan Chase Bank	20,000,000	0	2 years
Lloyds TSB Bank plc	10,000,000	10,000,000	6 months
National Australia Bank (Through Broker)	20,000,000	20,000,000	1 month
National Australia Bank (Direct)	20,000,000	20,000,000	1 month
National Bank of Canada	10,000,000	0	3 months
Nationwide Building Society	20,000,000	0	3 years
Nordea Bank Finland	20,000,000	0	1year
Rabobank Group (Through Broker)	25,000,000	25,000,000	1year
Rabobank Group (Direct)	25,000,000	25,000,000	1year
Royal Bank of Canada	25,000,000	0	3 years
Royal Bank of Scotland	20,000,000	20,000,000	O/N
Standard Chartered Bank	20,000,000	0	3 years
Toronto-Dominion Bank	20,000,000	0	2 years

Changes to the Lending List since last Report

Prime Rate Sterling Fund All counterparties Royal Bank of Scotland BNP Paribas S.A. Nordea Bank Finland Rabobank Group	Lending limits increased in line with Strategy All counterparty limits amended in line with new TM Strategy for 2011-12 and new matrices Period limit reduced to overnight as our business with RBS is likely to be taken over by Santander later in 2011. Therefore the period is being reduced until more information is available. Period limit reduced to 1 year Period limit reduced to 1 year Period limit reduced to 1 year
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Annex 5

Specified Investments

1. All such investments will be sterling denominated, with maturities up to a maximum of 1 year, meeting the 'high' credit rating criteria where applicable.

Investment Instrument	Minimum Credit Criteria	Use
Debt Management Agency Deposit Facility	N/A	In-house and Fund Managers
Term Deposits – UK Government	N/A	In-house
Term Deposits – Banks and Building Societies	Fitch short-term F1, Long-term A, Individual rating C with support rating 2 or individual rating B with support rating 3, Minimum Sovereign Rating AA	In-house and Fund Managers
Term Deposits with Nationalised Banks with Government Guarantee for wholesale deposits	N/A	In-house
Term Deposits with Part Nationalised banks by the UK Government	N/A	In-house
Certificates of Deposit issued by Banks and Building Societies	A1 or P1	In-house on a buy and hold basis. Fund Managers
Money Market Funds with a Constant Net Asset Value	AAA	In-house and Fund Managers
Other Money Market Funds and Collective Investment Schemes ¹	Minimum credit rating of A+ (or equivalent). These funds do not have short-term or support ratings.	In-house and Fund Managers
UK Government Gilts	AAA	In-house on a buy and hold basis. Fund Managers
Treasury Bills	N/A	In House and Fund Managers

¹ I.e., credit rated funds which meet the definition of a collective investment scheme as defined in SI 2004 No 534 and SI 2007 No 573.

Non-Specified Investments

2. A maximum of 50% of the portfolio will be held in non-specified investments.

Investment Instrument	Minimum Credit Criteria	Use	Max % of total Investments	Max Maturity Period
Debt Management Agency Deposit Facility (maturities in excess of 1 year) ²	N/A	In-house and Fund Managers	50%	3 years
Term Deposits – UK Government (maturities in excess of 1 year)	N/A	In-house	50%	3 years
Term Deposits – other Local Authorities (maturities in excess of 1 year)	N/A	In-house	50%	3 years
Term Deposits – Banks and Building Societies (maturities in excess of 1 year)	Fitch short-term F1+, Long-term AA-, Individual rating B, with support rating 2	In-house and Fund Managers	50% in-house; 100% External Funds	3 years
Structured Products (eg. Callable deposits, range accruals, snowballs, escalators etc)	Fitch short-term F1+, Long-term AA-, Individual rating B, with support rating 2 or Individual rating B/C with support rating 1	In-house and Fund Managers	50% in-house; 100% External Funds	3 years

² Debt Management Agency Deposit Facility currently limit deposits to 6 months. The ability to deposit in excess of 1 year is retained if such deposits become available.

Investment Instrument	Minimum Credit Criteria	Use	Max % of total Investments	Max Maturity Period
UK Government Gilts with maturities in excess of 1 year	AAA	In-house on a buy and hold basis. Fund Managers	50% in-house; 100% External Funds	5 years in-house, 10 years fund managers
Bonds issued by Multilateral development banks	AAA	In-house on a buy and hold basis. Fund Managers	50% in-house; 100% External Fund	5 years in-house, 10 years fund managers
Bonds issued by a financial institution which is guaranteed by the UK Government	AAA	In-house on a buy and hold basis. Fund Managers	50% in-house; 100% External Fund	5 years in-house, 10 years fund managers
Supranationals	AAA	In-house. Fund Managers	50% in-house; 100% of External Fund	5 years in-house, 30 years fund managers
Money Market Funds and Collective Investment Schemes ³ but which are not credit rated	N/A	In-house and Fund Managers	50% In-house; 100% External Funds	Pooled Funds do not have a defined maturity date
Sovereign Bond Issues	AAA	In-house on a buy and hold basis. Fund Managers	50% in-house; 100% External Funds	5 year in-house, 30 years fund managers

³ Pooled funds which meet the definition of a collective investment scheme as defined in SI 2004 No 534 and SI 2007 No 573.

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CABINET – 21 JUNE 2011

YOUTH OFFENDING SERVICE INSPECTION 2011

Report by Director for Children, Education and Families

Introduction

1. The Youth Offending Service (YOS) was subject to a week-long Core Case Inspection in February 2011. The purpose of the inspection was to make a retrospective judgement about the quality of casework performance over the preceding twelve months. This was undertaken as part of Her Majesty's Inspection of Probation (HMIP) national inspection programme of youth justice services.
2. The Inspection Report was published on 8th June 2011. This is attached as Annex 1. The inspection focussed on 62 cases. It did not review any other aspect of the YOS.
3. Inspectors have highlighted a number of strengths along with areas for improvement. An Improvement Plan has been drafted which reflects the HMIP judgements and the YOS is implementing the necessary improvements. (See Annex 2) Much of what was identified by the Inspectorate was in broad terms known to the service and plans had been developed to begin to address these.
4. The inspection covered three key areas – risk of harm, likelihood of re-offending and safeguarding, with each area being given one of four HMIP ratings:
 - Drastic improvement required
 - Substantial improvement required
 - Moderate improvement required
 - Minimal improvement required.
5. Whilst this inspection has concentrated on a specific area of the work of the YOS it is important to acknowledge that there are other areas of the service that have been judged by the Youth Justice Board (YJB) as doing the well. The annual 2010 Self Assessment validated by the Board found that, in relation to service delivery, the YOS has excellent capacity and capability to sustain and improve performance and that the service was performing adequately against national indicators and particularly positively in relation to First Time Entrants and Education, Training and Employment.

Issues

6. The report provides a detailed outline of the work of the inspectorate and the findings of the inspection. The main areas requiring improvement are:
 - Timeliness and quality of recording, assessment and planning particularly in relation to risk.
 - Quality and consistency of management oversight.

7. In addition to the deficits a number of areas of positive practice have been highlighted:
- Work with victims
 - Satisfaction rates by children and young people
 - Good practice case examples, particularly in relation to diversity and involvement in planning.
 - Good inter-agency work, particularly in relation to safeguarding.
 - Good level of content and high levels of enthusiasm and commitment to children and young people.
 - Demonstration of a range of good quality interventions.
8. The deficits outlined in the inspection report will be addressed in an Improvement Plan to be submitted to the Youth Justice Board in July 2011. This is to be agreed and monitored by the local YOS Board with the assistance of the Youth Justice Board. There is no planned re-inspection.
9. In commenting upon the Inspection Julie Fox the Assistant Chief Inspector of Probation commented that:

“We judged that the Safeguarding aspects of the work (in Oxfordshire) were done well enough 71% of the time. With the Public Protection aspects, work to keep to a minimum each individual’s *Risk of Harm to others* was done well enough 56% of the time, and the work to make each individual less likely to reoffend was done well enough 68% of the time. These figures can be viewed in the context of our findings from Wales and the regions of England inspected so far – see the Table below.

	Score from Wales and the English regions that have Been inspected to date			Scores for Oxfordshire
	Lowest	Highest	Average	
‘Safeguarding’ work <i>(action to protect the young person)</i>	37%	91%	68%	71%
‘risk of Harm to others’ work <i>(action to protect the public)</i>	36%	85%	63%	56%
‘Likelihood of Reoffending’ work <i>(individual less likely to reoffend)</i>	43%	87%	70%	68%

“Overall, we consider this an average set of findings. The service was already aware of some of the areas of work requiring improvement, and had the commitment, and plans in place, to address them.”

10. The recommendations within the report are that:
- A timely and good quality assessment and plan, using Asset, is completed when the case starts specifically, a timely and good quality assessment of the individual’s vulnerability and *Risk of Harm to others* is completed at the start, as appropriate to the specific case;
 - As a consequence of the assessment, the record of the intervention plan is specific about what will now be done in order to safeguard the

child or young person from harm, to make them less likely to reoffend, and to minimise any identified *Risk of Harm to others*;

- The plan of work with the case is regularly reviewed and correctly recorded in Asset with a frequency consistent with national standards for youth offending services;
 - There is regular and effective oversight by management, especially of screening decisions, that is clearly recorded within the case record, as appropriate to the specific case.
11. The major re-structuring of Children, Education and Families Directorate is in progress following consultation from February – April 2011. As a consequence of the timing of the YOS Inspection, plans for the YOS were delayed until the inspection outcome was known. This was in order to give due weight to the findings, the restructuring of the YOS was delay until the outcome was known. This work is ongoing. It has been determined that the YOS will be located within Children’s Social Care. This will allow for greater integration of core training, assessment, planning, risk management and quality assurance provision.
 12. The oversight of the implementation of the YOS Improvement Plan has been included in the Oxfordshire Children and Young People’s Plan 2010-13 Year 2 Action Plan and will also be monitored at a strategic level by the YOS Board and the Youth Justice Board.
 13. The Youth Justice Board will provide both a monitoring and a support role in implementing the Improvement Plan.

Financial and Staff Implications

14. Any financial implications regarding a Workforce Development Strategy will be addressed in the over-arching Children’s Social Care strategy, rather than separately in relation to the YOS.

RECOMMENDATION

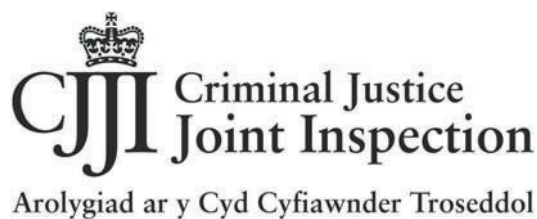
15. **The Cabinet is RECOMMENDED to note the findings of the YOS Inspection.**

MEERA SPILLETT
Director, Children Education and Families

Contact Officer: Jim Leivers, Deputy Director Children Education and Families, Tel (01865) 328271

June 2011

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Core Case Inspection of youth offending work in England and Wales

Report on youth offending
work in:

Oxfordshire

ISBN: 978-1-84099-439-1

2011

Foreword

This Core Case Inspection of youth offending work in Oxfordshire took place as part of the Inspection of Youth Offending programme. We have examined a representative sample of youth offending cases from the area, and have judged how often the Public Protection and the Safeguarding aspects of the work were done to a sufficiently high level of quality.

We judged that the Safeguarding aspects of the work were done well enough 71% of the time. With the Public Protection aspects, work to keep to a minimum each individual's *Risk of Harm to others* was done well enough 56% of the time, and the work to make each individual less likely to reoffend was done well enough 68% of the time. A more detailed analysis of our findings is provided in the main body of this report, and summarised in a table in Appendix 1. These figures can be viewed in the context of our findings from Wales and the regions of England inspected so far – see the Table below.

Overall, we consider this an average set of findings. The service was already aware of some of the areas of work requiring improvement, and had the commitment, and plans in place, to address them.

Andrew Bridges
HM Chief Inspector of Probation

June 2011

	Scores from Wales and the English regions that have been inspected to date			Scores for Oxfordshire
	Lowest	Highest	Average	
'Safeguarding' work <i>(action to protect the young person)</i>	37%	91%	68%	71%
'Risk of Harm to others' work <i>(action to protect the public)</i>	36%	85%	63%	56%
'Likelihood of Reoffending' work <i>(individual less likely to reoffend)</i>	43%	87%	70%	68%

Acknowledgements

We would like to thank all the staff from the Youth Offending Service, members of the Management Board and partner organisations for their assistance in ensuring the smooth running of this inspection.

<i>Lead Inspector</i>	<i>Steve Woodgate</i>
<i>Practice Assessors</i>	<i>Ian Cavanagh; Mel Peace</i>
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Contents

	Page
Acknowledgements	4
Scoring – and Summary Table	6
Recommendations	7
Next steps	7
Service users’ perspective	8
Sharing good practice	9
1. ASSESSMENT AND SENTENCE PLANNING	10
1.1 Risk of Harm to others (<i>RoH</i>)	10
1.2 Likelihood of Reoffending (<i>LoR</i>)	11
1.3 Safeguarding	13
2. DELIVERY AND REVIEW OF INTERVENTIONS	15
2.1 Protecting the public by minimising Risk of Harm to others	15
2.2 Reducing the Likelihood of Reoffending	16
2.3 Safeguarding the child or young person	17
3. OUTCOMES	19
3.1 Achievement of outcomes	19
3.2 Sustaining outcomes	20
Appendix 1: Summary	21
Appendix 2: Contextual information	22
Appendix 3a: Inspection data chart	23
Appendix 3b: Inspection data	24
Appendix 4: Role of HMI Probation and Code of Practice	24
Appendix 5: Glossary	25

Scoring – and Summary Table

This report provides percentage scores for each of the 'practice criteria' essentially indicating how often each aspect of work met the level of quality we were looking for. In these inspections we focus principally on the Public Protection and Safeguarding aspects of the work in each case sample. Accordingly, we are able to provide a score that represents how often the *Public Protection* and *Safeguarding* aspects of the cases we assessed met the level of quality we were looking for, which we summarise here. We also provide a headline 'Comment' by each score, to indicate whether we consider that this aspect of work now requires either **MINIMUM, MODERATE, SUBSTANTIAL** or **DRASTIC** improvement in the immediate future.

Safeguarding score:	
This score indicates the percentage of <i>Safeguarding</i> work that we judged to have met a sufficiently high level of quality. This score is significant in helping us to decide whether an early further inspection is needed.	
Score: 71%	Comment: MODERATE improvement required

Public Protection – Risk of Harm score:	
This score indicates the percentage of Risk of Harm work that we judged to have met a sufficiently high level of quality. This score is significant in helping us to decide whether an early further inspection is needed.	
Score: 56%	Comment: SUBSTANTIAL improvement required

Public Protection - Likelihood of Reoffending score:	
This score indicates the percentage of Likelihood of Reoffending work that we judged to have met a sufficiently high level of quality.	
Score: 68%	Comment: MODERATE improvement required

We advise readers of reports not to attempt close comparisons of scores between individual areas. Such comparisons are not necessarily valid as the sizes of samples vary slightly, as does the profile of cases included in each area's sample. We believe the scoring is best seen as a headline summary of what we have found in an individual area, and providing a focus for future improvement work within that area. Overall our inspection findings provide the 'best available' means of measuring, for example, how often each individual's *Risk of Harm to others* is being kept to a minimum. It is never possible to eliminate completely Risk of Harm to the public, and a catastrophic event can happen anywhere at any time – nevertheless a 'high' *RoH* score in one inspected location indicates that it is less likely to happen there than in a location where there has been a 'low' *RoH* inspection score. In particular, a high *RoH* score indicates that usually practitioners are 'doing all they reasonably can' to minimise such risks to the public, in our judgement, even though there can never be a guarantee of success in every single case.

Recommendations (primary responsibility is indicated in brackets)

Changes are necessary to ensure that, in a higher proportion of cases:

- (1) a timely and good quality assessment and plan, using Asset, is completed when the case starts (Head of Service)
- (2) specifically, a timely and good quality assessment of the individual's vulnerability and *Risk of Harm to others* is completed at the start, as appropriate to the specific case (Head of Service)
- (3) as a consequence of the assessment, the record of the intervention plan is specific about what will now be done in order to safeguard the child or young person from harm, to make them less likely to reoffend, and to minimise any identified *Risk of Harm to others* (Head of Service)
- (4) the plan of work with the case is regularly reviewed and correctly recorded in Asset with a frequency consistent with national standards for youth offending services (Head of Service)
- (5) there is regular and effective oversight by management, especially of screening decisions, that is clearly recorded within the case record, as appropriate to the specific case (Head of Service).

Next steps

An improvement plan addressing the recommendations should be submitted to HM Inspectorate of Probation four weeks after the publication of this inspection report. Once finalised, the plan will be forwarded to the Youth Justice Board to monitor its implementation.

Service users' perspective

Children and young people

Seventy-four children and young people completed a questionnaire for the inspection.

- ◆ Nearly all of the children and young people who responded were clear about why they had to attend the YOS, and had been told by staff what would happen when they did. Nearly all felt that YOS staff listened to them and were interested in helping them.
- ◆ Three-quarters of children and young people reported that their YOS worker had discussed their referral order contract or supervision plan with them, and 62% had been given a copy of it to keep.
- ◆ Three-quarters of respondents said they had completed a questionnaire about their needs as part of their supervision by the YOS, and 83% said YOS staff had taken action to deal with problems they had raised. Six respondents said that during their time in contact with the YOS there had been things in their life that made them afraid, and in all cases the YOS had helped them.
- ◆ Respondents reported receiving help with a wide range of issues, particularly family and relationships, lifestyles, making better decisions, and understanding their offending.
- ◆ Two-thirds of the children and young people reported a satisfaction level of 70% or more with the service they had received, with one-quarter being completely satisfied. 86% thought they were less likely to offend as a result of their work with the YOS.

Victims

Five questionnaires were completed by victims of offending by children and young people.

- ◆ Victims reported a range of positive experiences from their involvement with the YOS, mainly through attending referral order panel meetings and participating in restorative justice. All five were completely satisfied with the service they had received.
- ◆ All respondents felt that the YOS had explained what they could offer, taken into account their particular circumstances, and paid attention to their safety. They had been given a chance to talk about any worries they had about the offence, or the child or young person who had committed it.
- ◆ Three had benefited from reparative work undertaken by the child or young person who had committed the offence.
- ◆ One respondent commented "*Although I personally didn't benefit from any work carried out by the offender, I was asked what work I thought would be suitable. My views were listened to, and acted upon. I thought the whole experience was supportive and cathartic, as I was able to make the offender aware of the repercussions of his actions*".

Sharing good practice

Below are examples of good practice we found in the YOS.

Delivery and Review of Interventions

General Criterion: 2.1

Matthew was a 14 year old described as being just below the level of a gifted child and this had the potential to create problems in the management of his case. He clearly understood the principles of the assessment of his *RoH*, and challenged his worker over the assessment. The worker delivered a session in which Matthew used the Asset criteria to assess himself, and through discussion and challenge, his self-assessment was very near to that of the worker. As a result he understood the reasons underpinning his intervention plan and he became more willing to work towards its objectives.

Delivery and Review of Interventions

General Criterion: 2.2

Joseph was a black male with a very distinctive appearance who had been moved by police from a major city to the Banbury area. The practitioner recognised that the transition into rural living was likely to have been difficult. He worked with Joseph to manage this, signposting him into local activities and ensuring he was aware of the need to plan for less frequent public transport. The practitioner addressed potentially sensitive issues such as ethnicity and accent with confidence, helping Joseph to gain the skills to challenge discrimination without resorting to aggression.

Delivery and Review of Interventions

General Criterion: 2.2

Connor had received a DTO sentence for possessing Class A drugs. He had undertaken work on substance misuse while in custody and as a result was very reluctant to engage in any form of substance misuse work when released on supervision. However, he agreed to meet the substance misuse worker and they agreed a creative plan of work to encourage his engagement. They studied Bob Marley and his influence on the use of cannabis and popular music, and also looked at the harmful effects of cannabis, the law, chains of dealing, and the wider effects of drugs. As a result, Connor continued to make progress in addressing his offending.

All names have been altered.

1. ASSESSMENT AND SENTENCE PLANNING

1.1 Risk of Harm to others (RoH):

General Criterion:

The assessment of RoH is comprehensive, accurate and timely, takes victims' issues into account and uses Asset and other relevant assessment tools. Plans are in place to manage RoH.

Score:

59%

Comment:

SUBSTANTIAL improvement required

Strengths:

- (1) An RoSH screening was completed in 54 (87%) of the 62 cases inspected, and we considered the RoSH classification was correct in 85% of the screenings.
- (2) Forty-two cases required an RoSH analysis and these were completed in 86% of them.
- (3) *RoH* assessments drew on all appropriate information including MAPPA, in 70% of cases.
- (4) An RMP was completed in three-quarters of the 37 cases where one was required.
- (5) Five cases in the sample met the criteria for MAPPA, and four had been notified or referred to MAPPA. The initial level (Level 2) was correct in these four cases.

Areas for improvement:

- (1) The initial RoSH screening was completed late in one-third of cases, was inaccurate in nearly one-third, and had not been done at all in a further eight. This was recognised by the YOS through its own quality assurance processes as an area requiring improvement.
- (2) In cases where RoSH assessments were required, they were completed late in one-third, and not completed at all in six cases.
- (3) The 36 RoSH analyses completed were of insufficient quality in 61%. This was due to a number of factors including previous relevant behaviour and *Risk of Harm* to victims not being fully considered. The YOS recognised that some assessments failed to take account of relevant previous behaviour.

- (4) Nearly half of the 27 RMPs were completed late, and a further ten were not completed at all.
- (5) Completed plans were not of sufficient quality in nearly half of the cases, and lacked effective management oversight. In many plans there was a lack of clarity about roles and responsibilities of those involved with the case, and the planned responses to changes in level of risk were unclear or inadequate.
- (6) Details of the RoSH assessment and management plan were not appropriately communicated to all relevant staff and agencies in more than one-third of 47 relevant cases.
- (7) In 19 cases where there were potential *RoH* issues, but there was no requirement for an RMP, the need for planning to take account of these factors was not recognised in 16 (84%) and not acted upon in all 17 cases where this was required.
- (8) In more than half of the 47 relevant cases management oversight had not ensured that the *RoH* assessment or the RMP was timely or of sufficient quality.
- (9) Custodial and community sentence plans and referral order contracts did not prioritise *RoH* objectives in 41 out of 58 relevant cases (71%).
- (10) Three of the four relevant cases were not notified or referred to MAPPA on time, and a further case was not notified or referred at all.

1.2 Likelihood of Reoffending:

General Criterion:

The assessment of the LoR is comprehensive, accurate and timely and uses Asset and other relevant assessment tools. Plans are in place to reduce LoR.

Score:

66%

Comment:

MODERATE improvement required

Strengths:

- (1) An initial assessment of the LoR was completed in 56 cases (90%).
- (2) Where completed, there was active engagement with the child or young person's parents/carers in three-quarters of relevant cases.
- (3) Where appropriate, a large majority of initial assessments were informed by contact with children's social care services; ETE services; and agencies responsible for physical, emotional and mental health, substance misuse, and secure establishments.
- (4) All but one of the 17 custodial cases inspected had a custodial sentence plan, and 15 of these had been completed on time.

- (5) There was a community intervention plan or referral order contract in almost all relevant cases, and this had been completed on time in more than three-quarters. They addressed the factors linked to offending sufficiently in over two-thirds, and where relevant took into account positive factors in the child or young person's life in 73%.
- (6) The large majority of community plans and contracts focused on achievable change; gave a clear shape to the order; set realistic timescales; and reflected the purposes of sentencing and national standards. This was reflected by children and young people completing questionnaires which showed that nearly all respondents were clear about why they were attending the YOS.
- (7) The YOS was actively and meaningfully involved throughout the custodial planning process in 14 out of 17 cases, and plans were reviewed at appropriate intervals in 12 out of 16 relevant cases.
- (8) In three-quarters or more of relevant cases; education and training services; substance misuse and physical, mental and emotional health services; the police; and secure establishments were involved in the planning process throughout the sentence.

Areas for improvement:

- (1) In ten cases (18%) the initial assessment of the LoR was completed late, and in a further six cases not completed at all. Overall, 39% of cases inspected lacked an initial assessment of the LoR that was of sufficient quality. This was due to an assessment not being done, or being done late, containing unclear or insufficient evidence or failing to identify factors related to the child or young person's offending.
- (2) There was insufficient evidence of active engagement with the child or young person in the initial assessment in 29% of cases.
- (3) In two-thirds of cases the case manager had not assessed the learning style of the child or young person. A *What do YOU think?* self-assessment questionnaire was not completed by the child or young person in 45% of cases.
- (4) Where appropriate, five out of eight assessments were not informed by contact with or previous assessments from the ASB team, and 10 out of 16 cases by contact with the police.
- (5) Of the 16 custodial sentence plans ten did not sufficiently address factors related to offending. Where relevant, less than two-thirds were integrated with RMPs, and took account of the child or young person's learning needs or style. Less than half took account of Safeguarding needs, positive factors in the child or young person's life, and identified diversity factors.
- (6) Custodial sentence plans were not prioritised according to any *RoH* in 12 cases, and did not include appropriate Safeguarding work in four out of nine relevant cases. They were not sequenced according to the factors linked to offending in 11 cases, and did not take account of victim issues in six cases.

- (7) In relevant community intervention plans and referral order contracts, just over half were not integrated with RMPs, and did not take into account the learning needs and style of the child or young person. Less than half took into account Safeguarding needs, and responded appropriately to identified diversity factors. Relevant goals were not set in 41% of all plans/contracts.
- (8) Community intervention plans were not prioritised according to any *RoH* in 69% of cases, and did not include appropriate Safeguarding work in 37% of relevant cases. They were not sequenced according to the factors linked to offending in 61% of cases, and did not take account of victim issues in 40%. They were not sensitive to diversity issues in half of the relevant cases.
- (9) ASB teams and the police were not sufficiently involved in the planning process throughout the sentence in 5 out of 6, and 19 out of 36 relevant cases respectively. Information received from the police was not always taken into account in assessments and sentence plans. Accommodation services were not sufficiently involved in one-third of relevant cases.
- (10) The LoR was not reviewed at appropriate intervals in 48% of cases, and likewise intervention plans were not reviewed at appropriate intervals in 56%. The child or young person, and their parents/carers, were not actively involved in the planning process in 37% and 57% of cases respectively.

1.3 Safeguarding:	
General Criterion:	
<i>The assessment of Safeguarding needs is comprehensive, accurate and timely and uses Asset and other relevant assessment tools. Plans are in place to manage Safeguarding and reduce vulnerability.</i>	
Score:	Comment:
66%	MODERATE improvement required

Strengths:

- (1) A vulnerability screening was completed in 87% of the cases inspected, and Safeguarding needs were reviewed as appropriate in 68%.
- (2) In 9 out of 11 cases of vulnerable children and young people receiving custodial sentences, the establishment was made aware of the vulnerability issues prior to, or immediately following sentence.
- (3) VMPs contributed to and informed plans, other than the intervention plan, in seven out of nine cases. There was evidence of a contribution to the CAF and other assessments and plans concerned with Safeguarding, in eight of the ten relevant cases. Copies of other plans (care, pathway, protection, etc) were available on the file in the great majority of applicable cases.

Areas for improvement:

- (1) One-third of cases did not have a timely vulnerability screening, and 63% lacked a screening of sufficient quality.
- (2) A VMP was completed in only 56% of cases where one was required and less than half of these were completed on time. Nearly one-fifth were of insufficient quality. In some of these documents the roles and responsibilities of those involved in the case were unclear, and planned responses were unclear or inadequate.
- (3) VMPs did not contribute to and inform the intervention plan in 45% of cases.
- (4) In 60% of applicable cases the vulnerability assessment had required more effective management oversight.

OVERALL SCORE for quality of Assessment and Sentence Planning work: 65%

COMMENTARY on Assessment and Sentence Planning as a whole:

Where screenings or assessments were insufficient, this was generally because they had overlooked some significant issue or behaviour or there was not sufficient analysis of the information presented. In those cases where management oversight was judged to be insufficient this was often where assessments and/or plans that required improvement had been signed-off, or action had not been taken to address the fact that they had not been completed.

Assessment and planning was supported by strong partnership working with other agencies, including regular risk management and DYO Panels. However there was a need to improve recording of joint working with the ASB team and police, in the intervention and risk management planning within Asset.

2. DELIVERY AND REVIEW OF INTERVENTIONS

2.1 Protecting the public by minimising Risk of Harm to others (RoH):

General Criterion:

All reasonable actions have been taken to protect the public by keeping to a minimum the child or young person's RoH.

Score:

61%

Comment:

MODERATE improvement required

Strengths:

- (1) Effective use was made of MAPPA in three out of four relevant cases, and in all four the decisions taken within MAPPA were clearly recorded, followed through and acted upon. Case managers and other staff contributed effectively to MAPPA in both of the relevant cases that were in custody.
- (2) Case managers and other staff contributed effectively to multi-agency meetings (other than MAPPA) in all but one of the cases in custody, and in all but two of those in the community.
- (3) Purposeful home visits had been carried out throughout the sentence in response to the level of *RoH* in 67% of cases, and in response to Safeguarding issues in 85%.
- (4) Appropriate resources had been allocated according to the assessed *RoH* throughout the sentence in 90% of cases.
- (5) Specific interventions to manage *RoH* were delivered as planned in 64% of cases in the community and in 69% of cases in the custodial phase of sentences.

Areas for improvement:

- (1) The *RoH* had not been thoroughly reviewed in-line with the required timescales in nearly half of applicable cases. Regular reviews had not been undertaken at all in 11 cases, and were late in a further 11, while 5 were of insufficient quality.
- (2) Changes in factors related to the *RoH* posed by the child or young person had not been anticipated where feasible in 39% of cases.
- (3) The *RoH* had not been thoroughly reviewed in 20 out of 37 cases following a significant change. In 15 of these cases there had been no review at all, while

five were undertaken late. Some did not fully reflect the change or additional information.

- (4) Changes in factors related to the *RoH* posed by the child or young person were not identified or appropriately acted upon in 58% and 66% of cases respectively.
- (5) Decisions taken within MAPPA were not appropriately reviewed in one of two relevant cases, and case managers and other staff had not contributed effectively to MAPPA in one of two relevant cases in the community.
- (6) Insufficient priority was given to the safety of victims in half of relevant cases, and a full assessment of safety was carried out where required in less than half of these cases. This was an area of practice the YOS recognised as requiring improvement.
- (7) Specific interventions to manage *RoH* in the community and in the custodial phase of sentences were reviewed following a significant change in only one-third of cases.
- (8) There was effective management oversight of the *RoH* in only 53% of relevant cases in custody, and only 40% of cases in the community.

2.2 Reducing the Likelihood of Reoffending:	
General Criterion:	
<i>The case manager coordinates and facilitates the structured delivery of all elements of the intervention plan.</i>	
Score: 77%	Comment: MINIMUM improvement required

Strengths:

- (1) Interventions delivered in the community were of good quality in 82% of cases, and were designed to address LoR in 93%. They were delivered in-line with the intervention plan in 72%, were appropriate to the offender’s learning style in 63%, and incorporated diversity factors in 67%.
- (2) Fifty-eight cases were subject to the scaled approach, and the initial intervention level was clear and correct in all but two cases. Appropriate resources to address the LoR were allocated to 90% of the cases throughout the sentence.
- (3) The YOS worker had actively motivated and supported the child or young person throughout the sentence in 87% of cases, and had reinforced positive behaviour in 82%. In three-quarters of cases they had actively engaged the parents/carers where appropriate.

- (4) In 15 out of 17 cases in custody YOS staff had been appropriately involved in the review of interventions delivered, and had actively motivated and supported the child or young person throughout the sentence. In nearly all cases they had reinforced positive behaviour, and had actively engaged the parents/carers where appropriate.

Area for improvement:

- (1) Interventions delivered in the community were not reviewed appropriately in nearly half the cases, and not sequenced appropriately in 44%.

2.3 Safeguarding the child or young person:	
<p>General Criterion:</p> <p><i>All reasonable actions have been taken to safeguard and reduce the vulnerability of the child or young person.</i></p>	
<p>Score:</p> <p>79%</p>	<p>Comment:</p> <p>MINIMUM improvement required</p>

Strengths:

- (1) All necessary immediate action was taken to safeguard and protect the child or young person in 80% of cases in custody and in the community. In all except one of the relevant cases immediate action was taken to safeguard and protect any other affected child or young person.
- (2) All necessary referrals to ensure Safeguarding were made to other agencies in all relevant cases in custody, and in most cases in the community.
- (3) YOS staff and those from ETE services; and agencies responsible for physical, emotional and mental health; and secure establishments worked together to promote the Safeguarding and well-being of the child or young person in the community in 67% or more of cases. The figure for such inter-agency working was 88% for children’s social care services, and 97% for substance misuse services, but only 63% for the police.
- (4) For cases in custody, YOS staff worked together with those from other agencies to promote the Safeguarding and well-being of the child or young person in 91% or more of cases.
- (5) In 89% or more of cases YOS workers and relevant agencies worked together during the transition from custody to community to ensure continuity in the provision of mainstream services, except in relation to emotional and mental health services where the figure was lower at 60%.

- (6) Specific interventions to promote Safeguarding in the community were identified in 82% of cases and incorporated in the VMP in 10 of the 14 cases where one was present. They were delivered in 76% of applicable cases.
- (7) The well-being of the child or young person was supported and promoted by all relevant staff in most cases in both custody and the community.

Areas for improvement:

- (1) Specific interventions to promote Safeguarding for cases in custody were not identified in 4 out of 11 cases, and not incorporated in the VMP in two out of the six cases where one was present. They were not delivered in 5 out of 11 applicable cases, and were not reviewed every three months or following a significant change in five out of nine cases.
- (2) For cases in custody, YOS staff worked together with the police to promote the Safeguarding and well-being of the child or young person in only 40% of relevant cases.
- (3) Specific interventions to promote Safeguarding in the community were not reviewed every three months or following a significant change in 58% cases.
- (4) There had been effective management oversight of Safeguarding and vulnerability needs in only 55% of relevant cases in the community, and only 47% of cases in custody.

OVERALL SCORE for quality of Delivery and Review of Interventions work: 73%

COMMENTARY on Delivery and Review of Interventions as a whole:

We found good levels of contact between YOS staff and the children and young people. There was positive use of home visiting to support offending related work and to assist in the management of vulnerability and *RoH* issues. Case managers demonstrated a high level of enthusiasm and commitment to their work with the children and young people, and this was reflected in our service user survey.

The YOS had a range of good quality interventions, and the delivery of interventions was effective, notwithstanding the deficiencies in intervention plans and their reviews. The work of the YOS was supported by strong partnership working, particularly in relation to children's social care services, but there was a need to improve joint working with the ASB team and police in the delivery of work to address Safeguarding.

3. OUTCOMES

Our inspections include findings about initial outcomes, as set out in this section. In principle, this is the key section that specifies what supervision is achieving, but in practice this is by necessity just a snapshot of what has been achieved in only the first 6-9 months of supervision, and for which the evidence is sometimes only provisional.

3.1 Achievement of outcomes:

General Criterion:

Outcomes are achieved in relation to RoH, LoR and Safeguarding.

Score:

55%

Comment:

SUBSTANTIAL improvement required

Strengths:

- (1) There had been a reduction in the frequency of offending in 42% of cases and in the seriousness of offending in 48%.
- (2) All reasonable action had been taken to keep the child or young person safe in 84% of the relevant cases.
- (3) Where Asset scores had reduced, the most predominant areas in which there had been improvement in the child or young person's situation (both in absolute numbers and the proportion that had improved) were motivation to change (31%); attitudes to offending (30%); ETE (29%); substance misuse (24%); and thinking and behaviour (24%).
- (4) We considered that good overall progress had been made in relation to the most significant factors identified as making the individual more likely to reoffend in 16% of cases, and some progress against other significant factors in a further 38%.

Areas for improvement:

- (1) The *RoH* was not effectively managed in 56% of relevant cases. This was mainly due to insufficient assessment and planning by case managers, and reflected insufficient oversight of this area of work by managers. The failure to incorporate information from the DYO and ASB process mentioned earlier also contributed to this.

- (2) There had been no reduction in risk factors linked to Safeguarding in 54% of relevant cases.
- (3) The child or young person had not complied with all the requirements of the sentence in 49% of cases. The enforcement action taken by the YOS was not sufficient in 40% of these cases.
- (4) There had been no overall reduction in the Asset score in 66% of cases.

3.2 Sustaining outcomes:	
General Criterion: <i>Outcomes are sustained in relation to RoH, LoR and Safeguarding.</i>	
Score: 72%	Comment: MODERATE improvement required

Strengths:

- (1) Full attention had been given to community integration issues in 76% of cases in the community and in 65% of cases in custody.
- (1) Where applicable, action had been taken or plans were in place to ensure that positive outcomes were sustainable in 73% of cases in the community and in 60% of cases in custody.

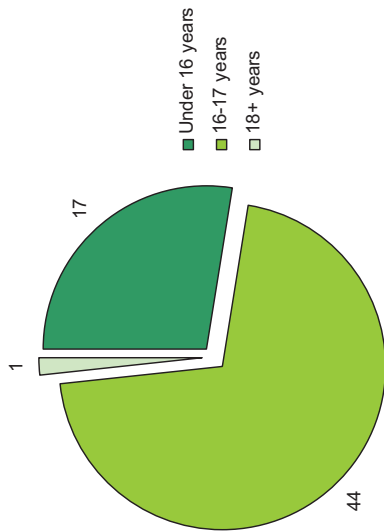
OVERALL SCORE for quality of Outcomes work: 60%

COMMENTARY on Outcomes as a whole:

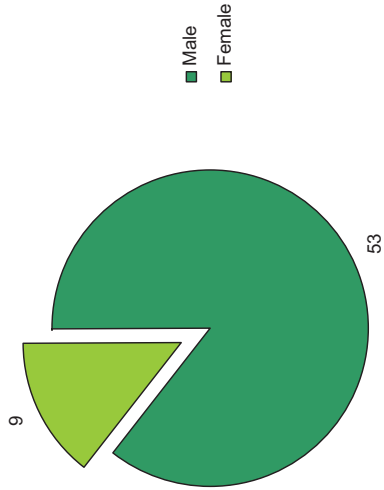
There was a good return rate in the victim survey in this inspection and victims reported a high level of satisfaction with the service they had received.

Appendix 1: Summary

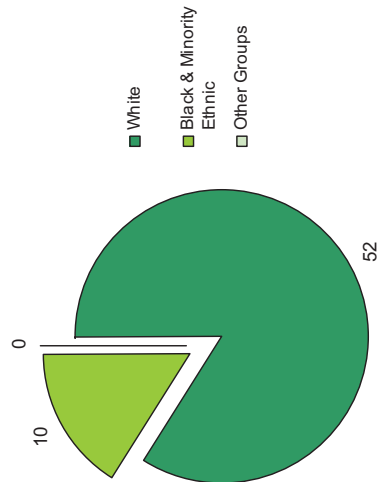
Case Sample: Age at start of Sentence



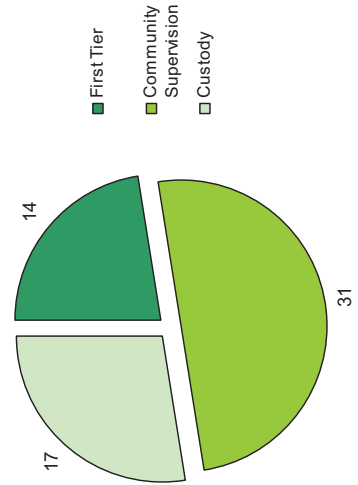
Case Sample: Gender



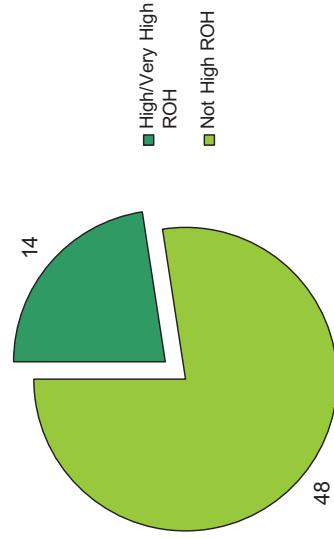
Case Sample: Ethnicity



Case Sample: Sentence Type



Case Sample: Risk of Harm



Appendix 2: Contextual information

Area

Oxfordshire YOS was located in the South East region of England.

The area had a population of 605,488 as measured in the Census 2001, 9.8% of which were aged 10 to 17 years old. This was slightly lower than the average for England/Wales, which was 10.4%.

The population of Oxfordshire was predominantly white British (95.1%). The population with a black and minority ethnic heritage (4.9%) was below the average for England & Wales of 8.7%.

Reported offences for which children and young people aged 10 to 17 years old received a pre-court disposal or a court disposal in 2009/2010, at 20 per 1,000, were better than the average for England/Wales of 38.

YOS

The YOS boundaries were within those of the Thames Valley police area. The Thames Valley Probation Trust and the Oxfordshire Primary Care Trust covered the area.

The YOS was located within the Oxfordshire County Council Directorate of Children, Education and Families, within the Young People and Access to Education in the Integrated Youth Support Service. It was managed by the Strategic lead, Youth.

The YOS Management Board was chaired by the Head of Service, Young People and Access to Education.

The YOS Headquarters was in the county town of Oxford. The operational work of the YOS was based in Banbury and Oxford. ISS was provided in-house.

Youth Justice Outcome Indicators 2011/2012 onwards (to replace YJB National Indicator Performance Judgements)

The national youth justice indicators for England have been replaced by three outcome indicators. These indicators will also be used in Wales.

1. The reoffending measure is a count of the number of 10 to 17 year olds who reoffend within 12 months of their conviction.

2. The first time entrants measure counts the number of young people given their first pre-court or court disposal and thus entering the youth justice system within each year.

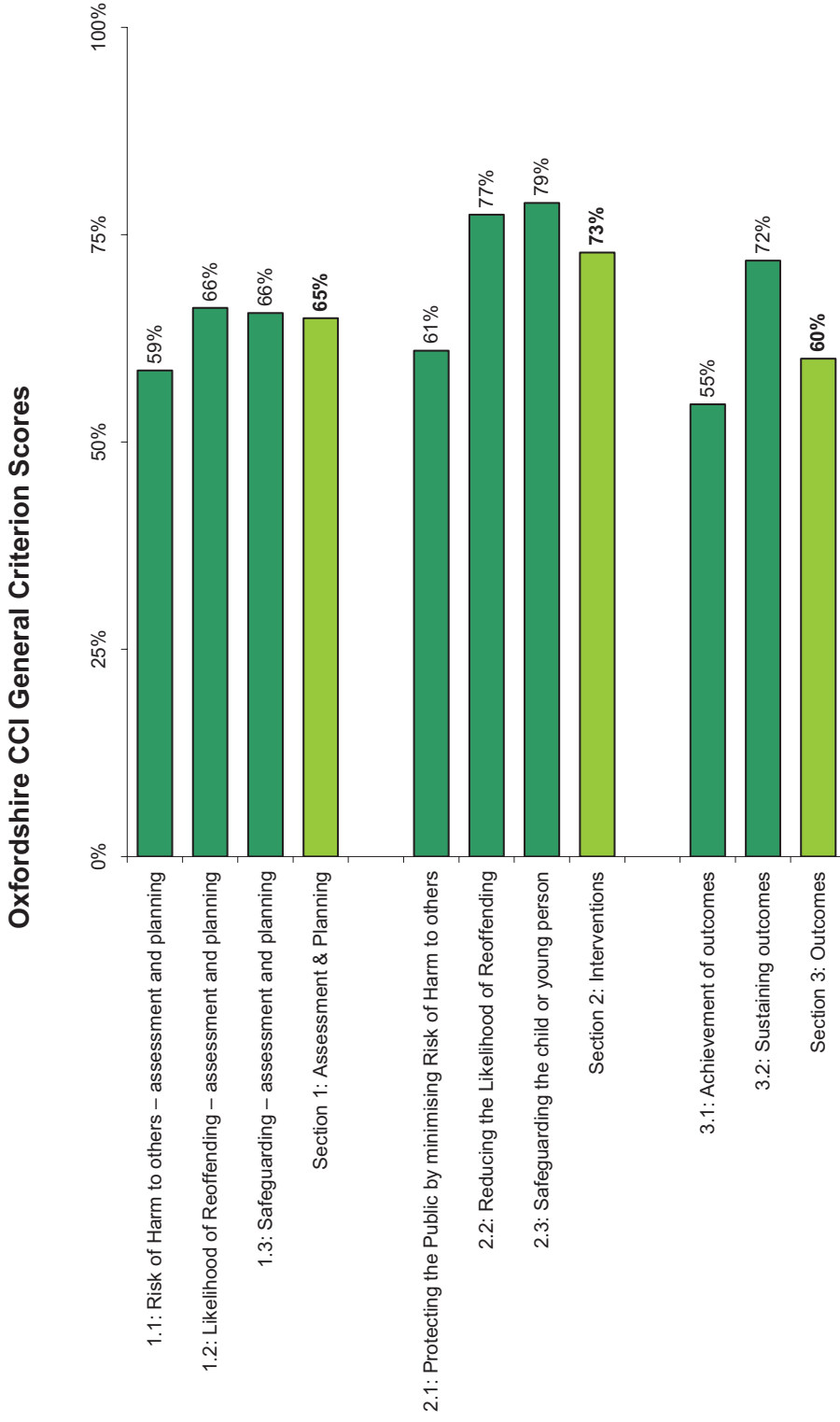
3. The use of custody for young people aged 10 to 17 years.

Data will be made available progressively through 2011, broken down by Local Authority area.

For further information about the YJB and the performance management of YOTs, please refer to:

<http://www.yjb.gov.uk/en-gb/practitioners/Monitoringperformance/>

Appendix 3a: Inspection data chart



Appendix 3b: Inspection data

Fieldwork for this inspection was undertaken in February and March 2011

The inspection consisted of:

- ◊ examination of practice in a sample of cases, normally in conjunction with the case manager or other representative
- ◊ evidence in advance
- ◊ questionnaire responses from children and young people, and victims

Appendix 4: Role of HMI Probation and Code of Practice

Information on the Role of HMI Probation and Code of Practice can be found on our website:

<http://www.justice.gov.uk/inspectorates/hmi-probation>

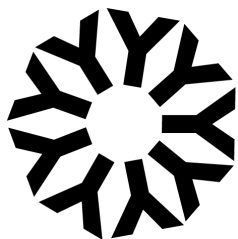
The Inspectorate is a public body. Anyone wishing to comment on an inspection, a report or any other matter falling within its remit should write to:

*HM Chief Inspector of Probation
2nd Floor, Ashley House
2 Monck Street
London, SW1P 2BQ*

Appendix 5: Glossary

ASB/ASBO	Antisocial behaviour/Antisocial Behaviour Order
Asset	A structured assessment tool based on research and developed by the Youth Justice Board looking at the young person's offence, personal circumstances, attitudes and beliefs which have contributed to their offending behaviour
CAF	Common Assessment Framework: a standardised assessment of a child or young person's needs and of how those needs can be met. It is undertaken by the lead professional in a case, with contributions from all others involved with that individual
CAMHS	Child and Adolescent Mental Health Services: part of the National Health Service, providing specialist mental health and behavioural services to children and young people up to at least 16 years of age
Careworks	One of the two electronic case management systems for youth offending work currently in use in England and Wales. See also YOIS+
CRB	Criminal Records Bureau
DTO	Detention and Training Order: a custodial sentence for the young
DYO (Panel)	Deter Young Offender: a strand within the multi-agency crime reduction arrangements
Estyn	HM Inspectorate for Education and Training in Wales
ETE	Education, Training and Employment: work to improve an individual's learning, and to increase their employment prospects
Family Group	Used by the YJB for comparative performance reporting, this is a group of YOTs identified as having similar characteristics
FTE	Full-time equivalent
HM	Her Majesty's
HMIC	HM Inspectorate of Constabulary
HMI Prisons	HM Inspectorate of Prisons
HMI Probation	HM Inspectorate of Probation
Interventions; <i>constructive</i> and <i>restrictive</i> interventions	<p>Work with an individual that is designed to change their offending behaviour and/or to support public protection.</p> <p>A <i>constructive</i> intervention is where the primary purpose is to reduce Likelihood of Reoffending.</p> <p>A <i>restrictive</i> intervention is where the primary purpose is to keep to a minimum the individual's <i>Risk of Harm to others</i>. Example: with a sex offender, a <i>constructive intervention</i> might be to put them through an accredited sex offender programme; a <i>restrictive intervention</i> (to minimise their <i>Risk of Harm</i>) might be to monitor regularly and meticulously their accommodation, their employment and the places they frequent, imposing and enforcing clear restrictions as appropriate to each case. NB. Both types of intervention are important</p>
ISS	Intensive Surveillance and Supervision: this intervention is attached to the start of some orders and licences and provides initially at least 25 hours programme contact including a substantial proportion of employment, training and education
ISSP	Intensive Supervision and Surveillance Programme: following the implementation of the Youth Rehabilitation Order this has been supervised by ISS

LoR	Likelihood of Reoffending. See also <i>constructive</i> Interventions
LSC	Learning and Skills Council
LSCB	Local Safeguarding Children Board: set up in each local authority (as a result of the Children Act 2004) to coordinate and ensure the effectiveness of the multi-agency work to safeguard and promote the welfare of children in that locality.
MAPPA	Multi-Agency Public Protection Arrangements: where probation, police, prison and other agencies work together locally to manage offenders who pose a higher <i>Risk of Harm to others</i>
Ofsted	Office for Standards in Education, Children's Services and Skills: the Inspectorate for those services in England (not Wales, for which see Estyn)
PCT	Primary Care Trust
PPO	Prolific and other Priority Offender: designated offenders, adult or young, who receive extra attention from the Criminal Justice System agencies
Pre-CAF	This is a simple 'Request for Service' in those instances when a Common Assessment Framework may not be required. It can be used for requesting one or two additional services, e.g. health, social care or educational
PSR	Pre-sentence report: for a court
RMP	Risk management plan: a plan to minimise the individual's <i>Risk of Harm</i>
RoH	<i>Risk of Harm to others</i> . See also <i>restrictive</i> Interventions
'RoH work', or 'Risk of Harm work'	This is the term generally used by HMI Probation to describe work to protect the public, primarily using <i>restrictive interventions</i> , to keep to a minimum the individual's opportunity to behave in a way that is a <i>Risk of Harm to others</i>
RoSH	Risk of Serious Harm: a term used in Asset. HMI Probation prefers not to use this term as it does not help to clarify the distinction between the <i>probability</i> of an event occurring and the <i>impact/severity</i> of the event. The term <i>Risk of Serious Harm</i> only incorporates 'serious' impact, whereas using ' <i>Risk of Harm</i> ' enables the necessary attention to be given to those offenders for whom lower <i>impact/severity</i> harmful behaviour is <i>probable</i>
Safeguarding	The ability to demonstrate that all reasonable action has been taken to keep to a minimum the risk of a child or young person coming to harm.
SIFA	Screening Interview for Adolescents: Youth Justice Board approved mental health screening tool for specialist workers
SQIFA	Screening Questionnaire Interview for Adolescents: Youth Justice Board approved mental health screening tool for YOT workers
VMP	Vulnerability management plan: a plan to safeguard the well-being of the individual under supervision
YJB	Youth Justice Board for England and Wales
YOI	Young Offenders Institution: a Prison Service institution for young people remanded in custody or sentenced to custody
YOIS+	Youth Offending Information System: one of the two electronic case management systems for youth offending work currently in use in England and Wales. See also Careworks
YOS/T	Youth Offending Service/Team



This Improvement plan is combined with an existing YOS Improvement Plan written in January 2011. Areas for improvement and actions are cross referenced accordingly.

HMIP recommendations from Core Case Inspection 2011 indicated that “changes are necessary to ensure that, in a higher proportion of cases:

- (1) *a timely a good quality assessment and plan, using Asset, is completed when the case starts ... (YOS Manager)*
- (2) *specifically, a timely and good quality assessment of the individual's vulnerability and Risk of Harm to others is completed at the start, as appropriate to the specific case..... (YOS Manager)*
- (3) *as a consequence of the assessment , the record of the intervention plan is specific about what will now be done in order to safeguard the child or young person from harm, to make them less likely to reoffend, ad to minimise any identified Risk of Harm to others.... (YOS Manager)*
- (4) *the plan of work with the case is regularly reviewed and correctly recorded in Asset with a frequency consistent with national standards for youth offending services.... (YOS Manager)*
- (5) *there is evidence in the file of regular quality assurance by management, especially of screening decisions, as appropriate to the specific case..... (YOS Manager)*

Recommendation	What will be done?	Outputs	Who will do it?	Timetable
1. Ensure that strong performance management and quality assurance systems are in place (HMIP 1)	<i>Plan to be reviewed by YOS Board, Children's Trust Planning, Performance and Quality Assurance Sub Group and Youth Justice Board</i>	<i>Managers are aware of performance measures, of their role, and how performance impacts on improved outcomes</i>	YOS Management Board; YOS Manager; Practice Development Manager; YOS staff	Every Board Meeting
	<i>Performance Management to be prioritised over other tasks this to be become core business with a drive for this to be intensive for a short period until fully embedded. (HMIP 1-5)</i>	<i>Staff understand audit and inspection and can self assess</i>		
	<i>All supervisors to use existing audit tools and the YOS Roles and Responsibilities QA Framework (Nov 2010)</i>	<i>All supervisors to use existing audit tools and the YOS Roles and Responsibilities QA Framework (Nov 2010)</i>		
	1. a) Draw up an outcome based framework for performance management (HMIP 1-5)	1. a) Outcome Based Framework in place and implemented	1. a) YOS Manager/Practice Development Manager	1. a) Oct 2011
	1. b) Review Duty Manager Role (HMIP1 & 5)	1. b) Duty manager role to include Quality Assurance and countersigning of vulnerability and risk of harm to	1. b) YOS Manager and PDM	1. b) Nov 2011

	<p>1. c) Increase regularity of data, feedback on timeliness of ASSET completion to operational managers (HMIP 1)</p> <p>1.d) Review and improve quality of assessments and plans. (HMIP 1)</p> <p>1. e) Develop concise 'good' assessment audit checklist for staff to use as a reminder in every day practice (HMIP 1,2 &5)</p> <p>1. f) Review the process for obtaining and recording structured feedback from YOS specialist staff and partners</p>	<p>others assessments increasing organisational consistency of timely oversight</p> <p>1. c) Use data management to monitor % meeting relevant national standards (timeliness) until sustained improved practice is witnessed.</p> <p>1. d & e) Increase the consistency of WDYT, increase inclusion of relevant information from partner agencies: improve analysis taking account of diversity issues</p> <p>1. f) Quality assurance reviews of plans: specificity, sequencing, and outcome focussed objectives quarterly.</p>	<p>1. c) YOS Manager, Information Manager</p> <p>1. d) Relevant managers/supervisors (ASMs, SPs) and PDM</p> <p>1. e) YOS Manager /PDM</p> <p>1. f) YOS Manager and relevant supervisory staff</p>	<p>1. c) July 2011</p> <p>1.d) Dec 2011</p> <p>1. e) July 2011</p> <p>1. f) Oct.2011</p>
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<p>2 Robust systems for management oversight and gatekeeping with focus on Risk of harm and safeguarding</p>	<p><i>Rigorous application of YOS Roles and Responsibilities QA Framework (Nov 2011).</i></p> <p><i>Counter signing, gate-keeping reviewing & supervision to be part of a structured management plan, a need to ensure that Managers move away from “just sign off of documents” but this is strengthened by clear management actions on key documents. (HMIP 5)</i></p> <p><i>Present a revised Quality Improvement Framework to the September YOS management board and agree reporting arrangements. Framework to include sequenced action points from HMIP and review of current progress on Improvement Plan</i></p> <p>2. a)Review Duty Manager role (as</p>	<p><i>All ROSH Reviews and new start ROSHs will have clear management entries in the summary for decision box confirming the risk classification and key areas to work on in order to reduce/manage risk.</i></p> <p><i>Managers will take more of a challenging approach with staff, RMPs and VMPs not to be signed off until they have reached sufficient quality (as per CCI guidance) Documents will be returned to case managers to ensure analysis and clear actions.</i></p> <p><i>Managers will be trained in auditing with external support Diaries will cleared each quarter with dates set in advance for 2011/2012, 2 days will be earmarked for audit and analysis of findings</i></p> <p><i>Each manager will take a lead on an area of improvement and ensure that learning takes place across the teams</i></p> <p>2. b), c) QA review of custody and</p>	<p><i>YOS Management Board; YOS Manager; Practice Development Manager; YOS staff</i></p> <p>2.b)YOS Manager</p>	<p><i>Every Board Meeting</i></p> <p>2.b)Oct.20</p>
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	<p>above) (HMIP1&5)</p> <p>2. b) Increase inclusion of relevant information from TVP/ASB teams regarding risk within assessments. (HMIP2 & 3)</p> <p>2. c) Ensure victim safety issues are taken into account in all assessments and plans, by producing guidance and inclusion within internal QA criteria. (HMIP3)</p> <p>2.d)Establish bring forward systems to provide an overview of forthcoming reviews so that sufficient and timely recording is taking place</p> <p>2. e)Improve sequencing of intervention planning with regard to minimising ROH (including victim safety) and ROR. (HMIP 3)</p> <p>2. f)Auditing of cases to be carried out 20 cases to start with on a quarterly basis first audit to commence early April 2011</p>	<p>community plans on sequencing regarding ROH, and consistency between safeguarding and risk management plans and IP's and sentence planning as appropriate</p> <p>2. d) System in place and implemented</p> <p>2. e) Deliver 'refresher' training and coaching as appropriate following audits – increasing learning.</p> <p>2. f & g) Increased attentiveness to national standards and case management guidance by staff and supervisors</p>	<p>2. c) YOS Manager/PDM/Restorative Justice Senior Practitioner</p> <p>2. d) YOS Manager/Information Manager</p> <p>2. e) PDM</p> <p>2. f) Auditing group</p>	<p>11</p> <p>2.c)December 2011</p> <p>2. d) Sept 2011</p> <p>2. e)Dec 2011</p> <p>2.f) From July 2011</p>
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	<p>2. g) Improve enforcement and compliance</p> <p>2. h) Strengthening of safe recruitment (e.g. CRB checks) and supervision practice and information sharing</p> <p>2. i) Strengthen system for monitoring and flagging compliance with National Standards</p>	<p>2. h) Ongoing training for staff</p> <p>2. i) System in place and applied through management structure</p>	<p>2. g) YOS Manager/ line managers & supervisors</p> <p>2. h) YOS Manager</p> <p>2. i) YOS Manager and Information Manager</p>	<p>2. g) June 2011 onwards</p> <p>2. h) Nov 2011</p> <p>2. i) Sept 2011</p>
<p>3. Improve Risk Panels that are held on a monthly basis</p>	<p><i>Review current practice of panels, there is a need to ensure that in reference to risk the Chair to include a systematic focus on any Victim Safety concerns (HMIP 2, 4 & 5).</i></p> <p><i>Also review to enable more regular timetabling and greater interagency involvement.</i></p> <p><i>1a) 2a) & 2b) also relate to this section.</i></p>	<p><i>Improve focus on Safeguarding by including Social Care Manager as Panel member to assist in improving and agreeing actions on VMPs in order to reduce/manage any safeguarding concerns. Evidence of impact to be monitored through audit process.</i></p> <p>3. a) Following on from</p>	<p>YOS Management Board; YOS Manager; Practice Development Manager; YOS staff</p> <p>3. a) All Line</p>	<p>Every Board Meeting</p>

	<p>3. a) Improve clarity and sequencing of plans (community and custodial) taking account of roles, responsibilities, diversity, safeguarding and risk of harm issues.</p> <p>3. b) Improve staff skills in, and understanding of outcome focused planning and risk management through 1c), 1d), 2d) 2e).</p> <p>3. c) Review consistency of MAPPA referral management, and YOS process for oversight of referrals</p>	<p>audits/increased performance management victim safety concerns will be addressed in key documents such as ROSH and RMP and discussed and clearly recorded at each risk panel</p> <p>3. b) Production of outcome focused guidance including victim safety to enable inclusion in IPs, RMPs (as per 2c)</p> <p>3. c) timely and consistent referrals with centralised oversight</p>	<p>Managers and Case Managers</p> <p>3. b) YOS Manager/ Line Managers</p> <p>3. c) YOS Manager</p>	<p>3. a) June-Dec 2011</p> <p>3. b) June-Dec 2011</p> <p>3. c) July – Dec 2011</p>
4 To improve Bail and remand Services	<p><i>Strengthen performance management systems for Bail and Remand Services (HMIP 1-5)</i></p> <p>4. a) A full review of practice to take place by September 2011, including consultation with lead manager and all staff and young people. Analysis of bail cases and recording will also be examined in detail.</p>	<p><i>An improved and more effective service both for the YOS and the courts reducing custody and custodial remands</i></p> <p>4. a) Actions from review implemented and reductions in custodial remands achieved.</p>	<p><i>YOS Management Board; YOS Manager; Practice Development Manager; YOS staff</i></p> <p>4. a) YOS Manager/Assistant Service Manager</p>	<p><i>Every Board Meeting</i></p> <p>4. a) Sept 2011</p>

	4. b) Improve consistency of recording, assessment, planning and oversight (see section 1&2)			
5 To improve the quality of service provided in order to achieve outcomes	<p><i>Restructure of the YOS to be implemented to achieve overall service improvements in line with Inspection findings to ensure sufficient senior management oversight and improved impact of quality assurance measures</i></p> <p><i>1b, 2a,2b 2d and 2e) above also relate to this section</i></p> <p>5. a) Establish greater evidence of inclusion of young people and family involvement within plans, reviews, and management of safeguarding and ROH. (HMIP 2,3 &4)</p> <p>5. b) Strengthen outcome focussed planning (see 1. a))</p> <p>5. c)Undertake dip sampling/QA of management oversight - to inform</p>	<p><i>Restructuring in place.</i></p> <p><i>Improved outcomes and delivery of court work and interventions to be monitored through Quality Improvement Framework</i></p> <p>5. a)Introduce learning style questionnaire to inform assessment and meaningful engagement of young person in plans and reviews</p> <p>5. b) Better sequenced plans and interventions/tighter enforcement</p> <p>5. c) Maintenance of improvement in managerial oversight (see section 2)</p>	<p><i>YOS Manager/YOS Board; YOS Management Team; YOS staff</i></p> <p>5. a) YOS Manager.</p> <p>5. b) YOS Manager/PDM</p> <p>5. c) YOS Manager/PDM/TV</p>	<p><i>October 2011</i></p> <p>5. a)July/ August 2011</p> <p>b) Oct 2011</p> <p>5. c)Nov.</p>

	continued practice improvement workshop with managers		Probation	2011
6. To sustain strong interagency and Partnership working	<p><i>Ensure strong partnership arrangements at a strategic and practitioner level are maintained through period of intense change for all partner agencies</i></p> <p>6. a) Ensure information sharing arrangements are clarified reviewed and updated within all inter agency protocols at next review</p> <p>6. b) Develop greater integration and dialogue with Thames Valley Police ASB teams to enable relevant information sharing regarding risk/ vulnerability</p> <p>6. c) Establish and formalise links regarding early intervention services following OCC reorganisation</p> <p>6. d) Review risk management panel attendees to promote greater interagency involvement</p>	<p><i>YOS Management Board sustains regular senior level membership from all key partners and this is reflected in ongoing improvements in service delivery and in resourcing</i></p> <p>6. a) Protocols updated</p> <p>6. b) Improved information informing assessments/ and risk management plans and regular and well attended risk/vulnerability management panels</p> <p>6. c) Establish systems to share information/maintain links to preventative work; improved use of CAF/TAC</p> <p>6. d) Representation regular and sustained</p>	<p><i>YOS Manager/YOS Board; YOS Management Team; YOS staff</i></p> <p>6. a)YOS Manager</p> <p>6. b) YOS Manager</p> <p>6. c) YOS Manager and designated senior manager</p> <p>6. d) YOS Manager</p>	<p><i>October 2011</i></p> <p>6. a) March 2012</p> <p>6. b) Dec 2011</p> <p>6. c) Dec 2011</p> <p>6. d) Sept 2011</p>

<p>7. To ensure sufficient Training and Coaching is in place for staff to implement improvements</p>	<p><i>To develop robust Learning and Development programme integrated into wider Children's Social Care planning to develop skilled, integrated workforce able to meet demands of excellent youth justice practice</i></p> <p>7. a) Implement new audit tools.</p> <p>7. b) Implement tools to increase attention to diversity issues.</p> <p>7. c) Organise joint training for managers and supervisors together with regard to judgements/impacts on ROH of changes in circumstances together with colleagues at TV Probation to share skills</p> <p>7. d) Ensure staff are briefed on the Working Together 2010 and implications for</p>	<p>Learning and Development Programme in place and fully accessed leading to service improvement and outcomes</p> <p>7. a) Audit tools in place and implemented</p> <p>7. b) Evidence of diversity taken into account in planning/ intervention and reviews Increased engagement of young people Incorporate and build on recommendations from SCLN assessment within YOS</p> <p>7. c) increased knowledge and skills risk management</p> <p>7. d) Monitor and maintain attendance at occ training for staff</p>	<p>YOS Manager/YOS Board; YOS Management Team</p> <p>7. a) PDM/ YOS Manager</p> <p>7. b) YOS Manager/ Line managers</p> <p>7. c) YOS Manager</p> <p>7. d) YOS Manager</p>	<p>October 2011</p> <p>7. a) Sept 2011</p> <p>7. b) Sept 2011</p> <p>7. c) Oct 2011</p> <p>7. d) July 2011</p>
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	<p>YOS practice</p> <p>7. e) Continue to extend recent learning opportunities by providing refresher training/ coaching opportunities, including seminars following 'good practice' recognition to assist in the learning and improvement across the service together with colleagues from Children's Social Care</p> <p>7. f) Ensure training in auditing good quality is made available to all relevant managers and supervisors</p>	<p>7. e) Coaching opportunities for staff provided</p> <p>7. f) Guidelines designed and disseminated and audit checklists designed, used and reviewed.</p>	<p>7. e) Deputy Director Children's Social Care/YOS Manager</p> <p>7. f) YOS Manager/PDM</p>	<p>7. e&f) Oct 2011</p> <p>7. f) Sept 2011</p>
Name of person completing this plan:		Designation:		

This template is for guidance only - you are welcome to use your own template, or include these actions in other plans.

GLOSSARY

CCI	Core Case Inspection
PDM	Practice Development Manager
QA	Quality Assurance
HMIP	Her Majesty's Inspectorate of Probation
WDYT	What Do You Think?
ASM	Assistant Service Manager
SP	Senior Practitioner
TVP	Thames Valley Police
ASB	Anti-Social Behaviour
IP	Intervention Plan
ROH	Risk of Harm
ROR	Risk of Reoffending
CRB	Criminal Records Bureau
ROSH	Risk of Serious Harm
RMP	Risk Management Plan
CAF	Common Assessment Framework
TAC	Team Around the Child
SLCN	Speech, Language & Communication Needs

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Division(s): East Oxford

CABINET – 21 JUNE 2011

PROPOSAL TO EXPAND ST CHRISTOPHER'S PRIMARY SCHOOL, COWLEY

Report by Children, Education & Families

Introduction

1. St Christopher's CE Primary School has a published admission number of 45 children. For September 2010, 50 parents chose the school as their first preference. Due to rising numbers of children needing primary school places in Oxford, the school agreed to take more than its admission number in September 2009 and 2010, accepting up to 60 children into the reception class. At the January 2011 pupil census the school had 60 F1 children and 55 in Year 1.
2. Oxford city is experiencing rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Christopher's CE Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full, and expansions are underway or planned for several other schools in the city.
3. For September 2011 the school's admission number has been published as 60, and 60 places have been allocated. We now need to decide whether to permanently expand the school to 2 forms of entry.
4. There are five statutory stages for a proposal to expand a school:
 - i. consultation;
 - ii. publication of a statutory notice;
 - iii. representation;
 - iv. decision;
 - v. implementation.

This proposal has completed the first consultation stage, and a decision is now sought as to whether to proceed to publication of a statutory notice and representation.

The Proposal

5. The proposal is to increase the admission number from 45 to 60 children, on a permanent basis from September 2012. This will eventually increase the school's total capacity from 270 children in Years 1-6 to a maximum of 360.

6. To accommodate this growth in pupil numbers, there will be some extension of the school's buildings, and a feasibility study is underway as to how this can best be provided.

Representations

7. During the informal consultation phase (5 November – 17 December 2010) a “drop-in” session was held at the school for parents to discuss their concerns with a County Council officer and a consultation document (Annex 1) was sent to parents of children at St Christopher's CE Primary School, as well as to local councillors, other primary schools and early years providers in the East Oxford area; it was also available on the OCC website. Thirteen responses were received.
- Eight respondents supported the proposal (though some with qualifications as noted below).
 - Three respondents opposed the proposal.
 - Two were neutral.
8. Reasons for supporting the proposal included:
- Expansion will provide school places for local children.
 - Expansion will cater for the increase in population.
 - Expansion will allow the school to teach in single age classes
 - The school site is large enough to support expansion.
9. The following concerns were raised:
- Traffic at the start and finish of the school day (3 respondents). *See paragraphs 10 and 11 below.*
 - The need for additional accommodation (3 respondents). *See paragraph 12 below.*
 - The school should not be expanded until it has been out of special measures for some time. The priority should be on improving the school's performance (3 respondents). *See paragraph 13 below*
 - The need for additional staffing and other resources (2 respondents). *Resourcing for the school will rise in line with pupil numbers.*
 - That the school should avoid the use of fair banding for admissions (1 respondent). *There is no intention to introduce fair banding.*
10. With respect to concerns about traffic, the County Council Development Control team reported that when planning permission was sought in 2010 for a temporary classroom at the site (an interim solution to housing the rising numbers), objections were submitted by local residents due to the additional pupils who would be attending the school and the subsequent increase in traffic. A Transport Statement was submitted for this application, and a unilateral undertaking was agreed with the school to contribute £6,000 towards the provision of improved pedestrian/cycle facilities in the area. A similar unilateral undertaking may be required for any further permanent or temporary building extension.
11. The feasibility study into the capital requirements of expansion is exploring options for an additional access to the school site, at least for pedestrians and possibly for vehicles to alleviate traffic congestion in Temple Road. The school

will also be required to update its travel plan to reflect the increased pupil numbers.

12. With respect to accommodation, the feasibility study will identify the statutory requirements for a 2 form entry school, and will also assess whether any non-statutory provision (such as a kitchen) can be provided in a cost-effective manner as part of the expansion. The school currently has 11 of the 12 Key Stage classrooms required for a 2 form entry school, in a mixture of permanent and temporary accommodation. However, it lacks other standard facilities such as a library, ICT room, studio, food technology room and small group rooms for inclusion and early intervention.
13. With respect to school standards, following an Ofsted inspection in May 2009 the school was placed under special measures because it was failing to give its pupils an acceptable standard of education. A monitoring inspection visit to the school (December 2010) found that it was making good progress, and following a re-inspection in March 2011 the school was judged as no longer requiring special measures. Ofsted reported that *“it is a great credit to all who work in, and support, St Christopher’s that during the past two years a successful and increasingly secure start has been made in reversing its previous history of underachievement. Under the very effective leadership of the headteacher and acting deputy headteacher, well-considered changes have been put in place to address the weaknesses identified in the last inspection report. As a result, there is a strong whole-school commitment to build upon the schools strengths and pupils’ achievement is starting to improve rapidly. The school is now providing a satisfactory, and improving, standard of education for all its pupils.”*
14. As objections in relation to the proposal have been raised, the decision on whether to publish a formal statutory proposal is referred to the Cabinet rather than the Cabinet Member for Schools Improvement.

Making a Decision

15. Sections 18 to 24 of the Education & Inspections Act 2006 and The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended) [“the Prescribed Alterations Regulations”] establish the procedures that must be followed when enlarging school premises. Local authorities also have a duty to have regard to statutory guidance, in this particular case ‘Expanding a Maintained Mainstream School by Enlargement or Adding a Sixth Form: A Guide for Local Authorities and Governing Bodies (“the Guidance”)
16. The Prescribed Alterations Regulations require proposers to consult interested parties and the Guidance lists these at paragraph 1.3. The Cabinet must be satisfied that the statutory consultation has been properly carried out prior to the publication of the notice. Annex 2 provides details of the County Council’s consultation with the interested parties who are required to be consulted with under the Prescribed Alterations Regulations. The period of consultation is not prescribed by legislation, although the Guidance recommends a minimum of 4 weeks. The consultation period was in line with the Guidance having run

from 5 November to 17 December 2010, thereby exceeding the four week minimum requirement. The consultation was therefore carried out in accordance with the Prescribed Alterations Regulations.

17. A decision is now required as to whether to publish formal proposals for this expansion. If approved, a statutory notice would be published (probably in September), followed by a formal consultation period of four weeks. The decision-making power in terms of determining the notice will lie with the Cabinet, and a report will be put to the Cabinet Member for Schools Improvement if no representations are received, or to Cabinet if representations are received, for a final decision in due course.

Equality and Inclusion Implications

18. There are not considered to be any equality and inclusion implications arising from this proposal.

Financial and Staff Implications

19. The direct financial implication of this report is the cost of the statutory process recommended, which is planned for and met within the normal Children, Education & Families budget provision. There are no significant financial implications or risks at this stage. If the proposal proceeds, following statutory consultation there would be another report to Cabinet in due course seeking a final decision on whether to expand the school.
20. The longer-term financial implications of the current report are linked to the capital works that would be carried out should the proposals be approved. These will be the subject of a separate detailed project approval, and a further paper for decision will follow in due course, subject to the capital policies and processes laid down. The decision to proceed with the statutory process to expand the school is normally done prior to detailed project and funding appraisal, particularly where there is a demonstrable need as with this school. Resources for this expansion have been identified within the Capital programme 2010/11–2015/16 (existing demographic pupil provision – basic needs programme). There will also be on-costs for the school for additional staff and increased maintenance requirements.
21. Publication of a statutory proposal to expand the school requires confirmation from the local authority that funds will be made available for the necessary capital costs.

RECOMMENDATION

The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of St Christopher's CE Primary School, Cowley.

MEERA SPILLETT
Director for Children, Education & Families

Contact Officer: Barbara Chillman, Principal Officer School Organisation,
Children, Education & Families, 01865 816459
May 2011

Consultation on the proposal for the expansion of St Christopher's Church of England Primary School, Cowley

5 November 2010 – 17 December 2010

Produced by Oxfordshire County Council



INVESTOR IN PEOPLE

Page 193



About St Christopher's CE Primary School

St Christopher's CE Primary School is a voluntary controlled primary school for 3-11 year olds on a spacious and green site in Cowley. It serves a socially and culturally diverse community. Pupils are from a wide range of ethnic backgrounds and more than half the pupils speak English as an additional language. The proportion of pupils with learning difficulties and/or disabilities is higher than average; the majority of these have moderate learning needs.

A new Foundation Stage Unit was opened in January 2003 and a new Reception Classroom was completed summer 2008.

The current number of children in each year group (October 2010 pupil census) is shown below:

Reception	1	2	3	4	5	6
59	57	46	45	39	37	38

In May 2009 Ofsted decided that the school required special measures because of low standards. Since then the school has received extra help from the local education authority, and an Interim Executive Board has supported the headteacher. In the last year, Ofsted visits have found that the school is making satisfactory progress.

Why are we consulting?

Until now the school has planned to admit 45 children each year. For September 2010, 50 parents chose the school as their first preference. Due to rising numbers of children needing primary school places in Oxford, the school agreed to take more than its admission number in September 2009 and 2010, accepting up to 60 children into the reception class. Planning permission for temporary classrooms has already been granted to allow for these extra pupils.

School pupil forecasts, based on population data and details of new housing, show that the need for 60 places per year is likely to continue. Several other schools in Oxford are also planned for expansion over the next few years.

What we want to do

We are planning to permanently increase the school admission number from 45 to 60. This means that each year group would consist of up to 60 places, taught in two classes. The school currently has to teach in mixed age classes; with 60 children in each year group the school would be able to teach in single age classes. The total capacity of the school would rise from 315 pupils to 420.

To accommodate this growth in pupil numbers, there will be some extension of the school's buildings. We will look carefully at the school's site and existing buildings to see how this can best be provided.

Your views

Because of the large increase in the proposed size of the school we need to make sure that the proposal is supported locally.

This consultation with parents, local schools and others will take place until Friday 17 December 2010. You have until that date to respond (see details below).

This is an informal consultation, to help inform the plans. If, as a result of the consultation, the county council wants to go ahead with the expansion, we will publish a public notice in the Oxford Mail and at the school. There will then be a statutory notice period of 4 weeks, during which you can send any formal objections to the proposal to the County Council. These will be considered by the County Council Cabinet before making a final decision. If you wish to object to the expansion, you must do so during the statutory notice period even if you have already responded to this consultation. The statutory notice period will normally be within one year of this informal consultation.

The County Council Cabinet or the Cabinet Member for Schools Improvement will then make the final decision.

How you can respond to this consultation

The information necessary for an informed response is contained in this consultation document, which is also available online at: www.oxfordshire.gov.uk/consultation

You can respond in one of four ways:

- complete the response form at the back of this document and send it to the address shown on the response form
- respond online at www.oxfordshire.gov.uk/consultation – go to the *Consultation portal*
- write a letter and send it to the address shown on the response form
- email your response to scps2010-manager@myconsultations.oxfordshire.gov.uk

Parents are asked to complete only one form, even if you have more than one child at the school. Return your form as soon as possible, but by Friday 17 December 2010 at the latest.

There will be drop-in sessions meeting for parents who would like to discuss the proposal with the headteacher and county council staff. These will be publicised at the school.

**Consultation on the proposal for the expansion of
St Christopher's CE Primary School, Cowley**

I/we wish to make the following comments:

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Signature.....

Name.....

Address (optional)

- Parent of a child at St Christopher's CE Primary School
 Parent of a child at another school Parent of a child not yet at school
 Governor Local resident Other (specify).....

Tick all that apply

Please return by Friday 17 December 2010 to:

**School Organisation and Planning
FREEPOST OXFORDSHIRE COUNTY COUNCIL**

(No stamp required)

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Consultation with interested parties

The Prescribed Alterations Regulations require proposers to consult interested parties and the Guidance lists these at paragraph 1.3. This annex provides details of the County Council's consultation with interested parties that are required to be consulted with under the Prescribed Alterations Regulations.

The governing body of any school which is the subject of proposals (if the LA are publishing proposals)	Consulted through distribution of consultation leaflets (5 November – 17 December 2010).
The LA that maintains the school (if the governing body is publishing the proposals).	n/a
Families of pupils, teachers and other staff at the school.	Through distribution of consultation leaflets (to families via children) (5 November – 17 December 2010), and invitation to a “drop-in” meeting for parents (8 November 2010).
Any LA likely to be affected by the proposals, in particular neighbouring authorities where there may be significant cross-border movement of pupils.	The proposals are not judged to affect other local authorities.
The governing bodies, teachers and other staff of any other school that may be affected.	Other Oxfordshire schools consulted through online consultation (5 November – 17 December 2010). Local primary and secondary schools, and early years providers were sent consultation leaflets.
Families of any pupils at any other school that may be affected.	Consulted through online consultation (5 November – 17 December 2010).
Any trade unions who represent staff at the school; and representatives of any trade union of any other staff at schools who may be affected by the proposals.	Consulted through online consultation (5 November – 17 December 2010).
(If proposals involve, or are likely to affect a school which has a particular religious character) the appropriate diocesan authorities or the relevant faith group in relation to the school.	Oxford CE diocese and Birmingham and Portsmouth RC dioceses consulted through online consultation and distribution of consultation leaflets (5 November – 17 December 2010).
The trustees of the school (if any).	n/a
(If the proposals affect the provision of full-time 14-19 education) the	n/a

Learning and Skills Council	
MPs whose constituencies include the schools that are the subject of the proposals or whose constituents are likely to be affected by the proposals.	Local MP sent a copy of the consultation leaflet.
The local district or parish council where the school that is the subject of the proposals is situated.	Local district and county councillors consulted through distribution of consultation leaflets and online consultation, and Oxford City Council sent consultation leaflet.
Any other interested party, for example, the Early Years Development and Childcare Partnership (or any local partnership that exists in place of an EYDCP) where proposals affect early years provision, or those who benefit from a contractual arrangement giving them the use of the premises.	Members of the School Organisation Stakeholder Group consulted through online consultation and meetings.

Division(s):

CABINET – 21 JUNE 2011

SOLDIERS OF OXFORDSHIRE

Report by Director for Social and Community Services

Introduction

1. In September 2008 the Cabinet approved in principle a recommendation to locate a new museum for the Soldiers of Oxfordshire (SOFO) within the grounds of The Oxfordshire Museum (Woodstock). That report also required officers to draw up a Memorandum of Understanding for the SOFO Museum, following completion of a feasibility study (Phase II) and conclusion of other detailed negotiations, to be agreed by the Cabinet Member for Safer and Stronger Communities.
2. The Memorandum of Understanding was completed and signed in 2009 (and revised in 2010) and since then a SOFO Group, chaired by the Cabinet Member, has steered the project.
3. SOFO, a registered charity, has reported that it has successfully raised c £4 million towards the cost of the new museum; it has achieved planning permission for a building on the north side of the museum site, replacing an old and temporary Pratten Building which is now redundant.

Current position

4. Since 2008 SOFO and the county museum service have been working very successfully towards the objectives of strengthening their partnership working, building community interest and support for the SOFO project, and planning the project in detail. SOFO has reported that it has achieved its initial target for capital funding, though more funds are needed for future support. SOFO has fostered a particularly successful relationship with the Marlborough School, Woodstock – recognised recently by a visit of the Prime Minister to view an exhibition in The Oxfordshire Museum created by pupils of the school using SOFO collections. SOFO has also been awarded £50,000 by the Heritage Lottery Fund (their second such award) towards an exhibition and participation programme at The Oxfordshire Museum later this year, 'Children and War', which is planned to include a significant learning programme for Oxfordshire schools, plus outreach work with older people, reminiscence and 'hard to reach' audiences..

Legal issues

5. The issues to be resolved, subject to the recommendations below, relate to legal and property matters to allow SOFO to move ahead with the project. There is a detailed project plan with a start on site for preliminary works in July and construction from September 2011 and completion in 2013/14. There is some urgency for the conclusion of these matters in order to meet this

timetable and to fit with other funding plans, including a further application to the Heritage Lottery Fund for a substantial contribution towards the fit-out costs.

Equality issues

6. SOFO and The Oxfordshire Museum are working together to address equality issues. The county museum service's learning and outreach team is working closely with SOFO to reach children in primary schools and the elderly in day care and other venues and to take collections to other 'hard to reach' groups. It is planned to include a new learning and outreach post in the forthcoming application to the HLF for the SOFO project ; if that is successful it will add further capacity to this work and the post holder will lead the learning and participation programme at The Oxfordshire Museum.

Sustainability issues

7. The planned new building has been designed to minimise its environmental impact; it will replace a sub-standard building and enhance the environment of the museum site. The addition of the new building within the grounds of the Oxfordshire Museum will increase the critical mass of the visitor attraction on the site – with anticipated benefits of increased income for retailing and catering, supporting the sustainability of the whole site. The project as a whole, on this site, is of mutual benefit to both parties.

Risk issues

8. There is a risk to the County Council that SOFO will find that it is not able to sustain the fund raising and income generation necessary to support the new building and its services. In those circumstances the SOFO building will revert to the Council, with an expectation that arrangements would be put in place for the long term care of the collection. SOFO perceives that there is a risk that the Council may decide not to continue to support The Oxfordshire Museum; this would undermine the capital investment and the possibility of further grants. It is likely that the HLF and other grant providers will require a long term (25 years) commitment from both parties to retain the museum, or provide a suitable alternative, in return for their substantial capital investments. The details of the lease will resolve these matters; and to improve the viability of the site as a whole and to help towards mitigating these risks on both sides, SOFO and museum representatives are working in partnership to discuss medium and longer term possibilities – including future joint governance of the whole site under an independent 'trust' or similar body.
9. Linked to the above is the risk to SOFO and the Council that the principal access and visibility of the SOFO museum is through The Oxfordshire Museum entrance and reception area on Park Street. Maintaining that access and entrance for SOFO will reduce the value of The Oxfordshire Museum building, should the Council wish to sell it. Property Services are working to resolve this issue.

Financial and Staff Implications

10. The development, construction costs and running costs of the new building and museum are to be met entirely by SOFO.
11. A 99 year ground lease is to be recommended at a peppercorn rent in recognition of the capital to be invested in the new building, the charitable status of SOFO, its mission and purpose to preserve the heritage resources of the armed services relating to Oxfordshire, and the links between those armed services and the people of the county; and the synchronicity of the project with the role of the Oxfordshire Museum.
12. Through agreement of a long term ground lease, the County Council is granting general disposal consent. The County Council is therefore foregoing a potential capital receipt from the sale of that part of land which the new building will occupy. This area of land has not been set aside for future sale and is not included in the capital programme as a capital receipt.
 - 1.1. In general the County Council is required to achieve the 'best consideration reasonably obtainable' when it is disposing of land. The County Council will use its powers under the General Disposal Consent 2003 for the transference of land at less than its market value. This can be done without the need to seek specific permission from the Secretary of State, as the purpose for which the land is to be transferred is likely to contribute to the 'promotion or improvement' of the economic, social or environmental well-being of the area.
13. Negotiations over future staffing arrangements are currently taking place and where appropriate and of mutual benefit joint staffing arrangements are being considered. Such joint arrangements will be included in a Management Agreement.

RECOMMENDATION

14. **The Cabinet is RECOMMENDED to**
 - (a) **authorise the County Council's Assistant Head of Property to agree a Development Agreement for the whole project and the grant of a lease on the site within the grounds of the Oxfordshire Museum to SOFO on terms to be agreed in accordance with the County Council's obligations for disposal of land contained in the Constitution**
 - (b) **authorise the County Solicitor to agree suitable agreements with SOFO for future shared and joint management arrangements on the museum site**

JOHN JACKSON
Director for Social and Community Services

Background papers:Memorandum of Understanding 2009

Contact Officer: Martyn Brown, County Heritage and Arts Officer, 01993 814114

June 2011

Division(s):

CABINET – 21 JUNE 2011

Development of Independent Living Services for People with a Learning Disability

Report by Director for Social & Community Services

Introduction

1. This report describes two significant and linked developments in services for people with a Learning Disability, which seek to improve cost efficiency whilst recognising that people want to have more control over their lives, including where they live and how they spend their days. These developments should encourage a wider choice of these services in the future. Efficiency savings of £500k in 2011/12 rising to £1m in 2012/13 were approved by Council in the Business Strategy for 2011/15. The first phase of these efficiencies will be achieved by management restructuring. A planned reduction of 12.5 FTE in 2011/12 will achieve the necessary short-term cost reductions with minimal impact on front line services. Further efficiencies are sought in the second phase by outsourcing the Supported Living and Daytime Support services, which employ around 285 staff on a gross budget of £7.8m. This report seeks Cabinet approval in principle for outsourcing, and for a consultation programme involving key stakeholders on the options and process for outsourcing, prior to formal procurement procedures being undertaken.

Background

Commissioning Strategy and Social care market

2. There are approximately 2,000 people over 18 with severe to moderate Learning Disabilities known to services in Oxfordshire. People with a learning disability make use of a wide range of services. These include supported living, daytime support, residential care, specialist health support, employment and respite care. There is a mix of service provision from statutory providers – including Social & Community Services, and from the independent sector.
3. These services are under severe demographic and financial pressure. Increasing demand comes particularly from young people with more complex needs, and people living longer with specialist health needs. Expectations from Service Users and their families for higher quality and more choice are also increasing. The Learning Disability Commissioning Strategy provides the framework for meeting the needs of increasing numbers of people with complex needs, using person-centred approaches, and within available resources. This is currently under review.

Internal Services provided by the County Council

4. A substantial element of services for people with a Learning Disability is provided directly by Council staff. The Independent Living Service employs

284 staff who support around 450 Service Users on a gross budget of £7.8m. This activity is in two main areas:

- Supported Living Service -118 staff and 105 Service Users, with a gross budget of £3.5m. This represents around 15% of the local supported living market.

- Daytime Support Service -166 staff and 342 Service Users, with a gross budget of £4.3m. This service supplies around 65% of the local Day Support market.

Feasibility Study - 2010

5. An extensive feasibility study was undertaken in 2010 to ascertain potential areas for efficiency savings, and led to the current management restructuring.

Efficiency Savings Targets

6. The Social & Community Services Business Strategy for 2011/15 (approved by Council in February 2011), sets out the need to make efficiency savings of £500k in 2011/12, rising to £1m. in 2012/13. The management restructuring and outsourcing proposed in this report are designed to achieve these savings, progressively improve quality of service through the use of specialist providers and extend choice for individuals.

Rationale for Outsourcing

7. The Social & Community Services Directorate has progressively reduced the proportion of social care directly provided by the Council since the Community Care Act reforms in 1993. The external market has developed substantially over that period, to the point where around 90% of all care and support services funded by the Council will be provided externally by April 2012. The most recent local policy development was a decision in April 2011 to close the internal Home Support Service and purchase all domiciliary care externally. 77% of all services (by value) to people with Learning Disability are currently provided by the independent sector in Oxfordshire.
8. Senior management capacity in the Directorate has been substantially reduced for reasons of efficiency savings over the past 2 years. As the external market has developed, it is no longer appropriate for the Directorate to duplicate the level of specialist expertise that can be found in external organisations where the core business is the provision of services and in particular management and training infrastructure. Those organisations will inevitably have higher levels of specialist knowledge of service provision and regulation because that is their main concern. The priority of Social and Community Services Leadership Team must be in commissioning and monitoring services, rather than to provide those services directly.
9. There is now a wide range of good quality, cost effective providers for Supported Living, who currently supply 85% of the market in Oxfordshire. All of these providers have already been through a rigorous tender process, and are able to take over any transferred services with relatively limited additional procurement. The market for Daytime Support is less well developed, with

around 35% of services provided externally by value. Seven capable Providers have been identified and awarded framework contracts for the provision of Day Support. Five of these already provide some services within the County. The development of alternative suppliers will be a key objective of the procurement process for Daytime Support.

10. It is not expected that there will be significant short-term savings from outsourcing, because it is likely that salaries and conditions of service will be protected by the Transfer of Undertakings legislation (TUPE) in most cases. However, there would be a reduced risk of the Council paying for services no longer required by Service Users with a Personal Budget. Longer-term savings may be achieved as new staff are recruited. It is anticipated that there will be some management and organisational savings immediately and further cost savings as staff turn over.
11. In line with Government guidance, Oxfordshire is extending choice and control for people who use services through the introduction of personal budgets. People who use the Council's day services and supported living services are in the process of receiving assessments and allocated budgets. In most cases people are not currently choosing to take this through a Direct Payment but continue to ask the Council to arrange services on their behalf. The proposed outsourcing would build on this approach by involving people who use the services and their carers in choosing which of the providers on the framework will support them in the future. Some of these choices will need to be group decisions, for example by locality, but service users and carers will be central in the decision making. We expect this to lead to an increased number of good quality providers operating in Oxfordshire particularly in day service provision. This increases choice, and provides the potential for individuals to develop new solutions with these providers using their personal budgets.

Safeguarding

12. We have robust processes in place to protect the safety of individuals being supported by the external organisations which would take over the running of these services. They are all rigorously assessed during the procurement process and meet the quality criteria to be awarded framework contracts with the County Council. Part of this assessment evaluates their ability to support people to remain safe, through risk assessment, adherence to safeguarding processes, and recruitment, training and supervision practices. Once contracts are awarded, regular monitoring is carried out by quality monitoring officers in the Commissioning and Contracting Team. This involves the review of policies and records, and interviews with the service users, staff and families. Providers are required to deliver an action plan to address any improvements required and this is monitored by the Commissioning Team. The quality monitoring officers also provide support to providers to address areas of weakness and to continually improve their services.

Action Taken to Date

13. A project team has been established to manage a potential outsourcing programme under the direction of the Interim Deputy Director, Adult Social

Care.

14. Managers affected by the restructuring were informed at a series of meetings from 23rd May. Following informal consultation with Members, front line staff were told of the management reductions and outsourcing proposals at meetings from 31st May. Service Users and families have also been informed by letter of the proposals to consult on outsourcing.

Communication Strategy

15. A detailed Communications Plan has been prepared to ensure that all key stakeholders are informed of the proposals, and given an opportunity to contribute to the procurement specification as appropriate.

Consultation Programme

16. The consultation on management restructuring started on 23rd May. New management arrangements are expected to be implemented by the end of September 2011. No Cabinet approval is required, as the savings have already been agreed in Business Strategy for 2011-15.
17. These changes come at a time of rapid shifts in social care markets. The role of the Council as commissioner is to ensure that appropriate services are available, not to provide them directly. The Consultation exercise will include an opportunity to review the need for specific services, the range of support available and the willingness of Service Users to purchase those services using Personal Budgets.
18. Subject to approval by Cabinet of the principle of outsourcing these services, a Consultation exercise will be conducted with all key stakeholders to assist with developing the specification for procurement of external supply. The main elements for consultation will include:
- The principle of outsourcing
 - Commissioning intentions for both Services
 - Potential development of Social Enterprise
 - Process and timescales for procurement
 - Options and models for alternative services
 - Redundancy arrangements for staff if applicable
 - Support available for staff and Service Users

Timetable and Next Steps

19. The range and diversity of services require a complex and extended procurement and transfer process. It would not be feasible to outsource both services simultaneously while maintaining quality and consistency of supply. The approximate outline timetable for efficiency savings and outsourcing is as follows. At this early planning stage a four month contingency period has been allowed which may affect the final transfer date of November 2012 set out on the next page. This may be modified following consultation:

ACTION	DATE
Decision in principle by Cabinet	21 st June 2011
Joint consultation programme for Supported Living and Daytime Support	July-September 2011
Report to Cabinet on outcome of Consultation	18 th October 2011
Procurement for Supported Living services	November 2011 - April 2012
Transfer of Supported Living services	June - August 2012
Daytime Support procurement	February - July 2012
Daytime Support transfer	September – November 2012
Contingency	December 2012 – March 2013

Financial and Staff Implications

20. The management restructuring will involve the reduction of 8 FTE posts in Daytime Support and 7.5 staff in Supported Living services. 3 additional Support Co-ordinator posts will be created in Supported Living, resulting in an overall net loss of 12.5 posts. There has been full consultation with UNISON about these reductions
21. The intention of the outsourcing programme is to re-provide most of the current services through external contracts. While the actual number of staff required to run these external services is not known at this point, it is anticipated that there will be jobs available for most of the support staff currently employed by the Council, and that most staff are likely to transfer with protected conditions of service under TUPE (Transfer of Undertakings – Protection of Employment) arrangements. If TUPE does apply, it will not be possible to achieve significant revenue savings in the short term in respect of those posts

Social Enterprise

22. Support for the Social Enterprise model is growing from central and local government, when outsourcing of public services is under consideration. This model will be actively reviewed in the Option Appraisal, but will only be recommended if it achieves best value for the Council and for Service Users. The development of a competitive Social Enterprise may well take longer than the period currently allowed in the Project. This model is not yet well-developed in Oxfordshire, and does not feature in the current framework contracts. Any transfers of staff to such an organisation may take place after April 2013.

TUPE

23. The preliminary commissioning intentions for the two services indicate that most services would continue in the same locations after transfer, and at approximately the same volume. In this case, there is a reasonably strong likelihood that TUPE will apply to the transfer, and that staff conditions of service would be protected. However, it will not be possible to give any firm assurances to staff until after any procurement exercise has been completed, as the new providers may wish to introduce significant efficiency changes which would affect the way services are delivered, and the skills required. Further details of the TUPE position will be given in the next Cabinet report.

Key Risks

24. The key risks that have been identified at this point are:
- Staff unwilling to transfer to external Providers, may mean an increased number of vacancies arising as we approach the transfer dates.
 - Loss of morale and loss of staff over extended procurement period would impact the delivery of services.
 - TUPE not applying to some staff
 - Delays due to development of Social Enterprise model
 - Impact of reduced transport availability on Day Support income

A full risk evaluation and mitigation measures will be included in the October 2011 Cabinet report

Impact Assessment

25. A preliminary impact assessment has been undertaken. This will be updated following consultation.

RECOMMENDATION

26. **The Cabinet is RECOMMENDED to**
- (a) **Agree in principle to the outsourcing of Supported Living and Daytime Support Services, subject to the outcome of consultation.**
 - (b) **Note the proposed reduction of 12.5 FTE management staff through voluntary and compulsory redundancy, to achieve efficiency savings already approved by Council in February 2011.**
 - (c) **Request a further report in October 2011 from the Director of Social and Community Services on the outcome of Consultation and the process for procurement of alternative services**

JOHN JACKSON
Director for Social & Community Services

Background papers:
Service Profile
Feasibility Study
Consultation programme
Communications Plan
Impact Assessment

Contact Officer: Martin Bradshaw, Assistant Head of Service, Tel: (01865) 323683

June 2011

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Division(s):

CABINET – 21 JUNE 2011

TOWNLANDS HOSPITAL SITE, HENLEY-ON-THAMES: PARTNERSHIP AND DEVELOPMENT PROPOSALS

Report by the Director of Social and Community Services

Introduction

1. This report outlines the proposals for development of a nursing home and other medical facilities, housing and Extra Care Housing (ECH) on the Townlands Hospital site in Henley. The overall development is being managed by the Oxfordshire Primary Care Trust (PCT) but, as is proposed, with a partnership agreement with the County Council the PCT and the Council will both achieve important service objectives. For the County Council these are the re-provision of Chilterns End Home for Older People and a clear basis for the development of affordable ECH - the latter possibly requiring capital support from the County Council.
2. This report seeks agreement in principle to a partnership agreement between the Council and the PCT for the development of the Townlands Hospital site and related arrangements under the Project Agreement between the Council and Oxfordshire Care Partnership(OCP), with the decision on the final detailed terms of these agreements, including financial implications, to be delegated to the Cabinet Member for Adult Social Services and the Portfolio Holder for Finance and Property. Any capital contributions for the development of ECH will be subject to further approval by the Council.

Background

3. The PCT has a longstanding commitment to redevelop the Community Hospital facilities on the Townlands Hospital site in Henley-on-Thames. Alongside this, Social and Community Services wishes to find a site for the replacement of Chilterns End - a home for older people transferred to the OCP in 2001 - and for the development of ECH. In October 2009 an evaluation of all transferred care homes was carried out by OCP to establish a scale of prioritisation for redevelopment. Chilterns End was identified as a high priority. Henley and the surrounding area is relatively poorly served for both nursing home care and for ECH, and there is clear and strong evidence for the need for development of these facilities.
4. The Townlands site is owned by the NHS and covers seven acres. It is the only site available in or around Henley that would be suitable for the development of nursing care and ECH. For this reason the County Council has been working with the PCT on options for development of the site that would allow the PCT and the County Council to achieve their service

objectives. The site is also large enough to support a separate general housing development.

Service requirements

5. The PCT wishes to have modern facilities for reprovision of the services currently provided on the Townlands site and the capacity to expand to meet local demographic and service pressures. Specifically, it requires:
 - bedded care services for adults and older people comprising 18 fully serviced NHS sub-acute and intermediate care beds, which will provide 24 hour nurse-led care
 - facilities from which the PCT can operate its ambulatory care services e.g. minor injury unit, outpatient clinics and diagnostics.

6. The County Council requires:
 - replacement facilities for Chilterns End
 - the development of specialised residential and nursing home services
 - the development of ECH.

It is envisaged that the bedded care services required by the PCT will be provided in a registered nursing home as part of a wider range of services and beds offered by the home that will also be the replacement facility for Chilterns End.

The opportunities through a partnership

7. It is recognised that there are mutual benefits in having a partnership between the PCT and the County Council for development of the Townlands site. For the County Council it provides:
 - a basis for the Council to have replacement residential care facilities in Henley
 - an opportunity for OCP to continue to be the service provider for residential and nursing care within the terms of the Project Agreement between OCC and OCP
 - an opportunity for the development of ECH

For the PCT it:

- allows the County Council's expertise in the development of care homes to be available to the PCT and the development programme
- gives the opportunity for economies of scale for the PCT as well as the County Council through development of a larger nursing home
- makes the overall proposition more attractive to the market
- enhances the possibility of developing ECH on the site through the availability of financial support for ECH - subject to the County Council's conditions being met and the scale of investment required.

8. The County Council's ECH strategic objectives require the development of units available at social or affordable rent levels. The approach that the Homes and Communities Agency is now taking to funding means that such ECH developments are very likely to require additional capital subsidy, one reasonable source of which is the County Council. In this particular case, the resource could be provided through the ECH- New Schemes allocation (£3.985m) within the approved capital programme. Should capital support from the Council be necessary, further proposals will be put forward for approval as per the Financial Procedure Rules.
9. The proposed partnership agreement between the County Council and the PCT will cover:
 - arrangements for oversight and governance of the partnership to ensure that the Council's and PCT's objectives are met through the development of the site
 - the obligations and commitments of both parties.

The partnership agreement is covered in more detail later in this report (paragraph 13).

The proposed approach to development

10. The PCT will be responsible for procurement for development of all of the facilities. It will appoint a Developer who will:
 - provide capital finance and develop the whole Townlands Hospital site over time
 - purchase the land available for general housing and ECH developments
 - take a head lease from the PCT for the land required for the nursing home and ambulatory care centre
 - build the required facilities to the specifications set out by the PCT and the County Council
 - appoint service providers to provide the services in the new facilities in accordance with any requirements that the PCT and the County Council would have over the service provider to be used.
11. Once built, the nursing home and the ambulatory care facilities would be leased by the Developer to the service providers. The County Council would, subject to making appropriate arrangements with OCP under the Project Agreement, require OCP to provide the nursing and residential care services in the new nursing home for the beds that the PCT does not require as replacements for the inpatient services. Under the proposed arrangements OCP would need to take a lease of the nursing home from the Developer or from the Council (the Council having a lease from the Developer). These beds will be the replacement for Chilterns End, a 46 place home for older people which was transferred to OCP by the County Council in 2001. The implications under the Project Agreement are covered in more detail later in this report (paragraphs 14 to 15). The proposal for Townlands is for a Nursing home with 42 Nursing beds and 18 Intermediate Care/Community Hospital

replacement beds (funded by the PCT) plus 40 units of ECH.

12. The need for County Council support for the development of ECH can only be judged in the light of planning and financial considerations that are not yet known, and cannot be until the planning permissions and awards of grant funding for the ECH development have been given and the level of grant available is confirmed. However, it is important for the partnership and the overall development of the Townlands site that the County Council confirms its commitment to the development of ECH and considers the financial support that it can give to such development on the Townlands subject to a full evaluation of any development proposals.

The support and care services for the ECH development would be subject to a separate competitive tender, which OCP would be free to bid for.

The ECH development costs will be covered by rent payments, which will be affordable by virtue of the any grant from the Homes and Communities Agency and the County Council that may have been awarded, the sale of leases or joint tenure arrangements. There would be a service charge for services within the ECH.

Partnership Arrangements

13. The Council and the PCT should agree on partnership arrangements that will put in place proper oversight and governance to ensure that the Council's and the PCT's requirements are met. Hence, the proposal is that the County Council and the PCT enter into a partnership arrangement on the following basis, which the PCT has agreed to in principle:
- The County Council and the PCT establish a formal partnership arrangement with clear governance arrangements and oversight at Cabinet and PCT Board level
 - The PCT is responsible for the procurement of and the selection process for the appointment of the Developer on a basis agreed through the partnership
 - The Developer is responsible for delivering all the facilities and appointing service providers in line with the requirements of the PCT and the County Council
 - The County will consider the contribution of capital for the development of the ECH units on the basis of development proposals that will be prepared by the Developer
 - The development of a nursing and residential care home to a suitable specification to provide the necessary places for residents of Chilterns End who are relocated as part of the re-provision of the home, and provision for the County Council to continue purchase places on a level and for a period of time to be agreed
 - Agreement over the terms, including rental payments, of the lease to be granted by the Developer and whether this should be granted to the Council (to sub-let to OCP) or directly to OCP

- There will be an agreement with the ECH housing provider that ensures an agreed number of places in the ECH development for people who are eligible for social care and for whose social care needs are able to be met in ECH and supported financially by the Council.

Arrangements under the Project Agreement

14. The outline timescale for the development is as follows:
 - Procurement commences June 2011;
 - Developer appointed December 2011/January 2012;
 - Planning applications made March/April 2012;
 - Building commences Summer 2012;
 - Ambulatory Centre and Care Home completed October 2013.
15. The County Council and OCOP have an existing 2001 Project Agreement for the provision of nursing and residential care services for older people. The Project Agreement sets out a 'reprovisioning' process to be followed in the event that there is a need to relocate a care home covered by the Project Agreement to another site. This process leads to the agreement with OCP of a reprovisioning proposal which is to be implemented in order to relocate the care home. The reprovisioning proposal would cover key areas such as property interests, impact on the price under the Project Agreement, the services to be provided and timescales. It would be necessary for the Council and OCP to agree and implement a reprovisioning proposal for the relocation of the care home at Chiltern's End to Townlands and for this to be agreed at the same time as the partnership arrangements with the PCT.
16. The agreement with the PCT must include measures to ensure that there is transparency over the costs of any development that will impact on the price that the County Council will pay under the Project Agreement for any beds that it requires. The document must also ensure that the approval of the County Council is obtained for costs that it will incur for the nursing or residential places to be purchased from OCP.

Legal and procurement implications

17. The County Council's Procurement and Legal Officers have agreed that the Council may use the reprovisioning arrangement under the Project Agreement with OCP to require OCP to be the provider of care home places (as a reprovision for Chilterns End) at the Townlands site, on the basis of:
 - OCP being the named service provider for the care home beds not required by the PCT;
 - the care home beds being a replacement for those at Chilterns End; and
 - the procurement of service provision for the ECH development being outside the scope of the Project Agreement.

18. The service rationale for the Council meeting its responsibilities is as follows:
- the current Chilterns End site is not suitable for rebuilding or refurbishment to required standards. Site constraints lead to a limited building footprint and the proximity of neighbouring houses mean that the home could not be re-built with additional storeys. Together, this would result in a reduction of around 8-10 rooms - making the size of the home non-viable
 - the site is located towards the edge of the town and at the top of a hill
 - alternative sites for ECH and/or care home development have not been forthcoming and are likely to be prohibitively expensive.

Therefore, the Townlands site is both the affordable solution and the best location.

Demographic research carried out at the start of consideration of the redevelopment proposals demonstrated that the number of older people in the Henley-on-Thames area - along with the associated increase in mental health issues, social care issues and conditions that impact on the need for care - will grow above the County average (source: POPPI).

19. Henley and the Goring/South Chilterns area have a current supply/demand shortfall of 90 care home beds rising (against national age standardised demand measurements) to a shortfall of 188 beds by 2021. Additionally, demand analysis carried out for the ECH Programme identified a strong demand for a 40+ units ECH scheme now and for another similar sized scheme in the near future. This overall demand cannot be met by planned ECH developments alone.
20. Legal advice will be needed to document both the partnership arrangement with the PCT and the reprovisioning arrangement in connection with the Project Agreement with OCP. Both of these arrangements will require detailed negotiations with the PCT and with OCP which would need to be concluded at the same time.

Capital and Financial implications

21. The main current financial considerations are as follows:
- The Council will receive a capital receipt for Chilterns End which has already been included in the Disposal Programme that supports the approved capital programme;
 - The lease premium for Chilterns End paid by OCP in 2002 may have to be repaid (when assessed in October 2010, this was understood to be a figure of £936,800 – which at that time was considerably less than the likely capital receipt – the provision for repayment will be from the deferred income account for this programme on the condition that the capital receipt is received.

Future Considerations

- There will be a departure in the timing of saving proposals that relate to Chilterns End in the Annex 3 savings proposals which envisaged Chilterns End being replaced by ECH provided by OCP. Instead this proposal replaces Chilterns End with a new Care Home provided by OCP with the ECH being subject to a tendering exercise. (This is covered in more detail in paragraph 22 below).
 - The costs under the Project Agreement of the reprovided care home beds on the Townlands Site (see paragraph 25 below).
 - Possible capital support from the Council for ECH (see paragraph 24 below).
22. The savings plans set out for Chilterns End envisaged that the home would be replaced by ECH. This proposal secures a site for the development of ECH but does entail the replacement of Chilterns End by a new care home. Given the difficulties in securing suitable sites in Henley and the need for additional facilities for specialist residential and nursing provision this would seem to be a reasonable approach, and it is one that is in line with the Social and Community Services' service strategy. It will mean that the savings from the development of ECH will be delayed but at this stage it is not possible to quantify this precisely. This will be worked on as the timescales for the developments become firmer.
23. The capital receipt from Chilterns End, which is already taken into account as part of the capital resources supporting the approved capital programme, will be realised. There is funding currently available within the ECH – New Schemes Programme (£3.985m). There could, therefore, be a call on this allocation within the capital programme. However, this cannot be evaluated at this time and will be subject to further work on the basis already covered. The development of ECH on the Townlands site will contribute to the overall saving that the ECH strategy is intended to deliver.
24. As with previous developments and re-provisioning carried out under the Project Agreement with OCP, the cost of the re-provided care home beds on the Townlands site will be higher than the beds at Chilterns End because of the development costs of new build and the improved standards of provision. The cost of these beds to the Council will need to be established as part of the overall re-provisioning arrangements between the Council and OCP.
25. The care home will have 60 places. The vacancy level in Chilterns End will be managed to ensure that the all the residents who require and wish to move to the new care home will have a place. Some residents in redeveloped care homes have exercised their choice to move another home to be nearer family or friends. As vacancies become available in the new care home the County Council will purchase the higher dependency care that it needs. This and the development of ECH as an alternative to residential care is in line with the Social and Community Services service and business strategy.

26. The County Council and the PCT already have a pooled budget arrangement for the purchase of services for older people under the NHS Act 2006, and this could be suitable for purchasing any care services developed on the Townlands site.

RECOMMENDATION

27. **The Cabinet is RECOMMENDED to note the proposed development of the Townlands Hospital site and to agree in principle to entering into a partnership agreement with Oxfordshire PCT for the development of facilities on the Townlands site and the provision of services, with agreement of the final detailed terms, including the financial implications, being delegated to the Portfolio Holder for Adult Services and the Portfolio Holder for Finance and Property.**

JOHN JACKSON
Director of Social and Community Services

Background papers: None

Contact Officer: Laurence Dowden – Service Manager, Major Projects
Tel: 01865 323685

June 2011

Divisions: ALL

CABINET – 21 JUNE 2011

ASSET TRANSFER POLICY

Report by Deputy Director (Growth and Infrastructure)

Introduction

1. An initial Asset Transfer Policy was considered by the Capital Investment Board at the start of 2011. This has provided the basis for providing guidance and advice to community groups that have been developing proposals for consideration as part of the Big Society Fund.
2. The experience gained in working with the initial proposals being developed by community groups has identified a number of aspects of the initial Asset Transfer Policy that would benefit from clarification. In addition it has become clear that there were aspects of the initial policy that need refinement.
3. The revised Asset Transfer Policy (Annex 1) put forward addresses these issues.
4. It is proposed that the revised Policy be formally adopted by the County Council as the basis on which proposals for the transfer (to include both grants of leases and transfer of freeholds) of property assets submitted to the Big Society Fund are considered.
5. It is not intended that this Policy be applied retrospectively to existing lease arrangements. However, where there are material changes in the circumstances any new proposal will be reviewed to ensure consistency with the principles with this Policy.
6. This Policy will be kept under review and updated as required in light of experience.

Key Changes

7. Compared with the initial policy there are two substantive differences.

Leasing an Asset

8. The initial version of the policy set out that the County Council would ordinarily seek a lease at full market rent, although it also highlighted that there was flexibility to reduce the rent below market value in certain circumstances.

9. During the course of the discussions with the initial proposals for asset transfers it became clear that seeking full market rent could be a major barrier to community groups coming forward with proposals.
10. It is now proposed that the County Council's policy should be to seek a nominal rent (sufficient to cover the costs of administering the lease on an annual basis and any associated costs, including, for example, legal and surveyors costs). It is considered that such an approach would show the County Council's commitment to support community based groups to come forward with innovative proposals.
11. In keeping with the initial version of the policy, the expectation is that the community group entering into the lease will assume the full running costs of the building, including repairs and maintenance.
12. In considering the business case in support of a proposal there will be a need to ensure that the business model is sufficiently robust to enable the group to meet this obligation. The County Council's Property & Facilities service will give potential bidders general advice on the likely scale of any future repairs and maintenance liability to assist them in preparing their business case.

A Cooling Off Period

13. Indications are that in some locations there may be more than one potential group seeking to secure an asset transfer. It is important that the County Council is satisfied that, prior to finalising the transfer of an asset, it can be confident that there are no alternative community proposals for the use of the asset that need to be taken into account.
14. To that end it is proposed that following a decision by the Cabinet to support a proposal there is an 8-week cooling off period during which the County Council seeks this reassurance.

Financial and Staff Implications

General Consideration

15. By making an asset available for transfer, the Council is foregoing the capital receipt it would otherwise have received from disposing of the asset on the open market. The value of this will be highlighted in the papers presented to the Cabinet for each proposal.

Purchase of Freehold by Community

16. By selling the freehold to the community at potentially less than market value, the Council will forego the full capital receipt that it would have received from selling the asset on the open market. The financial implications of selling at less than market value will be highlighted in the papers presented to the Cabinet for each proposal.

Leasing of Freehold by Community

17. The decision to seek a nominal rent will result in the County Council foregoing some potential revenue income. However, by seeking only a nominal rent the County Council is providing significant support for the development of community groups and services. The financial implications of a nominal rent will be highlighted in the papers presented to the County Council Cabinet for each proposal.

VAT implications

18. There are VAT implications for the transfer of assets to the community:
- (a) Inability of community run facilities to recover VAT once outside County Council control, making VAT an additional cost to be taken into account in any proposals
 - (b) Possible repercussions for the County Council's VAT partial exemption position if any more than a nominal rent is charged.
 - (c) Possible clawback of any VAT incurred by the County Council on any refurbishment costs previous to transfer.

Since nominal rents are proposed, (b) should not be an issue generally, but the VAT implications will need to be considered on a proposal by proposal basis.

Business Strategy Savings

19. Delivery of the 25% reduction in the cost of the corporate asset portfolio is not dependent upon the outcome of proposals being considered through the Big Society Fund.

Staffing Implications

20. The letting and managing of leases under this Policy will give rise to additional workload for the Property & Facilities service. The additional cost incurred within the current financial year will be met from Property & Facilities' existing budget. The longer-term implications of the County Council increasing the number of leases managed by the service will be considered as part of the forthcoming Service and Resource Planning process.

RECOMMENDATION

21. **The Cabinet is RECOMMENDED to agree the Asset Transfer Policy set out in Annex 1**

MARTIN TUGWELL
Deputy Director (Growth and Infrastructure)

Background papers: None

CA14

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June 2011

Oxfordshire County Council Asset Transfer Policy

1. Introduction

- 1.1. In order to meet the County Council's ambitions around localism and the 'big society' a number of properties are likely to be made available for use by community groups, either on a permanent basis or through a short term lease.
- 1.2. These assets will be made available for transfer unless one of the following principles applies:
 - a) Property revenue savings or capital receipts from the property are needed to contribute to County Council savings;
 - b) There is another County Council or school need for the property which would be difficult to meet in any other way;
 - c) Grant conditions for capital expenditure on the property prevent the property being transferred or prevent a change of use within a specified timescale.
- 1.3. Once it has been decided that an asset can be made available, the County Council will transfer the asset to the community on terms to be agreed, if:
 - a) There is no other local building from which the community could reasonably provide the same service;
 - b) The proposal is financially sound viable and sustainable;
 - c) The proposal represents good value, taking into account the expected community benefits; and
 - d) The proposal as a whole, and in particular the loss of a potential capital receipt due to a discounted sale price, is affordable.
- 1.4. This updated Asset Transfer Policy also clarifies how it will shape the decision making process.

2. Assets Available for Transfer

- 2.1. An initial list of assets available for transfer – principally youth centres – was published on the County Council's website in spring 2011 as part of the invitation to submit bids to the Big Society Fund. The list of

assets will be kept up to date and published on the County Council's website as part of the wider register of community assets.

- 2.2. Where the County Council identifies through its Locality Reviews opportunities to reduce its assets these will be added to the list of assets potentially available to communities
- 2.3. Communities are encouraged to seek advice from the County Council at the earliest possible opportunity before making a formal application.
- 2.4. The County Council will provide advice and guidance to communities as they develop their proposal, specifically:
 - It will provide guidance on the valuation of the asset and/or advise on the rental value;
 - It will provide guidance on the likely scale of future repairs and maintenance for the asset;
 - It will provide advice on the structure of the management body required to support community usage of the asset.
- 2.5. Proposals submitted by communities will be considered on a rolling basis:

Proposals submitted by	31 May 2011	Decision by	31 July 2011
	31 Aug 2011		31 Oct 2011
	30 Nov 2011		31 Jan 2012
	28 Feb 2012		30 Apr 2012
- 2.6. The County Council will test any proposal submitted by examining:
 - a) The statement of proposed outcomes that would be delivered by the community use of the asset, including consideration of the extent to which the proposal meets identified local needs as well as broader policy priorities;
 - b) The Business Case submitted in support of the proposal, including contributions from other funding sources towards the cost of the proposal;
 - c) The proposed arrangements for the management body, including evidence of wider support amongst the local community.
- 2.7. Encouragement is given to the submission of innovative proposals that enable the proposed service to be delivered in a more effective and efficient way.
- 2.8. The County Council's Cabinet will make a decision about whether an asset can be transferred on the basis of the proposal put forward by the community within the context provided by this policy.

3. Key Principles of Asset Transfer

- 3.1. The County Council will consider proposals from communities for purchasing the freehold of an asset as well as proposals for leasing the asset.

Purchasing the Freehold

- 3.2. In general the County Council is required to achieve the 'best consideration reasonably obtainable' when it is disposing of land. If it seeks to dispose of land or buildings below the market value, it has to obtain the consent of the Secretary of State for Communities and Local Government.
- 3.3. However, the County Council will use its powers under the General Disposal Consent 2003 to transfer land at less than its market value, without the need to seek specific permission from the Secretary of State, provided that:
- a) The purpose for which the land is to be transferred is likely to contribute to the 'promotion or improvement' of the economic, social or environmental well-being of the area; and
 - b) The difference between the market value for the land and the actual price paid for the disposal (if any) is not more than £2m. (Also providing that the reduction in price does not breach State Aid Rules)

- 3.4. The County Council will determine the market value on the basis of the potential use of the asset.

- 3.5. Where the transfer is on the basis of providing specific community services, the County Council will seek to secure a commitment to the future delivery of those services through an agreement with the community. Where appropriate this commitment will be secured through a Restrictive Covenant.

- 3.6. Provision will be included within the transfer for the County Council to recoup an appropriate proportion of any uplift in value secured subsequently through a change of use.

Leasing an Asset

- 3.7. Ordinarily the County Council leases its property to third parties at full market rent.
- 3.8. However, as part of its contribution to encouraging successful community based proposals, the County Council will normally seek a nominal rent for assets provided that:

- a) The proposed tenant is providing a statutory service on behalf of the County Council; or
 - b) The proposed tenant is contributing to meeting the County Council's corporate objectives; or
 - c) The proposed tenant is providing services that will benefit the local community either socially, economically or environmentally; or
 - d) The service proposed by the tenant is accessible to a wide section of the local community.
- 3.9. The County Council will typically grant leases contracted out of the Landlord & Tenant Act of up to 5 years in order to provide flexibility for both parties.
- 3.10. The community group entering into a lease will be expected to assume responsibility for the full running costs of the building, including repairs and maintenance.
- 3.11. Where there is a need for planning permission to be secured in order to enable a proposal to be taken forward this will be the responsibility of the community group. A decision on the part of the County Council to transfer an asset does not guarantee that planning permission will be granted.
- 3.12. The Business Case in support of a proposal will be expected to demonstrate that the business model is sufficiently robust to give confidence that the obligations for repairs and maintenance will be met.
- 3.13. Any lease will be limited to the intended community use on which the proposal was submitted. The agreement will provide for the lease to be terminated if that use ceases.
- 3.14. Any capital expenditure on an asset by a third party must be agreed and formalised at the commencement of, and as part of, the lease agreement.

General Conditions

- 3.15. Any transfer will **include** fixtures and fittings.
- 3.16. Any transfer will **exclude** IT infrastructure.

Decision Making Process

- 3.17. All proposals for asset transfer will be considered by the County Council's Cabinet.

- 3.18. Where more than one proposal is submitted in respect of an asset the County Council's Cabinet will consider these on an equal basis. Encouragement will be given to competing proposals to work together where possible to put forward a joint proposal.
- 3.19. Following the Cabinet's decision to support a proposal there will be a 'cooling-off' period, typically of 8-weeks. During this period the County Council will seek assurance that there are no alternative proposals for the use of the asset that need to be taken into account.
- 3.20. Where an alternative proposal is submitted the County Council Cabinet will consider this within the context of the original proposal considered.
- 3.21. In the absence of any alternative proposal coming forward, the original decision of the Cabinet will be taken forward.

4. **School Sites**

- 4.1. If the asset is located on a school site and there is a recognised educational/curriculum need for the asset, then transfer to the school will be considered subject to the need being supported by the Director of Children Education and Families. In such cases all revenue liabilities for the property will transfer to the school, including delegated repairs and maintenance responsibilities
- 4.2. If the asset is not required for educational/curriculum purposes and it can be separated to allow for disposal the County Council will include it on the list of assets available for community use.
- 4.3. If the school is interested in taking over the running of the service then their bid will be assessed alongside any other community interest
- 4.4. Where the transfer is on the basis of providing specific community services, the County Council will seek to secure a commitment to the future delivery of those services through an agreement with the community.
- 4.5. If an asset is transferred to a school that later becomes a Foundation School or an Academy (or similar) then the asset will transfer to the Foundation School/Academy along with the other school assets at that time.
- 4.6. The government has stated its expectation that former school buildings should be made available for the creation of 'free schools'. However, it has yet to clarify whether there will be a statutory underpinning of this and, if so, whether there should be a competitive award process that includes potential alternative uses. Likewise, it is unclear whether it is expected that 'free school' promoters would be expected to purchase or lease such buildings, and whether at a market or other rate.

Oxfordshire County Council
May 2011

Division(s): N/A

CABINET – 21 JUNE 2011

PROPERTY & FACILITIES, PROCUREMENT OF SERVICE PROVIDER

Report by the Director for Environment & Economy

Introduction

1. This report seeks Cabinet endorsement for the Property & Facilities service to continue with the procurement of a single service provider for property construction, multi-disciplinary design, estates management and total facilities management services to be in place by 1 April 2012.

Background

2. The current Integrated Construction and Property Related Professional Consultancy Services Contract with Mouchel expires on the 31 March 2012. In planning for this event Property & Facilities carried out a service review during the winter of 2009/10, which led to the publication of a business case in May 2010, entitled Oxfordshire Property Driving Change. This proposed establishing a new operating model (which was subsequently amended in November 2010) and a procurement strategy for the provision of property services from April 2012. The new operating model includes a broadening of the scope of services in the new contract to include construction contracting and facilities management services.
3. On the 6 October 2010 the County Council Management Team agreed to the procurement of these property services through a service partnering arrangement via the OJEU competitive dialogue process.
4. The outcome of the Oxfordshire Property Driving Change business case was presented to Star Chamber on 8 October 2010 as part of the Environment & Economy business strategy.
5. A Project Initiation Document was issued in December 2010 establishing the Project Board which includes Councillor Couchman (Cabinet Member for Finance & Property), Huw Jones (Director for Environment & Economy, Chair) and Sue Scane (Assistant Chief Executive & Chief Financial Officer) and representatives from Procurement, Human Resources, Legal Services and a Service representative. The Project Board first met on 15 December 2010.

Procurement Progress to Date and Planned Actions

6. The following key procurement activity has taken place to date:
 - OJEU Contract Notice published 31 January 2011
 - 14 Pre-Qualification Questionnaires received on 7 March 2011

- The Project Board approved a shortlist of 5 Participants from the PQQ Evaluation to be invited to participate in dialogue on 4 April 2011
 - The Invitation to Submit Outline Solutions Documents (ISOS) were released to short listed Participants on 15 April 2011
 - Participant Briefing (attended by Councillor Couchman) and ISOS Dialogue sessions took place between the 18 April and 20 May 2011.
7. The following key actions are planned over the next few months:
- ISOS submissions from the 5 Participants due to be received on the 2nd June 2011
 - 3 Participants invited to enter Detailed Solution dialogue on 6 July 2011
 - Detailed Solutions to be received from 3 Participants on 26 September 2011
 - Final Tenders to be received from 3 Participants on 4 November 2011
 - Recommendation to Cabinet for appointment of Contract Award on 20 December 2011

Key Issues for Agreement

8. In the event that the new contract arrangements are not in place at 1 April 2011, the existing Mouchel contract for Multi-Disciplinary Professional Property Services could be extended for an agreed period to allow the competitive dialogue to be concluded although this would require negotiation. In such an event the current Construction and Multi-Disciplinary Design Framework arrangements are also available to use on their current terms.
9. The Project Board has developed the tender questions and evaluation criteria required to secure effective assessment of the contract bidders. These will need to be effectively applied for all stages of the procurement and the whole process will be subject to independent scrutiny by audit review.
10. The Contract Notice advertised through the European Journal and Outline Solution documents issued to competitive dialogue Participants are drafted to allow other specified public sector bodies within a defined geographic area to access works and services within the scope of the exercise through either the new contract or the Framework Agreement. Through the Framework Agreement other bodies would contract directly with the Service Provider. In order to comply with procurement rules the Framework Agreement has a duration of 4 years, although services could be ordered under the Framework Agreement which would extend beyond the end of the term of the framework. Through the OCC Contract, other public sector bodies would access the works and services by requesting OCC to provide them, and OCC would then sub-contract them to the Service Provider. It is intended that a further report is brought to Cabinet before the OCC Contract route is utilised, as risk and liability issues must first be resolved and the arrangements approved by Cabinet.

Corporate Policies and Objectives

11. Alongside the introduction of the Corporate Landlord approach to the use of property assets, this exercise and the future operating model for Property & Facilities services after 1 April 2012 will provide better value for money. Also by improving support to the council's operational and front line services through better facilities management services particularly it will contribute to the Council's objective of providing Efficient Public Services.

Financial and Staff Implications

12. The Business Case is anticipated to deliver the £550k required in the Medium Term Financial Plan and that has the potential to make further savings. The professional consultancy fees associated with supporting the delivery of the project will be met through the services current budget allocation
13. Depending on the scope of service agreed with the successful Participants through the competitive dialogue process, there will be a number of Council directly employed staff who may transfer to the new Service provider under TUPE. It is a requirement to advise potential providers which staff could transfer, although this may change through the dialogue process. Currently details of the posts of staff within the Property & Facilities Delivery team within Speedwell House, all staff in the current Corporate FM team and all staff in Quest Cleaning Services and Food with Thought are listed for their information. Also, the details of Mouchel posts that may transfer to the new Service Partner are included.

Recommendations

14. Cabinet is recommended to agree:
 - (a) the continuation of the procurement of a single Service Provider for property construction, multi-disciplinary design, estates management and total facilities management services, to be in place by 1st April 2012; as set out in paragraphs 6 & 7 of this report; the process to be overseen by the Project Board;
 - (b) that the Director for Environment & Economy in conjunction with the Cabinet Member for Finance & Property agree the costs and terms of a Mouchel contract extension should this become necessary;
 - (c) that the Project Board may agree the tender questions and evaluation criteria and that they have been effectively applied for all stages of the procurement process so far; and
 - (d) the approach adopted to date for other public sector bodies to be able to access services under the Framework and OCC Contract agreements, and that a further report is brought to Cabinet before the OCC Contract facility is utilised for any other public sector body.

HUW JONES
Director for Environment & Economy

June 2011

Division(s):

CABINET – JUNE 2010

CORPORATE PERFORMANCE AND RISK MANAGEMENT REPORT FOR THE THIRD QUARTER

Report by the County Council Management Team

1. Introduction

This report headlines the Corporate Performance and Risk for the period between January to March 2011 in the four key areas of:

- Customer
- Projects
- Finance
- People.

This is the fourth quarter report for 2010/11. It consists of a one page 'at a glance' summary of performance against the Corporate Plan (attached at Annex 1) and provides an up date on key work areas.

2. Key Issues

Using the Corporate Plan and the Corporate Balanced Scorecard as the foundation, the following pictures emerge:

- Overall performance against 2010/11 targets is good
- All key corporate projects are performing well and are on course to deliver on time
- Some priority areas are performing slightly under target, but are being managed.

3. Performance against our corporate balanced scorecard

Customers

Educational Attainment

With results coming annually, there is no further data to update this quarter against GCSE attainment, although national targets remain challenging. There has been more progress on the 'Class of 2011' project, which aims to build on last year's notable improvement from 'Class of 2010.' The number of visitors to the site grows daily, with over 700 new visitors the week before Easter. There is also a 'Facebook' campaign which is proving very successful. More targeted intervention and mentoring support is also in place for particularly

vulnerable students. Another new development is a free texting service identifying relevant revision sites and material available over the examination period.

A new challenge in this area is the new Department for Education's floor standards for Key Stage 2; 13 schools in Oxfordshire have been identified for targeted action. Officers have been working close with these schools, and an update will be provided for future quarters.

Transforming Adult Social Care

The Council has achieved its expected performance for Self Directed Support (SDS).

Delayed Transfers of Care

The end of year position for Delayed Transfers of Care (DTC) is off target.

Focus has now moved towards more sustainable investment and a gradual improvement in performance over the longer term. The Council is also continuing to work with health partners to change the balance of funding across the system: the emphasis is now on spending money on services that reduce the need for hospital admissions, and for people who need care to be supported in their own home.

Highways Conditions

Road condition has improved during the last 5 years, with all but B&C roads still within the 5 year target based on the Annual National indicators for road conditions.

However, the overall improving trend was reversed last year, due mainly to the effects of the harsh winter. Because the current performance indicator lacks the longer term view, an alternative measure is being put in place – and updates will be provided in 2011/12.

Number of 16-18 year-olds Not in Education, Employment or Training

OCC did not quite meet its challenging target on the number of 16-18 year-olds not in education, employment or training, which was to reduce the percentage to 5%. However, the trend has been very positive – with a final figure of 5.7%, compared to 6.5% at the end of last year. Work in this area continues, and updates will be provided in future quarters.

Library Consultation

The public consultation on Oxfordshire's libraries went live in May, in line with the revised timetable. The results of the consultation will be reported to Cabinet in late Autumn 2011. In light of all the evidence Cabinet will decide whether or not to take the proposal forward. If agreed, implementation would start from April 2012.

Corporate Plan

Performance against the Corporate Plan priorities/targets for Quarter 4 remains strong. An update of performance using 'Red, Amber, Green' (RAG) rating of corporate plan targets is at **Annex 1**.

Finance

Revenue Budget, Capital Programme, Payment to Suppliers

Revenue Budget and Capital Programme updates have been reported back to Cabinet separately. Performance against the 'Payment to Suppliers' is above target (97.6% against a target of 97.5%).

Projects

Customer Centre, Waste Contract, Local Transport Plan 3

Projects are all on target to achieve their implementation plans.

People

Staffing levels, Sickness, Staff turnover, Appraisals, BME in employment

Reported appraisal completion for 2010 was below our target (100%). Officers have developed a new methodology for monitoring the completion of Appraisals for 2011 – this system is expected to overcome the data accuracy issues that impacted on the reported figure in 2010.

OCC had a target of providing 91 apprenticeships to young people this year. 33 appointments were actually made. A more realistic target of 35 has been set for 2011/12.

4. Risk Management

A Risk Register has been compiled for 2010/11 Quarter 4 and officers continue to manage high priority risks, in close consultation with the Audit Working Group.

RECOMMENDATION
















5. The Cabinet is RECOMMENDED to note this report.












County Council Management Team

Contact Officer: Alexandra Bailey Corporate Performance and Review
Manager, Tel: (01865) 816384

June 2011

Annex 1: Corporate Plan RAG Ratings against the 'Targets for delivery'

Priorities for action	What we will do (measure of success)	Current Status
Improve Infrastructure	Finalise a Local Investment Plan, with our partners, by June 2010	
Reduce traffic congestion	Approve Local Transport Plan 3	
Raise educational achievement	Achieve top quartile performance nationally for 5 GCSEs A*-C (including English and maths)	 (supporting text in body of report)
	Completion of the GCSE improvement plan	
	Review of schools funding	
Reduce the number of young people not in employment, education or training	16-18 year olds not in education, employment or training will be reduced	 (supporting text in body of report)
Improve skills	Increase percentage of working age population with either 5 GCSEs, 2 AS levels, a certificate or diploma	Data not yet available
	Increase apprenticeships from 41 to 91	 (supporting text in body of report)
Reduce health inequalities/Breaking the cycle of deprivation	Metrics for success, for the Banbury and Oxford projects will be agreed	
	45 Children's Centres (including one rural Centre)	
	A new school partnership for the Virtual School of Looked After Children	
Reduce crime and anti-social behaviour	Reduce the number of children entering the criminal justice system	
	Agree and implement the Targeted Youth Strategy	
Encourage community self-help and get closer to our communities	Support towns/parishes to develop a community led planning approach	 In progress
	Area summits in the priority localities	
	New libraries will be open in Thame by September 2010,	

Priorities for action	What we will do (measure of success)	Current Status
	Watlington by December 2010	
	Self-service facilities will be fully operational in Central Library, Oxford, Abingdon, Banbury, Bicester, Cowley, Didcot, Headington, Henley, Kidlington, Summertown, Wantage, Witney	
	Development of Museums Resources Centre	
	Improvements to the Oxfordshire Museum will be completed	
Promote independent living	A minimum of 30% of all service-users in adult social care will have a personal budget	 (supporting text in body of this report)
Reduce the risk and impact of flooding	We will deliver 10 new drainage schemes	
Improve waste management	Reduce residual waste per household from 723kg to 715kg	
	Amount of waste sent for recycling or composting will increase to 51%	
Transform Oxford	A consultation (Frideswide Square) will be completed and we will have an agreed design	 (previously reported to Cabinet)
	Bus Qualifying Agreement will be in place	
Improve customer service	New customer service strategy agreed	
Keep Council Tax low	Physical asset management strategy agreed	

Division(s): N/A

CABINET – 21 JUNE 2011

REVIEW OF APPOINTMENTS

Report by Head of Law & Governance

Introduction

1. This report asks the Cabinet to consider member appointments to a variety of bodies which in different ways support the discharge of the Council's executive functions. The report reflects the basis on which appointments to the respective bodies have been made in the past and, subject to any adjustments that may be considered appropriate, invites the Cabinet to agree arrangements for filling the councillor places on those bodies.

Joint Committees

2. These are formal bodies set up to exercise statutory functions jointly with other authorities. Members of joint committees exercising executive functions must be members of the Cabinet.

The current joint committees are listed in **Section 1** of the Annex to this report.

Local Statutory Bodies

3. The County Council is required to set up and run a number of local bodies in connection with certain of its statutory functions, typically with other organisations. County Council representation is not generally limited to Cabinet Members although the view has been taken in the case of the Oxfordshire Supporting People Commissioning Body that the appointee should be a Cabinet Member.

The current local statutory bodies are listed in **Section 2**.

Strategic Partnerships

4. This category comprises Partnerships which the Cabinet has designated as 'strategic' and whose membership Cabinet has agreed should be linked to the role of Cabinet Member/s and not to individually named members.

The current strategic partnerships are listed in **Section 3**.

Standing Advisory Bodies

5. This category comprises bodies which have been set up on a permanent basis in connection with particular functions. They do not possess executive powers but provide a forum for discussion and liaison. County Council representation is not limited to Cabinet Members.

The current standing advisory bodies are listed in **Section 4**.

Informal Member/Officer Working Groups

6. This is a diverse group of informal bodies set up from time to time to assist with the discharge of the responsibilities of the Cabinet. There is a wide variety of form and purpose, from purely internal management tools to inter-authority forums for overseeing issues of common interest. Members and officers share an equal status on these bodies, which are not subject to the access to information rules applying to formal committees and sub-committees; however, some are open to the public and may allow public address at their meetings.
7. These bodies cannot exercise executive functions themselves but provide a valuable forum for discussion of issues outside the formal decision-making processes. Thus, where voting on such groups is permitted this can only be on the basis of an indicative view and cannot in any way bind the body responsible for the ultimate decision.

The informal member / officer working groups are listed in **Section 5**.

Member Champions

8. Under the Council's Constitution the Cabinet may designate member champions and appoint councillors to, and remove them from, these roles.

The current member champions are listed in **Section 6**.

Strategic Outside Bodies

9. The Cabinet is responsible for appointments to those outside bodies which it has identified as 'strategic' and which have been endorsed as such by the Council. Appointments need to be made to those bodies for 2011/12 onwards.

The strategic outside bodies are listed in **Section 7**.

RECOMMENDATION

10. The Cabinet is **RECOMMENDED** to agree the appointments as set out in the Annex to this report and, where necessary, make further or substitute appointments.

PETER CLARK

Head of Law & Governance

Background Papers Nil

Contact Officer: Geoff Malcolm Tel: (01865) 815904

June 2011

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REVIEW OF APPOINTMENTS SCHEDULE

SECTION 1

Joint Committees

<i>Joint Committee</i>	Frequency of meetings (FOM)	Places	Appointees for 2011/12
S.E. Fire Improvement Partnership Board	as required	1	Cabinet Member for Safer & Stronger Communities
Parking & Traffic Regulations Outside London Adjudication Committee	quarterly	1	Cabinet Member for Transport
Thames Valley Police Authority Appointments Committee	as required	3	Mallon Patrick Viney

Local Statutory Bodies

Statutory Body	FOM	Places	Basis of Member Appointment	Con	Lib Dem	Lab	Grn
Admission Forum	4 per annum	2	On the nomination of the political groups according to political balance	2 Stratford Waine	0	0	0
Adoption & Permanency Panels & Fostering Panels	3 per month	5	On the nomination of the political groups according to political balance: Adoption & Permanency	3 Fitzgerald- O'Connor Biles Tilley	0	0	0
	2 per month		Fostering	2 Fitzgerald- O'Connor Tilley			
Oxfordshire Supporting People Commissioning Body	4 per annum	1	Cabinet Member for Adult Services	1 Fatemian	0	0	0
		1	Alternate-Leader of the Council or his Cabinet nominee	1 Chapman			
Standing Advisory Council for Religious Education (SACRE)		3	On the nomination of the political groups according to political balance	3 Mathew Viney Ahmed	0	0	0
Thames Valley Police Authority	Usually monthly	2	Allocated by the TVPA Joint Committee to reflect the political proportionality of the TVPA area * S.20 Police Act 1996 - to respond to questions in Council	1 Mallon*	1 Patrick	0	0

Strategic Partnerships

Partnership	FOM	Appointees for 2011/12
Oxfordshire Partnership Board	3 per annum	Leader of the Council
Public Service Board INACTIVE		Deputy Leader of the Council
Thematic Partnerships:		
Children & Young People's Trust	4 per annum	Cabinet Member for Children, Education & Families and Cabinet Member for Schools Improvement
Health & Well Being Partnership	4 per annum	Cabinet Member for Adult Services
Spatial Planning & Infrastructure Partnership	1 in June 2011	Cabinet Member for Growth & Infrastructure
Oxfordshire Local Enterprise Partnership	1 per month	Deputy Leader of the Council
Oxfordshire Safer Communities Partnership	4 per annum	Cabinet Member for Police & Policy Co-ordination
Oxfordshire Stronger Communities Alliance	4 per annum	Cabinet Member for Safer & Stronger Communities
Oxfordshire Waste Partnership (meeting with Oxfordshire Environment Partnership)	4 per annum	Cabinet Member for Growth & Infrastructure

Standing Advisory Bodies

Body	FOM	Places	Basis of Member Appointment	Con	Lib Dem	Lab	Grn
Arts Council S. E. Region Board	3/4 per annum	1	Cabinet Member for Safer & Stronger Communities	1 Heathcoat			
Learning Disability Partnership Board	quarterly	Co-Chairman	On the nomination of the political groups according to political balance	1 Owen			
Music House Committee	3 per annum	3	On the nomination of the political groups according to political balance	3 Waine Fulljames Tilley	0	0	0
Outdoor Centres House Committee (under review)		3	On the nomination of the political groups according to political balance	3 Waine Brown Turner	0	0	0
Oxfordshire Schools Forum	5+ per annum	2	Observers (with no voting rights)	2 Tilley Waine			
Schools Organisation Stakeholder Group	quarterly	5 2 observers (with no voting rights)	On the nomination of the political groups according to political balance Cabinet Members for C,E&F and Schools Improvement	4 Jones Nimmo-Smith Stratford Waine Chapman Tilley	1 Altaf-Khan		
County Youth Work Advisory Group (under review)	no meetings planned	5	On the nomination of the political groups according to political balance, one Councillor for each District Council area	4 Chapman-City Rose-West Fitzgerald-O'Connor-Vale Bonner-Cherwell	1 D.Turner - South	0	0

Informal Member/Officer Working Groups

Working Group	FOM	Places	Basis of Appointment	Con	Lib Dem	Lab	Grn
Corporate Parenting Panel	4 per annum	10	<p>On the nomination of the political groups according to political balance, to include the Cabinet Members for Children, Education & Families and Schools Improvement and the three members serving on the Fostering & Adoption Panels & Chairman of Children's Services Scrutiny Committee</p> <p>Director for Children, Education & Families and Director for Social & Community Services or nominees</p>	<p>8 Billington Bonner Chapman Fitzgerald -O'Connor Handley Hibbert- Biles Tilley Waine</p>	<p>1 Fooks / Godden</p>	<p>1 V. Smith</p>	0

Working Group	FOM	Places	Basis of Appointment	Con	Lib Dem	Lab	Grn
Headington and Marston Area Transport Steering Group (HAMATS) (<i>Dormant / Discontinued</i>)	N/A	3	Cabinet Members for Growth & Infrastructure and Transport and one other nominated by the Leader of the Council Representatives of Director for Environment & Economy	3 N/A			
Oxfordshire Museums Joint Working Group	quarterly	3	On the nomination of the political groups according to political balance Head of Cultural & Adult Learning Services and/or representative(s)	3 Heathcoat Stratford Mathew	0	0	0
Minerals & Waste Local Plan Working Group	4 per annum	5	On the nomination of the political groups according to political balance, to include the Cabinet Members for Growth & Infrastructure and Transport (or respective nominees) Director for Environment & Economy and/or representative(s)	4 Lindsay-Gale Hudspeth Jones Rose	1 Purse	0	0

Working Group	FOM	Places	Basis of Appointment	Con	Lib Dem	Lab	Grn
Oxfordshire County Council South Africa Link Group	2/3 per annum	4	On the nomination of the political groups according to political balance	3 Hibbert-Biles Lovatt Gearing	1 D. Turner	0	0
School Governor Appointments Panel	as required	6	On the nomination of the political groups according to political balance Representatives of the Children, Education & Families Governors Team	4 Fitzgerald -O'Connor Hibbert-Biles Jones Waine	1 Altaf-Khan	1 Brighthouse	0
Social Inclusion Reference Group	as required	5	On the nomination of the political groups according to political balance Representatives of all Directorates	4 Mitchell Fatemian Hibbert-Biles Tilley	1 Goddard	0	0

Working Group	FOM	Places	Basis of Appointment	Con	Lib Dem	Lab	Grn
Special Educational Needs & Disabilities Partnership	3 per annum	5	On the nomination of the political groups according to political balance, to include the Cabinet Members for Children, Education & Families and Schools Improvement Representatives of Head teachers, governors and teacher unions Director for Children, Education & Families and/or representative(s)	4 Chapman Hayward Sexon Tilley	1 Godden (sub. Altaf-Khan)	0	0
Strategic Procurement Board	as required	1	Cabinet Member for Finance & Property A senior officer from each Directorate with responsibility for procurement; and a Strategic Procurement Manager	1 Couchman	0	0	0
West End Steering Group	as required	2	Leader of the Council and Deputy Leader's representative	2 Mitchell Lindsay-Gale	0	0	0

Member Champions

Member Champions appointed by the Cabinet:

- Bus Councillor Stewart Lilly
- Cycling Councillor Arash Fatemian
- Efficiencies Councillor C. H. Shouler
- Heritage Councillor Lorraine Lindsay-Gale
- Military Councillor Keith R. Mitchell CBE
- Older People's Councillor Peter Jones
- Olympics Councillor Bill Service
- Risk Management Chairman, Audit Committee

SECTION 7

Strategic Outside Body	FOM	OCC Entitlement	Appointees for 2011/12
County Councils Network (CCN)	Council - 4 per annum Executive – 4 per annum Annual conference	4 county councillors	Hudspeth Hayward Robertson Tilley
Local Government Association (LGA)	General Assembly -1 per annum	4 county councillors (* to cast additional OCC vote)	Hudspeth Mitchell* Robertson Tilley
LGA: Rural Commission	as required	1 county councillor	Hallchurch
LGA: Urban Commission	as required	1 county councillor	Fatemian
Oxfordshire Association of Local Councils	as required	1 county councillor	Jones
Oxfordshire Care Partnership Board	as required	1 county councillor	Fatemian
Oxfordshire Countryside Access Forum	2/3 per annum	1 county councillor	Rose
Oxfordshire Rural Community Council	as required	1 county councillor	Nimmo-Smith
South East Employers (notice served to terminate membership)	quarterly	3 county councillors + 3 <i>deputies</i>	Robertson Wilmshurst Hallchurch <i>Rose</i> <i>Tilley</i> <i>Fatemian</i>
South East England Councils	Executive – 4 per annum AGM	1 county councillor + 1 <i>deputy</i>	Lindsay-Gale <i>Rose</i>

Division(s): N/A

CABINET – 21 JUNE 2011

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 19 July 2011	
<ul style="list-style-type: none"> <p>▪ Delegated Powers of the Chief Executive - July 2011 To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). Item not for scrutiny call in.</p> 	Leader, 2011/049
<ul style="list-style-type: none"> <p>▪ Independent Admission Appeals - Panel Member Arrangements To review the arrangements for Panel Members including expenses.</p> 	Deputy Leader, 2011/086
<ul style="list-style-type: none"> <p>▪ Development in the Oxford Care Partnership Agreement To seek approval to the principles for developing the Partnership Agreement with the Oxfordshire Care Partnership and specific service developments to achieve service and financial objectives of the Council and the Oxfordshire Care Partnership.</p> 	Adult Services 2010/216
<ul style="list-style-type: none"> <p>▪ 2011/12 Financial Monitoring & Business Strategy Delivery Report - July 2011 Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads.</p> 	Finance & Property, 2011/046
<ul style="list-style-type: none"> <p>▪ Treasury Management 2010/11 Outturn To review Treasury Management activity in 2010/11 in accordance with the CIPFA code of practice.</p> 	Finance & Property, 2011/047
<ul style="list-style-type: none"> <p>▪ Developer Contributions to Service Infrastructure To consider a summary of developer contributions secured to County service infrastructure through the planning process for 2010/11 and the amounts negotiated, received and spent throughout the year.</p> 	Growth & Infrastructure, 2011/049
<ul style="list-style-type: none"> <p>▪ Oxfordshire Minerals and Waste Development Framework: Core Strategy - Preferred Strategy for Consultation To agree the County Council's preferred waste strategy and confirm the preferred minerals strategy for consultation; and agree the timetable for the Minerals and Waste Core Strategy.</p> 	Growth & Infrastructure, 2011/035
<ul style="list-style-type: none"> <p>▪ Big Society Fund - July 2011 Cabinet are asked to consider bids to the Big Society Fund from the first wave of applications and agree which bids to award funding. Bids may also include applications for asset transfer.</p> 	Police & Policy Co- ordination and Safer & Stronger Communities, 2011/065

- **New Marston Primary School** Schools
 If objections to the statutory proposal are received, to consider Improvement, representations and decide whether to expand New Marston Primary School. 2011/074
- **Charlton Primary School** Schools
 If objections to the statutory proposal are received, to consider Improvement, representations and decide whether to expand Charlton Primary School. 2011/076
- **Woodstock Primary School** Schools
 To consider the expansion of Woodstock Primary School and approve issue of statutory notice if objections received. Improvement, 2011/078
- **Cotteslowe Primary School** Schools
 To consider the expansion of Cotteslowe Primary School and approve issue of statutory notice if objections received. Improvement, 2011/080
- **Badgemore Primary School, Henley** Schools
 If objections to the statutory proposal are received, to consider Improvement, representations and decide whether to expand Badgemore Primary School, Henley. 2011/082
- **Policy on Residential Parking Provision for New Developments** Transport, 2011/067
 To consider adoption of the policy in light of public consultation.

Cabinet Member for Children, Education & Families, 5 July 2011

- **Chill Out Fund 2011/12 - July 2011** Cabinet Member
 To consider applications received (if any) from the Chill Out Fund. for Children, Education & Families, 2011/063

Cabinet Member for Growth & Infrastructure, 28 July 2011

- **Contract for the Disposal of Waste Collected by the District Councils in Southern Oxfordshire** Cabinet Member
 To award a contract to the successful tenderer to provide a waste disposal point for waste collected by South, Vale and Oxford City Councils that OCC has a duty to dispose of. for Growth & Infrastructure, 2010/206

Cabinet Member for Schools Improvement, 5 July 2011

- **New Marston Primary School** Cabinet Member for Schools Improvement, 2011/075
 If no objections to the statutory proposal are received, to decide whether to expand New Marston Primary School.
- **Charlton Primary School** Cabinet Member for Schools Improvement, 2011/077
 If no objections to the statutory proposal are received, to decide whether to expand Charlton Primary School.

Cabinet Member for Transport, 28 July 2011

- **Implementation of Low Emission Zone for Oxford City Centre** Cabinet Member for Transport, 2009/211
 To consider whether to ask the Traffic Commissioner to introduce a Traffic Regulation Condition giving effect to the decision on 26 March 2009 to introduce a Low Emission Zone in Oxford City Centre, and if so the precise details – including the treatment of low frequency services – of the Condition to be requested.
- **A329 Fair Mile, Cholsey - 30/40 mph Speed Limit** Cabinet Member for Transport, 2011/022
 To seek approval of the order.
- **Proposed Introduction of Disabled Persons Parking Places - Various Locations in South Oxfordshire and Vale of White Horse Districts** Cabinet Member for Transport, 2011/038
 To seek approval for amendments to parking restrictions.
- **Burford Road Cycleway, Carterton** Cabinet Member for Transport, 2011/099
 To seek approval to proceed with implementation of segregated foot and cycleway as determined through consultation.
- **Proposed Restrictions Relating to the Relocation of HM Forces Repatriations to RAF Brize Norton** Cabinet Member for Transport, 2011/100
 To seek approval for amendments to existing parking restrictions, new parking/loading restrictions, and various prohibitions of vehicles/driving

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