



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 20 March 2018 at 2.00 pm

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

A handwritten signature in black ink that reads "Peter Clark".

Peter Clark
Chief Executive

March 2018

Committee Officer: **Sue Whitehead**
Tel: 07393 001213; E-Mail: sue.whitehead@oxfordshire.gov.uk

Membership

Councillors

Ian Hudspeth	Leader of the Council
Mrs Judith Heathcoat	Deputy Leader
Lawrie Stratford	Cabinet Member for Adult Social Care
Steve Harrod	Cabinet Member for Children & Family Services
Lorraine Lindsay-Gale	Cabinet Member for Property & Cultural Services
Yvonne Constance OBE	Cabinet Member for Environment
David Bartholomew	Cabinet Member for Finance
Hilary Hibbert-Biles	Cabinet Member for Public Health & Education
Mark Gray	Cabinet Member for Local Communities

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Tuesday 27 March 2018 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: 17 April 2018

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

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

Whose Interests must be included?

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

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

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

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

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

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

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

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

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

List of Disclosable Pecuniary Interests:

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

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

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

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 12)

To approve the minutes of the meeting held on 27 February 2018 (**CA3**) and to receive information arising from them.

ERRATUM

The resolution to Minute 17/18 was omitted in error from the minutes of the meeting held on 12 February 2018. The resolution was included in the signed minutes and the corrected minutes are included here for completeness.

4. Questions from County Councillors

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

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

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

5. Petitions and Public Address

6. 2017/18 Financial Monitoring & Business Strategy Delivery Report - January 2018 (Pages 13 - 44)

Cabinet Member: Finance

Forward Plan Ref: 2017/137

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

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

The report is the last financial monitoring report for 2017/18 and focuses on the delivery of the 2017/18 budget based on projections at the end of January 2018. Parts 1 and 2 include projections for revenue, reserves and balances. Capital Programme monitoring is included at Part 3.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) approve the virement requests set out in Annex 2a;***
- (c) note the Virements set out in Annex 2b;***
- (d) approve the bad debt write offs set out in paragraphs 48 and 49;***
- (e) note the Treasury Management lending list at Annex 3;***
- (f) approve the changes to the capital programme in Annex 6c;***
- (g) approve the inclusion of £0.825m towards additional pupil places at King Alfred's School as set out in paragraph 60.***

7. Transition Fund for Community Initiatives for Open Access Children's Services - Round 6 (Pages 45 - 60)

Cabinet Member: Local Communities

Forward Plan Ref: 2017/150

Contact: Sarah Jelley, Senior Policy & Performance Officer Tel: 07554 103437

Report by Assistant Chief Executive (**CA7**).

In February 2016 the council agreed to set aside £1m for creating a 'one off' fund to provide pump priming to support the provision of open access children's services.

In September 2017 Cabinet agreed the proposed use of the underspend of £232,674 for further rounds of grant funding and a cross party group of councillors bringing proposals back to Cabinet for decision.

The working group have considered the applications under the sixth round of bids against the criteria outlined in the guidance notes with recommendations to cabinet.

The Cabinet is RECOMMENDED to approve for funding the following bids:

- a. Bampton Baby & Toddler Group**
- b. Dovecote Voluntary Parent Committee**

8. Area Highway Operations in the City Council Authority Boundary - Agency Agreement (Pages 61 - 66)

Cabinet Member: Environment

Forward Plan Ref: 2017/134

Contact: Hugh Potter, Area Stewardship Hub Team Leader Tel: 07766 998704

Report by Director for Infrastructure Delivery (**CA8**).

The report seeks approval to enter into an Agency Agreement with Oxford City Council to enable them to undertake, and be responsible for, the routine and reactive maintenance of and undertake minor schemes on all classified urban roads within the City boundary, including trees and public rights of way.

The Cabinet is RECOMMENDED to:

- (a) Approve in principle the Agency Agreement with Oxford City Council for highway maintenance on the classified road network in Oxford subject to the proposed review and monitoring as set out in the report; and**
- (b) Delegate authority to the Director for Infrastructure Delivery and the Director for Law & Governance in consultation with the Cabinet Member for Environment to give final approval to the Agency Agreement.**

9. Proposals for the Creation of a Major Road Network - Consultation (Pages 67 - 74)

Cabinet Member: Environment

Forward Plan Ref: 2018/016

Contact: John Disley, Policy Strategy Manager Tel: 07767 006742

Report by Strategic Director for Communities (**CA9**).

At the end of 2017, the Department for Transport published consultation proposals for the Creation of a Major Road Network (MRN) for England. A link to the consultation document is included in the report.

The proposed MRN would complement the existing Strategic Road Network (SRN, which in Oxfordshire comprises the M40 and A34), with a similar approach to be taken to funding and programming upgrades/improvements to the major roads proposed to be included. Unlike the SRN, the management and control of the MRN would remain with the County Council.

The consultation is seeking views on three main areas: how to define the Major Road

Network; the investment planning process, and eligibility and assessment criteria. The purpose of this report is to set out what is proposed, and identify what the main considerations and issues are for Oxfordshire, both in terms of an overall strategic view and for each of these three areas. A proposed response to the consultation questions is included as an annex to the report.

The Cabinet is RECOMMENDED to agree the proposed responses to the consultation questions, set out in annex 1 to this report.

10. Business Management & Monitoring report for Quarter 3 - 2017/18 - March 2018 (Pages 75 - 88)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2017/136

Contact: Ian Dyson, Assistant Chief Finance Officer (Assurance) Tel: 07393 001250

Report by Director of Finance (**CA10**).

The report provides details of performance for quarter three 2017-18 for the Cabinet to consider. The report is required so that the Cabinet can monitor the performance of the Council in key service areas and be assured that progress is being made to improve areas where performance is below the expected level.

Cabinet is RECOMMENDED to note the performance reported.

11. Forward Plan and Future Business (Pages 89 - 92)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager Tel: 07393 001213

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

CABINET

MINUTES of the meeting held on Tuesday, 27 February 2018 commencing at 2.00 pm and finishing at 2.14 pm

Present:

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

Other Members in Attendance: Councillor Liz Brighthouse (Agenda Item 6)

Officers:

Whole of meeting Peter Clark (Chief Executive); Sue Whitehead (Resources Directorate)

Part of Meeting
Item Name
6 Ben Threadgold, Policy and Performance Service Manager

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.

18/18 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillor Steve Harrod.

19/18 MINUTES

(Agenda Item. 3)

The minutes of the meeting held on 12 February 2018 were approved and signed as a correct record.

ERRATUM

Cabinet agreed an annex containing the questions from Councillors and responses from Cabinet Members which was omitted in error from the

minutes of the meeting held on 23 January 2018 and is now attached to the relevant minutes. The annex contains corrected information in respect of question 2.

20/18 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Councillor Cherry had given notice of the following two questions to Councillor Constance:

1. Has there been any progress in recruiting more road gangs to repair potholes by Council highways contractors Skanska

Councillor Constance replied:

Skanska have allocated additional gangs to respond to the increase in reported pothole numbers, this equates to one gang in the North and similarly in the south. In addition to this where resources permit weekend working is being undertaken

2. After a Banbury Guardian article on Thursday 15th February 2018, can I be assured that the FixMyStreet depth and width for fixing potholes has not been changed this includes highways officers inspecting potholes that have been reported by FixMyStreet or directly by local councillors.

Councillor Constance replied:

Official intervention levels for footway and carriageway defects have not changed, however, a small element of discretion has been introduced for the inspectors to reduce the 'pothole next to a pothole not being fixed' type of enquiry

Councillor Howson had given notice of the following question to Councillor Hibbert-Biles

Following this comment from Ofsted in a recent report on a visit to a maintained primary school in London:

'The local authority has provided some support to the school in managing the manipulative and sometimes abusive correspondence and comments made by email and across social media. However, considering the position the school found itself in, and the fact that some correspondence appears to have been coordinated, the local authority's approach has been perfunctory at best, stopping short of supporting the school in its policy position. Instead, the local authority has positioned itself as a moderator to manage relationships between the school, councillors and community groups. The expected level of emotional care and public support for school staff from the local authority has been too limited and, as a result, ineffective.'

What mechanisms does this local authority have available to deal with any contentious issues affecting a maintained school in Oxfordshire?

Councillor Hibbert-Biles replied:

“Through ‘Workforce Steering Group and the ‘Oxfordshire County Council and Teachers Joint Committee’ a new social media policy is in the process of being agreed. This will apply to all maintained schools and will be available to academies to adopt or adapt as they see fit. The policy will include clear guidance about how school staff should deal with cases of ‘cyber bullying’ including the importance of retaining evidence. Where schools buy into the Council’s legal services they can access support where there may have been a potentially criminal act or, if short of this, perpetrators could be written to requiring them to desist. In principle this would be the same approach as adopted in the case of a vexatious parent or member of the public who could be barred from a school site. Ultimately the Council could take legal action on behalf of its employees, including head teachers.”

Supplementary: Councillor Howson queried how far the Cabinet Member believed that it was the duty of local authorities to provide emotional care and public support for school staff when a school faces unexpected challenges beyond its expertise to deal with under the present arrangements for the governance of schooling. Councillor Hibbert-Biles indicated that there was a responsibility to help and they did help.

Councillor John Sanders had given notice of the following question to Councillor Constance:

"I am aware that the implementation of Controlled Parking Zones (CPZs) in Oxford is a matter of controversy and that the issue is being actively considered by this Council and Oxford City Council. However, County Councillors in the City are frequently being pursued by residents wishing to know what the Council is doing to ameliorate the problem of on-street parking in Oxford and when this will be addressed. Will the Cabinet Member provide a timetable for CPZ implementation and when would this be published?"

Councillor Constance replied:

I am aware of the concerns about on-street parking in residential areas in the city. A number of new controlled parking zones are already in the pipeline, and updates on the progress of these has been provided through the Oxford locality briefing papers, which all Oxford locality members will have received.

However there are also a number of zones across the city which are not currently being progressed, but where we know there is concern about on-street parking. Officers have prepared a draft programme setting out how and when all the remaining zones in the city could be progressed, but some discussion with local city and county members (including some prioritisation) will be required before anything is published. I have asked officers to ensure

these discussions happen as quickly as possible. Funding will need to be identified for any zones which are not already funded.

Supplementary: In response to a question about the need for a timetable covering funded schemes, those where funding was still to be found and plans for the wider area, Councillor Constance agreed that such a timetable is the ideal and that they were working towards that but that it needed to take into account that partial Zones created problems as the parking issues moved to adjacent areas. As soon as more information was available she would share it with Councillor Sanders. Councillor Hudspeth added that the County would be having discussion with the City Council about a contribution to the funding of such schemes.

21/18 CORPORATE PLAN - FEBRUARY 2018

(Agenda Item. 6)

Cabinet considered a report setting out next steps in developing and finalising the Corporate Plan, following comments from Council on 13th February 2018.

Councillor Liz Brighouse, Opposition Leader, spoke at the invitation of the Leader of the Council. Councillor Brighouse welcomed the recommendations as eminently sensible as the production of the Prospectus allowed time to get the Corporate Plan right and she thanked Cabinet for listening to the comments of Scrutiny and Council.

Councillor Heathcoat, Deputy Leader of the Council, in moving the recommendations commented that the Prospectus had been well received. Cabinet had taken on board comments on the Corporate Plan from full Council, Performance Scrutiny Committee and others and the Corporate Plan would be coming back again. Councillor Bartholomew drew attention to a third document that would be circulated with Council Tax Bills and give details of services provided by the County, District and Parish Councils respectively. Cabinet welcomed the opportunity for others to further engage.

RESOLVED: to agree to receive a final version of the corporate plan once work on the performance outcomes and measures, and to engage fully with Councillors, has been completed.

22/18 STAFFING REPORT - QUARTER 3 - 2017

(Agenda Item. 7)

Cabinet had before them a report that gave an update on staffing numbers and related activity during the period 1 October 2017 to 31 December 2017. In addition, the report provided information on the cost of posts being covered by agency staff and an Agency Trend analysis.

Councillor Judith Heathcoat, Deputy Leader of the Council introduced the contents of the report and moved the recommendations. Councillor Heathcoat responded to comments about a press article on agency and

consultancy staff and explained that need to ensure that services continued despite staff illness and vacancies. Figures always increased during winter due to illness. Councillor Stratford, Cabinet Member for Adult Social Care, paid tribute to a successful campaign to recruit social workers.

RESOLVED: to note the report.

23/18 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 8)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with the following addition notified at the meeting:

Area Highway Operations in the City Council Authority Boundary – Agency Agreement (Ref 2017/134) - To seek approval for new Highways Management Agency agreement with Oxford City Council.

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

..... in the Chair

Date of signing 2018

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CABINET

MINUTES of the meeting held on Monday, 12 February 2018 commencing at 2.00 pm and finishing at 2.21 pm

Present:

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

Other Members in Attendance: Councillor Paul Buckley (Agenda Item 4)
Councillor John Howson (Agenda Item 4)

Officers:

Whole of meeting Peter Clark (Chief Executive); Sue Whitehead
(Resources Directorate)

Part of meeting	
Item	Name
6	Sue Halliwell, Director for Planning and Place

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.

14/18 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies were received from Councillor David Bartholomew.

15/18 MINUTES

(Agenda Item. 3)

The Minutes of the meeting held on 23 January 2018 were approved and signed as a correct record.

16/18 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

Councillor John Sanders had given notice of the following two questions to Councillor Constance:

1. "There is considerable disappointment that Frideswide Square is about to undergo disruption due to proposed road works. Why has this been deemed necessary so soon after the completion of the current design?"

Councillor Constance replied:

"Frideswide Square is an innovative scheme, specifically designed with tight corners to keep the traffic speeds low so that it is safe for all. Unfortunately, as a consequence of unlawful driving, some damage to kerbing and slabs has been caused which require repairing.

At the same time we are taking the opportunity to install new dropped kerbs near the railway station to assist cyclists and to introduce improvements to help visually impaired users at all crossing points.

Phasing of the works will however be supported by tailored traffic management and whilst some delays can be expected disruption will be kept to a minimum by using manual traffic management during the daytime."

2. "There is concern that the widened pavement in Oxford High Street near Turl Street has obstructed bus traffic. What measures does the Cabinet Member's department propose to carry out to ameliorate this problem?"

Councillor Constance replied:

"The pavement widening was proposed because we and the bus companies knew these bus stops would become more popular after Westgate opened, and we all wanted to provide extra space for the waiting passengers.

However the stops are in fact so popular that bus dwell times are long and this is exacerbating the blockages.

We are therefore considering changes to bus stops, loading bays and taxi bays in the area as well as changes to the pavement itself.

Proposals are being drawn up now, there will be consultation on the proposals as soon as they are ready."

Councillor Howson had given notice of the following question to Councillor Hibbert Biles:

"In light of the recent Section 8 report from Ofsted on St Gregory the Great School what steps can the county council take to reassure parents that the school will provide a satisfactory and safe education for their children?"

Councillor Hibbert-Biles replied:

“The situation at the school is clearly very concerning and the council is seeking assurances from the school / academy sponsor that every effort is being made to improve standards for pupils. We have also expressed concerns to the Schools Commissioner, who oversees the performance of academies.

Clearly the council cannot offer reassurances it is not in a position to make. It is ultimately the role of the Schools Commissioner to step in where necessary to ensure academies are providing an acceptable standard of education.”

Supplementary: Councillor Howson commented that another school within the multi academy trust had safeguarding issues and that it raised a question over the suitability of the multi academy trust to run the school. He questioned the tangled roles of the Education & Skills Funding Agency, Ofsted and the Regional Schools Commissioner when looking at the academy schools. Councillor Hibbert-Biles replied that she shared the frustration voiced by Councillor Howson and compared their response to the response of the County Council to a maintained schools in difficulty. Councillor Hibbert-Biles advised that the Council had been in touch with the Regional Schools Commissioner and officers had been into the school but their hands were tied. The matter would be raised again with the Regional Schools Commissioner and she would explore with him the role of the Education & Skills Funding Agency.

Councillor Buckley had given notice of the following question to Councillor Hudspeth:

“The proposal for an Oxford-Cambridge Expressway is currently causing alarm and inflicting planning blight on many residents in the county, living in locations where this new road could potentially be routed. Depending on the choice of corridor, it could for example mean bulldozing of homes in Botley, or loss of huge areas of Green Belt south of Oxford, with massive impacts on communities affected.

Thank you for writing to Highways England (HE), expressing this Council’s concern and its wish for a Public Inquiry into the need for the road. The Chair of the Oxfordshire Growth Board has also written to HE, urging HE ‘very strongly, to engage in a full public consultation’ on the choice of corridor. I understand that HE have recently written back to yourself and the chair of the Growth Board, refusing to engage in a full public consultation until after the corridor has been chosen later this year.

Could you please confirm that this is the case, and indicate what steps you will now be taking as our representative, to protest to HE about this dismissive treatment of Oxfordshire residents, and to persuade HE to reverse their decision to exclude the public from their decision-making, at this pivotal stage of planning the new road.”

Councillor Hudspeth replied:

“I realise that council members were disappointed at the response from Highways England and with that in mind whenever I have been at meetings with Highways England I have pressed the representatives to take note of the request for a public enquiry.

Supplementary: Responding to a request from Councillor Buckley for more detailed information on the consultation, Councillor Hudspeth undertook to pass this information on to all councillors once it was known. He confirmed that there would be a consultation on the corridors and that no decision had yet been taken.”

Councillor Kirsten Johnson had given notice of the following two questions to Councillor Hudspeth

1. “Councillors were informed at the Growth Deal Briefing on 6 February that the infrastructure portion of the Growth Deal monies would be spent as prioritised in the most recent OxIS report. Having looked at this report in detail, I am unsure which cycle infrastructure projects will be prioritised. Could Cllr Hudspeth clarify which of the Oxford Cycling Network strategic cycle network proposals are being supported through the Growth Deal?”

Councillor Hudspeth replied:

“The infrastructure funding from the Growth Deal will be prioritised by the cost benefit of each scheme, which is linked to housing delivery and is not modal specific.”

2. “£60m of the Growth Deal is apportioned to Affordable Housing. Could this please be apportioned to 50% Keyworker Housing, and 50% truly affordable housing for local residents with local jobs, with an exclusion clause which prohibits buy-to-let?”

Councillor Hudspeth replied:

“The apportionment of the Affordable Homes funding has yet to be finalised and will depend on the development and type of housing. I will pass your suggestion on to the Growth Board for consideration.”

17/18 OXFORDSHIRE HOUSING AND GROWTH DEAL

(Agenda Item. 6)

Cabinet had before them a report seeking approval of the Oxfordshire Housing and Growth Delivery Plan together with associated detailed recommendations: the Oxfordshire Housing and Growth Deal announced by Government in the November Budget, provides £215 million of additional Government funding for Oxfordshire, along with a package of planning freedoms and flexibilities for the Oxfordshire authorities.

The outline agreement set out that full agreement of the Deal is subject to agreement by each local authority and the Oxfordshire Local Enterprise Board (OxLEP) Board (referred to collectively as the “Oxfordshire Partners”).

Once approved by all Local Authorities confirmation, in writing, will go to the Secretary of State along with submission of the agreed Delivery Plan.

Councillor Hudspeth, Leader of the Council, introduced the contents of the report, outlining what it involved, the role of the Growth Board and the key deadlines in the first year. Councillor Hudspeth moved the recommendations.

Sue Halliwell responded to questions from Cabinet clarifying the expected start of the 3 year land supply would need to be consulted on locally, and once adopted would be used during the development of the Joint Statutory Spatial Plan. Sue Halliwell also confirmed that local planning authorities were leading on the S28 Committee and they had provided a realistic timescale for its establishment. A Cabinet member asked whether the possible question marks over the Chalgrove Airfield proposal which could affect the viability of the South Oxfordshire Local Plan, impacted on the Housing & Growth Deal. Sue Halliwell replied that there was a commitment to having a local plan in place by early 2019 and any major changes would need to be worked through to manage any potential difficulties for the Delivery Plan.

Cabinet expressed its thanks to officers for all their work. Cabinet noted that this was a County Council initiative and the Leader was congratulated on coming together with the Leaders of Councils in Oxfordshire and others to work together for the benefit of all Oxfordshire.

RESOLVED: to:

- (a) Agree to the Oxfordshire Housing and Growth Deal (the Deal) .
- (b) Agree the Delivery Plan (attached as Annex 2 to this report) as the basis for the Deal; noting that elements will be updated as detailed work programmes develop.
- (c) Delegate authority to the Chief Executive, in consultation with the Leader and the Growth Board, to make minor changes to the Delivery Plan that may be required to secure agreement with Government.
- (d) Delegate authority to the Chief Executive, in consultation with Leader and the Growth Board, to agree the Year 1 affordable housing delivery programme, phasing and processes specified in the Delivery Plan.
- (e) Agree for Oxfordshire County Council to become the accountable body in respect of the Oxfordshire Housing and Growth Deal.

- (f) Delegate authority to the Chief Executive, in consultation with the Leader and the Growth Board, to review the terms of reference of the Growth Board and agree any amendments and any appropriate inter-authority agreements required to support the Delivery of the Housing and Growth Deal.
- (g) Delegate authority to the Chief Executive, in consultation with the Leader to take any other decisions arising from agreement to the Oxfordshire Housing and Growth Deal, until the revised terms of reference of the Growth Board are in place.
- (h) Agree to participate in the preparation of a Joint Statutory Spatial Plan (JSSP) for Oxfordshire in accordance with the timescales set out in the Delivery Plan. The milestones for progressing the JSSP being contingent on Government delivering the Planning Freedoms and Flexibilities as described in the Delivery Plan.

..... in the Chair
Date of signing 2018

CABINET – 20 MARCH 2018

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

Report by the Director of Finance

Introduction

1. This is the last financial monitoring report for 2017/18 and focuses on the delivery of the 2017/18 budget based on projections at the end of January 2018. Parts 1 and 2 include projections for revenue, reserves and balances. Capital Programme monitoring is included at Part 3.

Summary Position

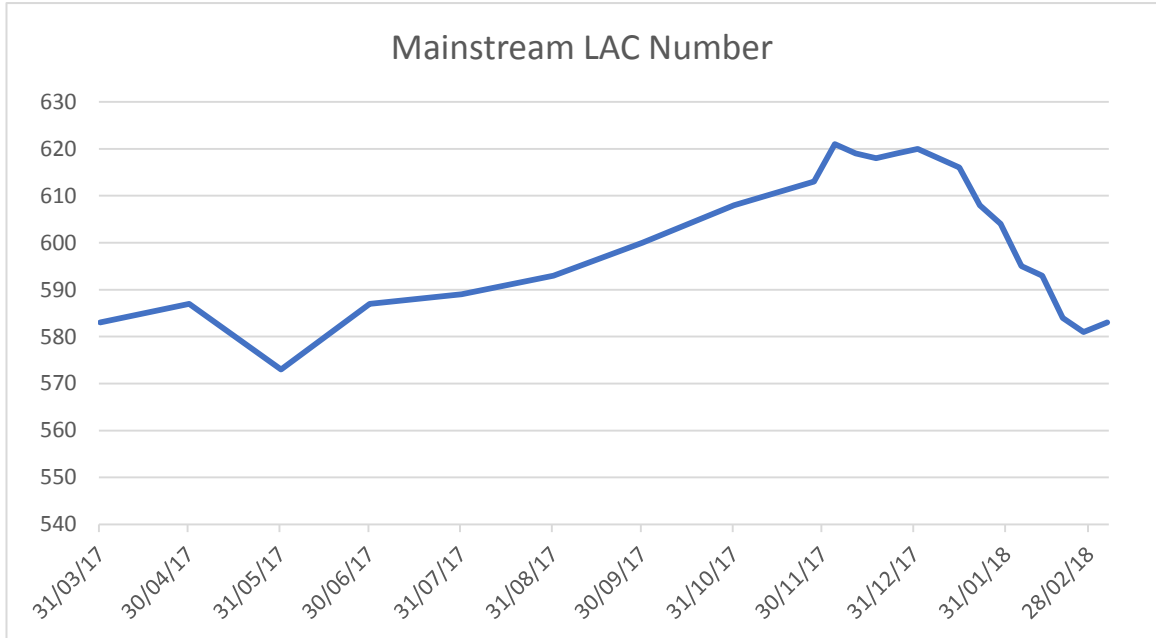
2. The forecast directorate variation is an anticipated overspend of £10.4m or 2.5% against a net budget of £412.6m as shown in the table below and a £0.6m reduction from the forecast overspend of £11.0m set out in the previous report based on expenditure to the end of October 2017. It is not expected that management action will reduce the anticipated overspend significantly before year-end, therefore the use of contingency and general balances will be required to bring the budget into balance by the year-end.

Directorate	Latest Budget 2017/18 £m	Forecast Outturn 2017/18 £m	Forecast Outturn Variance 2017/18 £m	Forecast Outturn Variance 2017/18 %
People	301.5	310.8	+9.3	+3.1%
Communities	93.0	93.7	+0.7	+0.8%
Resources	18.1	18.5	+0.4	+2.8%
Total	412.6	423.0	+10.4	+2.5%

3. After use of the corporate contingency of £4.1m, the predicted overspend is reduced to £6.3m or 1.5%.
4. Including the expected surplus on treasury management activities in 2017/18 of £1.4m (set out in paragraph 53) the current level of general balances is £26.1m, compared to the risk assessed level of £17.5m. Therefore using £6.3m of general balances to meet the remaining predicted overspend in 2017/18 does not reduce general balances to a level lower than the risk assessed level; the expected outturn position for balances will be £19.8m.
5. The budget for 2018/19 agreed by Council in February 2018 includes £7.5m in relation to Children's Social Care, which due to continuing increases in demand, has been the most significant area of overspending in 2017/18. As referred to in the last report, *'a Children's Services Programme has been established with a focus on addressing demand management; strengthening early help and prevention including closer partnership working; strengthening staffing resources and building community resilience. Whilst the programme will take time to deliver, it is*

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anticipated that the benefits will begin to materialise by the end of the financial year with a financial impact expected in 2018/19'. Numbers of mainstream looked after children (LAC) are now showing a reduction from 621 at the beginning of December to 581 at the end of February. Whilst it is still early days, it appears that the work of the programme is beginning to have an effect.



6. The focus on promoting early help for children and families in need of social care continues to bear fruits. 427 early help assessments were completed between October and December 2017 compared to 458 for the whole of 2016/17. This is helping to reduce the number of MASH (Multi-Agency Safeguarding Hub) enquiries which is 24% lower than December last year; and the number of families subject of a social care assessment – 5% lower than last year. Focusing on early help means that children and families experience the most effective, least intrusive, solutions to the issue they face. It reduces the pressure on social care staff and allows them to work more intensely with the cases they hold.
7. The following annexes are attached:
 - Annex 1 Original and Latest Estimates for 2017/18
 - Annex 2 2017/18 Virements & Supplementary Estimates
 - Annex 3 Treasury Management Lending List
 - Annex 4 Forecast Earmarked Reserves
 - Annex 5 Forecast General Balances
 - Annex 6 Capital Programme Monitoring
8. Directorate reports setting out the detail behind this report are available from the contact officers named at the end of this report or in the Members' Resource Centre.

Part 1 - Revenue Budget

People

9. The People Directorate consists of Children's Services, Adult Services and Public Health. The directorate is forecasting an overall overspend of £9.3m, which represents a variation of 3.1% against the budget.

People – Children's Services

10. Children's Services is forecasting an overspend of £7.3m which represents a variation of 6.8% against a budget of £109.0m. In addition, an overspend of £4.1m on Dedicated Schools Grant (DSG) funded services is forecast.

Education and Learning

11. An underspend of £0.3m is forecast by the service a reduction of £1.2m since the last report. The change relates in part to an underspend of £0.5m on Senior Management and Administration within the service and £0.2m due to lower numbers of schools converting to academy status during 2017/18.
12. Home to School Transport is forecasting an overspend of £0.1m a reduction of £0.6m since the last report. Although the cost in SEN home to school transport has increased as anticipated, secondary mainstream transport costs have reduced due to the impact of policy change and contract negotiations. Post 16 and Meadowbrook transport costs have also reduced. These reduced costs have brought the overspend down by £0.6m.
13. SEN is reporting an overspend of £0.3m relating to a saving which is not expected to be achieved due to the pressures within this service at this time. The £0.3m relates to three savings agreed for 2017/18 which focussed on reducing spend support and management costs within the SEN service. Since the savings were agreed there has been a significant increase in demand on the SEN service and it hasn't been possible to meet these savings in 2017/18.

Children's Social Care

14. Children's Social Care is forecast to overspend by £7.6m (10.9%).
15. At the end of February, the Council was supporting 671 looked after children (mainstream looked after children, looked after children with disabilities and Unaccompanied Asylum Seekers). In the year current financial year, the figure rose from 667 at the start of April to a high of 712 at the start of December and has subsequently fallen back to the current figure. The figure at the start of the financial year of 667 children was a rate of 47 per 10,000 children. This is 25% lower than the national rate (60), 8% lower than the rate in the south east (51) but 8% higher than the authorities deemed to be most similar to Oxfordshire (43). The issue for Oxfordshire is not so much the overall number of looked after children, but the growth in numbers. Between April 2014 and April 2017, the number of children looked after in Oxfordshire rose by 42%,

compared with 3% nationally; 9% in the south east and 8% amongst similar authorities.

16. As a result of the significant increase in the number of children becoming looked after over the last two years, additional ongoing funding of £5.3m was agreed by Council in February 2017 as part of the 2017/18 budget and medium term financial plan. This additional funding has in the main addressed the 2016/17 underlying overspend of £5.9m¹. However, the growth in the number of children requiring services from Children's Social Care is continuing in 2017/18 and is increasing workloads and placement numbers across most services. At 31 January 2018, there were 597 mainstream looked after children compared to 583 at 31 March 2017. The numbers of looked after children in 2017/18 has been higher than budgeted due to a larger increase in the second half of 2016/17 than expected, giving a larger cohort than budgeted. Numbers have fallen recently but this will not significant impact on the overspend.
17. An overspend is forecast on Corporate Parenting and External Placements of £5.5m, which reflects the increased number of children looked after and therefore placements. In house provision is not able to meet this increase in demand, which has led to an increased use of external provision, particularly independent fostering agencies. These placements are significantly more expensive than in house options, with a national shortage of placements increasing this pressure. As set out in paragraph 5 above, a programme has been established with the aim of addressing the demand and needs of looked after children over the medium-term, however due to the time needed to deliver the changes there is not expected to be a significant financial impact in the current year.
18. The remainder of the overspend is due to: an overspend on Leaving Care of £0.4m due to an increased number of Care Leavers placements, linked to the increase in looked after children, and an overspend of £1.0m on placements for children with disabilities, due to increasing complexity and therefore cost of these placements. Despite an additional grant of £0.2m for 2017/18 announced by the Ministry for Housing, Communities and Local Government (MHCLG) in January, an overspend of £0.8m on Unaccompanied Asylum Seekers remains due to the grant funding received from the Home Office being insufficient to reimburse the full cost of many of the placements.

Dedicated Schools Grant (DSG)

19. There is a forecast overspend of £4.1m for SEN, an increase of £0.6m since the last report. The overspend predominantly relates to a significant increase in the number of out of county placements. The increase since the last report reflects 11 new placements being made during this period being in excess of the forecast number. In addition, a reduction in the underspend on the SEN Post 16 Colleges budget has increased the forecast. A range of actions is being taken to minimise costs in the service including: reviews of the SEN and Early Years SEN services; local authority support for new special free school applications;

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

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more capital schemes which will lead to the provision of additional classrooms in special schools and new resource base provision.

- 20. Any overspend needs to be set against DSG underspends, carried forward to 2018/19, or funded by the Local Authority. At this time, there are not any forecast underspends elsewhere in DSG and it is expected that this overspend will need to be carried forward into 2018/19.
- 21. Due to rising demand, the pressures in SEN Out of County Placements are expected to continue and increase in future years. From 2017/18, early years DSG is ring-fenced and the National Schools Funding Formula has ring-fenced the Schools block making it increasingly difficult to manage such overspends within DSG going forward.

People – Adult Services

- 22. Adult Services is forecasting an overspend of £2.0m, which represents a variation of 1.0% against a budget of £192.5m.

Better Care Fund Pool

- 23. As set out in the table below the Better Care Fund Pool is forecast to overspend by £3.2m of which £2.3m is the Council’s share under the risk share arrangements.

	County Council	OCCG	Total
	£m	£m	£m
Care Homes	+0.6	+3.8	+4.4
Prevention		-0.1	-0.1
Hospital Avoidance	-0.4	-0.4	-0.8
Total	+0.2	+3.3	+3.2
iBCF			-0.3
Total Overspend			+3.2
Total overspend by risk share			
County Council (70%)			+2.0
OCCG (30%)			+1.2

- 24. Within the council position, services impacting on hospital avoidance are forecast to underspend by £0.4m. This primarily reflects market capacity for home support; total hours delivered remain broadly stable rather than increasing as assumed in the budgeted position. The Council is continuing to make care home placements at an average of 14 per week compared to the budgeted level of 11. Along with pressure on prices this is contributing to the forecast overspend of £0.6m on care home placements. There is also an underspend on the originally agreed use of the £6.2m improved Better Care Fund (iBCF) grant funding. Subject to agreement with health partners this is assumed to be used to support other expenditure in the pool and to aid the forecast position.
- 25. Following a detailed review, and after taking account of an additional contribution of £1.6m from Oxfordshire Clinical Commissioning Group, the overall forecast pressure on the health element of care home

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expenditure in the pool is now £3.8m. £1.1m relates to prior year costs for retrospective Continuing Health Care (CHC) claims for people aged over 65, while a further £1.4m reflects a 55% increase in the number of older people where a CHC award has been agreed since the beginning of the year along with a 19% increase in the average cost of placements. For under 65-year olds with physical disabilities the pressure is estimated to be £1.4m and reflects additional on-going placements and costs. The pressure is partly offset by £0.5m forecast underspends on other health budgets. An update is expected from OCCG about what further mitigating actions can be put in place to reduce the pressure on the pool by year end.

Adults with Care and Support Needs Pooled Budget

26. The Adults with Care and Support Needs Pooled Budget has a forecast overspend of £3.0m of which £2.6m falls to the County Council under the risk share arrangements. The majority of the overspend relates to the Learning Disabilities budget which is forecast to overspend by £2.7m. There were 12 instances of new high cost placements or significant increases to packages, as well as some high cost packages for service users transitioning from Children's Social Care late in 2016/17, but have impacted on on-going expenditure in 2017/18.
27. There is also a forecast overspend of £0.5m for the health Acquired Brain Injury budget. This is due to activity above the budgeted levels and reflects the high cost of specialist individual packages which are often around £4,000 or more per week.

Adult Social Care Non-Pool

28. There is a forecast net underspend of £2.9m for Adult Social Care services outside of the Pools. This includes a forecast overspend of £0.4m on the Emergency Duty Team and Approved Mental Health Professional Specialists service due to short-term use of agency staff whilst the new structure that was consulted on earlier in 2017 is implemented. The Deprivation of Liberty Safeguards service is contributing an underspend of £0.3m due to posts being held vacant within the team.
29. In addition to these underspends, £0.9m funding held since 2015/16 relating to the Care Act and Independent Living Fund continues to be held outside of the pools. The underspend arising from this is offsetting some of the overspend from the pooled budgets, along with £0.6m of the Adult Social Care precept. There are also underspends of £0.9m relating to transitional costs for the Daytime Support Service and £0.6m reflecting staffing vacancies in the Responsible Localities teams. Where possible underspends have been actively identified and held with the intention of managing the overall pressure as far as possible.

People - Public Health

30. Public Health is forecasting an underspend of £0.3m. £0.2m reflects efficiencies achieved through the retendering of the Adult Weight Management service and £0.1m has arisen as a result of efficiencies in drug and alcohol services.

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31. In accordance with accounting requirements, any underspend at the end of the year will be placed in the grants and contributions reserve and will be used to meet Public Health expenditure in future years.

Communities

32. The Communities Directorate consists of Planning and Place, Infrastructure Delivery, and Property and Investment together with Community Safety and the Fire & Rescue Service. The directorate is forecasting an overall overspend of £0.7m on a budget of £93.0m which represents 0.8% against budget.
33. An overspend of £0.6m is forecast for Infrastructure Delivery. This relates to the Highways service not being expected to fully deliver savings agreed as per the Medium Term Financial Plan (£0.5m) and referred to in paragraph 46 below, and a projected overspend on defects of £0.3m due to data in management information systems for the previous financial year being inaccurate. There are also overspends of £0.5m on street lighting due to a 30% increase in energy costs in October 2017 and £0.3m on Winter Maintenance due to the recent inclement weather. These are off-set by a one-off underspend in Highways Operations due to lower supervision costs in the 2016/17 final invoices (£0.5m) and Waste Management (£0.5m).
34. Planning and Place are forecasting an underspend of £0.2m reflecting additional planning application fee income and delays in the Spatial Planning and Oxford Strategic Model work which will now take place in 2018/19.
35. Property & Investment is reporting an overspend of £0.3m. There is an overspend of £0.5m in the Integrated Transport Unit. In response to the new transport arrangements for the Day Time Support Service, the Supported Transport Fleet service has been working with the Special Educational Needs Home to School Transport service, to provide services for students, where the private market has no or limited provision or where the high-cost routes can be merged, for more cost efficient solutions. The Fleet has been able to consider other business opportunities, including the provision of transport for Day Centres, where the new service has transport limitations, but it is not yet known if this is sustainable in the longer-term. A net overspend is being reported for Fleet, as income levels have dropped, due to the implementation of the new arrangements. The service is now considering the impact of its new service model, reviewing vehicle leasing arrangements, staffing structures and pricing, which may result in future one-off transitional costs. There is also an overspend of £0.2m on Concessionary Fares, in part due to an expected increase in the claims from City providers following the opening of the Westgate shopping centre. These are offset by underspends totalling £0.4m across Supported Transport.
36. The forecast currently excludes any impact of the Carillion collapse and the implications of the early cessation of the contract. In order to manage the transition, an interim management structure has been deployed. There may also be other additional costs associated with the transferring

services. Any financial impact will be reflected in the provisional outturn report.

37. Community Safety and Fire & Rescue Services continue to forecast year end breakeven positions.

Resources

38. The Directorate is forecasting a revenue overspend of £0.4m on a budget of £18.1m, a variation of 2.2%.
39. An overspend of £0.4m is forecast for Legal services. This is due to Counsel spend which is not charged out to services and reflecting advice sought predominantly in childcare proceedings.

Virements and Supplementary Estimates

40. Virements larger than £0.5m or that relate to un-ringfenced grants requiring Cabinet approval under the Virement Rules agreed by Council on 14 February 2017 are set out in Annex 2a.
41. A virement of £0.8m is requested in relation to a grant from MHCLG for the troubled families programme. This is an unringfenced grant which is required by Children's services to continue this programme of work. This virement does not represent a change in policy as the service is unchanged.
42. There is also a virement relating to a £0.2m grant received from MHCLG relating to Unaccompanied Asylum Seekers. This grant is also unringfenced but it is proposed that it is used to reduce the overspend from £1.0m to £0.8m within Children's Services.
43. Annex 2b shows virements Cabinet need to note.
44. There are no supplementary estimate requests included in this report.

Medium Term Financial Plan Savings

45. The forecasts shown in this report incorporate savings included in the medium term financial plan agreed by Council in February 2017 and previous years. At least 95.3% of the planned savings of £61.1m are expected to be delivered.
46. Within the directorates, £2.9m of savings are flagged as amber or red. These include £1.8m savings built into Adult Services budgets. While it has not been possible to achieve these in the way originally planned, £1.6m of this has been absorbed within the overall broadly breakeven position for the council elements of the Better Care Fund pool so the saving has been noted as amber. There is also a £0.5m red rating in Communities relating to Infrastructure Delivery restructure savings which won't be achieved (as referred to in paragraph 33 above).

Bad Debt Write Offs

47. There were 231 general write-offs to the end of January 2017 totalling £0.177m, this compares to 193 general write off's totalling £0.135m in 2016/17. 263 Adult Social Care Client contribution write offs totalling £0.231m were also written off to the end of January, this compares to 379 totalling £0.202m in 2016/17.
48. Cabinet is recommended to write off debts totalling £24,309 relating to adult social care client contributions from two service users. Both of these relate to insolvent estates where it is not possible to recover the income due. A total of £0.4m for write offs is included in the forecast position for Adult Social Care so this should be more than sufficient to cover the total write – offs by year end.
49. Cabinet are also recommended to write off £17,160 which relates to rent and subsistence payments for a Leaving Care Arrangement in Children's Social Care. The service user has since been declared bankrupt so the debt is no longer recoverable. This write off has been included in the forecast position for Children's Services.

Treasury Management

50. The latest treasury management approved lending list is shown in Annex 3. The Council temporarily halted lending to Northamptonshire County Council (NCC) following the issuance of a s114 notice, which prohibits entering into new agreements which may involve incurring expenditure. It does not relate to existing commitments. The Council currently has two loans to NCC, however these are considered very low risk as they are effectively secured by the Government and future Council Tax receipts under 2003 Local Government Act.
51. The following table sets out average in-house cash balances and average rates of return for November and December 2017, and January 2018. In house interest receivable for 2017/18 is currently forecast as £2.4m, exceeding the budget by £1.1m. Of the forecast £2.4m interest receivable, £2.0m had been realised as at the 31 January 2018. The increased interest received is due to the achievement of higher than forecast average interest rates. For example, an additional £0.1m has been generated by entering into a Revolving Credit Facility with a Registered Provider which was not factored into the 2017/18 budget. A base rate rise in November 2017 which wasn't included in the forecast has also pushed up the interest rate receivable.

Month	Average cash balance	Average rate of return
November	£358.6m	0.71%
December	£342.4m	0.73%
January	£338.8m	0.76%

52. Dividends payable from external funds in 2017/18 are forecast as £0.9m, £0.3m above the 2017/18 budget of £0.6m. This increase is due to higher than anticipated performance by the CCLA Property Fund.
53. The additional income of £1.4m forecast in relation to Treasury Management is reflected in the general balances position referred to at paragraph 56 below.

54. Interest payable is currently forecast to be in line with the budgeted figure of £17.1m.

Part 2 – Balance Sheet

55. Annex 4 sets out the earmarked reserves brought forward from 2016/17 and the forecast position as at 31 March 2018. These reserves are held for specified one – off projects, contractual commitments and to support the Medium Term Financial Plan. Reserves are expected to reduce from £104.3m to £78.2m at 31 March 2018. In accordance with the Balances and Reserves Policy which was agreed by Cabinet on 23 January 2018, The majority of the directorate reserves have been transferred into the Budget Priorities Reserve.

Balances

56. As set out in Annex 5 general balances were £20.0m as at 31 March 2017. The budgeted contribution of £4.7m and the forecast additional interest from Treasury Management activity of £1.4m increases general balances to £26.1m. The forecast directorate overspend of £6.3m (after the use of contingency) does not reduce general balances to a level lower than the risk assessed level of £17.6m. The forecast outturn position is £19.7m.

Part 3 – Capital Programme

Capital Monitoring

57. The capital monitoring position set out in Annex 6a, shows the forecast expenditure for 2017/18 is £106.1m (excluding school's local capital). This has decreased by £1.5m compared to the latest approved capital programme.
58. The in-year variations for each directorate are listed in Annex 6b. New schemes and total programme/project budget changes are listed in Annex 6c.

Directorate	Last Approved Programme * £m	Latest Forecast Expenditure £m	Variation £m
People: Children	33.8	33.3	-0.5
People: Adults & Public Health	6.2	6.2	0.0
Communities: Transport	48.2	47.3	-0.9
Communities: Other Property	5.3	5.3	0.0
Resources	14.0	14.0	0.0
Total Directorate Programmes	107.5	106.1	-1.4
Schools Local Capital	1.4	1.4	0.0
Earmarked Reserves	5.2	5.2	0.0
Total Capital Programme	114.1	112.7	-1.4

* Approved by Council 13 February 2018

59. Within Children's Services annual programmes, £0.2m has been returned to the capital programme earmarked reserves from unused project contingencies. The other variances within the overall capital programme

come from rephrasing from Schools Growth Portfolio, City Deal and Local Growth Fund projects into later years of the programme.

60. Cabinet are recommended to approve to the inclusion of the budget provision of £0.825m (plus interest and Indexation), to the Vale Academy Trust to support the cost of providing additional secondary and sixth form pupil place capacity at King Alfred's School. The budget is funded through S106 funding. To date £0.627m of this funding is held by the Council. The remaining value is currently secured but not yet received, this will not be made available until it has been received by the Council. The S106 funding has been secured by the Council for the specific purpose of increasing Secondary and Sixth form provision serving Wantage and Grove.

RECOMMENDATIONS

61. **The Cabinet is RECOMMENDED to:**
- (a) note the report;**
 - (b) approve the virement requests set out in Annex 2a;**
 - (c) note the Virements set out in Annex 2b;**
 - (d) approve the bad debt write offs set out in paragraphs 48 and 49;**
 - (e) note the Treasury Management lending list at Annex 3;**
 - (f) approve the changes to the capital programme in Annex 6c;**
 - (g) approve the inclusion of £0.825m towards additional pupil places at King Alfred's School as set out in paragraph 60.**

LORNA BAXTER
Director of Finance

Background papers: Directorate Financial Monitoring Reports January 2018

Contact Officers: Katy Jurczynszyn, Strategic Finance Manger
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March 2018

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Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation to Budget	Projected Year end Variance Traffic Light
		Original Budget	Movement to Date	Latest Budget			
(1)	(2)	£000 (3)	£000 (5)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(13)
	People						
	Gross Expenditure	641,941	-192,856	449,085	458,406	9,321	A
	Gross Income	-341,195	193,585	-147,610	-147,610	0	G
		300,746	729	301,475	310,796	9,321	A
	Resources						
	Gross Expenditure	66,959	-2,572	64,387	64,789	402	G
	Gross Income	-47,144	809	-46,335	-46,335	0	G
		19,815	-1,763	18,052	18,454	402	A
	Communities						
	Gross Expenditure	160,697	800	161,497	162,306	809	G
	Gross Income	-68,896	420	-68,476	-68,576	-100	G
		91,801	1,221	93,022	93,731	709	G
	Directorate Expenditure Total	869,597	-194,628	674,969	685,501	10,532	G
	Directorate Income Total	-457,235	194,815	-262,420	-262,520	-100	G
	Directorate Total Net	412,362	187	412,549	422,981	10,432	A

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

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

	Contributions to (+)/from (-)reserves	-800		-800	-800	0
	Contribution to (+)/from(-) balances	4,700		4,700	-5,732	-6,334
	Public Health Saving Recharge	-500		-500	-500	0
	Contingency	4,377	190	4,567	4,567	-4,098
	Pensions - past service deficit funding	830		830	830	0
	Capital Financing	25,561		25,561	25,561	0
	Interest on Balances	-4,773		-4,773	-4,773	0
	Strategic Measures Budget	29,395	190	29,585	19,153	-10,432
	Unringfenced Government Grants	-19,226	-377	-19,603	-19,603	0
	Council Tax Surpluses	-7,277		-7,277	-7,277	0
	Revenue Support Grant	-18,665		-18,665	-18,665	0
	Business Rates Top-Up	-37,821		-37,821	-37,821	0
	Business Rates From District Councils	-30,704		-30,704	-30,704	0
	Council Tax Requirement	328,064	0	328,064	328,064	0

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

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



Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Movement to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	underspend - overspend + £000 (7)	(8)
CEF1	Education & Early Intervention						
	Gross Expenditure	69,453	1,875	71,328	70,978	-350	G
	Gross Income	-48,306	-1,469	-49,775	-49,775	0	G
		21,147	406	21,553	21,203	-350	G
CEF2	Children's Social Care						
	Gross Expenditure	46,040	-14,149	31,891	32,727	836	A
	Gross Income	-5,733	1,314	-4,419	-4,419	0	G
		40,307	-12,834	27,473	28,309	836	A
CEF3	Children's Social Care Countywide Services						
	Gross Expenditure	31,914	14,503	46,417	53,265	6,848	R
	Gross Income	-1,129	-2,728	-3,857	-3,857	0	G
		30,785	11,775	42,560	49,408	6,848	R
CEF4	Delegated Schools						
	Gross Expenditure	199,098	-194,375	4,723	4,723	0	G
	Gross Income	-199,098	194,375	-4,723	-4,723	0	G
		0	0	0	0	0	G
CEF4	Other Schools						
	Gross Expenditure	39,175	-3,306	35,869	35,869	0	G
	Gross Income	-38,838	3,187	-35,651	-35,651	0	G
		337	-119	218	218	0	G

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Movement to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	underspend - overspend + £000 (7)	(8)
CEF5	Quality & Compliance						
	Gross Expenditure	5,402	387	5,789	5,789	0	G
	Gross Income	-652	-1	-653	-653	0	G
		4,750	386	5,136	5,136	0	G
CEF9	CEF Corporate Overheads						
	Gross Expenditure	0	814	814	814	0	G
	Gross Income	0	0	0	0	0	
		0	814	814	814	0	G
SCS1	Adult Social Care						
	Gross Expenditure	191,916	-1,463	190,453	192,351	1,898	G
	Gross Income	-14,328	-1,731	-16,059	-16,059	0	G
		177,588	-3,193	174,395	176,292	1,898	G
SCS2	Joint Commissioning						
	Gross Expenditure	4,324	2,571	6,895	6,984	89	G
	Gross Income	-1,423	638	-785	-785	0	G
		2,901	3,208	6,109	6,198	89	G
SCS9	ASC Corporate Overheads						
	Gross Expenditure	0	200	200	200	0	G
	Gross Income	0	0	0	0	0	
		0	200	200	200	0	G

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Movement to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	underspend - overspend + £000 (7)	(8)
PH1	LA Commissioning Responsibilities - Nationally Defined						
	Gross Expenditure	17,624	84	17,708	17,668	-40	G
	Gross Income	0	0	0	0	0	
		17,624	84	17,708	17,668	-40	G
PH2	LA Commissioning Responsibilities - Locally Defined						
	Gross Expenditure	13,394	-85	13,309	13,010	-299	A
	Gross Income	-354	0	-354	-354	0	G
		13,040	-85	12,955	12,657	-299	A
PH3	Public Health Recharges						
	Gross Expenditure	670	0	670	670	0	G
	Gross Income	0	0	0	0	0	
		670	0	670	670	0	G
PH4	Grant Income						
	Gross Expenditure	0	0	0	0	0	
	Gross Income	-31,334	0	-31,334	-31,334	0	G
		-31,334	0	-31,334	-31,334	0	G
	Transfer to Public Health Reserve				339	339	G

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income £000 (6)	Projected Year end Variation underspend - overspend + £000 (7)	Projected Year end Variance Traffic Light (8)
		Original Budget £000 (3)	Movement to Date £000 (4)	Latest Estimate £000 (5)			
(1)	(2)						
	Non Negotiable Support Service Recharges						
	Gross Expenditure	22,931	86	23,017	23,017	0	G
	Gross Income	0	0	0	0	0	
		22,931	86	23,017	23,017	0	G
	Gross Expenditure	641,941	-192,856	449,085	458,406	9,321	A
	Gross Income	-341,195	193,585	-147,610	-147,610	0	G
	People Directorate Total Net	300,746	729	301,475	310,796	9,321	A

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

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

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light Indicator
		Original Budget	Movement to Date	Latest Estimate			
		£000 (3)	£000 (4)	£000 (5)			
(1)	(2)	(3)	(4)	(5)	£000 (6)	underspend - overspend + £000 (7)	(8)
EE1	Planning & Place						
	Gross Expenditure	10,000	-72	9,928	9,728	-200	A
	Gross Income	-6,425	51	-6,374	-6,374	0	G
		3,575	-21	3,554	3,354	-200	R
EE2	Infrastructure Delivery						
	Gross Expenditure	88,247	-32,150	56,097	56,843	746	G
	Gross Income	-31,184	20,875	-10,309	-10,409	-100	G
		57,063	-11,275	45,788	46,434	646	G
EE3	Property & Investment						
	Gross Expenditure	24,562	32,504	57,066	57,329	263	G
	Gross Income	-10,062	-20,141	-30,203	-30,203	0	G
		14,500	12,364	26,864	27,127	263	G
EE4	Community Safety						
	Gross Expenditure	25,579	-808	24,771	24,771	0	G
	Gross Income	-2,287	452	-1,835	-1,835	0	G
		23,292	-356	22,936	22,936	0	G
EE9-2	Community Safety Corporate Overheads						
	Gross Expenditure	0	307	307	307	0	G
	Gross Income	0	0	0	0	0	
		0	307	307	307	0	G

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light Indicator
		Original Budget	Movement to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	underspend - overspend + £000 (7)	(8)
EE9-1	E&E Corporate Overheads						
	Gross Expenditure	0	1,019	1,019	1,019	0	G
	Gross Income	0	-817	-817	-817	0	G
		0	202	202	202	0	G
	Non Negotiable Support Service Recharges						
	Gross Expenditure	12,309	0	12,309	12,309	0	G
	Gross Income	-18,938	0	-18,938	-18,938	0	G
		-6,629	0	-6,629	-6,629	0	G
	Directorate Expenditure Total	160,697	800	161,497	162,306	809	
	Directorate Income Total	-68,896	420	-68,476	-68,576	-100	
Directorate Total Net	91,801	1,221	93,022	93,731	709		

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

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

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Movement to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	underspend - overspend + £000 (7)	(8)
CEO1	Chief Executive & Business Support						
	Gross Expenditure	944	-2	942	942	0	G
	Gross Income	0	0	0	0	0	
		944	-2	942	942	0	G
CEO2	Human Resources						
	Gross Expenditure	4,325	-5	4,320	4,320	0	G
	Gross Income	-1,167	430	-737	-737	0	G
		3,158	426	3,584	3,584	0	G
CEO3	Corporate Finance & Internal Audit						
	Gross Expenditure	6,445	-8	6,437	6,437	0	G
	Gross Income	-2,212	472	-1,740	-1,740	0	G
		4,233	464	4,697	4,697	0	G
CEO4	Law & Governance						
	Gross Expenditure	9,602	1,002	10,604	11,104	500	A
	Gross Income	-7,216	-928	-8,144	-8,144	0	G
		2,386	74	2,460	2,960	500	R
CEO5	Policy						
	Gross Expenditure	4,579	-1,039	3,540	3,442	-98	A
	Gross Income	-1,943	1,027	-916	-916	0	G
		2,636	-12	2,624	2,526	-98	A
CEO6	Corporate & Democratic Core						
	Gross Expenditure	83	-4	79	79	0	G
	Gross Income	0	0	0	0	0	
		83	-4	79	79	0	G

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
Budget Monitoring

Ref	Directorate	BUDGET 2017/18			Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Movement to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	underspend - overspend + £000 (7)	(8)
CEO7	Transformation						
	Gross Expenditure	27,867	-2,686	25,181	25,181	0	G
	Gross Income	-5,190	1,561	-3,629	-3,629	0	G
		22,677	-1,125	21,552	21,552	0	G
CEO9	CEO Corporate Overheads						
	Gross Expenditure	0	256	256	256	0	G
	Gross Income	0	-1,754	-1,754	-1,754	0	G
		0	-1,498	-1,498	-1,498	0	G
	Non Negotiable Support Service Recharges						
	Gross Expenditure	13,114	-86	13,028	13,028	0	G
	Gross Income	-29,416	0	-29,416	-29,416	0	G
		-16,302	-86	-16,388	-16,388	0	G
	Directorate Expenditure Total	66,959	-2,572	64,387	64,789	402	
	Directorate Income Total	-47,144	809	-46,335	-46,335	0	
	Directorate Total Net	19,815	-1,763	18,052	18,454	402	

KEY TO TRAFFIC LIGHTS

Balanced Scorecard Type of Indicator

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

**Financial Monitoring and Delivery Report
CABINET - 20th March 2018**

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CD	Mar	Jan	Thriving Families grant allocation to service	CEF2-3 SM	Social Care Strategic Measures	Temporary Temporary	812 0	0 -812
CD	Mar	Jan	UASC capacity building Grant	CEF2-3 SM	Social Care Strategic Measures	Temporary Temporary	188 0	0 -188
Grand Total							1000	-1000

**Financial Monitoring and Delivery Report
CABINET - 20th March 2018**

CABINET IS RECOMMENDED TO NOTE THE VIREMENTS AS DETAILED BELOW:

Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
Mar	Dec	Create new adult social care pools	BCFPOOL	Better Care Fund Pool	T	1318	-62
			SCS1-1A	Contribution to Better Care Fund Pool	T	62	0
			SCS1-1B	Contribution to Adults with Care and Support Needs	T	1600	0
			SCS1-6	Other Funding	T	-22	0
			SCSOLD	#N/A	T	-2896	0
		Set up Adopt Thames Valley Budget	ATV1-1	Adoption Service	T	470	-186
			ATV1-2	Adoption Service	T	437	0
			ATV1-3	Adoption Service	T	133	-5
			ATV1-4	Adoption Service	T	0	-849
			ATV2-1	Adoption Service	T	368	-368
			ATV2-2	Adoption Service	T	98	-98
			CEF2-1	Management & Central Costs	T	-30	0
			CEF3-2	Corporate Parenting	T	122	0
			CEFATV	Adopt Thames Valley	T	1506	-1506
			CEO2	Human Resources	T	0	-27
			CEO3	Corporate Finance & Internal Audit	T	0	-9
			CEO7	Transformation	T	0	-55
		Transfer base budget for young carers	CEF3-2	Corporate Parenting	T	190	0
			SCS1-6	Other Funding	T	-190	0
		Precept funding Operational Teams	SCS1-2	Adult Protection & Mental Capacity	T	135	0
			SCS1-9	Central Costs	T	315	0
			SCS2	Joint Commissioning	T	-450	0

**Financial Monitoring and Delivery Report
CABINET - 20th March 2018**

CABINET IS RECOMMENDED TO NOTE THE VIREMENTS AS DETAILED BELOW:

Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
	Jan	High Needs and Early Years DSG Allocations	CEF1-2	Additional & Special Educational Needs	T	-222	222
			CEF4-2	Early Years Single Funding Formular	T	-39	39
		Correct pool contributions for CSS virement	ACSNPOOL	Adults with Care and Support Needs Pool	T	0	87
			BCFPPOOL	Better Care Fund Pool	T	0	653
			SCS1-1A	Contribution to Better Care Fund Pool	T	-653	0
			SCS1-1B	Contribution to Adults with Care and Support Needs	T	-87	0
		CCG BCF Pool Equipment	BCFPPOOL	Better Care Fund Pool	T	381	-381
		Pool Car Budgets 2	CEF2-3	Social Care	T	5	0
			EE3-1	Supported Transport	T	11	0
			EE3-2	Property & Procurement	T	-16	0
		Additional Funding for Temporary LAC Workers	CEF2-3	Social Care	T	63	0
			CEF5-12	Other	T	-63	0
		Set up Adopt Thames Valley Budget - Reverse 1718149 duplicate	ATV1-1	Adoption Service	T	-470	186
			ATV1-2	Adoption Service	T	-437	0
			ATV1-3	Adoption Service	T	-133	5
			ATV1-4	Adoption Service	T	0	849
		Set up Adopt Thames Valley Budget - Reverse 1718150 duplicate	ATV2-1	Adoption Service	T	-368	368
			ATV2-2	Adoption Service	T	-98	98
		LAS and ContrOCC maintenance	CEO7	Transformation	T	44	0
				SCS1-3	Provider & Support Services	T	-44
Grand Total						1039	-1039

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 20 March 2018**

Oxfordshire County Council's Treasury Management Lending List

as at 03.02.2018

Counterparty Name	Lending Limits		
	Standard Limit	Group Limit	Period Limit
	£	£	
<u>PENSION FUND Call Accounts / Money Market Funds</u>			
Santander UK plc - PF A/c	15,000,000		6 mths
Lloyds Bank plc - Callable Deposit A/c (OXFORDCCPEN)	25,000,000		6 mths
Standard Life Sterling Liquidity Fund - (Pension Fund)	25,000,000		6 mths
Svenska Handelsbanken - Call Account (Pension Fund)	25,000,000		6 mths
<u>Call Accounts / Money Market Funds</u>			
Barclays 100 Day Notice A/C	15,000,000	15,000,000	100 days
Barclays Current A/c	15,000,000	15,000,000	100 days
Santander UK plc - Capital A/c	15,000,000	15,000,000	6 mths
Santander UK plc - Main A/c	15,000,000	15,000,000	6 mths
Close Brothers Ltd - 95 day Notice A/c	10,000,000		95 days
Lloyds Bank plc - Callable Deposit A/c	25,000,000	25,000,000	6 mths
Svenska Handelsbanken - Call A/c (no 33777001)	25,000,000	25,000,000	364 days
Santander UK plc - 95 day notice account	15,000,000	15,000,000	6 mths
Goldman Sachs Sterling Liquid Reserves Fund	25,000,000	25,000,000	O/N
Deutsche Managed Sterling Fund	25,000,000	25,000,000	O/N
Federated Short-Term Sterling Prime Fund	12,000,000	12,000,000	O/N
Standard Life Sterling Liquidity Fund - (County Council)	25,000,000	25,000,000	O/N
Morgan Stanley	5,000,000	5,000,000	O/N
Legal & General Investment Management	25,000,000	25,000,000	O/N
<u>Money Market Deposits</u>			
Santander UK plc (Through Broker)	15,000,000	15,000,000	6 mths
Santander UK plc Time Deposit Facility	15,000,000	15,000,000	6 mths
Australia and New Zealand Banking Group	25,000,000	0	6 mths
Bank of Montreal	25,000,000	0	6 mths
Bank of Nova Scotia	25,000,000	0	6 mths
Bank of Scotland Plc	15,000,000	25,000,000	6 mths
Bank of Scotland Plc (Through Broker)	15,000,000	25,000,000	6 mths

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 20 March 2018**

Oxfordshire County Council's Treasury Management Lending List

as at 03.02.2018

Counterparty Name	Lending Limits		
	Standard Limit	Group Limit	Period Limit
Barclays Bank Plc (Through Broker)	15,000,000	15,000,000	100 days
Barclays Bank Plc (Direct)	15,000,000	15,000,000	100 days
Canadian Imperial Bank of Commerce	25,000,000	0	6 mths
Close Brothers Ltd	15,000,000		6 mths
Commonwealth Bank of Australia	25,000,000		6 mths
Coventry Building Society	15,000,000		6 mths
Credit Suisse	15,000,000	0	100 days
Danske Bank	15,000,000	0	100 days
DBS Bank (Development Bank of Singapore)	25,000,000		13 mths
Debt Management Account Deposit Facility	100% Portfolio	0	6 mths
English, Welsh and Scottish Local Authorities (£30m maximum subject to 10% portfolio limit)	30,000,000		3 years
HSBC Bank plc	25,000,000	0	6 mths
Landesbank Hessen-Thuringen (Helaba)	20,000,000		6 mths
Lloyds Bank plc	25,000,000	25,000,000	6 mths
National Australia Bank (Through Broker)	25,000,000	25,000,000	6 mths
National Australia Bank (Direct)	25,000,000	25,000,000	6 mths
Nationwide Building Society	15,000,000	0	6 mths
Nordea Bank AB	25,000,000	0	13 mnths
Oversea-Chinese Banking Corp	25,000,000		13 mnths
Rabobank Group	25,000,000	25,000,000	364 days
Royal Bank of Canada	15,000,000	0	6 mths
Svenska Handelsbanken	25,000,000	25,000,000	364 days
Toronto-Dominion Bank	25,000,000	0	6 mths
United Overseas Bank	25,000,000		13 mnths
English, Welsh and Scottish Local Authorities (£30m maximum subject to 10% portfolio limit)	30,000,000		3 years

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
EARMARKED RESERVES

Earmarked Reserves	2017/18				Commentary
	Balance at 1 April 2017	Movement		Balance at 31 March 2018	
		Contributions from Reserve	Contributions to Reserve		
	£000	£000	£000	£000	
Schools' Reserves	18,373	-7,873	34	10,534	In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual schools surpluses and deficits. These reserves are committed to be spent on schools. Other School Reserves cover a number of miscellaneous education activities, including amounts loaned to individual schools against school reserves, and School Partnership Accounts which are operated in respect of inter-school activities, primarily relating
Vehicle and Equipment Reserve	3,334	-1,728	400	2,006	Includes funding for Fire & Rescue Service vehicles and equipment.
Grants and Contributions Reserve	15,386	-9,604	370	6,152	Includes £7.452m Dedicated Schools Grant and £1.067m Public Health Grant.
Government Initiatives	418	-168	0	250	Funding for government initiatives, including adoption reform work.
Trading Accounts	75	0	0	75	Holds surplus funds from self-financing services such as Oxfordshire Safeguarding Children's Board
Council Elections	718	-321	0	397	This will be used to fund future elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
OxLEP	199	0	0	199	To be spent on LEP related project expenditure
On Street Car Parking	2,790	-2,500	2,500	2,790	This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute.
Transformation Reserve	2,122	-2,058	636	700	This reserve was established as part of the 2016/17 budget process to utilise one-off grant funding from the Government to fund the Council's Fit for the Future Transformation programme.
Budget Prioritisation Reserve	17,089	-5,108	660	12,641	This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Plan.
Insurance Reserve	8,080	-900	0	7,180	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.
Business Rates Reserve	117	0	0	117	This reserve is to smooth the volatility of Business Rates income.
Capital Reserves	34,476	-537	0	33,939	This reserve has been established for the purpose of financing capital expenditure in future years.
Budget Equalisation Reserve	1,205	0	0	1,205	This reserve is being used to manage the cash flow implications of the variations to the Medium Term Financial Plan.
Total Reserves	104,382	-30,797	4,600	78,185	

Financial Monitoring and Delivery Report
CABINET - 20th March 2018
General Revenue Balances

Date	Forecast 2017/18		Budget 2017/18
	£m	£m	£m
General Balances: Outturn 2016/17	19.970		15.135
County Fund Balance		19.970	15.135
Planned Contribution to Balances		4.700	4.700
Planned Contribution from Balances			
Original forecast outturn position 2016/17		24.670	19.835
Additions			
		0.000	0.000
Calls on balances deducted			
		0.000	
Automatic calls on/returns to balances			
		0.000	-2.000
Additional Strategic Measures			
Forecast Strategic Measures Underpend	1.400		
		1.400	
Other items			
		0.000	
Net General Balances		26.070	17.835
Total Gross Expenditure Budget		797.065	797.065
Balances as a % of Gross Expenditure		3.27%	2.24%
Net Balances		26.070	
Calls on / returns to balances agreed but not actioned			
		0.000	
Calls on / returns to balances requested in this report			
		0.000	
Forecast Variation at Year End			
Less forecast directorate overspend (as set out in Annex 1)		-6.334	
Revised Outturn position		19.736	

Directorate	Latest Approved Capital Programme (Council December 2018)			Latest Forecast			Variation			Current Year Expenditure Monitoring				Performance Compared to Original Programme (Council February 2017)		
	Current Year	Future Years	Total	Current Year	Future Years	Total	Current Year	Future Years	Total	Actual expenditure to date	Commitments	Expenditure Realisation Rate	Actuals & Commitments	Current Year	Variation	Use of Resources Variation
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	%	%	£'000s	£'000s	%
People: Children	33,820	145,542	179,362	33,270	145,892	179,162	-550	350	-200	14,771	10,766	44%	77%	37,575	-4,305	-11%
People: Adults	6,226	19,928	26,154	6,226	19,928	26,154	0	0	0	5,357	460	86%	93%	2,325	3,901	168%
Communities: Transport	48,246	385,490	433,736	47,343	386,495	433,838	-903	1,005	102	28,997	11,244	61%	85%	54,087	-6,744	-12%
Communities: Other Property Development Programmes	5,344	33,518	38,862	5,344	33,518	38,862	0	0	0	1,673	2,522	31%	78%	7,515	-2,171	-29%
Resources	14,028	92,297	106,325	14,028	92,297	106,325	0	0	0	5,769	321	41%	43%	5,880	8,148	139%
Total Directorate Programmes	107,664	676,775	784,439	106,211	678,130	784,341	-1,453	1,355	-98	56,567	25,313	53%	77%	107,382	-1,171	-1%
People: Schools Local Capital	1,400	5,950	7,350	1,400	5,950	7,350	0	0	0	1,023	0	73%	73%	1,400	0	0%
Earmarked Reserves	5,200	98,222	103,422	5,200	98,422	103,622	0	200	200					9,382	-4,182	0%
OVERALL TOTAL	114,264	780,947	895,211	112,811	782,502	895,313	-1,453	1,555	102	57,590	25,313	51%	73%	118,164	-5,353	-5%

Financial Monitoring and Delivery Report

CABINET - 20th March 2018

CAPITAL PROGRAMME: 2017/18 TO 2027/28

In-year Expenditure Forecast Variations

Project / Programme Name	Previous 2017/18 Forecast*	Revised 2017/18 Forecast	Variation	Comments
	£'000s	£'000s	£'000s	
People: Children Capital Programme				
Oxford - Barton (West) - 1.5FE Primary School	500	250	-250	
New Schools: Project Development Budget	100	0	-100	
Schools Access Initiative	400	300	-100	Programme provision returned to Capital Programme
Schools Accommodation Intervention & Support Programme	100	0	-100	Programme provision returned to Capital Programme
PEOPLE: CHILDREN TOTAL IN-YEAR VARIATION			-550	
Communities: Transport Capital Programme				
Harwell, Oxford Entrance	250	233	-17	
Milton Interchange	250	75	-175	Completed May 2016.
Science Vale Cycle Network Improvements	830	524	-306	Construction now not expected to commence until Spring 2017. Programme amended following MPB Feb 18
Oxford Science Transit Phase 2 - A40 Public Transport improvements (project development)	2,240	2,637	397	Prelim design for Park & Ride now brought into scope. Programme adjusted after MPB 28/11/17
Oxford Queen's Street Pedestrianisation (project development)	806	400	-406	
Oxford, Botley Rd (NPIF-funded)	120	50	-70	
Oxford, Rising Bollards	0	25	25	New inclusion
Woodstock Rd, ROQ	240	55	-185	
Riverside routes to Oxford city centre	696	530	-166	
Drainage	841	796	-45	
Drainage (Challenge Fund Programme)	1,499	1,544	45	
COMMUNITIES: TRANSPORT TOTAL IN-YEAR VARIATION			-903	
CAPITAL PROGRAMME TOTAL IN-YEAR VARIATION			-1,453	

*As approved by Cabinet

Financial Monitoring and Delivery Report
 CABINET - 20th March 2018
 CAPITAL PROGRAMME: 2017/18 TO 2027/28

New Schemes & Budget Changes

Project / Programme Name	Previous Total Budget* £'000s	Revised Total Budget £'000s	Variation £'000s	Comments
People: Children Capital Programme				
Schools Access Initiative	3,000	2,900	-100	Programme provision returned to Capital Programme
Schools Accommodation Intervention & Support Programme	1,100	1,000	-100	Programme provision returned to Capital Programme
PEOPLE: CHILDREN TOTAL PROGRAMME SIZE VARIATION			-200	
Communities: Transport Capital Programme				
Oxford, Rising Bollards	0	102	102	New Inclusion
Drainage	9,841	9,796	-45	
Drainage (Challenge Fund Programme)	3,750	3,795	45	
COMMUNITIES: TRANSPORT TOTAL PROGRAMME SIZE VARIATION			102	
CAPITAL PROGRAMME TOTAL PROGRAMME SIZE VARIATION			-98	

*As approved by Cabinet

Division(s):

CABINET– 20 MARCH 2018

TRANSITION FUND FOR COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES

Report by Assistant Chief Executive

Introduction

1. The 2016/17 budget agreed by Council in February 2016 included the creation of a 'one off' £1m fund to provide pump priming grants to communities to enable them to create sustainable solutions for open access children's services.
2. The approach agreed has been flexible, recognising the different needs across the county. Through the current support provided to community groups, individual solutions were developed in different areas with differing funding requirements.
3. Following five successful grant application rounds, where 33 community groups have been awarded funding totalling £815,506 there is now a remaining balance of £184,494 in the budget.
4. Given that the original council decision provided £1m to try to mitigate any gaps left in open access provision as a result of the move to more targeted provision in the new Children & Family Centres, Cabinet agreed on 18 September 2017 to continue to use the underspend as a grant scheme for open access children's services delivering for the 0-5 age range.
5. It was agreed to broaden the existing criteria to allow for other groups to apply for grants for delivering open access services for the 0-5 age range in locations other than previous children's centres. This would also encourage applications from groups in locations where there was previously a children's centre which has been repurposed i.e. nursery provision.

Transition Fund Approach

6. A gap analysis of the current open access provision against what was previously delivered by the children's centres was undertaken. This has helped to identify shortfall by locality area and would be used as the basis for assessing applications which address this gap.
7. The grant criteria has remained broadly the same, removing the requirement for the provision to be in the same area as a previous children's centre and the addition of not funding previous recipients of the transition fund grant:

- Sustainable solution for open access children's services in the local community
 - Ability to self-fund in the long-term, as outlined in the business case
 - Clearly defined costs and timescales for implementation
 - Evidence of the need for the project
 - Community buy-in
 - Engagement, partnership working and collaboration
 - Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
 - To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.
8. Applicants must be able to demonstrate an identified need in their area as a result of the changes in early intervention services, and provide a sustainable business plan beyond the funding period.
9. Previous recipients of transition fund grants would not be eligible to apply again.
10. A cross party group of county councillors has been established to consider applications against the criteria. Councillors were nominated for this group by the party leaders. The group consists of Councillors Gray, Fenton, Matelot, Brighthouse and Webber. The group is chaired by the portfolio holder for Local Communities, Cllr Gray.

Process

11. The sixth round of applications closed on the 14 February 2018. In this round 2 bids were submitted for consideration.
12. The applications were assessed by the cross party working group against each of the criteria outlined in the guidance notes at Annex 1 and listed above.
13. Applicants, along with their local county councillor will be notified by e-mail of the Cabinet decision.
14. Successful applicants will be expected to comply fully with the monitoring requests from the council and signing of the funding agreement will be viewed as acceptance of these requests.
15. Applicants will only have the first year of funding transferred initially with subsequent years funding subject to monitoring compliance.
16. Any unspent grant funding will be recovered by the county council.

Assessment of Applications

17. Having carefully assessed all the bids received against the established eligibility criteria, the cross party working group are recommending the following two bids for funding:

- Bampton Baby & Toddler Group
- Dovecote Voluntary Parent Committee (Oxford)

18. A summary of all the bids received under the sixth round of applications for the Transition Fund is included below:

19. **Applicant:** Bampton Baby and Toddler Group
Amount: £1,000 over 1 year
Proportion of proposed budget: 60%

Overview: Bampton Baby and Toddler Group runs every Thursday during term time from 09:30-11:30. It is available for any adults with accompanying children in Bampton or the surrounding areas. The group is run solely by parent volunteers. There is a donation of £1.50 per family, which covers the snacks, refreshments and craft materials. Donations from families average £15.00 per week. The group used to run from the children's centre but when this closed they moved to the church. The funding requested would be used to provide more storage, a new rug and new toys.

Panel feedback:

The panel noted that this was a small bid for equipment as the service is run from donations, therefore demonstrating the groups sustainability beyond the transition funding.

Recommendation: The panel recommend that Cabinet approves this bid for funding.

20. **Applicant:** Dovecote Voluntary Parent Committee
Amount: £12,100 over 2 years
Proportion of proposed budget: 84%

Overview: Dovecote Voluntary Parent Committee seeks the resource to deliver two stay and play sessions per week for young children accompanied by parents. The sessions will be delivered by local volunteers supported by a qualified member of staff. The delivery of stay and play sessions is needed to address the gap caused by the cut in services previously provided by the Blackbird Leys Children & Family Centre. Any grant awarded would support:

- Recruitment of new volunteers and training of new/ current volunteers.
- The delivery of stay and play sessions.

- Two/three off site trips within the first year of grant being received.

If successful, the grant will give the group capacity to work with local residents to train and empower them to deliver the stay and play sessions to secure the long term sustainability of the project.

Panel feedback:

The panel noted that there was considerable evidence of need in this area.

Whilst councillors were mindful of the higher amounts for management, administration and publicity the actual amount for the number of sessions was considered value for money.

Councillors noted that the group are planning to seek parental donations for sessions to ensure the sustainability of the project after the transition funding period.

It was noted that the group already had some grant requests pending which this fund could provide the match funding for.

Recommendation: The panel recommend that Cabinet approves this bid for funding.

Financial and Staff Implications

21. The financial implications are set out in the main body of the report.
22. Further information in relation to the groups applying for funding is included below:

Organisation	Year 1	Year 2	Year 3	Funding request	Funding Awarded
Bampton Baby & Toddler Group	£-	£1,000	£-	£1,000	£1,000
Dovecote Voluntary Parent Committee	£-	£8,550	£3,550	£12,100	£12,100
TOTAL				£13,100	£13,100

23. A breakdown of the current expenditure to date along with the recommendations made in this report is provided below:

TOTAL FUNDING AVAILABLE	£1,000,000
FUNDING APPROVED IN 1ST ROUND OF APPLICATIONS	£162,984
FUNDING APPROVED IN 2ND ROUND OF APPLICATIONS	£305,883
FUNDING APPROVED IN 3RD ROUND OF APPLICATIONS	£258,458**
FUNDING APPROVED FOR ST MARYS	£10,000
FUNDING APPROVED FOR FLORENCE PARK	£30,000
FUNDING APPROVED IN 4TH ROUND OF APPLICATIONS	£33,091
FUNDING APPROVED IN 5TH ROUND OF APPLICATIONS	£15,089
REMAINING FUNDING	£184,495
FUNDING RECOMMENDED UNDER 6TH ROUND OF APPLICATIONS	£13,100

** Includes conditional funding allocations

24. The panel when making its recommendations have ensured due diligence in assessing the applications and ensuring value for money is achieved. This has resulted in a proportion of the funds remaining unspent as outlined in the body of the report and further rounds are planned for 2017/18.

Equalities Implications

25. The Public Sector Equality Duty, under section 149 of the Equality Act 2010, places a responsibility on local authorities to exercise 'due regard to the need to eliminate unlawful discrimination advance equality of opportunity and foster good relations.'
26. There are no equality and inclusion implications arising directly from this report, the protected characteristics have been considered when assessing all proposals.

RECOMMENDATION

A) The Cabinet is RECOMMENDED to approve for funding the following bids:

- a. Bampton Baby & Toddler Group
- b. Dovecote Voluntary Parent Committee

MAGGIE SCOTT
Assistant Chief Executive

Background papers: Transition Fund Guidance Notes & Transition Fund Application Form. Contact Officer: Sarah Jelley, sarah.jelley@oxfordshire.gov.uk, 07554 103437
March 2018

ANNEX 1**REVISED GUIDANCE NOTES****TRANSITION FUND
COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES****September 2017****Background**

In February 2016 the council agreed to set aside £1m for creating a transition fund to provide pump-priming grants for establishing universal provision of children's services in communities across Oxfordshire.

Further details about the council's decision are available at:

<https://www.oxfordshire.gov.uk/cms/news/2016/feb/joint-statement-budget-political-leaders-oxfordshire-county-council>

This approach supports the council's commitment to a new way of delivering open access services across communities. Under Oxfordshire Together we have been working with town and parish councils, voluntary sector organisations and local community groups to encourage the continuation of open access sessions such as stay and play and youth group sessions where the council can no longer provide funding for these services. Further information about this work is available at: <https://www.oxfordshire.gov.uk/cms/public-site/childrens-services>.

Having funded majority of the previously owned OCC Children's Centres, Cabinet on the 18th September have agreed that the underspend can now be used to extend the grant scheme to organisations delivering open access services for the 0-5 age range. Read the full details of the decision here:

<http://mycouncil.oxfordshire.gov.uk/ieListDocuments.aspx?CId=115&MId=5023&Ver=4>

Our approach

The purpose of this £1m transition fund is to provide pump priming grants for sustainable community solutions for open access children's services. In awarding the grants, our approach will be flexible, recognising the different needs across the county. We will work with community groups on an individual basis to develop individual solutions, so if you would like to apply for a grant you are advised to contact us at an early stage. To get in touch with us, please email us at: localities@oxfordshire.gov.uk.

Any proposals for funding will need to demonstrate sustainability and the ability to self-fund in the long term. This will be a key criterion for assessing all applications. In addition match funding is strongly encouraged, and we will be asking all applicants to put together a robust business case showing how the project will self-fund in the long-term.

There will be four rounds of applications with deadlines in October 2017, December 2017, February 2018 and March 2018, so if your bid is not successful in the first round, we will be happy to work with you to help develop a strong business case and re-apply for funding. Further rounds of applications will be considered, if there are remaining funds, post-March 2018.

What do we fund? (eligibility criteria)

Funding is available for sustainable community solutions for open access children's services. As the county council is withdrawing funding for some non-statutory children's services, we want to see communities come forward with their proposals for open access services for children and their families, reflecting local need and priorities.

It is entirely up to each community to decide what the new arrangements might look like. In order to be eligible for transition funding, projects must meet a number of key eligibility criteria, and we require all applicants to submit a fully developed business case that demonstrates how the criteria will be met.

If you need help developing the business case, you can contact OCVA, who will be able to offer guidance, or you can consult the government's advice on writing a business plan at: www.gov.uk/write-business-plan.

To make sure you have included all the relevant information in your business case we have put together a suggested checklist:

- Description of the project/ activity
- Needs analysis
- Desired outcomes & beneficiaries
- Costs
- Sources of funding & long-term sustainability
- Performance Measures (how results will be monitored)
- Governance

Grant criteria

- Sustainable solution for open access children's services in the local community
- Ability to self-fund in the long-term, as outlined in the business case
- Clearly defined costs and timescales for implementation
- Evidence of the need for the project
- Community buy-in
- Engagement, partnership working and collaboration
- Projects must benefit Oxfordshire communities, be inclusive and provide good value for money.
- To what extent we can have confidence that the project will have a lasting impact, beyond the funding period.

We want to see projects which are rooted in their communities and which have grown out of a specific local need. All applicants must work closely with their local community to ensure their project is properly connected locally, responds to recognised need and does not duplicate other provision. We would also ask to see evidence of a strong buy-in from the local community, and any successful initiative would need to be accessible, inclusive and open to all.

Funding will only be awarded on a one-off basis and must be spent within a maximum of 2 years or 31 March 2020 whichever is sooner (*depending on your business plan, it could be by end of financial year; set number of years or as per the milestones identified in the business case*).

Funding can be awarded for salaries and overheads if these were part of the sustainable business plan. It is important to emphasise though that the grant will be a one-off payment so organisations need to take this into account when building their business case.

Who can apply:

In order to be deemed eligible for funding, applying organisations must have a committee and/or a constitution or appropriate rules setting out aims and objectives and how the group will operate, and a bank account¹.

- Not-for-profit community groups
- Town and parish councils
- Schools
- Social enterprises
- Charity organisations
- Community associations
- Companies limited by guarantee
- Parent teacher associations
- Cooperatives
- Friendly societies
- Youth Clubs

What don't we fund?

Organisations:

- Previous recipients of transition fund grants would not be eligible to apply again.
- Groups that have previously received Transition Funding
- Individuals or sole traders
- Profit-making organisations
- Organisations not established in the UK
- Organisations that give funds to other charities, individuals or other organisations

Projects:

- Projects that duplicate an already existing service
- Activities which a statutory body is responsible for
- Activities with a religious or political purpose

¹ Please note we will not make any payments into individuals' bank accounts, so it is very important that your group has a bank account.

- Activities that contradict or act against any of the Council's agreed policies such as [Equalities](#) and [Safer Recruitment](#), or fail to comply with all the other relevant statutory requirements, such as health and safety legislation

Please note that this is not an exhaustive list and if you are not sure whether you are eligible for funding you should get in touch with us at: localities@oxfordshire.gov.uk.

How to apply

Application process:

- 1) Application form & business case
- 2) Review of bid by transition fund cross party group with recommendations to Cabinet
- 3) Assessment of bid by Cabinet
- 4) Decision
- 5) Notification to bidders

Deadlines

There are four applications round, with deadline dates of:

- 1) TBC October 2017
- 2) TBC December 2017
- 3) TBC February 2018
- 4) TBC March 2018

We encourage applicants to contact us early with their expressions of interest or any questions they might have, to avoid any delays in the council assessing the bids and making a decision. There is a limited amount left in this budget and early applications are encouraged to avoid disappointment.

How will applications be assessed?

We will assess your application against the key criteria set out above and we may also seek feedback from community stakeholders and the local county councillors.

A cross party panel will review all applications and then make recommendations to Cabinet. The final decisions will be made by Cabinet meeting in public on 28 November 2017 (first round), 23 January 2018 (second round), 20 March 2018 (third round), 17 April 2018 (fourth round). The Cabinet will judge each application on its own merits, giving due regard to local circumstances and need.

Cabinet decisions can be called-in by the Performance Scrutiny Committee, which can decide to approve the decision, ask Cabinet to reconsider, refer it to full council for further debate, or require further information of further work to be done.

Awarding the grant

Applicants, along with their local county councillor, will be notified by email of the Cabinet's decision within a week of the decision being made.

Successful applicants will be asked to sign a legal agreement with the council (for any grants over £5,000). Once the legal agreement is signed, we will then transfer the funding into the organisation's bank account.

For larger grants/ where appropriate, funding might be phased depending on the outcomes achieved following the first stage of delivery.

Unsuccessful applicants will be offered feedback on their proposal and, where possible, we will work with organisations to help them identify alternative funding opportunities.

Monitoring

Successful applicants are expected to comply fully with any monitoring requests from the Council and must agree to this when signing the funding request form.

All successful applicants need to be prepared for a review of their project.

This may include:

- Receipts recording how the money was spent
- Reports on the activity funded
- Feedback from individuals impacted
- Any other record of the activity funded (e.g. promotional flyers and posters)

Successful applicants will be strongly encouraged to keep us informed about the progress of their projects. Any setbacks to the implementation of the projects should be reported to the Transition Fund Team. Delivery of the projects will be monitored as per milestones identified in the business case/ project proposal.

Any unspent grant funding will be recovered by the county council.

Other sources of support and funding available

- Oxfordshire Community and Voluntary Action (OCVA)
- Oxfordshire Community Foundation
- Community First Oxfordshire

Contact us

Sarah Jelley
Policy Team
Oxfordshire County Council
County Hall
New Road,
Oxford OX1 1ND

Email: localities@oxfordshire.gov.uk

Telephone: 07554 103437

GRANT APPLICATION FORM

TRANSITION FUND COMMUNITY INITIATIVES FOR OPEN ACCESS CHILDREN'S SERVICES

The Scheme and Guidance

In February 2016 the council agreed to set aside £1m for creating a transition fund to provide pump-priming grants for establishing universal provision of children's services in communities across Oxfordshire.

In awarding the grants, our approach will be flexible, recognising the different needs across the county. We will work with community groups on an individual basis to develop individual solutions, so if you would like to apply for a grant you are advised to contact us at an early stage. To get in touch with us, please email us at: localities@oxfordshire.gov.uk.

Any proposals for funding will need to demonstrate sustainability and the ability to self-fund in the long term. This will be a key criterion for assessing all applications. In addition match funding is strongly encouraged, and we will be asking all applicants to put together a robust business case showing how the activity will self-fund in the long-term.

Please read carefully the **guidance notes** available on the Council's website to check whether your organisation or the activity you wish to fund is eligible for funding under the scheme's criteria.

The Application Process

- 6) Application form & business case
- 7) Review of bid by transition fund group with recommendations to Cabinet
- 8) Assessment of bid by Cabinet
- 9) Decision
- 10) Notification to bidders

Deadlines

There are four applications round, with deadline dates of:

- 5) 25 October 2017
- 6) TBC December 2017
- 7) TBC February 2018
- 8) TBC March 2018

Contacting Us

Sarah Jelley, Policy Team
Oxfordshire County Council
County Hall,
New Road,
Oxford OX1 1ND
Email: localities@oxfordshire.gov.uk
Telephone: 07554 103437

TO BE FILLED IN BY APPLICANT

Name of your organisation:

Type of organisation:

Organisation Address:

If a registered Charity, please specify number

Contact Name

Telephone

Email

Payment Details

Please provide your organisation's payment details (note: payments will not be made to an individual's bank account).

Account Name	
Bank or Building Society Name	
Account number	
Sort code	

ACTIVITY OVERVIEW

1. Name

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2. Summary

Please describe the activity you wish to fund.

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3. Activity Dates

Please state when you would spend the funding. Please include start and end date for the activity and major milestones, if any.

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PLEASE NOTE: ALL FUNDING MUST BE SPENT WITHIN A MAXIMUM OF 2 YEARS *(depending on your business plan, it could be by end of financial year; set number of years or as per the milestones identified in the business case).*

4. Analysis of Needs

Please explain how the activity will address a recognised need in your community.

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5. Success Measures

How will you monitor progress towards the achievement of your outcomes?

6. Sustainability

How will you ensure the sustainability of the activity? How will the activity be funded in the long term?

7. Costs

Description	Cost	Grant Request
<i>Please provide us with a breakdown of costs of your proposed activity. E.g. Volunteer Training, Transport, Information & Promotion, Equipment & Materials, Refurbishment etc.</i>		

TOTAL		

8. Other funding received

Please include details of any other grant funding you have received, including any awarded by Oxfordshire County Council or any funding that has been committed to the activity in principle.

Applicant Agreement

The organisation undertakes that:

- The information provided on this form is true and accurate.
- Any funds awarded will be spent in accordance with the details provided above.
- For all bids £5,000 and over, or if requested, it will provide details of how funding has been spent and cooperate fully with any other monitoring process undertaken by the Council to ensure the proper use of funds.
- It will advise the Council of any potential difficulties in complying with this agreement as soon as possible so that mutually acceptable solutions can be found.
- Funding awarded will not be spent on activity that does not comply the abovementioned policies of the Council.
- Details of the activity will be listed on the Council's website and may be communicated to a wider audience (e.g. via the local press).
- The funds awarded will be reimbursed to the Council if the organisation is in breach of these terms.
- The activity will be carried out in compliance with all relevant laws.

We hereby agree to these terms:

<p>Name:</p> <p>Signed:</p> <p>Date:</p> <p>On behalf of (organisation):</p>

Please ensure that you have signed the application form before submission to the Policy Team. Please note that while we can accept scanned signatures, **we cannot accept typed signatures.**

Division(s): All divisions in Oxford City

CABINET – 20 MARCH 2018

AGENCY AGREEMENT WITH OXFORD CITY COUNCIL FOR HIGHWAY MAINTENANCE ON THE CLASSIFIED ROAD NETWORK IN OXFORD

Report by Director for Infrastructure Delivery

Introduction

1. The maintenance of classified roads in Oxford is currently the responsibility of, and overseen by, the County Council. The work is carried out predominantly by Skanska with support from City Council officers (funded by the county council) to perform the function of a Principal Officer for classified roads within the City.
2. The intention is to enter into an Agency Agreement with the City Council under Section 101, Local Government Act 1972 to enable them to undertake, and be responsible for, the routine and reactive maintenance of and undertake minor schemes on all classified urban roads within the City boundary. This would include trees and public rights of way and fits the Area Operations model being implemented across the remainder of the County.
3. This is separate to, but complements, the current section 42 Highways Act 1980 (s42) statutory arrangement between the County and City Councils. The City Council is exercising statutory powers to undertake the maintenance of all eligible non-classified urban roads within the City boundary and for which funding is provided to carry out this work as required by the statutory regime.

Justification & scope

4. The current responsibility for maintaining roads within the city is spread across the City and County Councils which creates inefficient use of resources due to poor co-ordination and holistic programming of works. In addition, due to the lack of a local works depot within the city, it hampers the ability for the County Council and its contractor Skanska to react quickly and effectively to the works required.
5. The County Council will be managing the agency agreement with the City Council through the Area Operations Hub. Escalation of issues and concerns to the County Council would be just the same as currently with the s42 arrangement.
7. The Agency Agreement aims to:
 - Make the provision of services simpler
 - Provide better value and more responsive service delivery for the public
 - Reduce duplication and improve customer experience

8. The longer-term approach of this agreement (alongside the s42) will enable the City Council to better manage its resources, invest in training and equipment, and as a result provide an improved service to residents.

Operation & monitoring

9. A forward programme of planned schemes and work delivered within the last period will be reported to the Oxford Locality meeting by a senior manager responsible for this area. This locality would operate in the same way as others do, and have the same influence on the programme as others.
10. In addition to the funding allocated through these agreements, the City Council will still benefit from ad-hoc funding allocations such as the DfT pothole fund in the same way as occurs now.
11. As this is a new arrangement for both authorities, activities will be closely monitored through regular meetings of key officers. There is a real appetite on both sides to make this arrangement a success and show a clear performance improvement and financial benefit to residents.
12. There is agreement that County Council policies, specifications and best practice will be adhered to. This will include the City Council ensuring information is uploaded to County asset systems.
13. To ensure performance can be appropriately managed, performance and reporting metrics are being agreed. These can be overseen by the County Council Performance Scrutiny Committee as required.
14. The agency agreement will detail the escalation process should the need arise through poor performance or other reasons. This will include clauses for termination of the agreement by either party.

Financial and Staff Implications

15. There are staffing implications for both authorities which include the TUPE of 3 staff to the City Council. These are being detailed in preparation for approval of the agency agreement.
16. The funding arrangements have been agreed and a schedule is attached in Annex 1 to this report.

Equalities Implications

17. None

RECOMMENDATION

18. The Cabinet is **RECOMMENDED** to:

- (a) Approve in principle the Agency Agreement with Oxford City Council for highway maintenance on the classified road network in Oxford subject to the proposed review and monitoring as set out in the report; and
- (b) Delegate authority to the Director for Infrastructure Delivery and the Director for Law & Governance in consultation with the Cabinet Member for Environment to give final approval to the Agency Agreement.

OWEN JENKINS

Director for Infrastructure Delivery

Background papers: Proposed Finance schedule

Contact Officer: Hugh Potter – Team Leader - Area Operations Hub
December 2017

Annex 1.

Calculation of Funding

Section 42 delegates responsibility for maintenance of the following areas;

Minor Highway Works – Defect repairs, patching, and other minor works

Drainage – Gully emptying and gully defects

Verge Maintenance – Grass and hedge maintenance

Winter Maintenance – Gritting etc.

Aids to Movement and Disabled and Access Protection – Signing and Lining
Services – Staffing & Support

The existing s42 area represents 6% of the entire highway assets maintained by the council within Oxfordshire. Annual revenue budget allocations therefore typically reflect a 6% proportion of countywide highway budgets set aside for the direct delivery of the above activities.

The addition of the classified roads within Oxford would extend the percentage of highway network by a further 2.8%. Future revenue funding of this additional scope will therefore reflect a further 2.8% proportion of countywide budgets set aside for the above activities.

A proportion of capital funding will also be allocated for delivery by the City Council. This will 6% of surface treatment budgets for City s42 roads and 2.8% budget for classified roads. A further 18% of footway budgets (reflecting the proportions of county footways within the city) will be allocated for delivery by the City Council.

It is proposed that the funding calculation be applied based on highway classified length from a base year of 2017, but annually reviewed to adjust for the actual 3 year average recorded defect numbers and service costs. Proportional network lengths will be reviewed every 5 years.

Revenue Calculation Formula

Task	Calculation
Existing s42 revenue ¹	6% of annual relevant budget
Agency Principal Roads	
Gully Emptying	Cost per gully, actual number on city classified roads
Safety Defects (including Trees and PRoW)	2.8% of budget or 3 year average activity in City
Gully Defects	2.8% of budget or 3 year average activity in City
Signing and lining	2.8%% of budget

¹ s42 allocation is separate to the Principal roads Agency Agreement

Disabled & Access protection	Existing budget transferred
Minor works	2.8% of budget
Winter maintenance	2.8% of budget or 3 year average activity in City
Emergency OOH/ Incident response	The lesser of 2.8% of budget or 2017 budget baseline.
Staffing ²	Agreed actual cost City & TUPE staff

Capital Calculation Formula

Activity	Calculation Methodology
S42	6% of annual relevant budget
Surface Treatments	2.8% of capital allocation for surface treatments
Footways	Proportionate share of the capital allocation for footway maintenance – 18% (less s42 Footways allocation)
Structural Maintenance (Classified highways)	Agreed on a case by case basis to reflect total highway asset need.

NB. Initial calculations show an indicative combined revenue and capital allocation of £2.84m. This may be subject to change as budgets are refined.

² Includes office accommodation, vehicles, fuel etc.

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Division(s): ALL

CABINET – 20 MARCH 2018

PROPOSALS FOR THE CREATION OF A MAJOR ROAD NETWORK – CONSULTATION

Report by Strategic Director for Communities

Introduction

1. At the end of 2017, the Department for Transport (DfT) published consultation proposals for the Creation of a Major Road Network (MRN) for England. This was a response to the publication of a report in October 2016 by the influential Rees Jeffries Road Fund (RJRF), which proposed such a Network.
2. The RJRF argument was that the existing Strategic Road Network (SRN), essentially Motorways and high standard dual carriageways including the A34, needed to be complemented by an equivalent network of major local roads. Critically, a similar approach needed to be taken to funding and programming upgrades/improvements to this network, akin to the 5 year “Road Investment Strategy” approach adopted by Highways England for the SRN.
3. Accordingly, the DfT has proposed a MRN be created, with ring-fenced funding to be identified from the National Roads Fund. Government is seeking views on three main areas: how to define the network; the investment planning process and eligibility and assessment criteria. The consultation document and proposals, including the 16 consultation questions, are set out at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/670527/major-road-network-consultation.pdf
4. The deadline for responding to the consultation was Monday, 19th March. Because this meeting falls the day after the consultation response deadline, we have submitted an OCC response as set out in annex 1 of this report, with the caveat that it is subject to Cabinet approval.

Exempt Information

5. None

Overview of Proposals

6. The proposals for the creation of a MRN are set in the context of Government’s central policy objectives, including:
 - How it can support the economic growth, particularly the National and emerging Local Industrial Strategies
 - The need for increased local road investment to support housing delivery, in particular land for new sites
 - Reducing congestion

7. Notable features of the consultation proposals include:
- i. The SRN and MRN would remain as separately funded and managed networks – so the County Council as Highway Authority would remain in control of its MRN.
 - ii. An indicative Network for England is included, which can be seen via the following link: <http://maps.dft.gov.uk/major-road-network-consultation/>. For Oxfordshire, this network includes the A40, A420, the remainder of the Oxford Ring Road, the A41 connecting Bicester to Aylesbury and the A418 linking the M40 to Thames. Much, though not all, of it is based on the former trunk roads which were transferred back to local authority control in the early 2000s – for example the A44 is not included.
 - iii. Investment Planning and priorities are seen as being progressed on a region-wide basis, with a strong role for Sub-National Transport Bodies (such as the one being developed for England's Economic Heartland) being envisaged to develop the MRN investment programme.
 - iv. Funding for any scheme proposals on the MRN is targeted at projects costing between £20m and £100m, though a lower £50m ceiling is envisaged in all but the most significant proposals, and local contributions would be sought.
 - v. Maintenance of the MRN would remain as now, with separate funding arrangements managed by individual local authorities.
8. Views of Oxfordshire's partners are also a consideration. This report takes into account comments made by partners on the Oxfordshire Growth Board and Local Enterprise Partnership. The EEH Strategic Transport Forum (which OCC is a Member of) has developed its own response to the consultation, for consideration at its meeting on 16 March, which will be circulated once ready.

Views on what is proposed - Overall

9. The principles of the MRN proposals are essentially sound and reflect the wide support for the RJRF report when it was published. Providing a dedicated funding stream to underpin the MRN would enable growth and development to be more effectively planned and the Strategic and Major Road Networks considered together. It is worth noting the EEH view that the DfT's proposals divert from the RJRF recommendations in that the SRN and MRN networks would remain separate, rather than being considered as a 'single network'.
10. For Oxfordshire, it will provide the opportunity for heavily trafficked corridors such as the A40 and A420, which we have struggled to secure funding to upgrade, to develop new or updated route strategies and secure access to new funding streams. This will be particularly important where we are looking for corridor based infrastructure upgrades to support committed and planned development envisaged and being planned for as part of the proposed Growth Deal and emerging Joint Spatial Plan.

Defining the Network

11. Current traffic flow is proposed as the main indicator of which roads should form part of the MRN, with the proportion of freight traffic carried also a factor. Whilst basing proposals on the volume of trips is logical it is a somewhat crude methodology as it takes little account of the future of the network, and how roads are seen as developing, in order to facilitate the level of growth that the creation of the MRN is designed to support. Also, it doesn't reflect the potential of routes as strategic multi-modal transport corridors (with better public transport connections). A more strategic route based approach is essential.
12. It is proposed that the Council supports all the specific Oxfordshire roads identified for inclusion in the MRN, which currently comprise:
 - The A40 linking the west through to the M40
 - The A420 between Swindon and Oxford
 - The A423 and A4142, making up the remainder of the Oxford ring road
 - The A41 from M40 J9 via Bicester and on to Aylesbury
 - The A418 between the M40 and Aylesbury
 - The A422 between Banbury and Brackley (although this needs to be extended to include the route into Banbury via Hennef Way)
13. Whilst it is proposed to review the MRN every 5 years, it is important we reinforce the need to look forward now, and identify where including particular roads is needed to support growth and development – both what is currently planned and what emerges through emerging work on the Joint Spatial Plan.
14. In particular, the A44 should be included in the MRN as it would directly support proposed growth at Chipping Norton, Woodstock, Begbroke, Yarnton and the Northern Gateway site in Oxford, with the southern length of this route proposed for a new Rapid Transit corridor including Park & Ride site. As part of the Primary Route Network, this was also previously a Trunk Road. This may depend on the views of neighbouring authorities and could also lead to pressure for consideration of bypasses for some settlements.
15. It would also be beneficial to put a marker down for existing or future routes that either would directly support development or play a greater strategic connectivity role. Examples could include the A361 (Swindon to Banbury), and A4074/A429 (Oxford to Reading) corridors and the proposed Culham River Crossing. The review mechanism will need to pick these up
16. It is also critical to reflect the important role the MRN would play in securing high quality, funded first/last mile connections on the Oxford to Cambridge corridor, and for the network to support Oxfordshire growth corridors, including the specific proposals set out in Oxfordshire's Housing & Growth Deal and Housing Infrastructure Fund proposals. The development of the Oxford to Cambridge Expressway, including the proposed identification of a preferred corridor by Highways England in summer 2018, will also have implications for the development of Major and Strategic Road Networks in Oxfordshire, including connections to it and links to strategic hubs including rail and Park & Ride interchanges and ports.

Investment Planning

17. It is proposed that investment planning is not confined to local authority areas but be considered on a region-wide basis, including strategic transport bodies where they exist. Given the relative strength of our partnership arrangement across the Oxford to Cambridge corridor and England's Economic Heartland, the developing evidence base which is underpinning their work and that fact that a STB is expected to be formalised by 2019, this approach is considered beneficial. What requires further consideration is the final decision-making process for the prioritisation and allocation of funds.
18. Proposals for investment would be progressed in a similar way to how schemes are developed and accepted onto the SRN programme. The proposal is for Highways England to have a significant role in this, which should help ensure the development of a more integrated network. Integration is proposed between investment decisions made for the MRN and the SRN, and coordination of programmes.

Eligibility & Investment Assessment Criteria

19. It is important to note that MRN funding does not replace highways maintenance funding (which would continue to be awarded separately) or other funding streams /bids that can be targeted at local roads, such as the Integrated Transport Block. Instead, MRN funding would be targeted at specific, higher value schemes including route widening, bypasses, junction upgrades and major structural renewals. This is illustrated by the proposed minimum scheme value of £20m.
20. However, the proposals also identify a maximum Government contribution of £100m and make it clear that, for most requests, there would be a limit of £50m, with the higher figure requiring a demonstrably strong case to be made. The requirement for third party and/or local contributions is also implicit. Whilst in theory these could make a reasonable contribution to overall scheme funding, our experience (taking the A40 project for example) is that local contributions are a relatively minor source of funding (in that case, £5m out of the £40m total cost). In this context, the proposed funding ceilings appear at odds with the stated purpose of the fund as being "*targeted towards significant interventions that will transform important stretches of the network*". Notably, one of the case studies quoted references a £79m scheme which funded just 3.5km of existing bypass widening. It is unlikely therefore that this fund (as currently framed) would provide the level of transformational upgrade identified (for example in the Oxfordshire Infrastructure Strategy) or that communities may be looking for on our main corridors.
21. Whilst the 5 headline investment criteria objectives are hard to disagree with, it is notable that the first of these, 'Reduce Congestion' includes criteria focused on environmental impacts, for example Air Quality and Noise. Our preference would be for a separately identified 'Environmental' objective to cover these areas, and for a more granular approach to the criteria for reducing congestion, including how this might be quantified for example.

22. There is also no specific reference to how the development of the MRN and funding for it would link to greater use of technology to enable more intelligent route management. This is an area which needs to be developed further.
23. Exclusions are identified which are relatively self-explanatory, but do reflect an allowance for public transport upgrades to be included if part of a wider scheme. It will be important to emphasise this point in the context of supporting growth and ensuring multi-modal connectivity, especially for first/last mile proposals.

Conclusions

24. The proposal to create a MRN should be supported, as it is a logical step in securing investment on major local authority roads that could lever in some the additional funding identified to support growth in Oxfordshire.
25. However, the consultation document does not identify the full extent of what we would see as the Oxfordshire MRN and the network should be seen as based on the evidence at this point in time, as it is likely to need to change and be expanded in line with growth and development. Also, the levels of scheme funding on offer are at risk of being insufficient to provide the scale of upgrade likely to be needed in the context of the level of development being taken forward in Oxfordshire. The responses to the consultation questions in annex 1 reflect these points.

Financial and Staff Implications

26. None arising from this report.

Equalities Implications

27. None arising from this report.

RECOMMENDATION

28. **The Cabinet is RECOMMENDED to agree the proposed responses to the consultation questions, set out in annex 1 to this report.**

BEV HINDLE
Strategic Director for Communities

Background papers: None

Contact Officer: John Disley, 07767 006742
March 2018

Annex 1 – Proposed responses to consultation questions

1. Do you agree with core principles for MRN?

Yes. Providing a dedicated funding stream to underpin the MRN will enable growth and development to be more effectively planned and the Strategic and Major Road Networks considered together

2. Do you agree with quantitative criteria and their application?

Yes, but only as a starting point. Whilst logical, the use of current traffic flows as a main determinant is a somewhat crude methodology as it takes little account of the future of the network, and how roads are seen as developing, in order to facilitate the level of growth that the creation of the MRN is designed to support.

It is therefore essential to ensure that planning for the MRN does not just reflect the current position and recognises the need to look into the future, as the status of routes are changing with the significant growth in and around the county. This needs to include consideration of new routes in plans.

Using existing data is an historic approach which needs to change and there should be a forward look and baseline agreement as to what the MRN for Oxfordshire (and elsewhere) will eventually look like. For Oxfordshire, that data and information is there to do this.

3. Do you agree with qualitative criteria and their application?

In part. Qualitative criteria should explicitly recognise the importance of enabling growth by linking economic centres. They also need to reflect the potential of routes as strategic multi-modal transport corridors, with the opportunity to facilitate strategic public transport connections. Significant locations should also include, in addition to ports and airports, other major transport hubs and main strategic employment areas, such as major military bases, e.g. RAF Brize Norton in Oxfordshire.

4. Have these criteria identified all road sections that should be in MRN?

No. There are two omissions:

- (i) The A422 [Hennef Way] between M40 junction 11 and the A423 north of Banbury needs to be included, as this 'missing link' connects this major growth area to the SRN.
- (ii) The A44 Primary route linking Oxfordshire to Gloucestershire needs to be included as it forms part of the Primary Route Network and connects Oxfordshire Growth towns along the corridor

5. Have these criteria identified road sections that should not be in MRN? **No**

6. Do you agree with how MRN is to be reviewed in future years? **Yes**

7. Do you agree with roles for local/regional/national bodies? **Yes**

8. Any additional responsibilities needed and if so at which level?

Yes. It may be useful to review local authority compulsory purchase powers to ensure these are adequate

9. Regional groupings where no sub-national transport bodies exist? **Yes**

10. Any other factors/evidence needed in Regional Evidence Bases?

Yes. This should include housing costs and their role in generating longer commutes, a significant factor here in Oxfordshire

11. Do you agree with role outlined for Highways England?

Yes. It will be important to ensure integration with the Strategic Road Network. However, Local Authorities / any MRN group will need greater power to deliver with Highways England approval/involvement

12. Do you agree with cost thresholds outlined?

No. While the lower threshold of £20m feels about right, the upper threshold of £100m is too restrictive, especially as there is a presumption that schemes would only exceed £50m in exceptional circumstances. It may be that the right solution to support development requires a higher level of investment is required – our suggestion is that these limits are doubled to £100m and £200m respectively.

13. Do you agree with eligibility criteria outlined?

No. Consideration needs to be given for funding those routes which are an alternative – either used when congestion is high or are on formal diversion routes

14. Do you agree with investment assessment criteria outlined?

Yes, but only in part. Whilst the 5 headline MRN investment criteria objectives are hard to disagree with, it is notable that the first of these, 'Reduce Congestion' includes criteria focused on environmental impacts, for example Air Quality and Noise.

15. What (if any) additional criteria should be included?

Given the above, our preference would be for a separately identified 'Environmental' objective to cover these areas, and for a more granular approach to the criteria for reducing congestion, including how this might be quantified for example.

Consideration needs to be given to how development and funding of the MRN can be linked to greater use of technology to enable routes to be managed more intelligently

16. Anything else to add to MRN proposals? **No.**

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CABINET – 20 MARCH 2018

BUSINESS MANAGEMENT AND MONITORING REPORT

QUARTER 3 2017-18

Report by the Assistant Chief Finance Officer (Assurance)

Introduction

1. This paper provides details of Oxfordshire County Council's performance for quarter 3 (1 October – 31 December 2017).
2. The report shows that at the end of the third quarter we were on course to meet the three strategic priorities set out in the current Corporate Plan. A report on key achievements and issues is attached at Annex 1. Performance dashboards are included at Annex 2.
3. Of the 23 outcomes being reported on this year, 22 were rated Green or Amber at the end of Quarter 3. This is the same as in Quarter 2.
4. The outcome rated as Red in Quarter 2 (around reducing the number of looked-after children) remains Red this quarter. However, as in Quarter 2, performance in this area is on an upward trend and is in line with expectations and forecasts, and one of the three supporting indicators (no.12) in the dashboard has improved from Red to Amber in Quarter 3, with a positive outlook for Quarter 4. The Director's assessment – that no additional action is necessary beyond that already being taken – is based on that progress and trend.
5. Of the 50 success indicators being reported on, 3 were rated as Red for Quarter 3. This is one fewer than in Quarter 2. Indicators 11 (number of looked-after children) and 41 (condition of A and B highways) remain Red. Indicator 10 (permanent school exclusions) is newly Red this quarter as the number of exclusions across all schools (both academies and maintained schools) exceeded the year's target by the end of December. Indicators 7 (reablement) and 12 (rate of children becoming looked after) have both improved from Red to Amber since Quarter 2.
6. Other indicators in the dashboards which have deteriorated since Quarter 2 are:
 - i. Indicator 6 (on DTOC) has dipped from Green to Amber this quarter. This is due to a more challenging target having been set in-year to reflect improved performance. The outlook for this indicator is positive.
 - ii. Indicator 9 (on persistent school absence) is newly rated as Amber, having not been rated in Quarter 2 due to data not being available: data is collated in line with the school year, with December the first point at which it is reported
 - iii. Indicator 40 (on condition of A and B highways) remains rated Red as noted above. Our activities to identify and prioritise road defects ensure that the rate of deterioration is kept in check and overall highway condition is as good as possible.

7. One indicator is Amber with a deteriorating outlook. Performance levels for indicator 41 (household waste and recycling) are lower than targeted, in part due to waste collection issues in some Districts. The situation is being closely monitored and is in line with national trends. A joint waste strategy consultation has been launched which will inform the development of a revised waste strategy in 2018.
8. In addition to those noted in paragraph 5, indicators showing improvement since Quarter 2 are indicators 4 on social care quality and monitoring checks, 5 on DTOC, and 36 on planning application responses, which have all improved from Amber to Green over the quarter.
9. Additionally there are 32 indicators which were rated Green in Quarter 2 and which remain Green this quarter, which is very positive.
10. Looking into quarter 4, the 'outlook' column in the dashboards shows that the outlook for 48 of the 50 success indicators was "positive/improving."

Business management in 2017-18

11. Progress continues to be made in our activities to improve business management in the council. Work to devise a new business management dashboard has proceeded, with a model due to be presented to County Leadership Team for consideration in March. Mapping of risks and priorities has been undertaken to provide management teams with assurance that our business management is tight and comprehensive at strategic and operational levels. In December Performance Scrutiny Committee considered finance and performance reporting, which has informed the work noted in this paragraph.

RECOMMENDATION

12. **Cabinet is RECOMMENDED to note the performance reported.**

IAN DYSON

Assistant Chief Finance Officer (Assurance)

Annexes:

Annex 1: Performance report covering key achievements and performance issues.

Annex 2: Performance dashboards.

Contact Officer: Steven Jones, Corporate Performance and Risk Manager
steven.fairhurstjones@oxfordshire.gov.uk 07932 318 890

March 2018

ANNEX 1 – PERFORMANCE REPORT – QUARTER 3 2017-18**Section A: Key achievements against Corporate Plan priorities in this quarter****A thriving economy**

- We received good news in the 22 November Budget Statement that Oxfordshire has secured an additional investment of £215 million over the next five years as part of a Housing and Growth Deal. This money will support the delivery of new homes, associated infrastructure and boost economic productivity across the county. The Deal includes £150m for infrastructure; £60m for affordable housing, and £5m capacity funding to support the delivery of the Deal including the development of a joint statutory spatial plan for the whole county.
- The 2016/17 validated education results show that Oxfordshire's pupils continue to improve and attainment remains the national average for children aged 5 (Early Years Foundation Stage) and key stage 4. Oxfordshire ranks within the top 25% of local authorities achieving grades 5-9 in both English and maths. In addition, the county ranks 26th out of 152 local authorities for pupils achieving grades 5-9) in maths. Attainment for Key Stage 2 children has reduced in year but remains slightly below national averages.
- The % of students in good and outstanding secondary schools in the county remains above the national average, but the % in good and better primary schools has declined.
- Ensuring all pupils are included in education is a priority, particularly regarding attendance, exclusions and pupils missing out. A series of breakfast meetings between head teachers and local authority officers are being held in order to raise awareness of these issues and to develop a countywide commitment and strategy to improve inclusion.
- Verification work undertaken by Trading Standards under the Council's Notified Body status still results in a significantly higher than expected (against target) performance. They have already achieved what was expected by year end.
- We have attracted 26 new investor bids to the county, supporting in excess of 400 jobs.
- We have participated in 14 funding bids this year to support the Smart Oxford programme.
- Despite national headlines about the drop in apprenticeship numbers, we now have more apprentices in our workforce than ever before. So far in 2017-18 the council employs 48 apprentices, either in the core council or in county schools. This is three times the number we employed in 2015-16. Current apprentice roles include Paralegals assigned to our Children's Legal Services and new Customer Service Delivery Assistants working between our libraries and the

Customer Service Centre. We also have apprentices working in diverse roles such as ICT, Business Administration, Civil Engineering and Digital Marketing. Additionally, our maintained schools have stepped up recruitment of apprentice Teaching Assistants and Early Years Educators.

- We have launched a public consultation on recycling and household waste. Titled “Talk rubbish with us”, the consultation will help to inform our 2018 Waste Strategy and help give people ideas of how to reduce the amount we all throw away, and to recycle more.
- The council’s flagship Central Library re-opened in Oxford’s regenerated Westgate Centre in December. The library offers a range of familiar and new features including a ‘Makerspace’ for community activities and special events, and a much larger children’s library. It will also serve as a ‘front door’ for visitors to access council services online and get the support they may need to do this.

Protecting vulnerable people

- We have delivered well in excess of what we expected in terms of safety messages. This is mainly due to the use of social media as a method of engaging with our communities, specifically with Christmas postings and proactive work with OCC Communications.
- 88% of social care providers are rated as good or outstanding by the care quality commission compared to 80% of providers nationally. 90% of people supported by the council are with good or outstanding providers. The quality of social care in Oxfordshire is higher than elsewhere and the council is working with and supporting the better providers.
- Satisfaction with adult social care services in Oxfordshire remains higher than the national average.
- The timeliness of progressing child protection cases remains quicker than elsewhere, meaning the most vulnerable children are protected in a timely manner.
- Fewer children in Oxfordshire have repeated social care episodes, or end up returning to a child protection plan for a second time than elsewhere, demonstrating that interventions are successful.

Efficient public services

- On 6 Dec we published our proposed budget for 2018/19 and planning for forthcoming years up to 2022. We are in a sounder financial position than in previous years, allowing us to continue to provide critical services and with the opportunity to improve how we work better for the residents and communities of Oxfordshire.

- During Quarter 3 the council was in the process of exiting from our contract with Carillion for a range of services. Robust business continuity arrangements meant that we were able to manage the impacts of Carillion's subsequent liquidation in January.
- We continued to meet our emergency callout response standards this quarter – the short spell of bad weather in early December had little impact.
- We continue trialling advanced water rescue techniques to enhance our ability to rescue casualties.
- The number of reported fatalities on the road is still significantly lower than last year (18 compared to 27) and lower than the five-year trend. We are now using more up to date information through work done with Thames Valley Police, which is provided to us more regularly. This means we are now in a position to report on fatalities from road traffic collisions sooner.
- For many years, the council and its partners have faced a challenge in ensuring patients are discharged from hospital in a timely manner. At the start of the year we set a target to reduce delays due to social care from 28 to 14 in the year. In agreement with NHS England and to help alleviate pressures on hospital we subsequently agreed to stretch this target further to a reduction of 14 by December and 10 by March 2018. We are currently out-performing performing the stretched target with just 10 social care delays at the end of December.
- When someone needs help after they leave hospital, we want them to receive reablement – a short term service to help people return to their previous level of functioning. In Oxfordshire, this service is commissioned by both the council and clinical commissioning group and provided by the Oxford University Hospital trust. As the same time as stretching the target for social care delays; we agreed a stretched target of reducing delays for this service from 68 to 35, with an interim target of 41 by the end of December. At the end of December 43 people were delayed. This was supported by a 12% increase in output from the service in the last quarter, with an action plan in place to increase this further to the expected contract levels.
- We have set up a co-production board with adult social care service users, their family and friends and other stakeholders to oversee our programme of co-production projects. We continue to recruit people to work with us on individual projects within the programme agreed by the board.
- The focus on promoting early help for children and families in need of social care continues to bear fruits. 427 early help assessments were completed last quarter compared to 458 for the whole of 2016/17. This is helping to reduce the number of MASH (Multi-Agency Safeguarding Hub) enquiries which is 24% lower than December last year; and the number of families subject of a social care assessment – 5% lower than last year. Focusing on early help means that children and families experience the most effective, least intrusive, solutions to

the issue they face. It also reduces the pressure on social care staff and allows them to work more intensely with the cases they hold.

- Managing demand and a more focused approach to children's social care assessments has meant that we have successfully addressed the number of children with overdue assessments from over 300 at the end of September to under 50 now.
- We have improved the timeliness of our response to District Council planning applications and now meet the deadline in 80% of cases, having only achieved this for around 60-62% of cases in the previous two quarters.
- 91% of Mineral and Waste applications have been determined within 13 weeks so far this year
- We continue to reduce our carbon footprint as we consolidate the number of buildings we use, routinely manage and monitor our energy use and continue to use cleaner electricity
- We continue to discharge our duties in a timely manner such that over 99% of highway defects posing an immediate risk of injury are repaired within 24 hours, and over 90% of highway defects that create a potential risk of injury are repaired within 28 calendar days

Section B: key issues currently affecting our ability to deliver our priorities

A thriving economy

- There is a growing number of learners with high needs, placing a growing pressure on services. Allied to this Northfield School has required extensive maintenance work and has had a period of closure.
- The number of building consultations received (primarily on non-residential new-builds, significant alterations and refurbishments) are still lower than expected. This is out of the control of Oxfordshire Fire & Rescue Service (OFRS) and reflects the confidence in the economy as to whether businesses are willing to build. However, we have processed 160 more consultations than for the same period last year.

Protecting vulnerable people

- The transformation programme in Children's Services is showing signs of reducing demand. However, it will take some time to come to full fruition and is dependent on close co-ordinated work from partner agencies. This work is being co-ordinated through the Children's Trust. The most intrusive and expensive interventions (e.g. safely reducing the number of looked after children) will take the longest time to show results.

- The number of risk reduction activities has fallen: due to changes made to how and when our firework poster competition was communicated to schools, a minimal number of entries were received. If being undertaken next year, the process will likely revert to that of previous years which will mean more entries received.
- Currently Co-responding is still on target due to the high numbers attended in the first two quarters of this reporting year, the co-responding calls that OFRS has attended on behalf of South Central Ambulance Service has reduced due to national pay negotiations. The national position is still not clear. Co-Responder schemes aim to ensure that an appropriately trained person – which can include our firefighters – is on scene as quickly as possible providing necessary ‘first response’ to specific medical emergencies where there is an immediate threat to life prior to an emergency ambulance arriving on scene.
- Sadly, there was a fire fatality in October. This fatality was in a Portacabin which appeared to have been used regularly for inhabiting and not for its original use. Our prevention activities focus on vulnerable residents but the nature of the individual’s living circumstances meant they were not known to us.

Efficient public services

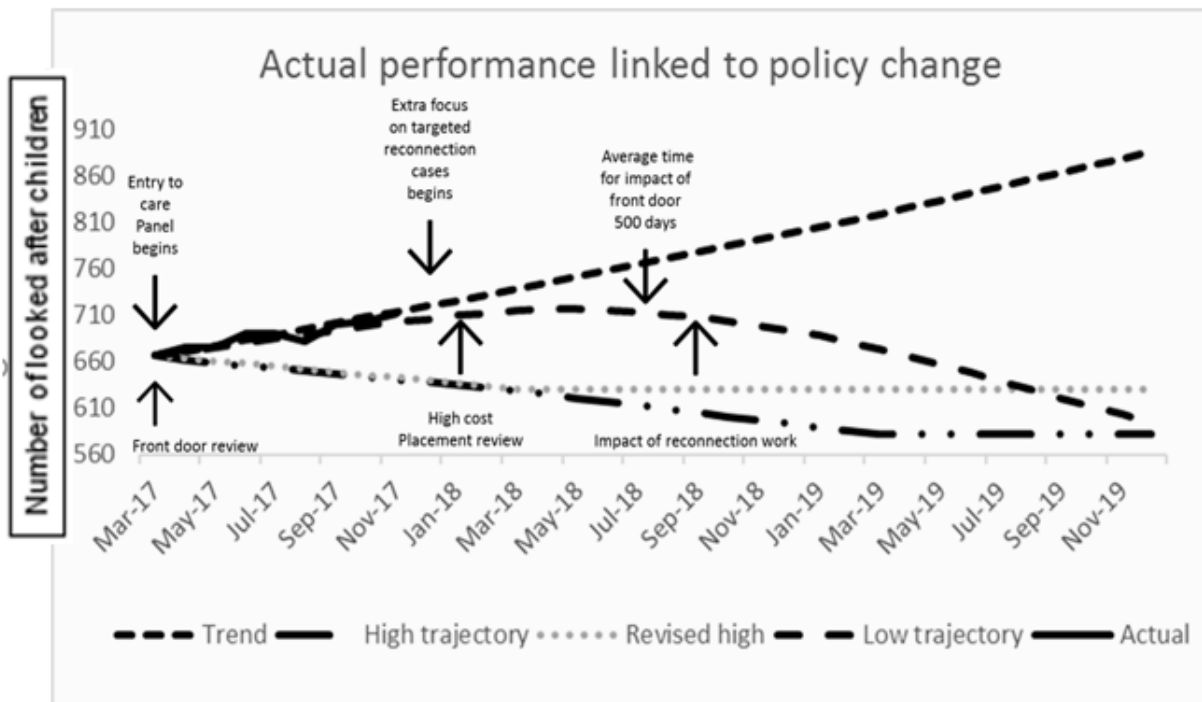
- The adult social care workforce, both internal and external, both paid and voluntary, remains our key asset in delivering our objectives. The high cost of housing, alternative job opportunities and the pressure of the job present challenges in delivering a sustainable paid and volunteer workforce. The lack of availability of care, particularly home care can lead to people waiting for services for longer than is ideal.
- The introduction of charges for green waste in West Oxfordshire has led to a 20% reduction in composting. The situation is being closely monitored and is in line with national trends. A joint waste strategy consultation has been launched which will inform the development of a revised waste strategy in 2018. Performance Scrutiny Committee have formed a group to look at this issue in depth.

Section C: key performance issues requiring intervention / decision.

In this section we explain any outcomes which Directors have rated “Red”. A Red rating indicates that the outcome in question might not be achieved by year end as things stand. Directors’ ratings may be based on a number of factors including levels of performance and degree of risk.

1.	Corporate Plan priority	Protecting Vulnerable People
	Outcome affected	Safely reducing the number of looked after children
	Dashboard details	Success indicators 11-13

The number of looked after children rose in 2016/17 by 12%, compared with a national rise of 3%. In the first 9 months of this year the numbers have risen by 6%, such that there are currently 710 looked after children. (N.B. this figure was for the end of December; as of 22 February there are 674). The original targets were based on immediate and uniform reductions in looked after numbers, but subsequent work has refined this to review the expected impact and timeline of policy and service changes through the transformation programme. The programme to reduce numbers is a 30 month programme, which expects numbers to continue rising, but plateauing out by summer 2018 and then subsequently dropping as policy initiatives take hold:



Recommended action

At its 21 February meeting County Leadership Team noted the situation and potential impact on the budget and accepted the recommendation that no actions additional to those already underway are required at present.

PRIORITY: A STRONG AND THRIVING ECONOMY

Outcomes	3,332 businesses given advice and support to grow	Increase school attendance - leading to improved attainment	An Infrastructure Strategy for Oxfordshire is delivered	High-quality jobs, and a skilled workforce, are created and sustained	Funding for public services is maximised	OCC's responsibilities for spatial planning are executed	Highways are adequately maintained
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PRIORITY: PROTECTING VULNERABLE PEOPLE

Outcomes	14,168 children and young adults (to include looked after children) to be better educated to lead safer and healthier lives	6,248 vulnerable children and adults helped to lead more secure and independent lives, supported by safe and wellbeing visits	To deliver 266,664 specific safety messages to contribute towards promoting a safer community, across all social media platforms	Ensuring all children have a healthy start in life	Preventing early death and promote healthy lifestyles	Safely reducing the number of looked after children - providing support to enable families to care	To deliver sustained and improved experience for people who access our adult social care services	To deliver Sustainable, good quality adult social care services
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PRIORITY: EFFICIENT PUBLIC SERVICES

Outcome	1,000 more people alive as a result of our prevention, protection and emergency response activities	When a fire occurs we aim to send the nearest fire engine in the quickest time possible	Helping early – most effective, least intrusive, solutions to children's and family problems	Improving the confidence & capability of the children's and family workforce	Working with the NHS, private and voluntary sector providers to deliver effective adult care services	Use the expertise of our customers and other key stakeholders to design, procure and evaluate adult social care services	Household waste is disposed of efficiently and effectively	Year on year reduction in OCC's carbon equivalent emissions
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OUTLOOK KEY: ↑ the outlook is positive/improving ↓ the outlook is negative/deteriorating ↔ the outlook is stable

SOCIAL AND COMMUNITY SERVICES – PERFORMANCE DASHBOARD – Quarter 3 2017-18

	Outcome	Success Indicator	Target	Cumulative Target Y/N	Q2 RAG	Q3 RAG	Outlook	
PROTECTING VULNERABLE PEOPLE	Deliver sustained and improved experience for people who access our services	1	Maintain the high level of user satisfaction	67%	N	G	G	↔
		2	Maintain the high level of people using social care who receive a direct payment	>28%	N	G	G	↑
	Deliver sustainable, good quality services	3	The proportion of social care providers rated as 'outstanding' or 'good' by the care quality commission in Oxfordshire remains above the national average	80%	N	G	G	↑
		4	Increase the number of quality and monitoring checks that have been undertaken in the quarter	159	Y	A	G	↑
EFFICIENT PUBLIC SERVICES	Work with the NHS, private and voluntary sector providers to deliver effective services	5	Reduce the number of people delayed in hospital awaiting social care from an average of 28 in March 2017 to 14 at the end of March 2018	14	N	A	G	↑
		6	Reduce the delayed transfers of care that are attributable to adult social care from an average of 67 in March 2017 to 66 at the end of March 2018	66	N	G	A	↑
		7	Increase the number of hours from the hospital discharge and reablement service to 8920 hours per month	8920	N	R	A	↑
	Use the expertise of our customers and other key stakeholders to design, procure and evaluate services	8	Involve more people in co-producing service redesign with the council and ensure at least 9 co-production products are delivered in 2017/18	9	Y	G	G	↑

OUTLOOK KEY: ↑ the outlook is positive/improving ↓ the outlook is negative/deteriorating ↔ the outlook is stable

CHILDREN, EDUCATION AND FAMILIES – PERFORMANCE DASHBOARD – Quarter 3 2017-18

	Outcome	Success Indicator	Target	Cumulative Target Y/N	Q2 RAG	Q3 RAG	Outlook	
THRIVING ECONOMY	Increase school attendance - leading to improved attainment	9	Persistent absence rates to be in the top quartile nationally by 2018 for secondary schools	Top quartile	N	n/a	A	↔
		10	Permanent exclusions to remain in the top quartile nationally	Top quartile	N	n/a	R	↔
PROTECTING VULNERABLE PEOPLE	Safely reducing the number of looked after children - providing support to enable families to care	11	Reduce the number of looked after children from 667 at March 2017 to the average of our statistical neighbours (582) by March 2019, with an interim target of 629	629	N	R	R	↑
		12	Reduce the number of children becoming looked after in 2017/18 by 15%. This is a reduction from 371 to new looked after cases to 316. (This is the equivalent of reducing avoidable demand from 36% to 25%)	316	Y	R	A	↑
		13	Increase the number of children leaving the looked after service in 2017/18 by 36%. This is an increase from 266 children to 362	362	Y	A	A	↑
EFFICIENT PUBLIC SERVICES	Helping early – most effective, least intrusive, solutions to problems	14	Increase the number of early help assessments from 458 in 16/17 to 3000 in 18/19, with an interim target of 1750 in 2017/18	1750	Y	A	A	↑
		15	Reduce the level of enquiries to the MASH from 19,417 in 2016/17 to 9,500 in 2018/19, with an interim target of 12,000 for 2017/18	12,000	Y	A	A	↑
		16	Reduce the level of social care assessments from 6650 in to 3600 in 2018/19, with an interim target of 4,500 in 2017/18	4,500	Y	A	A	↔
	Improving the confidence and capability of the whole workforce	17	Reduce caseloads so that by March 2018 over 75% of staff have caseloads at or below the agreed target level	75%	N	G	G	↑
		18	Invest in the workforce so that by March 2018 80% of cases are held by permanent staff	80%	N	G	G	↔

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PUBLIC HEALTH – PERFORMANCE DASHBOARD – Quarter 3 2017-18

	Outcome	Success Indicator	Target	Cumulative Target Y/N	Q2 RAG	Q3 RAG	Outlook	
PROTECTING VULNERABLE PEOPLE	Ensuring all children have a healthy start in life	19	Number of mothers who receive a universal face to face contact at 28 weeks or above	70%	N	G	G	↔
		20	Percentage of births that have received a face to face New Birth Visit	95%	N	G	G	↔
		21	Percentage of children who received a 12 month review	93-95%	N	G	G	↔
		22	Percentage of children who received a 2-2.5 year review	93-95%	N	G	G	↔
		23	Babies breastfed at 6-8 weeks of age (County)	60-63%	N	G	G	↔
		24	% of Mothers who received a Maternal Mood Review in line with the local pathway by the time the infant is aged 8 weeks.	95%	N	G	G	↔
	Prevent early death and promote healthy lifestyles	25	% of eligible population 40-74 who have been invited for a NHS Health Check since 1/4/2013	84%	Y	G	G	↑
		26	% of eligible population 40-74 who have received a NHS Health Check since 1/4/2013	42%	Y	G	G	↑
		27	Rate of successful quitters per 100,000 smokers 18+ (reported a quarter in arrears)	>2315	N	A	A	↑
		28	Number of users of OPIATES that left drug treatment successfully (free of drug(s) of dependence) who do not then re-present to treatment again within 6 months as a percentage of the total number of opiate users in treatment.	>6.8%	N	G	G	↔
		29	Number of users on NON-OPIATES that left drug treatment successfully (free of drug(s) of dependence) who do not then re-present to treatment again within 6 months as a percentage of the total number of non-opiate users in treatment.	>37.3%	N	G	G	↔
		30	Number of users on ALCOHOL ONLY that left treatment successfully (free of alcohol dependence) who do not then re-present to treatment again within 6 months as a percentage of the total number of ALCOHOL ONLY users in treatment.	>50%	N	G	G	↔

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COMMUNITIES – PERFORMANCE DASHBOARD – Quarter 3 2017-18

		Outcome	Success Indicator	Target	Cumulative Target Y/N	Q2 RAG	Q3 RAG	Outlook
AMONOC3 THRIVING ECONOMY	Page 87	An Infrastructure Strategy for Oxfordshire is delivered	31 A prioritised infrastructure strategy providing a framework that enables the county's planned growth will be produced and developed by Sept 2017	Completion	N	G	G	↔
		High-quality jobs, and a skilled workforce, are created and sustained	32 Oxfordshire is chosen for 60 new investors / re-investors, 20 of which are 'high value' (as defined by DIT)	60/20	Y	G	G	↑
			33 We participate in 15 funding bids for innovation submitted to support the Smart Oxford programme	15	Y	G	G	↑
		Funding for public services is maximised	34 Value of monies secured in s106 / s278 agreements as a % of requirements identified through the Single Response process	80%	Y	G	G	↔
			35 No more than 20% of s106 monies are held within 2 years of potential payback	<20%	Y	G	G	↔
		OCC's responsibilities for spatial planning are executed	36 80% of District Council planning applications are responded to within the agreed deadline	80%	Y	A	G	↑
			37 50% of Mineral and Waste applications are determined within 13 weeks	50%	Y	G	G	↑
		Highways are adequately maintained	38 100% of highway defects posing an immediate risk of injury are repaired within 24 hours	100%	Y	G	G	↑
			39 90% of highway defects that create a potential risk of injury repaired within 28 calendar days	90%	Y	G	G	↔
			40 28% of the A and B Classified road network where carriageway maintenance should be considered.	28%	Y	R	R	↔
EFFICIENT PUBLIC SERVICES	Household waste is disposed of efficiently and effectively	41 59% of household waste is reused, recycled or composted	59%	Y	A	A	↓	
		42 60% of waste from HWRC which is recycled	60%	Y	A	A	↔	
	Year on year reduction in OCC's carbon equivalent emissions	43 Average 3% year on year reduction in carbon equivalent emissions from OCC estates and activities	3%	Y	G	G	↔	

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COMMUNITY SAFETY SERVICES – PERFORMANCE DASHBOARD – Quarter 3 2017-18

	Outcome		Success Indicator	Target	Cumulative Target Y/N	Q2 RAG	Q3 RAG	Outlook
THRIVING ECONOMY	3,332 businesses given advice and support to grow	44	833 businesses given advice and support, per quarter.	833	Y	G	G	↔
PROTECTING VULNERABLE PEOPLE	14,168 children and young adults (to include looked after children) to be better educated to lead safer and healthier lives	45	3,542 children and young adults to be better educated to lead safer and healthier lives, per quarter	3,542	Y	G	G	↔
	6,248 vulnerable children and adults helped to lead more secure and independent lives, supported by Safe and Well visits	46	1,562 vulnerable children and adults helped to lead more secure and independent lives, supported by safe and wellbeing visits per quarter	1,562	Y	G	G	↔
	To deliver 266,664 specific safety messages to contribute towards promoting a safer community, across all social media platforms	47	To deliver 66,666 specific safety messages across all social media platforms, per quarter.	66,666	Y	G	G	↔
	1,000 more people alive as a result of our prevention, protection and emergency response activities	48	250 more people alive as a result of our prevention, protection and emergency response activities per quarter	250	Y	G	G	↔
EFFICIENT PUBLIC SERVICES	When a fire occurs we aim to send the nearest fire engine in the quickest time possible	49	80% of emergency call attendances to be made within 11 minutes, per quarter	80%	Y	G	G	↔
		50	95% of emergency call attendances to be made within 14 minutes, per quarter	95%	Y	G	G	↔

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Division(s): N/A

CABINET – 20 MARCH 2018

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 17 April 2018	
<ul style="list-style-type: none"> ▪ Councillor Priority Fund To agree the approach and governance of the fund. 	Cabinet, Leader 2018/038
<ul style="list-style-type: none"> ▪ Delegated Powers - April 2018 To report on a quarterly basis any executive decisions taken under the specific powers and functions delegated under the terms of Part 7.2 (Scheme of Delegation to Officers) of the Council's Constitution – Paragraph 6.3(c)(i). It is not for Scrutiny call-in. 	Cabinet, Leader 2017/147
<ul style="list-style-type: none"> ▪ Oxford Demand Management (Congestion Charge & Workplace Parking Levy) Outline Business Case To seek approval to consult on the draft Outline Business Case. 	Cabinet, Environment 2017/135
<ul style="list-style-type: none"> ▪ Equalities Policy - Revised Equalities Policy - Including Revised Objectives - Post Consultation Stage To seek approval of the Council Equalities Policy and Objectives including the associated Action Plan. 	Cabinet, Local Communities 2018/022
<ul style="list-style-type: none"> ▪ Transition Fund for Community Initiatives for Open Access Children's Services - Round 7 To seek a decision on grant funding. 	Cabinet, Local Communities 2017/151
Deputy Leader of the Council, 17 April 2018	
<ul style="list-style-type: none"> ▪ Community Risk Management Plan (CRMP) Action Plan 2018-19 To approve the final CRMP Action Plan 2018-19 following consultation. 	Deputy Leader of the Council, 2017/138

Cabinet Member for Environment, 12 April 2018

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| <ul style="list-style-type: none"> ▪ Proposed One Way System - Lambs Crescent, Banbury
To seek approval of the proposals. | Cabinet Member for Environment, 2017/043 |
| <ul style="list-style-type: none"> ▪ Banbury - A422 Stratford Road and Bretch Hill - Signalled Crossing and Traffic Calming
To seek approval of the proposals. | Cabinet Member for Environment, 2017/165 |
| <ul style="list-style-type: none"> ▪ Swinbrook - Proposed 20mph and 30mph Speed Limits
To seek approval of the proposals. | Cabinet Member for Environment, 2017/162 |
| <ul style="list-style-type: none"> ▪ Proposed Waiting Restrictions - Greenwood Meadow and Station Road, Chinnor
To seek approval of the proposals. | Cabinet Member for Environment, 2017/034 |
| <ul style="list-style-type: none"> ▪ Proposed Extension to Double Yellow Lines - Rock Road, Carterton
To seek approval of the proposals. | Cabinet Member for Environment, 2016/135 |
| <ul style="list-style-type: none"> ▪ Proposed Double Yellow Lines - Hawksworth and Collett, Didcot
To seek approval of the proposals. | Cabinet Member for Environment, 2017/044 |
| <ul style="list-style-type: none"> ▪ Proposed Waiting Restrictions - Radley Station, Radley
To seek approval of the proposals. | Cabinet Member for Environment, 2017/029 |
| <ul style="list-style-type: none"> ▪ Chipping Norton - A44 London Road - Proposed Waiting Restrictions
To seek approval of the proposals. | Cabinet Member for Environment, 2018/007 |
| <ul style="list-style-type: none"> ▪ Oxford: Godstow Road and Mill Road, Wolvercote - Proposed Waiting Restrictions
To seek approval of the proposals. | Cabinet Member for Environment, 2018/009 |
| <ul style="list-style-type: none"> ▪ North Hinksey - B4044 West Way - New Puffin Crossing
To seek approval of the proposals. | Cabinet Member for Environment, 2018/010 |
| <ul style="list-style-type: none"> ▪ Henley - Deanfield Avenue - Proposed Waiting Restrictions
To seek approval of the proposals. | Cabinet Member for Environment, 2018/012 |
| <ul style="list-style-type: none"> ▪ Oxford - Barton Area - Proposed Waiting Restrictions
To seek approval of the proposals. | Cabinet Member for Environment, 2018/018 |

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| <ul style="list-style-type: none"> ▪ Buckland - A420 Proposed Bus Stop Clearway
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2018/025</p> |
| <ul style="list-style-type: none"> ▪ Chinnor - B4009 Crowell Road - Proposed Extension of 30mph Speed Limit
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2018/026</p> |
| <ul style="list-style-type: none"> ▪ Oxford - Westgate Area Traffic Regulation Orders - Administrative Revisions
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2018/028</p> |
| <ul style="list-style-type: none"> ▪ Upper Heyford: Camp Road - Proposed Traffic Calming Build-Out and Uncontrolled Pedestrian Crossing
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2018/029</p> |
| <ul style="list-style-type: none"> ▪ Witney - Burford Road - Proposed Toucan Crossing and Shared Use Cycle Track
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2018/030</p> |
| <ul style="list-style-type: none"> ▪ Application of Highway Policy Review - Phase 1
To seek approval of the proposed changes to procedures. | <p>Cabinet Member
for Environment,
2018/036</p> |
| <ul style="list-style-type: none"> ▪ Oxford: Abbey Road Proposed Amendments to Waiting Restrictions and Parking Spaces
To seek approval of the proposals. | <p>Cabinet Member
for Environment,
2018/037</p> |

Cabinet Member for Public Health & Education, 25 April 2018

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| <ul style="list-style-type: none"> ▪ Expansion of St Andrew's CE Primary School, Chinnor
To seek approval for the expansion of St Andrew's CE Primary School from 1.5 form entry to 2 form entry. | <p>Cabinet Member
for Public Health &
Education,
2018/003</p> |
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