

SERVICE & RESOURCE PLANNING 2020/21 – 2023/24 Revenue Budget and Medium Term Financial Plan

Executive Summary

1. This annex sets out the draft council tax precept for 2020/21, the revenue budget for 2020/21 and the Medium Term Financial Plan (MTFP) to 2023/24. It should be read in conjunction with the Corporate Plan annex and Capital & Investment Strategy annex of this report.
2. The Cabinet's budget proposals take into consideration the latest information on the council's financial position outlined in this report and comments from the Performance Scrutiny Committee meeting on 9 January 2020. Information outstanding at the time of the Cabinet meeting will be reported to Council when it considers the budget on 11 February 2020.
3. The public consultation on the budget closes on 29 January 2020. The budget consultation report and any changes to the proposed budget as a result of comments received will be incorporated into the Service & Resource Planning 2020/21 – 2023/24 report to Council on 11 February 2020.
4. The Final Local Government Finance settlement and confirmation of some other funding streams is still awaited, and therefore there may be further changes made to the budget proposals ahead of full Council on 11 February 2020.
5. As a consequence of relevant information to the setting of the budget and Medium-Term Financial Plan only being available after the date of this meeting, it is recommended that Cabinet delegate authority to the Leader of the Council, following consultation with the Director of Finance and the Cabinet Member for Finance, to make appropriate changes to the proposed budget.
6. Charges levied by the council have been reviewed in line with the Corporate Charging Policy and are set out in detail at Appendix 8. Additional income expected for 2020/21 as a result of these changes in price or volume are reflected in the schedule at Appendix 2.

Introduction

7. The service & resource planning report to Council in February will be set out in four sections:
 - Section 1 – Leader of the Council's overview
 - Section 2 – Corporate Plan
 - Section 3 – Chief Finance Officer's statement on the budget
 - Section 4 – Budget Strategy
8. This annex forms part of Section 4 to that report. In addition, this annex sets out for approval the review of charges. The following appendices are included:

Appendix 1	Draft Medium-Term Financial Plan (MTFP) 2020/21 – 2023/24
Appendix 2	Investments and Pressures & Income and Savings proposals 2020/21 – 2023/24 (including those agreed in previous MTFPs)
Appendix 3	Draft Council Tax 2020/21
Appendix 4	Virement Rules for 2020/21
Appendix 5	Financial Strategy 2020/21
Appendix 6	Earmarked Reserves and General Balances Policy Statement 2020/21
Appendix 7	Earmarked Reserves 2019/20 – 2023/24
Appendix 8	Review of Charges 2020/21
Appendix 9	Overarching Social and Community Impact Assessment
Appendix 10	Comments from Performance Scrutiny Committee

Overview and advice from the Chief Finance Officer

9. Under Section 25 of the Local Government Act 2003, the Chief Finance Officer (Director of Finance) is required to report on the robustness of the estimates made in determining the council tax requirement and on the adequacy of the proposed financial reserves. This assessment will be included in Section 3 of the report to Council in February 2020.
10. CIPFA recently published a new Financial Management Code, which authorities are required to comply with by 2021/22. The Code clarifies how Chief Finance Officers should satisfy their statutory responsibility for good financial administration as required in section 151 of the Local Government Act 1972. More details are set out in the Financial Strategy at Appendix 5.

Summary of Draft Budget 2020/21 and Medium Term Financial Plan to 2023/24

11. In September 2019, Cabinet agreed that the Medium Term Financial Plan (MTFP) to be agreed by Council on 11 February 2020 would cover the four years 2020/21 to 2023/24. A draft MTFP for 2020/21 to 2023/24 is set out in Appendix 1, this is based on the latest information on financing available to the Council following the Provisional Local Government Finance Settlement plus the investments and pressures & income and savings proposals as set out in Appendix 2 to this annex.
12. The effect the proposals in this report have on the overall revenue financial position is to provide a balanced budget for 2020/21. The funding position beyond 2020/21 is not known and will be dependent on the Spending Review due in 2020; the implementation of the Fair Funding Formula; the introduction of 75% Business Rates Retention and the reset of Business Rates. As set out in the Financial Strategy, due to the uncertainty, the working assumption is that much of the one-off funding will not continue beyond 2020/21. Therefore, a shortfall of £25.1m is forecast for 2021/22.
13. Appendix 3 provides a draft of the council tax calculation including the council tax requirement for 2020/21 and the Band D council tax equivalent.

Provisional Local Government Finance Settlement

14. The Provisional Local Government Finance Settlement for 2020/21, was announced by the Secretary of State for Housing, Communities and Local Government, Robert Jenrick, on 20 December 2019. The publication of the Draft 2020/21 Local Government Finance Report was the start of a consultation period that will end on 17 January 2020. The final settlement is therefore expected in early February 2020.
15. This year's Local Government Finance Settlement follows the publication of the Spending Round for 2020/21 in early September 2019 and the 2020/21 Local Government Finance Settlement: Technical Consultation which closed in October 2019.
16. The key aspects of the Provisional Local Government Finance Settlement are set out below.

Settlement Funding Assessment

17. The Government has confirmed the outcome of the Technical Consultation to remove negative Revenue Support Grant (RSG). This is reflected in the overall Settlement Funding Assessment figure of £72.0m which comprises RSG and Business Rates. This is £7.3m more than assumed in the MTFP due to the removal of negative RSG.

Social Care Funding

18. The proposals outlined in the technical consultation for Improved Better Care Fund, Winter Pressures Grant, Social Care Support Grant, and the additional Social Care Funding of £1bn have been confirmed.
19. The Government has confirmed the continuation of the Improved Better Care Fund (iBCF) at 2019/20 levels in 2020/21. The Council received £8.1m of iBCF in 2019/20. As set out in the technical consultation, the Winter Pressures Grant has been added to the (iBCF) in order to remove the Winter Pressure Grant ringfence. Allocations are the same as 2019/20. For Oxfordshire this was £2.3m. In total therefore, the iBCF allocation for 2020/21 will be £10.4m. As with 2019/20, the iBCF must be pooled into the Better Care Fund.
20. The distribution of the additional £1bn social care funding allocates £850m based on Adult's Relative Needs Formula, with the remaining £150m used to equalise the distribution of the adult social care precept, using the current improved Better Care Fund equalisation methodology. The Council's share of the £1bn is confirmed at £8.1m. In addition, the £410m Social Care Support Grant received in 2019/20 will continue into 2020/21. The Council's share of this is £3.9m. The total Social Care Grant of £12.0m is un-ringfenced with no conditions attached. There is no prescription regarding the proportions of the grant which should be allocated to children and the proportion allocated to adults.

New Homes Bonus

21. The Local Government Finance Settlement Technical Consultation proposed to continue with the top-slice of revenue Support Grant to fund New Homes Bonus payments for a further year in 2020/21. Legacy payments will continue for payments relating to prior years¹, however allocations for 2020/21 will not result in legacy payments in subsequent years. The existing MTFP assumed income would reduce from £3.6m in 2019/20 to £2.9m in 2020/21. The Provisional Local Government Finance Settlement set out indicative allocations for 2020/21 of £4.1m, £1.2m more than in the existing MTFP.
22. On the assumption that the scheme ceases from 2021/22, with only the remaining legacy payments being made, there is a pressure as the funding falls out, of £1.9m in 2021/22, £0.7m in 2022/23 and £1.1m in 2023/24.

Council Tax Referendum Principles

23. As set out in the Technical Consultation, there will be a 2% Council Tax referendum limit for 2020/21. In addition, an Adult Social Care precept of 2% has been confirmed for 2020/21. Total Council Tax increases can therefore be 3.99% before hitting the referendum level.

Queen's Speech

24. On 19 December 2019 the Queen announced the Government's legislative programme for the upcoming parliamentary session. A Budget is expected in early February 2020 which will set out the financial effect of the reforms. The key areas which have a bearing on the Council are set out below. However, until more details are available, the financial impact of the proposals are not reflected in the proposed budget and MTFP.
 - The Government is providing councils with an additional £1 billion for adults and children's social care in every year of this Parliament and will urgently seeking a cross-party consensus in order to bring forward proposals and legislation for long-term social care reform in England and ensuring that nobody needing care will be forced to sell their home to pay for it.
 - There will be a levelling up of the minimum per-pupil funding for primary schools to £4,000 in 2021/22 and the Government will legally require all local authorities to deliver the minimum per-pupil funding in their local area.
 - The NHS Funding Bill and NHS Long Term Plan will enshrine in law the multi-year funding settlement, agreed in 2019, that will see a £33.9bn increase in cash terms by 2023/24
 - The National Living Wage will increase to reach two-thirds of median earnings within five years (projected to be around £10.50 an hour in 2024), provided economic conditions allow. The Government plans to expand the

¹ Reducing from six years to five in 2017/18 and to four years from 2018/19

reach of the National Living Wage which currently applies to people over the ages of 25, to those aged 21 and over within five years.

- The Government will conduct a fundamental review of business rates. In the meantime, the next business rates revaluation will be brought forward by one year from 2022 to 2021 and business rates revaluations will be moved from a five-yearly cycle to a three-yearly cycle. The retail discount will be increased from one-third to 50 per cent.

Outstanding Information

25. There are several areas where information is still provisional and on which assumptions are included in the budget for 2020/21:
- Final local government finance settlement
 - Local business rates forecasts
 - Confirmed surpluses/shortfalls on council tax and business rates collection funds
 - Several grant notifications including Public Health, Independent Living Fund, Extended Rights to Free Travel and Fire Revenue Grant.
26. Once this information is confirmed it could have an impact on the budget. In light of the information outstanding, it is proposed that authority is delegated to the Leader of the Council, following consultation with the Director of Finance and the Cabinet Member for Finance, to make appropriate changes to the Cabinet's proposed budget ahead of the Council meeting on 11 February 2020. All Councillors will be notified of any updated information once it is received.

Draft Budget 2020/21 & Medium Term Financial Plan to 2023/24 – Funding Position

27. The table below sets out the general funding available for 2020/21 and the net operating budget for 2020/21. The net operating budget represents the gross expenditure on council services less specific government grants (such as the Dedicated Schools Grant).

Funding 2020/21	Current MTFP £m	Proposed Budget £m	Difference to MTFP £m
Settlement Funding Assessment			
Business Rates (Top Up and Local Share)	-64.7	-72.0	-7.3
Business Rates growth	0	-3.1	-3.1
Council Tax			
General Precept	-383.9	-383.9	0.0
Adult Social Care Precept	0	-7.5	-7.5
Collection Fund adjustments	-4.5	-8.3	-3.8
NET OPERATING BUDGET	-453.1	-474.8	-21.7

Settlement Funding Assessment – Business Rates & Revenue Support Grant (RSG)

28. The MTFP assumed negative RSG would be implemented in 2020/21, however the Spending Round and Technical Consultation set out that Government was minded paying off negative RSG again in 2020/21, as it did in 2019/20. This approach would be consistent with the Government's previous commitment, made during the implementation of the business rate retention scheme in 2013/14, that authorities' retained business rates baselines, would be fixed in real terms until the business rates system was reset.
29. As part of the Technical Consultation on the Local Government Finance Settlement for 2020/21, the Government proposed that the Settlement Funding Assessments², will be uprated in line with the change in the small business non-domestic rating multiplier. The small business non-domestic rating multiplier will be confirmed by the time of the provisional settlement.
30. Taking into account an estimate of the small business non-domestic rating multiplier and the removal of negative RSG, extra income of £7.3m is expected for 2020/21 compared to the MTFP.

Business Rates Growth

31. As MHCLG confirmed an uplift in the Settlement Funding Assessments, this also then confirms that there will not be a business rates reset in April 2020 as previously planned. Therefore, growth above the 2013/14 baseline is retained for a further year.
32. The district councils are required to provide final estimates of the council's share of the locally retained element of business rates for 2020/21 including the share of growth by 31 January 2020, together with the council's share of any surplus/deficit estimated from 2019/20. The current estimate of business rate growth for 2020/21 is £3.1m³ in line with the 2019/20 position. No surplus/deficit is assumed at this stage. Should there be a deficit, this will be met from the earmarked Business Rates reserve, held for this purpose.
33. The business rate pool established between Cherwell District Council, West Oxfordshire District Council and the County Council in 2014/15 will continue into 2020/21. The pooling arrangement is expected to bring benefits to the area as a whole through reduced levies on business rates growth. This means that Oxfordshire gets to keep more business rate income than it otherwise would have done. The County Council will receive a 10% share of any growth, in return for taking on a 2.5% share of any loss. As the business rates baseline has not been reset, for 2020/21, the financial benefit for the County Council is expected to be £0.5m and is included in the total growth of £3.1m referred to above.

² comprised of Revenue Support Grant (where authorities still receive any) and Business Rates baseline funding levels (i.e. excluding growth above the baseline)

³ Excluding element of s31 grant for Business Rates compensation

Council Tax Requirement

34. A total council tax increase of 3.99% is proposed in 2020/21 just below the council tax referendum threshold of 4.0%. This comprises a general precept of 1.99% and an Adult Social Care precept of 2.0%. The MTFP assumed a 1.99% increase for 2020/21. The additional 2.0% Adult Social Care precept raises extra council tax income of £7.5m in 2020/21.
35. A council tax increase of 1.99% is proposed for 2021/22 and beyond.
36. The existing MTFP includes a taxbase⁴ of 256,290 for 2020/21, based on assumed growth of 2.00%. The taxbase for 2020/21 has now been confirmed by all district councils at 256,276 an increase of 5,011 or 1.99% from 2019/20. Compared to funding assumed in the MTFP, the variation in taxbase is less than £0.1m lower funding than assumed in the MTFP.
37. Beyond 2020/21, an increase in the taxbase of 5,000 is assumed each year, broadly equivalent to a 1.95% increase.
38. The draft council tax calculation including the council tax requirement for 2020/21 and the Band D council tax equivalent is set out in Appendix 3.

Council Tax Surpluses/Deficits

39. The latest estimate for the council's share of income from collection fund surpluses and shortfalls for 2020/21 is £8.3m, £3.8m higher than the MTFP assumption. Each district council must formally notify the County Council of its share of any surpluses or shortfalls on the council tax collection funds within seven working days of 15 January 2020. The final and confirmed position will be notified in due course.
40. As the lowest surplus from collection fund surpluses has been £5.3m since 2013/14, it is proposed that the budget is increased from £4.5m to £5.0m across the MTFP.

Un-Ringfenced and Ringfenced Specific Grants

41. Ringfenced specific grants are included in Directorate budgets and must be used solely for the purposes of that grant. Un-ringfenced grants are held outside of Directorate budgets in corporate measures contribute towards the cost of services in general. As set out in paragraph 25, some allocations for 2020/21 are yet to be confirmed.
42. Due to the expectation of a full Spending Review in 2019 for 2020/21 and beyond, the existing MTFP assumed the loss of a number of specific grants beyond 2019/20. In line with the one-year Spending Round for 2020/21, the Provisional Local Government Finance Settlement confirmed the continuation of a number of grants that had been assumed to cease, these are referred to in paragraphs 18-22 above.

⁴ The taxbase is the number of banded properties that the council uses to set the council tax. It is the total number of properties in the county weighted by reference to council tax bands A to H and takes into account discounts and exemptions.

The table below sets out the impact of these and other specific grant changes that have been announced. Further details are provided in the following paragraphs.

Year	2020/21	2021/22	2022/23	2023/24	Total All
	£m	£m	£m	£m	£m
Change in Ringfenced Grants					
iBCF (incl Winter Pressures) (paragraph 19)	-10.391				-10.391
Additional BCF funding	-1.000				-1.000
Firefighters pension grant	-1.361	1.361			0.000
Change in Un-ringfenced Specific Grants					
Social Care Grant (paragrpah 20)	-12.031	12.031			0.000
New Homes Bonus (paragrapgh 21)	-1.220	1.893	0.686	1.058	2.417
Additional s31 grant for Business Rates compensation	-1.416	1.416			0.000
Total Changes to Specific Grant Funding	-27.419	16.701	0.686	1.058	-8.974

43. The Local Government Finance Settlement: Technical Consultation confirmed the NHS contribution to adult social care through the Better Care Fund will increase by 3.4% in real terms, in line with the overall NHS long-term settlement. This will mean around an extra £1.0m for the Council. Details of the BCF for 2020/21 are expected to be published early in the new year.
44. The Spending Round confirmed that Home Office has been allocated a budget for 2020/21 which includes the fire pension grant. Funding of £115m is to be provided, which is the same as that in 2019/20. The expectation is that the distribution formula will be updated with the most recent data on employer pension contributions. At this stage an estimated grant of £1.3m expected for 2020/21 but that it will be provided for that year alone.
45. To compensate authorities for the loss of business rates due to mandatory reliefs, such as small business rates relief, MHCLG provide a grant under Section 31 of the Local Government Act 2003. As business rates are not being reset in 2020/21, this grant is being continued and has also been inflated in line with the SFA increase. This provides £1.4m more grant than assumed in the MTFP but is expected to be for one year only due to the expected business rates baseline reset in 2021/22.
46. The Public Health grant is expected to increase at least in line with inflation. On this basis it is estimated that the allocation for the Council could be approximately £30.3m in 2020/21, £0.5m more than 2019/20. However, it is possible that local authorities will be expected to fund new burdens from this increase. As grant details and actual allocations are expected to be announced early in the new year, at this stage no change from 2019/20 is assumed.

Dedicated Schools Grant

47. Dedicated Schools Grant (DSG) allocations for 2020/21 were announced on 19 December 2019. Oxfordshire's provisional allocation for 2020/21 is £510.6m.
48. The Government has reiterated its long-term intention that schools' budgets should be set on the basis of a single, National Funding Formula (NFF). To avoid instability in funding, the approach continues to build in further protection in 2020/21 of:
 - An increase in most formula factors of 4%

- A mandatory minimum per pupil level of funding of £5,000 per secondary pupil and £3,750 per primary pupil
- Removing the cap (ceiling) on any gains so full funding can flow to schools subject to affordability

49. During October/November 2019, schools were again consulted on whether to continue with the implementation, as far as is practicable, of the National Funding Formula in 2020/21. The majority of responses were in favour of a continuation of the NFF in the next financial year 2020/21. Schools Forum subsequently agreed and recommended this continuation of funding methodology.
50. Schools Forum did not support the transfer from the Schools block to High Needs block and given the forecast £7.0m to £8.0m overspend within the High Needs block for 2020/21. The forecast of £7.0m to £8.0m overspend is after the additional funding of £700m nationally announced as part of the Spending Round in September 2019, of which Oxfordshire's share is £8.4m, and the second year of the extra funding announced last year of £1.5m.
51. The Council has appealed the Schools Forum decision with the Secretary of State for Education. A disapplication request was submitted to transfer 0.5% or £2.0m from the Schools Block by the Department for Education deadline of 28 November 2019.

Funding Position beyond 2020/21

52. The current assumption in the proposed MTFP is that, excluding the Improved Better Care Fund and Better Care Fund, specific grant funding announced for 2020/21 does not continue, all of the growth in business rates since 2013/14 is lost and the Settlement Funding assessment increase is removed (i.e. negative Revenue Support Grant is implemented). This funding totals £30.2m and is set out in the table below.

Year	2020/21	2021/22	2022/23	2023/24	Total All
	£m	£m	£m	£m	£m
Settlement Funding Assessment & Business Rates Growth					
Settlement Funding Assessment increase	-7.271	7.271			0.000
Business Rates growth - baseline not reset	-3.119	3.119			0.000
Additional year of MTFP - Inflation on Business Rates				-1.172	-1.172
Council Tax					
ASC precept @2% in 2020/21	-7.528	-0.303	-0.296	-0.303	-8.430
Taxbase impact	0.021	0.198	-0.673		-0.454
Draft Council Tax Surplus	-3.759	3.259			-0.500
Additional year of MTFP - Council Tax				-16.217	-16.217
Total Changes to General Funding	-21.656	13.544	-0.969	-17.692	-26.773
Total Changes to Specific Grant Funding (Paragraph 42)	-27.419	16.701	0.686	1.058	-8.974
TOTAL CHANGES TO FUNDING	-49.075	30.245	-0.283	-16.634	-35.747

53. The Budget which is planned for February 2020 may set out further details of the Government's commitments to funding for local government. Therefore, more

information on funding beyond 2020/21 may become available soon after Council sets the budget and MTFP. In addition, the current MTFP includes a £10.2m additional budgeted contribution to contingency in 2021/22. Depending on the impact of the Budget and as further information becomes available through the Spending Review, work will need to be undertaken during 2020/21 to plan for how a shortfall will be addressed. Updates will be provided to Cabinet as information on the Spending Review and new funding formula become available.

54. In relation to the impact of the Fair Funding Review, whilst it is currently assumed the council's assessed need for social care will increase, the council also has relatively high resources – i.e. the tax base which reduces the reliance on government grant. Therefore, the current working assumption is that the Council will neither benefit or lose under the new formula and a neutral funding position is assumed.

Draft Budget 2020/21 & Medium Term Financial Plan to 2023/24 – Planned Spend

Inflation

55. The existing MTFP assumes pay inflation for Green Book staff at 2.5% for 2020/21. Based on latest information, it is assumed that the pay award will be 2.0%. This gives rise to a saving of £0.8m in 2020/21. Beyond 2020/21, 2.5% is still assumed. An increase of 2.2% is currently assumed for Firefighters. There continues to be no provision for non-pay inflation. Inflation of up to 3% has been applied to contracts based on the relevant price indices for each contract. The total amount of inflation applied to budgets is £5.2m for 2020/21, £0.8m less than the budget of £6.0m.

Investments & Pressures and Income & Savings proposals

56. The budget from 2019/20 has been rolled forward and scrutinised on a line by line basis by Directors and their leadership teams along with Finance Business Partners, and then collectively with CEDR and the Director of Finance to ensure budgets aligns to priorities and future requirements. Details of existing and proposed new investments and identified pressures along with proposed additional income and savings are set out in Appendix 2. As referred to in the main report, pressures and investments along with income and savings have been group into themes within each Directorate reflecting the change in emphasis towards investment that will deliver changes that will secure the sustainability of services in the longer term.
57. The table below sets out that investments and savings (both new and previously agreed) by theme total £40.2m in 2020/21. In total, the new budget changes total £30.5m for 2020/21.

Year	2020/21	2021/22	2022/23	2023/24	Total
	£m	£m	£m	£m	£m
Investment Themes:					
Demographic Pressures	22.967	12.475	12.334	11.650	59.426
Essential Investment	5.834	4.426	-0.067	0.200	10.393
Investment to Manage Demand	9.139	-1.296	0.15	0.25	8.243
Invest to Save	4.776	-4.368	-3.528	-1.652	-4.772
Income Generation	-1.955	-0.510	0.375	0.000	-2.090
Total Net Pressures and Priorities by theme	40.761	10.727	9.264	10.448	71.200
Corporate Measures	-12.356	-12.762	3.530	6.500	-15.088
Total All Net Pressures and Priorities	28.405	-2.035	12.794	16.948	56.112
Of which:					
Budget Changes in existing MTFP	-2.094	0.272	17.803	0.000	15.981
New Budget Changes	30.499	-2.307	-5.009	16.948	40.131

Draft Budget 2020/21 & Medium Term Financial Plan to 2023/24 – Overall Summary

58. The table below sets out a summary of changes from the existing MTFP, after taking into account the changes to funding and proposed new investments, income and savings set out in the report. The table shows a balanced budget for 2020/21 but due to the anticipated funding reductions referred to at paragraph 52, a budget shortfall in 2021/22 of £25.1m. Beyond 2021/22, the current assumption is that the level of government funding will remain stable.
59. Appendix 1 sets out a more detailed view of the proposed MTFP.

Year	2020/21	2021/22	2022/23	2023/24	Total
	£m	£m	£m	£m	£m
Total Changes to Funding	-49.075	30.245	-0.283	-16.634	-35.747
Net New Pressures and Priorities					
Children's Services	14.977	-0.500	-1.155	3.076	16.398
Adult Services	11.729	-0.283	0.936	8.782	21.164
Public Health	-0.175	-0.250	0.425	0.000	0.000
Communities	1.076	0.666	-1.945	-0.750	-0.953
Commercial Development, Assets and Investments	1.415	0.761	-0.902	-0.660	0.614
Customers & Organisational Development	0.906	-0.905	0.300	0.000	0.301
Corporate Measures	0.571	-1.796	-2.668	6.500	2.607
Total Net New Pressures and Priorities	30.499	-2.307	-5.009	16.948	40.131
Shortfall in Existing MTFP	15.581	0.180	1.577	0.000	17.338
Overall position (+budget shortfall / -budget surplus)	-2.995	28.118	-3.715	0.314	21.722
Total Contributions to (+) / Use of Reserves (-)	2.995	-2.995	3.715	-0.314	3.401
Overall position (+budget shortfall / -budget surplus) after contributions to and use of reserves	0.000	25.123	0.000	0.000	25.123

Draft Detailed Revenue Budget 2020/21

60. The report to Council in February 2020 will set out a detailed revenue budget for 2020/21 showing the movement in gross expenditure and income from 2019/20, comprising inflation, specific grant funding changes, previously agreed budget changes and proposed virements.

Virement Rules

61. When approving the budget each year the council is required to agree the virement rules. The existing arrangements have been reviewed and are set out for approval in Appendix 4.

Financial Strategy

62. The Financial Strategy set out in Appendix 5 states that in order to continue to deliver for Oxfordshire residents and thrive in the longer term, financial sustainability and resilience is essential. This requires successful delivery of two critical elements which reflect the financial planning principles for the budget and medium-term plan:
- Managing the impact of rising need, caused by population growth and increased complexity, for adult and children's social care through demand management approaches, more effective pathways and commercial improvements.
 - Delivering the programme of service redesign and organisational development which will drive improved outcomes.
63. The strategy sets out the funding context over the medium and long-term plus financial health performance measures for 2020/21.

Corporate Contingency

64. In forming the proposed budget, there is inevitably some risk that estimates are not entirely accurate and that account should be made for this uncertainty. For this reason, the corporate contingency budget is held to cover;
- the risk that demographic pressures are at the higher end of forecasts, rather than the mid-range forecast assumed in the service budgets;
 - the risk that the time or resources required to deliver invest to save or invest to reduce demand is not sufficient; and
 - the risk that proposed savings are not achieved in full, based on the performance targets set out in the Financial Strategy.
65. The proposed level of corporate contingency for 2020/21 is £4.9m and reflects the following:

	£m
Demographic pressures at higher end of forecasts	3.3
Risks identified within investments/pressures & income/savings	1.6
TOTAL	4.9

66. In addition to the corporate contingency, general balances are held to in order to provide a contingency against unplanned or unexpected events. Further details are set out in the paragraph below.

Earmarked Reserves and General Balances

67. The earmarked reserves and general balances policy statement is set out in Appendix 6.
68. The risk assessment for the level of general balances to be held for 2020/21 has determined that an appropriate level to hold is £23.4m. Based on the Business Management & Monitoring Report to Cabinet in January 2020, the projected level of balances at 31 March 2020 is currently £21.8m. It is proposed that £3.0m is added to general balances in 2020/21. In addition, with the planned annual contribution of £1.0m, means the projected level will be £25.8m at 1 April 2020.
69. Details of earmarked reserves and proposed changes to usage over the medium term are set out in Appendix 7. Excluding schools, earmarked reserves are forecast to be £54.1m at 1 April 2020, reducing to £44.9m by 31 March 2024.
70. One new earmarked reserve is proposed for creation in 2020/21. A new Investment Pump Priming reserve is proposed to meet the initial costs of developing business cases and feasibility studies associated with the strategy. It is expected that this will generally work as a revolving fund, with costs being capitalised if projects proceed. It is proposed that a reserve of £2.0m is created for 2020/21, funded from a contribution of £1.0m from the Insurance Reserve and £1.0m from the Budget Priorities Reserve.

Treasury Management Activity

71. The Treasury Management strategy statement and the annual investment strategy for 2020/21 are set out in Annex 3 of this report. The financial impact of the strategy for 2020/21 is reflected in the budget proposals in this Annex of the Service & Resource Planning report.
72. Proposals to increase the longer-term lending level alongside higher cash balances over the medium term, mean that interest earned is expected to be £0.9m more than in the current MTFP for 2020/21 and a further £0.1m in 2021/22.

Review of Charges

73. As part of the Service & Resource Planning process, managers have reviewed their charges for 2020/21. The expectation was that charges would increase by a minimum of the Bank of England CPI target rate of 2.0%, however the proposed increase should be higher where the market allows or where costs are not being fully recovered (except where legislation dictates a maximum charge).
74. The proposed charges are set out in Appendix 8. Cabinet is recommended to agree these charges in the context of the proposed budget. There are no proposed changes to the review of charges policy from that agreed by Cabinet in January 2019.

Comments from Performance Scrutiny Committee

75. The Performance Scrutiny Committee will consider the revenue investments and pressures plus income and savings proposals at its meeting on 9 January 2020. A summary of the comments will be published following the meeting.

Consultation

76. Between 6 January and 29 January 2020, members of the public and stakeholders have been invited to comment through the council's website on the budget proposals and Council Tax increases. As the consultation extends beyond the date of this meeting, any changes to the proposed budget as a result of comments received will be incorporated into the Service & Resource Planning 2020/21 – 2023/24 report to Council on 11 February 2020.

Equality and Inclusion Implications

77. The Equality Act 2010 imposes a duty on local authorities that, when making decisions of a strategic nature, decision makers must exercise 'due regard to the need to eliminate unlawful discrimination... advance equality of opportunity... and foster good relations.'
78. The potential impacts of the budget proposals will be set out in Service & Community Impact Statements which will be published in due course. The draft overarching Service & Community Impact Statement is attached at Annex 2 – Appendix 9.

LORNA BAXTER
Director of Finance

Medium Term Financial Plan 2020/21 - 2023/24**Summary**

	2020/21			INDICATIVE POSITION								
	Agreed Base Budget	Proposed Allocation	Proposed Budget	2021/22			2022/23			2023/24		
				Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Directorate Budgets												
Children's Services	113,745	18,312	132,057	132,057	3,727	135,784	135,784	3,345	139,129	139,129	3,076	142,205
Adult Services	184,027	10,322	194,349	194,349	6,268	200,617	200,617	8,086	208,703	208,703	8,782	217,485
Public Health									0			
Communities	94,780	1,953	96,733	96,733	2,197	98,930	98,930	-2,045	96,885	96,885	-750	96,135
Customers & Organisational Development	21,410	-2,149	19,261	19,261	-905	18,356	18,356	50	18,406	18,406		18,406
Commercial Development, Assets and Investment	26,120	4,160	30,280	30,280	801	31,081	31,081	-850	30,231	30,231	-660	29,571
Inflation and Other Adjustments ⁽¹⁾	-1,500	-4,400	-5,900	-5,900	-3,643	-9,543	-9,543	4,085	-5,458	-5,458	6,500	1,042
Directorate Budgets	438,582	28,198	466,780	466,780	8,445	475,225	475,225	12,671	487,896	487,896	16,948	504,844
Strategic Measures												
Capital Financing												
Principal	8,474	576	9,050	9,050	2,233	11,283	11,283	1,635	12,918	12,918		12,918
Interest	15,217	-189	15,028	15,028	90	15,118	15,118	75	15,193	15,193		15,193
Interest on Balances	-8,419	-2,030	-10,449	-10,449	-3,098	-13,547	-13,547	-2,150	-15,697	-15,697		-15,697
Un-Ringfenced Specific Grants	-18,743	-7,952	-26,695	-26,695	15,841	-10,854	-10,854	686	-10,168	-10,168	1,058	-9,110
Contingency	7,629	-2,772	4,857	4,857	10,190	15,047	15,047		15,047	15,047		15,047
Insurance Recharge	2,896	100	2,996	2,996	100	3,096	3,096	100	3,196	3,196		3,196
Public Health Saving	-250	-175	-425	-425		-425	-425	425	0			
Total Strategic Measures	6,804	-12,442	-5,638	-5,638	25,356	19,718	19,718	771	20,489	20,489	1,058	21,547
Contributions to/from reserves												
General Balances	-6,000	9,995	3,995	3,995	-2,995	1,000	1,000		1,000	1,000		1,000
Prudential Borrowing Costs	2,200		2,200	2,200		2,200	2,200		2,200	2,200		2,200
Budget Equalisation Reserve	-280	280						2,754	2,754	2,754	-313	2,441
Budget Prioritisation Reserve	245	4,196	4,441	4,441	-2,618	1,823	1,823		1,823	1,823		1,823
Transformation Reserve	6,000	-6,000							0			
Business Rates Reserve	494	-494							0			
Demographic Risk Reserve	3,000		3,000	3,000		3,000	3,000	1,000	4,000	4,000		4,000
Youth Provision Fund	500	-500							0			
Insurance Reserve	-1,000	1,000							0			
Total Contributions to/from reserves	5,159	8,477	13,636	13,636	-5,613	8,023	8,023	3,754	11,777	11,777	-313	11,464
Budget Shortfall					-25,123	-25,123	-25,123		-25,123	-25,123		-25,123
Net Operating Budget	450,545	24,233	474,778	474,778	3,065	477,843	477,843	17,196	495,039	495,039	17,693	512,732

(1) Adjustment for inflation and other items that have not yet been allocated by Directorate including Transformation Savings.

Medium Term Financial Plan 2020/21 - 2023/24

Financing

	2020/21			INDICATIVE POSITION								
				2021/22			2022/23			2023/24		
	Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Net Operating Budget	450,545	24,233	474,778	474,778	3,065	477,843	477,843	17,196	495,039	495,039	17,693	512,732
Funded by:												
Government Grant												
Revenue Support Grant		0	0			0			0			0
Business Rates Top-up	-39,896	-589	-40,485	-40,485	5,662	-34,823	-34,823	-610	-35,433	-35,433	-620	-36,053
Total Government Grant	-39,896	-589	-40,485	-40,485	5,662	-34,823	-34,823	-610	-35,433	-35,433	-620	-36,053
Business Rates												
Business Rates local share	-34,015	-574	-34,589	-34,589	3,594	-30,995	-30,995	-542	-31,537	-31,537	-552	-32,089
Collection Fund Surplus/Deficit	-264	264	0	0	0	0	0	0	0	0	0	0
Total Business Rates	-34,279	-310	-34,589	-34,589	3,594	-30,995	-30,995	-542	-31,537	-31,537	-552	-32,089
Council Tax Surpluses	-7,306	-953	-8,259	-8,259	3,259	-5,000	-5,000		-5,000	-5,000		-5,000
COUNCIL TAX REQUIREMENT	369,064	22,381	391,445	391,445	15,580	407,025	407,025	16,044	423,069	423,069	16,521	439,590
Council Tax Calculation												
Council Tax Base			256,276			261,276			266,276			271,275
Council Tax (Band D equivalent)			£1,527.44			£1,557.84			£1,588.84			£1,620.46
Increase in Council Tax (precept)			6.1%			4.0%			3.9%			3.9%
Increase in Band D Council Tax			3.99%			1.99%			1.99%			1.99%

Summary of Changes to Medium Term Financial Plan

Existing Medium Term Financial Plan

Net Existing Pressures and Priorities	2020/21	2021/22	2022/23	2023/24	Total
	£m	£m	£m	£m	£m
Children's Services	2.474	4.227	4.500	0.000	11.201
Adult Services	9.723	6.551	7.150	0.000	23.424
Public Health	0.000	0.250	0.000	0.000	0.250
Communities	-0.381	0.170	-0.100	0.000	-0.311
Commercial Development, Assets and Investments	0.017	0.040	0.055	0.000	0.112
Customers & Organisational Development	-0.945	0.000	0.000	0.000	-0.945
Corporate Measures	-12.982	-10.966	6.198	0.000	-17.750
Total Net Existing Pressures and Priorities	-2.094	0.272	17.803	0.000	15.981
Existing Funding Changes	17.675	-0.092	-16.226	0.000	1.357
Shortfall in Existing MTFP	15.581	0.180	1.577	0.000	17.338

Changes to Medium Term Financial Plan

Year	2020/21	2021/22	2022/23	2023/24	Total
	£m	£m	£m	£m	£m
Total Changes to Funding	-49.075	30.245	-0.283	-16.634	-35.747
Net New Pressures and Priorities					
Children's Services	14.977	-0.500	-1.155	3.076	16.398
Adult Services	11.729	-0.283	0.936	8.782	21.164
Public Health	-0.175	-0.250	0.425	0.000	0.000
Communities	1.076	0.666	-1.945	-0.750	-0.953
Commercial Development, Assets and Investments	1.415	0.761	-0.902	-0.660	0.614
Customers & Organisational Development	0.906	-0.905	0.300	0.000	0.301
Corporate Measures	0.571	-1.796	-2.668	6.500	2.607
Total Net New Pressures and Priorities	30.499	-2.307	-5.009	16.948	40.131
Shortfall in Existing MTFP	15.581	0.180	1.577	0.000	17.338
Overall position (+budget shortfall / -budget surplus)	-2.995	28.118	-3.715	0.314	21.722
Total Contributions to (+) / Use of Reserves (-)	2.995	-2.995	3.715	-0.314	3.401
Overall position (+budget shortfall / -budget surplus) after contributions to and use of reserves	0.000	25.123	0.000	0.000	25.123

Key

Positive Figures = Investments or Funding of Pressures

Negative Figures - Savings or Income Generation

Year	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Investment Themes:					
Demographic Pressures	21.767	13.675	12.334	11.650	59.426
Essential Investment	5.601	4.001	-0.067	0.200	9.735
Investment to Manage Demand	9.897	-1.521	0.150	0.250	8.776
Invest to Save	4.783	-5.038	-3.028	-1.652	-4.935
Income Generation	-1.232	-0.390	-0.125	0.000	-1.747
Total Net Pressures and Priorities by theme	40.816	10.727	9.264	10.448	71.255
Corporate Measures	-12.411	-12.762	3.530	6.500	-15.143
Total All Net Pressures and Priorities	28.405	-2.035	12.794	16.948	56.112
Of which:					
Budget Changes in existing MTFP	-2.094	0.272	17.803	0.000	15.981
New Budget Changes	30.499	-2.307	-5.009	16.948	40.131
Funded By:					
Funding Changes	-31.400	30.153	-16.509	-16.634	-34.390
Contributions to and Use of Reserves	2.995	-2.995	3.715	-0.314	3.401
TOTAL INVESTMENTS/PRESSURES AND INCOME GENERATION	0.000	25.123	0.000	0.000	25.123

Investments, Pressures and Savings

Children's Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
<u>Investment to Manage Demand</u>						
21CS2	SEND - funding for a new early intervention service to address rising demand for High Needs SEND support . This service will provide additional and direct support to schools, ie behavioural support services, to enable them to support children to remain in their current school.	0.409				0.409
21CS9	Children with Disabilities - Direct Payments hourly rate review anticipated impact.	0.040				0.040
21CS12	Transitions Team jointly with adult services to improve outcomes for young people who move in to adult social care. (Also see 21AD20)	0.155	0.155			0.310
19PC1/ 20CH7	Staffing pressure - staffing to meet demographic growth in children's social care services . Numbers of children have increased in children in care teams and extra staffing is required to maintain caseloads at acceptable level .	0.665	0.292	0.300		1.257
21CS17	Leaving care - new duties on councils to support care leavers to age of 25 (previously 21) requires service redesign to meet current and future demand of eligible young people .	0.337				0.337
<u>Invest to Save</u>						
21CS4	Access to Education - Independent Travel Trainer - post required to support young people to learn the skills to travel alone . This will reduce demand on home to school transport and maximise independence for young people where appropriate .	0.037				0.037

Investments, Pressures and Savings

Children's Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21CS21	Family safeguarding model - this is the introduction of a new model in children social care . This will provide support to the whole family and is a preventative model which has proven in other areas to both enhance outcomes for children and their families and manage demand. The costs detailed below include costs of implementing the model as well as increased staffing to deliver it.	2.228	-1.208	-1.431	-0.944	-1.355
20CH4	Family safeguarding model - Programme investment	0.080				0.080
21CS26	Fostering project - this is a new project to support a new offer to foster carers in Oxfordshire . The costs cover increased fees and support to in-house foster carers. This will encourage more people to join the scheme which will increase the number of children who are supported in this way. The savings attached to this project (over the following years) are based on an increased percentage of children in care being supported in this way as opposed to independent fostering or private residential care.	0.600	-0.401	-0.393	-0.230	-0.424
Demographic Pressures						
21CS3	SEND - Educational psychologists to meet anticipated growth in demand . The number of children requiring Educational Health Care plans (EHCPs) continues to grow - 33% in 2019 . Extra resources are needed to assess and support these children and meet statutory guidelines .	0.348				0.348
21CS1	SEND - Casework Team additional numbers of staff needed to meet rise in numbers of children on EHCPs.	0.860	0.194			1.054
19PC1/20C H3	Access to Education - Home to School Transport Demography to meet demand, particularly in relation to SEND transport.	1.215	1.215	0.800		3.230
21CS6	Access to Education - Home to School Transport Demography to meet demand, particularly in relation to SEND transport.	2.985	0.085	0.500	1.300	4.870

Investments, Pressures and Savings

Children's Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
19PC1/20C H6	Children with Disabilities: Demographic Increases - extra resources required to meet increased numbers of children with disabilities supported by our children social care.	0.200	0.200	0.200		0.600
21CS8	Children with Disabilities - Demographic Increases - extra resources required to meet increased numbers of children with disabilities supported by our children social care.				0.200	0.200
21CS10	Children with Disabilities - Social Work Teams pressure to meet current increased demand.	0.190				0.190
21CS11	Children with Disabilities - Specialist Housing Occupational Therapist additional temporary resource to address current waiting lists. Extra resources are required to meet increased numbers of children with disabilities supported by our children social care.	0.170	-0.085	-0.085		0.000
21CS13	Children's Social Care Specialist Advice and Legal Costs	0.200				0.200
19PC1/20C H5	Corporate parenting placements - this pressure is linked to both the anticipated demand for placements for children in care . Includes rising costs of many of our specialist placements .	4.203	3.520	3.800		11.523
21CS14	Corporate parenting placements - this pressure is linked to both the anticipated demand for placements for children in care . Includes rising costs of many of our specialist placements .	1.400			2.600	4.000
21CS16	Social care staffing team pressures to meet current and anticipated demand. Extra resources required in social care teams to maintain caseloads	0.386	-0.140	-0.246		0.000
20CH8	Leaving Care Allowances and Support	0.150	0.150	0.150		0.450
21CS20	Leaving Care Allowances and Support				0.150	0.150

Investments, Pressures and Savings

Children's Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Essential Investment						
19PC4/ 20CH9/ 20CH10	Home to School Transport Saving	-0.270	-0.400			-0.670
21CS5	Original savings plans reversed due to ongoing pressure in this area. Further work will look at ways to better manage demand rather than achieve savings	0.270	0.400			0.670
21CS7	Learning and school improvement - post to provide permanent current enhanced support to provide support to safeguarding in schools	0.050				0.050
20CH14	Reconnecting Families - supporting some children in care to return to birth families	-0.833				-0.833
20CH15/ 20CH21	Review of third party spend - commissioning to review contracts , collaboration with providers etc to provide appropriate placements and support to children and provide best value	-1.000	-0.250	-0.250		-1.500
21CS15	Reduce savings to be made through review of third party spend	0.250				0.250
21CS35	Reduce savings to be made through review of third party spend - Not achieved in 2019/20	1.650				1.650
20CH18	Supported lodgings - increasing the supported lodging scheme to offer to more young people	-0.120				-0.120
21CS18	Increased safeguarding support and advice for schools	0.047				0.047
21CS19	Funding to support the Care Leavers Council Tax Discount Scheme across Oxfordshire	0.021				0.021
20CH16	Fostering - previously agreed saving	-1.016				-1.016
21CS29	Reverse previously agreed fostering savings - savings will be achieved following completion of new project (see 21CS26)	1.016				1.016

Investments, Pressures and Savings Children's Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21CS30	Reverse fostering savings from 2019/20 - savings will be achieved following completion of new project (see 21CS26)	0.088				0.088
20CH17/ 20CH23	Savings arising from Service Redesign	-0.800	-0.500	-0.500		-1.800
21CS32	Reverse Service Redesign savings - savings to be achieved from implementing Family Safeguarding Model (See 21CS21)	0.800	0.500	0.500	0.000	1.800
21CS33	Reverse part of Service Redesign savings from 2019/20 - savings to be achieved from implementing Family Safeguarding Model (See 21CS24)	0.440				0.440
Total Investments, Pressures and Savings		17.451	3.727	3.345	3.076	27.599
Total New Investments, Pressures and Savings		14.977	-0.500	-1.155	3.076	16.398

Summary by theme

Investment to manage demand	1.606	0.447	0.300	0.000	2.353
Invest to save	2.945	-1.609	-1.824	-1.174	-1.662
Demographic pressures	12.307	5.139	5.119	4.250	26.815
Essential Investment	0.593	-0.250	-0.250	0.000	0.093
	17.451	3.727	3.345	3.076	27.599

Investments, Pressures and Savings

Public Health

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Investment to Manage Demand						
21PH4	School Vision Screening - Oxford University NHS Trust funding will cease at the end of 2019/20. Public Health will fund the service from 2020/21 onwards.	0.110				0.110
21PH5	Adult Substance Misuse - one of the outcomes of the Family Safeguarding Model pilot project is an increase in activity needed to support adults with substance misuse issues.	0.072				0.072
Demographic Pressures						
21PH1	Drugs and Alcohol residential detoxification and/or rehabilitation placement activity is higher than the budgeted level in 2019/20 and this is expected to continue from 2020/21	0.200				0.200
21PH6	Weight management services - existing capacity will be doubled through revised contract arrangements and will support an additional 1% of the local population unmet need	0.210	0.210			0.420
Essential Investment						
21PH16	Use the Public Health reserve to manage pressures and savings within the ringfenced grant funding	-0.137	0.144	-0.037	-0.033	-0.063
21PH3	Estimated Public Health funded staff salary inflation (to be met from Public Health grant funding)	0.045	0.046	0.047	0.048	0.186
21PH8	Jubilee House - review and halve hot desk provision for council staff when current arrangements end in November 2022. Retain 8 desks.			-0.010	-0.015	-0.025
21PH9	Sexual Health - align budget with current and expected on-going activity level due to cost effective changes to the contract	-0.500				-0.500

Investments, Pressures and Savings

Public Health

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21PH11	Sexual Health - move to on-line testing offer for sexually transmitted diseases		-0.200			-0.200
21PH14	Smoking Cessation Service (non - statutory currently) - contract break point in March 2021. Current contract value is £0.575m per annum. Remodel and repro cure current provision.		-0.200			-0.200
19PPH1	Contribution from reserves towards Public Health activity funded by the Council for three years (2018/19 to 2020/21)		0.250			0.250
21PH15	Use of Public Health Reserve to support the costs of the system wise posts as part of the Family Safeguarding model in Children's Services. Total contribution of £0.425m in 2020/21 and 2021/22. (See 21CS21)	-0.175	-0.250	0.425		0.000
Total Investments, Pressures and Savings		-0.175	0.000	0.425	0.000	0.250

Total New Investments, Pressures and Savings	-0.175	-0.250	0.425	0.000	0.000
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Summary by theme

Investment to manage demand	0.182	0.000	0.000	0.000	0.182
Invest to save	0.000	0.000	0.000	0.000	0.000
Demographic Pressures	0.410	0.210	0.000	0.000	0.620
Income generation	0.000	0.000	0.000	0.000	0.000
Essential Investment	-0.767	-0.210	0.425	0.000	-0.802
	-0.175	0.000	0.425	0.000	0.000

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Investment to Manage Demand						
21AD1	Community Capacity: Strengthen and build community capacity, informal care networks & connections in Oxfordshire to help people to live as independent lives as possible.	0.250	0.250	0.250	0.250	1.000
21AD28	Community Capacity: a reduction in care home placements generated by better support in the community (1% = approx 7-8 placements costing £0.3m per annum @ £800 per week average). Assumes reduction from Q4 of 2020/21 onwards. (links to 21AD1)	-0.075	-0.225			-0.300
21AD2	Care Workforce: initiatives that continue to develop best practice and shared ways of addressing workforce issues and encouraging people to want to work across the local health and social care system.	0.125				0.125
21AD3	Innovation: Develop new ways of working and drive a reduction in the need for formal care, and service improvements through an on-going series of innovation projects.	0.250				0.250
21AD4	Equipment: Additional funding for equipment required to support people to remain independent in their own homes for as long as possible. Assumes 2019/20 activity levels continue from 2020/21.	0.250				0.250
21AD5	Winter: Support for one - off change and project activity to mitigate pressures on the local health and social care system in winter 2020/21.	1.200	-1.200			0.000
20AD8	Housing Related Support: the council will invest £0.250m into the Oxfordshire Homelessness Partnership in each of 2020/21 and 2021/22.	0.250		-0.250		0.000
21AD23	Housing Related Support: support for people with housing issues to enable them to leave hospital.	0.200				0.200

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21AD24	Housing Related Support: An additional council contribution to Floyds Row Homelessness Hub in Oxford (funded collectively by statutory authorities in Oxfordshire) to support ongoing development of the service.	0.088	-0.088			0.000
20MC8	Grant Change Impact: The Winter Pressures element of the iBCF grant was used to fund growth in social care expenditure (demography) on a one-off basis in 2019/20. This needs to be replaced by base budget funding in 2020/21	2.292				2.292
19PA3	Grant Change Impact: On - going funding for the Hospital Team. The cost of the team was funded by iBCF grant in 2017/18, 2018/19 and 2019/20.	1.200				1.200
19PA3	Grant Change Impact: On - going funding for the on-going cost of inflationary increases paid to care providers in 2017/18. This was funded by iBCF grant in 2017/18, 2018/19 and 2019/20.	1.700				1.700
21AD30	Service Review: The Community Outreach & Floating Support Service provides support for vulnerable adults and people with learning disabilities. The service is being reviewed and this will generate a commercial saving.	-0.056				-0.056
Invest to Save						
20AD11	Service Review: Work to coordinate purchasing of support for people with Learning Disabilities on a regional basis, generating a Regional Framework leading to a commercial saving	-0.200				-0.200
21AD10	Care Workforce: Increase funding for Shared Lives carers to maintain payment rates compared to neighbouring areas. Also includes the on-going impact of benefit changes impacting on contributions to housing costs for people living with Shared Lives carers.	0.217	0.088	0.120	0.032	0.457

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21AD11	Mental Health & Autism: Funding for transformation projects designed to improve flow through the housing pathway for people with mental health issues and/or autism and reduce expenditure on residential placements on an on-going basis.	1.000	-1.000			0.000
21AD12	Mental Health & Autism: One - off contribution to the cost of residential placements for people with mental health issues and/or autism	1.750	-1.750			0.000
20AD12	Individual Reviews: reviews of older people receiving support at home to ensure they have the right level of support.	-1.200				-1.200
20AD6	Co-Production: Co-Production and cross system work (reduction partially removed in 20AD6U)	-0.312				-0.312
20AD6U	Co-Production: the team was originally funded to the end of 2019/20. Based on outcomes the 3 FTE team + non - pay costs will continue to be funded on an on-going basis. (links to 20AD6)	0.237				0.237
Demographic Pressures						
19PA1 & 20AD3	Population Changes for Adults with Learning Disabilities: Funding for Demographic Changes built into existing MTFP based on increasing current spend by growth indices developed by Emerson & Hatton for the incidence of learning disability in the general population.	2.100	2.342	2.436		6.878
21AD6	Population Changes for Adults with Learning Disabilities: impact of Demographic Changes - add additional year to MTFP based on growth indices for the incidence of learning disability in the general population.				2.520	2.520
20AD1	Population Changes: Actual learning disability growth is higher than existing MTFP demography assumptions (assuming £1.5m per annum net package growth)	0.500	0.500	0.500		1.500

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21AD7	Population Changes: Learning Disability expenditure is higher than existing MTFP assumptions and planned demographic growth based on forecast position for 2019/20. Additional pressure assumes on-going effect of 2019/20 activity then £2.0m per annum net package growth from 2020/21 onwards (based on average growth over last two years).	1.200	0.700	0.600	1.100	3.600
21AD8	Population Changes: expenditure on the social care element of educational placements for young adults aged 18 - 25 increased in 2018/19 and was overspent by £1.0m. An overspend of £1.3m against the 2019/20 budget is expected to be on-going from 2020/21 as the placements will continue over the medium term.	1.600	0.300	0.300	0.300	2.500
21AD13	Population Changes: On-going effect of additional 2019/20 activity relating to adults with autism.	0.375				0.375
21AD14	Population Changes: On-going effect of additional 2019/20 activity relating to adults with other conditions including mental health, substance misuse and complex vulnerability.	0.375				0.375
21AD15	Population Changes: On-going effect of additional 2019/20 activity and expenditure relating to adults with physical disabilities.	0.750				0.750
19PA1 & 20AD3	Population Changes for Older People: impact of Demographic Changes built into existing MTFP - additional packages of care required for growing and ageing population. Based on uplifting existing budgets by Office for National Statistics population estimates.	2.900	3.234	3.364		9.498
21AD16	Population Changes for Older People: impact of Demographic Changes - add additional year to MTFP based on population growth and changes to the age profile.				3.480	3.480

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21AD20	Staffing: additional adult social work capacity to support young people moving from Children's to Adult Social Care.	0.050	0.050			0.100
21AD26	Care Workforce: support at home activity continues at lower than budgeted level in 2020/21 ahead of a review of homecare.	-0.600	0.600			0.000
21AD27	Care Workforce: completed re-ablement packages continue to be below contracted level in 2020/21	-0.600	0.600			0.000
Essential Investment						
20AD10U	Service Review: £1.2m of Learning Disability saving 20AD10 (in 2019/20) is not expected to be achieved as planned in 2019/20. A further £0.5m of the existing saving is expected to be achieved through reviews of placements in 2020/21. The remaining £0.7m is not expected to be achievable based on current activity. (links to 20AD10)	0.700				0.700
21AD9	Service Review: Health & Safety related mitigations for night time fire risk for vulnerable adults in supported living accommodation.	0.300				0.300
19PA5	Individual Reviews: reviews of people in out of county Learning Disability placements with the aim of providing in county support. (Transforming Care)	-0.457	-0.325			-0.782
19PA5U	Individual Reviews: Remove Learning Disabilities Transforming Care saving. Local housing provision needs to be developed before this can be progressed. (links to 19PA5)	0.729	0.325			1.054
20AD19	Staffing: Reduction to Mental Health Social Work contribution	-0.300	-0.300			-0.600
20AD19U	Staffing: Remove reduction to Mental Health staffing contribution and review options for the use of this funding for people with mental health issues and/or autism which include the possibility of staffing provision either in or outside Oxford Health Foundation Trust. (links to 20AD19)	0.300	0.300			0.600

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21AD17	Service Review: The council's new contractual arrangements for homecare will be implemented in April 2021. After taking account of one - off implementation costs in 2020/21 the additional on-going cost of the new arrangements underpins a move towards working in closer partnership with local home support providers to maintain capacity and develop improved outcomes for the system. Pressure reflects implementation costs and change to paying for planned hours for home support to aid financial planning and stability for providers. Significant benefits are expected through moving away from a transactional relationship with providers.	0.300	1.100			1.400
20AD17U	Service Review: Reprofile part of saving 20AD17 to reflect updated timescale for the implementation of commercial changes relating to the way the council commissions care home placements. Phasing reflects turnover of placements and ability to move to block contracting arrangements as existing spot placements come to an end. (links to 20AD17)	0.667	-0.333	-0.334		0.000
20AD4	Inflation: uplifts to Care Packages (links to increased cost for providers driven by increases to the National Living Wage and other costs) .	0.900	1.100	1.100		3.100
21AD31	Inflation: Additional funding required to support increases to the National Living Wage - linked to Homecare 2020	0.400				0.400
21AD18	Inflation: additional year of funding for provider inflationary uplifts to MTFP.				1.100	1.100
21AD19	Staffing: Money Management (£0.013m) & Brokerage capacity for Extra Care Housing (£0.040m) plus historic health funding for weekend working falls out (£0.116m).	0.169				0.169

Investments, Pressures and Savings

Adult Services

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21AD21	Staffing: self Funder Support (offset by self - funder income) - two additional Care & Brokerage staff to support people funding their own care to find appropriate care provision.	0.070				0.070
21AD29	Income: self - funder charges contribute to costs of self - funder offer. (links to 21AD21)	-0.070				-0.070
21AD22	System: County Council share of health and social care system management costs	0.075				0.075
19PA7	Income: Income Impairment (remove one - off reduction to the impairment of outstanding service user contributions towards their care included in 2019/20 budget)	0.350				0.350
21AD25	Service Review: adjustments to reflect current activity and previously achieved commercial savings	-0.497				-0.497
Total Investments, Pressures and Savings		21.452	6.268	8.086	8.782	44.588
Total New Investments, Pressures and Savings		11.729	-0.283	0.936	8.782	21.164
Memorandum - Additional Ring-Fenced Adult Social Care Funding						
	iBCF Ringfenced Grant Funding (including £2.292m for winter	-10.391				-10.391
	Increase in contribution from the Better Care Fund	-1.000				-1.000
	Adult Social Care Precept (2.0% in 2020/21)	-7.528	-0.303	-0.296	-0.303	-8.430
Total Additional Funding for Adult Social Care		-18.919	-0.303	-0.296	-0.303	-19.821

Summary by theme

Investment to manage demand	7.674	-1.263	0.000	0.250	6.661
Invest to save	1.492	-2.662	0.120	0.032	-1.018
Demographic Pressures	8.650	8.326	7.200	7.400	31.576
Essential Investment	3.636	1.867	0.766	1.100	7.369
	21.452	6.268	8.086	8.782	44.588

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Investment to Manage Demand						
19COM16	Housing and Growth Deal Capacity Funding. <i>(ending of temp funding)</i>	-2.000				-2.000
19COM17	Housing and Growth Deal Capacity Funding. <i>(ending of temp funding)</i>	2.000				2.000
21COM11	Improvement in natural environment responses/advice to planning applications and consultations e.g. ecology, biodiversity, natural environment.	0.060	0.040			0.100
21COM20	Enhancing the provision of safety related tree maintenance - a 2-year programme of works to ensure the safety of trees adjacent to our highways on on our OCC property for which the County has responsibility.	0.200	0.200	-0.150		0.250
Invest to Save						
21COM3	One off cost to invest in the improvement of data management and processes to enable timely council-wide responses to planning consultations.	0.200	0.200	-0.400		0.000
21COM13	One-off drawdown from S106 penalty monies (offset 21COM03)	-0.200	-0.200	0.400		0.000
21COM4	Improvement to the data management and processes that enable the Council to provide council-wide responses to planning consultations.	0.093				0.093
21COM14	Draw down from S106 penalty monies (offset 21COM04)	-0.093				-0.093

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COM6	Active and Healthy Travel: supporting the development of county wide walking and cycling provision . This is investment into additional capacity to develop more detailed plans to push forward improved provision for pedestrians and cyclists across the county, further developing the walking and cycling plans for Bicester, Oxford and Didcot, enabling the council to provide better legacy after the OVO races and support the modal shift we need to encourage to reduce carbon. On average 40% of an individuals carbon footprint is the way they travel so this also links to the Climate Action declaration.	0.102	0.054			0.156
21COM7	Climate Action mobilisation and investment aligned with the Council's Climate Declaration. The implementation of a joint team with CDC to develop and promote climate action across the Council - including the monitoring of air quality and supporting directorates to deliver carbon reduction activities.	0.337	0.112			0.449
21COM8	Digitalisation of development management and enforcement service to enable more efficient, flexible working.		0.150		-0.300	-0.150
19COM1	Update of the Oxfordshire Strategic Transport Model. <i>(ending of temp funding)</i>		-0.500			-0.500
21COM9	Development and implementation of a new service delivery model for Travel Planning team, to enable the service to become self financing and provide a better service to customers.	0.250	-0.150	-0.250		-0.150
21COM25	Music Teachers' Pay and pension contributions - annual rises	0.120				0.120

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COM27	Music Service - Increased charges to reflect music teacher cost increase (offset 21COM25)	-0.120				-0.120
20COM1	Street Lighting - Energy and Maintenance Costs	0.100	0.150	0.150		0.400
18EE10/ 19COM4/ 19COM14/2 0COM12	Savings from reduced energy and maintenance costs relating to Street Lighting (assumes capital investment)	-1.120	-0.950	-0.930		-3.000
20COM2	Street Lighting - Borrowing Costs of replacement investment			0.780		0.780
21COM26	LED replacement programme. Previous stretch targets for the implementation of LED street-lighting have not been achieved by third party contractors. Acceleration proposed to bring this back on track but likely to cause delay in energy & maintenance savings. Re-profile of 20COM12.	0.400	0.350	-0.750		0.000
Demographic Pressures						
20COM10	Increase share of Joint Control Centre costs - growth in volume (Fire & Rescue Service)			0.015		0.015
Income Generation						
21COM12	New charge for natural environment advice on planning consultations/applications (21COM11)	-0.010	-0.010	-0.010		-0.030
19COM6	Increased Income Target (realised through pre-planning process based on 5yr planned growth projections)	-0.250	-0.250			-0.500

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
20COM19	Income from the new Strategic Transport Model.	-0.060	-0.080	-0.100		-0.240
21COM16	New charge for pre-application advise on air quality.	-0.009				-0.009
21COM17	Increased Development Management fees for minerals and waste applications	-0.025				-0.025
21COM18	Increased income through Road Agreements	-0.250				-0.250
21COM19	Increased income through Planning Performance Agreements and pre-application advise to developers.	-0.100				-0.100
21COM28	Cost recovery of comingled DIY waste at recycling centres	-0.100				-0.100
21COM35	Gross income from Permit Scheme is expected to be £1m pa. The direct costs to operate scheme are £800k, therefore contributing £200k to organisational overheads.	-0.200				-0.200
20COM21	Cost recovery charges for services provided to Coroner's Service			-0.005		-0.005
20COM23	Increased income from extra demand (Fire & Rescue Service)			-0.010		-0.010
21COM42	Charging for deployment of fire and rescue emergency resources to incidents in other counties as per the agreement ratified by the Joint Fire and Rescue Thames Valley Joint Committee	-0.040				-0.040
21COM43	Local Resilience Forum contributions reduction. Review of the contribution from District and City Councils following an increase in costs	-0.008				-0.008

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COM44	Grant funding contribution to illegal tobacco work	-0.010				-0.010
Essential Investment						
21COM1	Strategic Rail Cotswold Taskforce: partnership contribution to progress to progress the significant enhancement of the rail corridor supporting growth in West Oxfordshire.	0.175	-0.090	-0.085		0.000
21COM2	Development of the flood risk data base: statutory requirement to hold information on flood assets across the county (by March 2021)	0.090	-0.090			0.000
21COM45	New programme of vegetation clearing, cleaning and other minor activities, delivered by 1 gang in the north and 1 gang in the south of the county, the programme to be developed in conjunction with the local members in line with the collaborative programme objectives from the capital programme.	0.320				0.320
21COM31	Capitalisation of current revenue funded minor works gangs (4 no.)	-0.640				-0.640
18EE4	Phase 2 of Minerals & Waste Plan (ending of temp funding).	-0.200				-0.200
21COM5	Additional staffing costs required to recoup S38 income. Costs covered through income secured (21COM15)	0.065				0.065
21COM15	Full income realised through recouping S38 income (offsets 21COM5)	-0.150	-0.050			-0.200
18EE3	Household Waste Recycling Centre (HWRC) Prudential Borrowing costs - future investment (ending of temp funding).	-0.018				-0.018

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COM21	Coroners Service - increased costs for the contracted provision of collection and transport for the coroners service.	0.117				0.117
21COM22	OCC contributions towards real time passenger informations system, shelter maintenance, and pole maintenance to ensure the promotion of bus services as an alternative mode of transport.	0.100				0.100
20COM14	Integrated Transport Unit (ITU) change to the cost of operating model.	-0.500	-0.600			-1.100
21COM23	ITU - Planned operating cost savings delayed resulting in an in-year pressures due to wider consideration with joint SEN project. Re-profile of 20COM14.	0.200	0.200	-0.400		0.000
20COM26	Income - Additional parking income.	-0.300				-0.300
21COM24	Re-assessment of the costs and the income targets from previous years impacting on the short-term sustainability of continued draw down at a level of £1.9m from the parking account.	0.750		-0.300	-0.450	0.000
20COM13	ITU - Use of Bus Services Operators Grant to fund net cost of the Comet Bus Service (end of temporary funding)		0.400			0.400
20COM15	Community Operations - short term use of Waste demography until 2021/22		0.500			0.500
20COM27	Release of Highways Maintenance budget (end of temporary funding)		1.500			1.500
21COM29	Reducing costs of managing Household Waste Recycling Centre sites	-0.100	-0.100			-0.200

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COM30	Funding of relevant traffic signal expenditure from the capital programme leading to reduced funding from the revenue budget.	-0.250				-0.250
21COM32	Following upgrading of the highways depot facilities as part of the capital programme providing a reduction in the cost on regular maintenance of highway depots.		-0.100			-0.100
21COM33	Following from the implementation of the transformation of corporate services there is an ability to remove a Project Officer post in Community Operations.	-0.063				-0.063
21COM34	Community operations has reviewed the core revenue budget for its service improvement activities and has identified that they can be funded from capital grants recharging for officer time as well as capitalising some relevant work.	-0.050	-0.050			-0.100
21COM36	Restructure will result in fewer management posts (Cultural Services)	-0.150				-0.150
19FRS5	Reinstate contribution to vehicle replacement reserve (was funded from capital temporarily)	0.800				0.800
20COM9	Increased pension costs for Fire Fighters	1.167				1.167
21COM37	Recalculation of firefighter pensions, leading to increased contribution from employers - original estimate has been revised.		0.200			0.200
21COM39	Contract for use of external facilities to provide realistic fire training to operational crews to development and maintain competence (Fire & Rescue Service).	0.100				0.100

Investments, Pressures and Savings Communities

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COM40	Legal requirement in Oct 2020 for Fire Investigation to comply with ISO standard. Delivering in a collaborative approach with key partners reduces costs from £0.150m to £0.04m.	0.040				0.040
20COM20	Impact of greater alignment of services (Fire & Rescue Service)		-0.150			-0.150
20COM22	Retained Fire Fighters budget higher than required		0.150			0.150
21COM41	Wholetime Shift Review project - following engagement with staff starting trials in January 2020, expected to deliver savings beyond the £0.9m delivered in 19/20 (Fire & Rescue Service)	-0.075				-0.075
Total Investments, Pressures and Savings		0.695	0.836	-2.045	-0.750	-1.264
Total New Investments, Pressures and Savings		1.076	0.666	-1.945	-0.750	-0.953

Summary by theme

Investment to manage demand	0.260	0.240	-0.150	0.000	0.350
Invest to save	0.069	-0.784	-1.000	-0.300	-2.015
Demographic Pressures	0.000	0.000	0.015	0.000	0.015
Income generation	-1.212	-0.390	-0.125	0.000	-1.727
Essential Investment	1.578	1.770	-0.785	-0.450	2.113
	0.695	0.836	-2.045	-0.750	-1.264

Investments, Pressures and Savings

Customers and Organisational Development

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Investment to Manage Demand						
19RES18	Councillor Priorities Fund (£15,000 per Councillor) <i>(ending of temp funding)</i>	-0.945				-0.945
21COD01	Councillor Priority Fund - new funding proposed	0.945	-0.945			0.000
21COD09	Funding required to manage demand and response to frontline customer service queries in the contact centre. As the county council continues to improve and develop its frontline customer service offer more calls will be handled in the contact centre (for example highways, blue badges, adult social care), staffing must be maintained to ensure effective and efficient response.	0.175				0.175
Essential Investment						
21COD08	New Occupational Health service (centralised)	0.060				0.060
21COD02	Joint Performance and Risk System with CDC - on-going maintenance costs		0.040			0.040
21COD07	Microsoft Licensing increase costs from 2022			0.300		0.300

Investments, Pressures and Savings Customers and Organisational Development

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21COD05	Cease legacy contracts for ICT supplies and services	-0.247				-0.247
21COD06	Cease legacy contracts for supplies and services	-0.027				-0.027
Total Investments, Pressures and Savings		-0.039	-0.905	0.300	0.000	-0.644

Total New Investment, Pressures and Savings		0.906	-0.905	0.300	0.000	0.301
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Summary by theme

Investment to manage demand	0.175	-0.945	0.000	0.000	-0.770
Invest to save	0.000	0.000	0.000	0.000	0.000
Demographic Pressures	0.000	0.000	0.000	0.000	0.000
Income generation	0.000	0.000	0.000	0.000	0.000
Essential Investment	-0.214	0.040	0.300	0.000	0.126
	-0.039	-0.905	0.300	0.000	-0.644

Investments, Pressures and Savings

Commercial Development, Assets and Investments

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
Invest to Save						
21CDAI13	Climate Action - a key part of the reduction in carbon relates to our property portfolio, this will fund specialist staff and staff training to enhance the internal skills and abilities of the property and estates team to make them self-sufficient by 22/23 and meet the climate action motion.	0.180	0.060	-0.180	-0.060	0.000
21CDAI17	Salix / potential borrowing relating to energy savings and repayments coming to and end	-0.053	-0.043	-0.044		-0.140
21CDAI9	Review of Catering Services - enhancing the service to enable it to develop a more commercially enhanced operating model with the introduction of a commercial manager and teams to provide a service to external organisations e.g. school academies / other authorities.	0.150		-0.100	-0.150	-0.100
Demographic Pressures						
21CDAI21	Legal Services - cost pressure for ongoing levels of demand across directorates	0.400				0.400
Income Generation						
21CDAI22	Impact of increased Legal Services hourly rate for Section 106 and other charges (in Review of Charges)	-0.020				-0.020
Essential Investment						
21CDAI1	The continued development of the Corporate Facilities Management team to provide coverage across the full property portfolio to ensure all services are maintained effectively for all OCC properties.	0.200				0.200

Investments, Pressures and Savings

Commercial Development, Assets and Investments

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21CDAI2	Enhancement of the property security service within Facilities Management providing security services across all of OCC property portfolio, currently limited to a small number of sites.	0.100	0.200			0.300
21CDAI3	Construction function - with the increase in the schools programme (capital programme) there is a need to enhance the team to be fit to deliver the service (90% of these costs capitalisable)	0.070				0.070
21CDAI4	Review of project related workload and current delivery model - to review the structure and management of the property and estates team in line with the communities redesign work.	-0.200				-0.200
21CDAI5	Review of Hard Facilities Management Services - following the review of the OCC assets we have identified the need for the replacement of hard systems e.g. heating systems etc. this is profiled to manage the replacement over the MTFP.		0.200	-0.100	-0.100	0.000
21CDAI6	Holistic review of all posts/activities within Property, Investment & Facilities Management revenue vs capital charging purposes	-0.250				-0.250
21CDAI7	Consolidation of various activities between the three separate functions, reducing duplication and increasing efficiency	-0.025				-0.025
21CDAI8	Further to the implementation of the provision cycle work we will carry out a holistic review of our whole supply chain and existing contractual arrangements, including opportunities to renegotiate various existing arrangements.		-0.150			-0.150
20COM7	Atrium (Property database) replacement costs (ending of temp funding)	-0.050	-0.025	-0.015		-0.090
18CM2	Impact of 2017 Rates Revaluation.	0.019				0.019
21CDAI10	Rates Revaluation			0.019		0.019

Investments, Pressures and Savings

Commercial Development, Assets and Investments

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
20COM6	Property utility cost increases	0.035	0.065	0.070		0.170
21CDAI11	Cost of utility costs rising	0.035	0.065	0.070	-0.150	0.020
21CDAI12	Costs to bring our Assets to a satisfactory operating level	0.300	0.700	-0.500	-0.200	0.300
20COM18	Joint Use Agreements - One off funding to part fund pressure	0.100				0.100
21CDAI14	Joint Use Agreements - the current agreements with district for the use of leisure centres by schools require a level of maintenance to be undertaken over the next 3 years	0.338	-0.271	-0.067		0.000
21CDAI15	Health & Safety / Compliance works - continued works to maintain the	0.200				0.200
21CDAI16	Health & Safety / Compliance team - consolidation, collaboration and future proofing to ensure we maintain the level of statutory compliance	0.050				0.050
21CDAI18	A40 toilets closure - running costs to stop	-0.070				-0.070

Investments, Pressures and Savings

Commercial Development, Assets and Investments

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21CDAI19	Improved efficiency through fully implementing e-bundling across the legal service	0.010				0.010
19RES12	IBC on-boarding charge ends	-0.087				-0.087
Total Investments, Pressures and Savings		1.432	0.801	-0.847	-0.660	0.726
Total New Investments, Pressures and Savings		1.415	0.761	-0.902	-0.660	0.614

Summary by theme

Investment to manage demand	0.000	0.000	0.000	0.000	0.000
Invest to save	0.277	0.017	-0.324	-0.210	-0.240
Demographic Pressures	0.400	0.000	0.000	0.000	0.400
Income generation	-0.020	0.000	0.000	0.000	-0.020
Essential Investment	0.775	0.784	-0.523	-0.450	0.586
	1.432	0.801	-0.847	-0.660	0.726

Investments, Pressures and Savings

Corporate Measures

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
BALANCE	Balance Available to allocate		7.876			7.876
20CM3	Inflation for 2022/23 (additional year of MTFP)			6.600		6.600
VARIOUS	Additional income from Treasury Management activity	-0.761	-0.621	-0.440		-1.822
19CM4	Reduction in inflation allocation	-1.500				-1.500
20CM14a	Revised profile of Service Redesign programme savings	-7.500	-9.500			-17.000
20CM13	Contribution to Contingency (end of temporary addition)	-3.242				-3.242
20CM24	Youth Provision Fund (end of temporary funding)	-1.000				-1.000
VARIOUS	Contributions to/ Use of Reserves agreed in previous years	7.076	-1.618	0.038		5.496
19RES19	End of temporary funding for WW1 celebration in 2019/20	-0.055				-0.055
21CM13	Inflation provision in 2023/24				6.500	6.500
21CM17	Impact of reprofiling of Service Redesign programme	2.811	-0.143	-2.668		0.000
21CM19	Reduce Funding held for pay inflation by 0.5%, pay award assumed to be 2.0%	-0.758				-0.758
21CM21	Additional income from Treasury Management activity due to higher cash balances	-0.882	-0.153			-1.035
21CM25	Additional ongoing contribution to Contingency	0.494				0.494

Investments, Pressures and Savings

Corporate Measures

Ref	Existing (shaded) and New Pressures/Investments and Income/Savings	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21CM20	Amend previously agreed contributions to earmarked reserves as set out in Appendix 6	-1.094	-1.500			-2.594
21CM23	Budget Equalisation Reserve Contribution (one-off)			3.715	-0.314	3.401
21CM22	Contribution to general balances	2.995	-2.995			0.000
Total Investments, Pressures and Savings		-9.416	-15.757	7.245	6.186	-11.742
Total New Investments, Pressures and Savings		0.571	-1.796	-2.668	6.500	2.607
Total Contributions to (+) / Use of Reserves (-)		2.995	-2.995	3.715	-0.314	3.401

Funding Changes

Ref	Existing (shaded) and New Funding Changes	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
VARIOUS	Previously Agreed Changes to Business Rate Income	5.254	0.053	-1.151		4.156
19CM3	Impact of changes in previous years to taxbase	-1.430	0.149	-7.112		-8.393
19CM16 20CM10	Impact of Additional Council Tax in previous years	-0.282	-0.294	-7.963		-8.539
20CM7	Negative Revenue Support Grant - not implemented in 2019/20 (falls out in 2020/21)	6.239				6.239
20CM8	Unringfenced Social Care Grant - announced in Autumn Budget 2018 (falls out in 2020/21)	3.914				3.914
20CM18	Levy Account Surplus - New Grant (falls out in 2020/21)	1.086				1.086
20CM21	Increased Collection Fund Surplus (falls out in 2020/21)	2.806				2.806
20CM22	Brexit Preparation Grant (falls out in 2020/21)	0.088				0.088
21CM14	Council Tax increase 1.99% in 2023/24				-8.250	-8.250
21CM16	Inflation increase on Business rates in 2023/24				-1.172	-1.172
21CM2	Business Rates - no negative RSG to reduce top-up, no reset and inflation on 19/20 figure	-10.390	10.390			0.000
21CM1	Additional 2% Council Tax - Adult Social Care Precept	-7.528	-0.303	-0.296	-0.303	-8.430
21CM10	Tax Base growth only 1.99% rather than 2.00%	0.021	0.003	0.001		0.025
21CM12	Taxbase forecast increase at 5,000 per year (previously increased by a percentage)		0.195	-0.674	-7.967	-8.446
21CM11	Council tax surpluses	-3.759	3.259			-0.500
21CM4	No fallout of iBCF & Winter Pressures Grant - assumed to be ongoing	-10.391				-10.391
21CM9	Additional BCF funding - assumed to be ongoing	-1.000				-1.000
21CM7	Fire Pension Grant continues in 2020/21	-1.361	1.361			0.000
21CM5	Social Care Support Grant continues in 2020/21	-3.915	3.915			0.000
21CM6	New Social Care Grant for 2020/21	-8.116	8.116			0.000

Funding Changes

Ref	Existing (shaded) and New Funding Changes	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	Total £m
21CM8	New Homes Bonus - scheme payment continues in 2020/21 then ceases	-1.220	1.893	0.686	1.058	2.417
21CM3	No fallout of S31 grant for business rates	-1.416	1.416			0.000
Total Funding Changes		-31.400	30.153	-16.509	-16.634	-34.390
Total New Funding Changes		-49.075	30.245	-0.283	-16.634	-35.747

Draft Council Tax and Precepts 2020/21

Council Tax Data

1. In order to set its budget for 2020/21, the council needs to calculate its council tax requirement. This is the amount that the council needs to raise from council tax to meet its expenditure after taking account of the income it will accrue from the following
 - (a) the amount to be received from specific grants.
 - (b) the amount to be received from Revenue Support Grant and the Business Rates Top Up under the Business Rates Retention Scheme.
 - (c) the amount to be received for the County Council's share of Non-Domestic Rating Income.
 - (d) any surpluses/shortfalls on the Council Tax Collection Funds and Business Rates Collection Funds for earlier years and the estimated position for the current year.
 - (e) the amount expected to be received from fees, charges and contributions.

2. In order to set its council tax for the forthcoming year, the council needs to calculate its council tax requirement and have available the council tax base, expressed in terms of Band D equivalent properties.

3. Based on the final information on funding and assuming a council tax requirement of **£391,445,480** as shown in the proposed Medium Term Financial Plan (Annex 2 - Appendix 1) the calculation of the Band D Council Tax for 2020/21 is as follows:

Council Tax Calculation 2020/21

	£m
County Council net expenditure after specific grants	474.778
Less: Revenue Support Grant	0.000
Business Rates Top Up	-40.485
Non-Domestic Rating Income	-34.589
Council Tax Collection Fund Adjustments	-8.259
Business Rates Collection Fund Adjustments	0.000
Council Tax Requirement (R)	391.445
Council Tax Base (assuming losses on collection) (T)	256,275.52
Band D Council Tax (R/T)	£1,527.44

The calculation of the council tax for the other bands is shown below in Table 1. Table 2 analyses the tax base over each district council area and allocates the estimated County Council precept to each area relative to their tax base.

Table 1**Council Tax by Property Band for Oxfordshire County Council**

Assuming a Band D council tax of £1,527.44, the council tax for other bands is as follows:

Property Band	Property Values	Band D Proportion	2019/20 £ p
A	Up to £40,000	6/9	1,018.29
B	Over £40,000 and up to £52,000	7/9	1,188.01
C	Over £52,000 and up to £68,000	8/9	1,357.72
D	Over £68,000 and up to £88,000	9/9	1,527.44
E	Over £88,000 and up to £120,000	11/9	1,866.87
F	Over £120,000 and up to £160,000	13/9	2,206.30
G	Over £160,000 and up to £320,000	15/9	2,545.73
H	Over £320,000	18/9	3,054.88

Table 2**Allocation of Precept to Districts**

The County Council precept (£391,445,480) is the sum of the council tax income required to fund the Council's budget.

District Council	Tax Base Number	Assumed Precept Due £ p
Cherwell	55,559.90	84,864,413.66
Oxford City	45,895.50	70,102,622.52
South Oxfordshire	57,848.50	88,360,112.84
Vale of White Horse	52,686.40	80,475,314.82
West Oxfordshire	44,285.22	67,643,016.44
TOTAL	256,275.52	391,445,480.28

Formal approval is required under the council tax legislation for:

- The County Council's precept, allocated to district councils pro rata to their share of the council tax base for the County Council;
- The council tax figures for the County Council for a Band D equivalent property and a calculation of the equivalent council tax figure for all other bands.

The information must be given to district councils by 1 March 2020.

Virement Rules 2020/21

Introduction

1. The Council's budget is the financial expression of its plans and policies. The virement process allows budgets to be adjusted to reflect changes in those plans and policies throughout the financial year. The use of virements is intended to enable directorates to manage budgets with a degree of flexibility while at the same time ensuring that these remain consistent with the overall policy framework determined by Council.
2. Under the Constitution the Council is required to specify the extent of virement within the approved budget which may be undertaken by the Cabinet or delegated to officers. Any other changes to the budget are reserved to the Council, other than any changes necessary to ensure compliance with the law, ministerial direction or government guidance.
3. Virements for these purposes is taken to include:
 - the transfer of budget provision between budget heads as set out in budget approved by Council each February prior to the start of the financial year;
 - changes to gross income and gross expenditure budgets;
 - changes arising from additional non-ringfenced grant income notified in year;
 - transfers between revenue and capital budgets;
 - the transfer of funds from general balances or contingency by way of supplementary estimate.
4. Virements can be temporary virements, only affecting the current financial year, or permanent, affecting the current financial year and all future years.
5. No expenditure shall be incurred without appropriate budget provision and, if necessary, a virement should be undertaken to put this in place before the expenditure is incurred.
6. No virement relating to a specific financial year should be made after 31 March of that financial year.
7. Where Cabinet approval is required for a virement, this approval will normally be sought via the monthly ' Business Management and Monitoring Report'. The report must explain the reason for the virement, the proposed expenditure and the source of funding, and set out the implications in the current and future financial years.

Cumulative Rule

8. If a proposed virement, together with the total of previous virements within the same financial year, would result in a cumulative increase or decrease that would require approval at a higher level (for example Council rather than Cabinet), the cumulative virement should be reported and approval obtained for

the virement that triggers the requirement for cumulative approval, in accordance with the table below. The overall effect on the relevant budget must be noted as part of the request. Once the higher level of approval has been obtained for a cumulative virement the total is reset to zero. This means that any subsequent virement is treated as a new and separate request. Cumulative virements are reset to zero at the end of each financial year.

Virement Approvals

9. All virements will be subject to the following approval limits:

Amount	Minimum approval required
Up to and including £0.5m <i>(Subject to the cumulative rule above)</i>	Director <i>(following consultation with the Budget Holder), Section 151 Officer</i> and relevant Cabinet Member(s)
Greater than £0.5m <i>(Subject to the cumulative rule above)</i>	Cabinet <i>(following consultation with relevant Cabinet Member(s), Director and Section 151 Officer)</i>
Major Change in Policy and is worth £0.5m or more but less than £1m	Cabinet <i>(following consultation with relevant Cabinet Member(s), Director and Section 151 Officer)</i> Officer and relevant Cabinet member(s)). Section 151 Officer must consider if virements involve a major change in policy)
Any virement that involves a major change in policy and is over £1m	Council (Section 151 Officer must consider if virements involve a major change in policy)

Exceptions to the virement rules

10. Exceptions to the virement rules are as follows:
- (i) If **Section 151 Officer** decides a decision by Council or Cabinet is required.
 - (ii) Member approval is not required where a budget will continue to be used for the approved purpose but is being moved, for example, to reflect a change in budget holder responsibilities. Such transfers will however require the approval of the relevant Finance Business Partner(s).
 - (iii) Ringfenced grant funding has to be used for specified purpose. Virements to update income and expenditure budgets to match the grant notification provided by the relevant body can be actioned without further approval.
 - (iv) Transfers between revenue and capital will be classed as a change in policy and will require Council approval regardless of the value.

Financial Strategy 2020/21

Overview

The Financial Strategy supports the delivery of all other council strategies, such as the Corporate Plan and the Capital & Investment Strategy. It links the council's more detailed service plans, asset management plans and capital plans with the longer term to show that the council's plans are financially achievable.

This budget is underpinned by a financial strategy to ensure the financial sustainability of the Council, deliver essential services to residents and achieve our vision for **thriving communities for everyone in Oxfordshire**, within a limited amount of resource. This will continue to be achieved by focusing on continuous improvement and increasing income generation.

In order to continue to deliver for our residents and thrive in the longer term, financial sustainability and resilience is essential. This requires successful delivery of two critical elements which reflect the financial planning principles for the budget and medium-term plan:

- Managing the impact of rising need, caused by population growth and increased complexity, for adult and children's social care through demand management approaches, more effective pathways and commercial improvements.
- Delivering the programme of service redesign and organisational development which will drive improved outcomes.

Over the last six years, we have generated savings to taxpayers of £260m. The Council has a good track record in delivering savings and delivering value to our residents, with a constant focus on our strategic outcomes and financial prudence.

Funding Context

When the 2019/20 to 2022/23 MTFP was set in February 2019 there was a high degree of uncertainty about funding beyond 2020/21. As set out in the Financial Strategy for 2019/20¹, a spending review was expected in 2019 combined with a new funding formula, following the Fair Funding review, and the introduction of 75% Business Rate Retention.

This spending review has now been delayed until 2021/22. The technical consultation on the settlement for 2020/21, released in October 2019, proposed a roll forward of funding from 2019/20. The Changes to funding assumptions for 2020/21 arising from the detail provided in the technical consultation were set out in Service and Resource Planning update to Cabinet².

The 50% Business Rates retention scheme was introduced in 2013/14 with a planned reset of the baseline due in 2020/21. Growth across Oxfordshire has been consistent

¹ Link to Section 4.6 Financial Strategy to [Council February 2019](#)

² Link to Cabinet report – [September](#)

since 2013/14 and by 2020/21 Oxfordshire County Council will be receiving approximately £3.1m³ annually. It is now expected that the reset will not take place for 2020/21 but will be delayed until 2021/22 to align with the Fair Funding Review.

The technical consultation confirmed the continuation of the improved Better Care Fund and Adult Social Care Grant. It also included a further 2% adult social care precept for 2020/21. In recognition of national concerns about social care funding levels and the impact of these on NHS pressures a further un-ringfenced grant for social care was included in the consultation, totalling £1 billion nationally.

The general election, held on 12 December 2019, created a delay in the announcement of the provisional settlement which was originally expected on 5 December 2019. This was announced on 20 December 2019. There were no significant differences from the technical consultation. However, this may mean that the government will also miss the target date of 31 January 2020 to publish the final settlement.

Medium Term

We recognise the challenges we face and there will be a continued focus on service redesign, commercialism, effective contract management and working with partners to secure value for money in delivering our Corporate Plan priorities.

The impact of the Fair Funding Review is unknown. This makes it very difficult to predict the level of funding available for 2021/22 and beyond. A budget is expected to be brought forward by the new Government in February 2020. This budget may provide an indication of funding beyond 2020/21 but the prospect of a new budget creates further uncertainty in the short term.

The proposed MTFP has a budgeted shortfall of £25.1m in 2021/22. Within this shortfall, it is assumed that the business rate baseline is reset (£4.5m), social care support grants end (£12.0m), the Settlement Funding Assessment is reduced (£7.3m), the Fire Fighters pension grant ends (£1.4m), New Homes Bonus scheme winds down (£1.9m).

The current MTFP includes a £10.2m additional budgeted contribution to contingency in 2021/22. This contribution provides some cover should the Fair Funding Review adversely impact on the Council's funding beyond the assumptions already made.

Although the impact of the Fair Funding Review is unclear, beyond 2021/22 the current working assumption is that the level of government support will remain stable as the review should deliver a clear and sustainable funding model.

Tax base growth is expected to be 4,977 Band D equivalent properties or 1.98% for 2020/21 and an increase in taxbase of 5,000 approximately 2.00% beyond. After taking into account an allowance for inflation and the current levels of demographic

³ Excluding element of s31 grant for Business Rates compensation

growth, the tax base increase required to give a breakeven position is around 1.75%. Given the ambition to plan for and support the delivery of 100,000 homes by 2031 as part of the Housing & Growth Deal secured in February 2018, this increase is expected to be surpassed in the medium term. This is equivalent to around 15,000 new houses over the medium term to 2024.

As set out in the Earmarked Reserves and General Balances Policy Statement (Appendix 6) it is expected that the Dedicated Schools Grant (DSG) High Needs Reserve will be in deficit at the end of 2019/20 and the medium term. This is a common position for upper tier local authorities and there is uncertainty about how this projected deficit should be accounted for. The current CIPFA guidance⁴ does not allow for useable reserves to be presented in a deficit provision which means that the deficit would need to be met from general balances. In contrast, the Department for Education issued a consultation in Autumn 2019 which proposed to amend the conditions of grant and regulations applying to the DSG to clarify that the DSG is a ring-fenced specific grant separate from the general funding of local authorities. Under this proposal, any deficit an authority may have on its DSG account would be carried forward and should not be covered by the authority's general reserves. The position taken by external auditors is in line with CIPFA guidance, that an authority cannot have a negative reserve and not planning to meet the shortfall from general balances or earmarked reserves could result in an adverse assessment of the authority's financial position. In order to help mitigate this risk, a demographic risk reserve has been created which will reach £17m over the MTFP. This reserve, combined with a planned higher level of general balances (as set out in Annex 2 – Appendix 6), means that it is possible to offset the expected deficit over the medium term.

Long Term

In planning for the long term, it is important to understand both the context of Oxfordshire as well as the main drivers of change. In this context, we need to ensure that the most fundamental issues facing the organisation which have been identified are responded to. Longer term planning needs to account for alternative possible future economic and political environments.

The Capital & Investment Strategy sets out the long-term context in which capital expenditure and investment decisions are made and gives due consideration to both risk and reward and impact on the achievement of priority outcomes. This strategy effectively becomes the long-term plan.

The capital programme is a ten-year programme which offers strategic choice and options around developing our community assets and respond to the fundamental issues of rising demand in adults and children's services and allow for a for planned approach to replacement of assets.

The Council has already taken advantage of this longer-term approach. In July 2018, Cabinet approved investment Street Lighting LED replacement programme of £41m replacing traditional lanterns with LED. And as an invest to save scheme, the costs

⁴ [CIPFA LAAP Bulletin 99 'Local Authority Reserves and Balances'](#)

will be repaid from the savings in the energy costs that will be generated from the programme. In September 2018, Cabinet approved investment of £120m in the Council's assets to be funded by borrowing. Reduced funding and deterioration in asset condition in highways and property led to reassessment of the benefits of investment. Investment at this stage will allow repairs to many of the roads already in poor condition and reduce the number of potholes that arise and improve the longevity of future repairs in these areas, thus reducing the increasing pressure on revenue resources.

Measuring financial performance

Measuring the Council's financial health through a set of targeted measures is a key way of measuring our financial health and resilience in supporting the Council's plans and priorities. The key indicators upon which we will measure ourselves are set out in Annex 1 below.

The CIPFA Financial Resilience Index was published on 16 December. The index is a comparative analytical tool based on publicly available information. It is intended to support good financial management by providing an assessment of relative financial health, giving reassurance to councils that are relatively stable or prompting challenge where councils are outliers.

The index offers insight into the comparative level of earmarked and general balances held by local authorities. The level of reserves as a percentage of net revenue budget and the rate at which reserves are being depleted are both identified as indicators of financial stress. The Earmarked Reserves and General Balances Policy Statement (Appendix 6) considers the potential stress factors identified by index.

Financial Management

Financial indicators alone do not give a complete picture of financial health and sustainability; strengths of financial management and governance are also an essential foundation of any successful organisation.

CIPFA have recognised this and in November 2019 launched the first Code of Practice for Financial Management (the FM Code). The FM code is not statutory but compliance with the code is obligatory. It brings together elements that are already part of existing statutory guidance:

- Role of the Chief Financial Officer in Local Government
- Prudential Code for Capital Finance
- Code of Practice on Local Authority Accounting in the United Kingdom

The FM Code clarifies how Chief Finance Officers should satisfy their statutory responsibility for good financial administration as required in section 151 of the Local Government Act 1972. Importantly it emphasises the collective financial responsibility of the leadership team, including the relevant elected members, of which the Chief Finance Officer is one member.

The FM Code has six key themes:

- Organisational **leadership** – demonstrating a clear strategic direction based on a vision in which financial management is embedded into organisational culture.
- **Accountability** – based on medium-term financial planning that drives the annual budget process supported by effective risk management, quality supporting data and whole life costs.
- Financial management is undertaken with **transparency** at its core using consistent, meaningful and understandable data, reported frequently with evidence of periodic officer action and elected member decision making.
- Adherence to professional **standards** is promoted by the leadership team and is evidenced.
- Sources of **assurance** are recognised as an effective tool mainstreamed into financial management, including political scrutiny and the results of external audit, internal audit and inspection.
- The long-term **sustainability** of local services is at the heart of all financial management processes and is evidenced by prudent use of public resources.

The FM Code includes 19 standards which the Council must measure itself against to demonstrate compliance with the six key themes. An early assessment indicates that the Council is well placed for full compliance by April 2021. Where possible, compliance with standards will be achieved by 2020/21.

Indicator	2020/21 Target	Within MTFP period	
Delivering to budget & Achieving Savings:			
Directorates deliver services and achieve planned performance within agreed budget	=<1% budget variation (with service outcomes achieved and planned activity delivered)	=<1% budget variation (with service outcomes achieved and planned activity delivered)	
Total outturn variation	0%	0%	
Achievement of planned savings	95% of all savings in year	n/a	
Progress towards achieving savings in 2021/22	90% of all future savings are on track to be achieved	n/a	
Systems and processes operate effectively and are well controlled to reduce and detect error and fraud:			
Positive assurance from Internal Audit and External Audit			
Late payments	>95%	>95%	
Use of Grants / Earmarked Reserves			
Total outturn variation for DSG grant funded services	Schools and early years to break even. Use of high needs DSG to match Action Plan	Schools and early years to break even. Use of high needs DSG to match Action Plan	
Use of non – DSG revenue grant funding	>=95% of grant funding is spent in year.		
Ability to manage unplanned/unforeseen events			
General balance outturn at the risk assessed level	=>the risk assessed level	=>the risk assessed level	
Forecast outturn of cost of insurance claims received in year	=< the actuarial assessment	=< the actuarial assessment	
Capital Programme Delivery			
Average cost variation from Concept Design (Gate 1) baseline to Practical Completion (Gate 3)	<=2%	<=1%	
Value of committed capital expenditure funded by s106 not yet received	<=5% of total programme	<=2.5% of total programme	
Debt Management			
Invoice Collection Rate	Corporate debtors	97.50%	98%
	ASC contribution debtors	92%	94%

Annex 2 – Appendix 5

Indicator	2020/21 Target		Within MTFP period
Debtor Days	Corporate debtors	35 days	30 days
	ASC contribution debtors	100 days	65 days
Debt requiring impairment	Corporate debtors	<£0.300m	<£0.250m
	ASC contribution debtors	<£2m	<£1m
Write offs as a percentage of invoiced income	Corporate debtors	<0.10%	<0.05%
	ASC contribution debtors	<1%	<0.60%
Unsecure debt over 1 year	Corporate debtors	<£0.5m	<£0.250
	ASC contribution debtors	<£1.6m	<£1m
Treasury Management			
Average interest rate achieved in-house compared to treasury Management Budgeted Rate	>=0.85%		2021/22 >=0.75% 2022/23 >=0.75% 2023/24 >=0.75%
Average Annualised Return achieved compared to Benchmark Rate* (Pooled Fund)	>=3.75%		>=3.75%

(*) composite of 7 Day LIBID, 7 Day LIBID + 50BPS, IPD Other Balanced Property Funds Index, BofA Merrill Lynch 1-10 Year Non-Gilt Index & BofA Merrill Lynch Euro High Yield ex Financials Index (GBP Hedged)

Earmarked Reserves and General Balances Policy Statement 2020/21

Introduction

1. This paper sets out the Council's policies underpinning the maintenance of a level of general balances and earmarked reserves within the Council's accounts.

Statutory Position

2. A local authority is not permitted to allow its spending to exceed its available resources so that overall it would be in deficit. Sections 32 and 43 of the Local Government Finance Act 1992 require authorities to have regard to the level of balances and reserves needed for meeting future estimated future expenditure when calculating the council tax requirement.
3. Balances and reserves can be held for three main purposes:
 - A working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing, this forms part of general reserves
 - A contingency to cushion the impact of unexpected events or emergencies, this forms part of general balances;
 - A means of building up funds often referred to as earmarked reserves, to meet known or predicted liabilities
4. This policy statement is concerned with general balances and earmarked reserves as defined above.

Purpose of balances and reserves

5. The Council maintains general balances in order to provide a contingency against unplanned or unexpected events.
6. Although there is no recognised official guidance on the level of general balances to be maintained, the key factor is that the level should be justifiable in the context of local circumstances. The council's external auditor comments on the level of balances and reserves as part of the annual audit of the Council's financial position. Financial regulations require Council to decide on the level of general balances it wishes to maintain before it can decide the level of council tax. This will be done as part of the annual budget setting process.
7. Whilst general balances are unallocated, earmarked reserves are held for a specific purpose and to mitigate against potential future known or predicted liabilities.

Planned use of balances and reserves

8. Planned use of earmarked reserves or general balances in setting a budget each year is an acceptable approach subject to the level of reserves being adequate and necessary, albeit recognising that it is only a one-off measure. Any planned use of, or contribution to, earmarked reserves or balances must be included as part of the budget setting process each year.
9. In accordance with the Council's Financial Procedure Rules, any new reserves or a change in the purpose of earmarked reserves requires Cabinet approval.

Level of General Balances

10. In recent years, it has been considered prudent to maintain a level of balances commensurate with risk, with a risk assessment undertaken annually by the Section 151 officer (Director of Finance), as part of the budget setting process. CIPFA's Financial Resilience Index provides information on the level of general balances for all authorities. Excluding extremes, the average percentage of net revenue budget held for general balances in County Councils is 5.1%.
11. The risk assessment for 2020/21 has determined that balances should be held at £23.4m, compared to £19.3m for 2019/20. This is equivalent to 4.9% of the proposed net revenue budget for 2020/21. Based on the latest 2019/20 Business Management & Monitoring Report to Cabinet in January 2020, the expected level of balances at 31 March 2020 is currently £21.8m assuming the forecast directorate overspend is met from contingency.
12. The increase in the assessed risk from 2019/20 is primarily as a result of separately identifying the risk that known pressures will exceed the level of additional funding agreed and using the average percentage held for County Councils as a guide. Details of the risk assessment are set out at the end of this Appendix.
13. The proposed budget includes a contribution to balances of £3.0m in 2020/21. In addition, the existing MTFP includes an annual £1.0m contribution to balances to replenish any use from the previous year and ensure that the risk assessed level is maintained. Based on the current forecast level of balances at 31/3/2020, these contributions take the expected level to £25.8m at 1/4/2020.

Earmarked Reserves

14. Annex 2 – Appendix 7 sets out the actual level of earmarked reserves at 31 March 2019 and expected level at 31 March each year to 2024. It also sets out the purpose of each of the earmarked reserves. Details of new reserves and issues of significance are set out in the paragraphs below.
15. Excluding schools, earmarked reserves are forecast to be £54.1m at 1 April 2020, reducing over the medium term to £44.9m by 2023/24. This position takes into account an estimated deficit on the DSG High Needs Block Reserve by

2023/24 of £33.6m. Excluding schools, the forecast level of earmarked reserves at 31 March 2019 was £54.8m this time last year, with the actual position being £75.0m. In addition, forecast earmarked reserves, excluding schools, by the end of the MTFP period have increased from £35.3m per last years' Service & Resource Planning round to £44.9m this year.

Existing Earmarked Reserves

16. In 2017/18, as part of this policy document, Cabinet approved the amalgamation of a large number of low value reserves into a single Budget Priorities reserve. This decision was made on the basis that holding a large number of small reserves was restrictive in using them holistically in accordance with the Financial Strategy. The existing MTFP includes the repayment, into this reserve of £8.1m used earlier years in 2020/21, 2021/22 and 2022/23, with a further addition of £1.8m proposed in 2023/24. The reserve is not currently earmarked for specific purposes, as budget priorities are addressed through the revenue budget proposals. After taking account of the transfer to the new Redundancy Reserve in 2019/20 (see Paragraph 17), the balance in this reserve is currently expected to be £10.7m by 2023/24. It is proposed that £3.0m is used to fund towards the redundancy Reserve; and £1.0m towards the Investment Pump Priming Reserve.
17. A new Redundancy Reserve of £1.0m has been created during 2019/20 to meet the costs associated with service redesign. It is proposed that a further £3.0m is added to the reserve over the period 2020/21 and 2021/22 to meet further predicted costs. This will be achieved through a contribution from the Budget Priorities Reserve.
18. Based on the current profile of spend, the balance if funding remaining in the Transformation Reserve at the end of 2019/20 is £2.7m. The remaining sum will be used to meet the costs of further service redesign and organisational development.
19. It is expected that the Dedicated Schools Grant (DSG) High Needs Reserve will be in deficit at the end of 2019/20 and the medium term. The Department for Education (DfE) has recently consulted on changing the conditions of grant and regulations applying to the DSG, to clarify that it is ring-fenced specific grant separate from the general funding of local authorities. It also clarifies that any deficit an authority may have on its DSG account is expected to be carried forward and should not be covered by the authority's general reserves. The Government will make a decision on the proposed changes, in time to inform the setting of local authorities' budget for the financial year 2020/21. Based on current levels of demand, it is anticipated that the reserve could reach a deficit of £33.6m by 2023/24.
20. In light of the significant pressures relating to High Needs and other budgets with demographic volatility, last year the budget included £3.0m of on-going funding in 2019/20 (and rising in future years) to help manage demographic risk. The funding is intended to be held in the reserve until its need is determined. It is proposed that annual contributions are kept at £3.0m per year for 2020/21 and 2021/22, releasing ongoing funding of £0.6m in 2020/21, a further £1.0m in

2021/22. An additional annual contribution to the reserve of £1.0m remains for 2022/23. Therefore, the total in the reserve by 2023/24 is expected to be £17.0m.

21. The Insurance Reserve is held for insurance claims that are likely to be received. The level of the reserve is determined based on an annual actuarial assessment. As the expected balance at 31 March 2020 is greater than the actuarial assessment, it is proposed that £1.0m is taken from the reserve and is used to help create the Investment Pump Priming reserve.
22. The Public Health Grant Reserve, which holds the balance of unspent grant and must be spent on public health related activity, is expected to have a balance of £1.2m at 31 March 2020. It is proposed that a contribution of £0.4m for both 2020/21 and 2021/22 is made to support the costs of up to ten system wide posts as part of the Family Safeguarding Model in Children's Services.
23. In 2015/16 a new reserve was created with an annual contribution of £0.5m to manage the impact of future year business Rates collection fund deficits. This reserve has not been used since 2016/17 and the balance of the reserve is £1.0m at the end of 2019/20. It is proposed that the annual contribution is stopped and the £0.5m instead added to the contingency budget.

New Earmarked Reserves

24. Following the adoption by Council of the Investment Strategy in September 2019, and updated approval as part of the Service & Resource Planning process each year, a new Investment Pump Priming reserve is proposed to be created to meet the initial costs of developing business cases and feasibility studies associated with the strategy. It is expected that this will generally work as a revolving fund, with costs being capitalised if projects proceed. It is proposed that a reserve of £2.0m is created for 2020/21, to be funded evenly from contributions from the Insurance Reserve and the Budget Priorities Reserve.

Financial Resilience Index

25. CIPFA's Financial Resilience Index is designed to support and improve discussions surrounding local authority financial resilience. It shows a council's performance against a range of measures associated with financial risk, including the level of earmarked reserves and general balances. The Index is a comparative tool to be used to support good financial management and generate a common understanding of the financial position within authorities.
26. For 2018/19, the Index shows that Oxfordshire had relatively high depletion of reserves compared to other County Councils, and that reserves were relatively lower than many other counties. However, for 2017/18 and earlier years, Oxfordshire compared more averagely to other counties. This position reflects the financial planning principles for 2018/19, which set out that a holistic approach would be taken in using reserves in 2018/19 to allow time for the actions to reduce demand start to take effect. £14.7m of earmarked reserves were used towards setting a balanced budget for 2018/19. £1.0m of earmarked reserves were used towards setting a balanced budget in 2019/20. No earmarked

reserves are proposed to be used to balance the budget in 2020/21. In addition, as set out above, the risk assessed level of General Balances has been increased to £23.4m, including an additional contribution as per the proposed 2020/21 Budget. This will increase the overall level of reserves,

2020/21 risk assessment for determining appropriate level of balances

	2020/2 1		2019/2 0
Area of risk	£m	Explanation of risk/justification of balances	£m
Emergencies	1.0	Expenditure below Bellwin Scheme threshold (0.2% of annual net operating budget).	0.9
Directorate overspends	3.9	Risk that directorates will overspend due to unforeseen pressures, demography or demand (based on a 2.0% adverse variance).	3.1
Non-achievement of planned savings	7.6	Risk that savings are not achieved. This is based on a risk assessment of savings which considers the deliverability of the savings proposals.	6.7
Pressures identified within Medium Term Financial Plan exceed budgeted amounts	2.1	Risk that pressures will exceed the level of additional funding agreed. The allowance is made based on an assessment of the volatility of pressures and the level of certainty about the level of funding required to meet the pressure.	0.0
Contingent liabilities & insurance risk	4.0	Possible liabilities for which no provision has been made or funding set aside in an earmarked reserve (0.5% of gross expenditure or minimum to meet quantified contingent liabilities)	3.9
Major contracts & 3rd party spend	4.8	Risk of contractors failing, mis-specification, or non-delivery plus contract costs increase by more than allowed for in the budget (1.5% of estimated annual value of 3rd party spend)	4.7
Total	23.4		19.3

Forecast Earmarked Reserves 2019/20 to 2023/24

	2019/20			2020/21		2021/22		2022/23		2023/24	
	Balance at 1 April £000	Movement £000	Forecast Balance at £000	Movement £000	Forecast Balance at £000	Movement £000	Forecast Balance at £000	Movement £000	Forecast Balance at £000	Movement £000	Forecast Balance at £000
Schools' Reserves	17,309	-4,751	12,558	-6,585	5,973	-3,175	2,798	-1,609	1,189	-422	767
Vehicle and Equipment Reserve	2,901	-2,124	777	-389	388	-198	190	-190	0	0	0
Grants and Contributions Reserve *	14,704	-19,319	-4,615	-8,564	-13,179	-6,425	-19,604	-6,200	-25,804	-5,072	-30,876
Government Initiatives	1,324	-451	873	-814	59	-59	0	0	0	0	0
Trading Accounts	325	138	463	-203	260	-130	130	-129	1	0	1
Council Elections	328	150	478	218	696	-582	114	218	332	218	550
Partnership Reserves	2,659	-699	1,960	-10	1,950	-10	1,940	-1,892	48	-10	38
On Street Car Parking	1,997	250	2,247	0	2,247	0	2,247	0	2,247	0	2,247
Transformation Reserve	3,193	-526	2,667	-467	2,200	-60	2,140	0	2,140	0	2,140
Demographic Risk Reserve	0	3,000	3,000	3,000	6,000	3,000	9,000	4,000	13,000	4,000	17,000
Youth Provision Reserve	0	500	500	-500	0	0	0	0	0	0	0
Budget Prioritisation Reserve	4,890	-3,286	1,604	603	2,207	823	3,030	1,823	4,853	1,823	6,676
Insurance Reserve	10,647	-1,000	9,647	-1,000	8,647	0	8,647	0	8,647	0	8,647
Business Rates Reserve	555	494	1,049	0	1,049	0	1,049	0	1,049	0	1,049
Capital Reserves	31,188	1,517	32,705	700	33,405	-8,600	24,805	-482	24,323	2,200	26,523
Budget Equalisation Reserve	280	-280	0	0	0	0	0	2,754	2,754	2,441	5,195
Redundancy Reserve	0	700	700	2,000	2,700	1,000	3,700	0	3,700	0	3,700
Investment Pump Priming Reserve	0	0	0	2,000	2,000	0	2,000	0	2,000	0	2,000
Total Reserves	92,300	-25,687	66,613	-10,011	56,602	-14,416	42,186	-1,707	40,479	5,178	45,657
Total Reserves Excluding Schools	74,991	-20,936	54,055	-3,426	50,629	-11,241	39,388	-98	39,290	5,600	44,890
* Includes DSG High Needs Reserve	0	-12,012	-12,012	-6,600	-18,612	-5,000	-23,612	-5,000	-28,612	-5,000	-33,612

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Planning Regulation							
To contribute to cost of deciding on minerals and waste development control	Discretionary	Standard Searches	£53.30	£55.00	01/04/2020	3.2%	NB
		Extended Searches	£91.00	£93.00	01/04/2020	2.2%	NB
To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Discretionary	Written response	£203.00	£207.00	01/04/2020	2.0%	NB
		Meeting and follow-up written response	£291.00	£297.00	01/04/2020	2.1%	NB
		Specialist officers to attend meetings (per additional officers)	£73.00	£75.00	01/04/2020	2.7%	NB
To contribute to cost of providing pre-application advice to applicants/developers - Major Developments	Discretionary	Written response	£291.00	£297.00	01/04/2020	2.1%	NB
		Meeting and follow-up written response	£577.00	£590.00	01/04/2020	2.3%	NB
		Specialist officers to attend meetings (per additional officers)	£73.00	£75.00	01/04/2020	2.7%	NB
To contribute to cost of providing pre-application advice to developers of larger developments (bespoke service)	Discretionary	Senior Planner - day rate	£420.00	£428.00	01/04/2020	1.9%	NB
		Principal Planner - day rate	£461.00	£470.00	01/04/2020	2.0%	NB
		Locality Manager - day rate	£594.00	£606.00	01/04/2020	2.0%	NB
To contribute to cost of providing the development control service	Statutory	Clearance of conditions on planning permissions	£116.00	£116.00	01/04/2020	0.0%	NB
Charging for Monitoring of Minerals Sites	Statutory	Active Sites	£397.00	£397.00	01/04/2020	0.0%	NB
		Dormant Sites	£132.00	£132.00	01/04/2020	0.0%	NB
Cover Administration and Supervision Costs for S.38 & S.278 agreements relating	Discretionary	Percentage of Capital cost	9%	9%	n/a	0.0%	NB
		Minimum charge	£2,202.00	£2,202.00	01/04/2020	0.0%	NB
Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions	Discretionary	Various s106 contributions :					NB
		Up to £10,000	£100.00	£100.00	01/04/2020	0.0%	NB
		£10,001 - £25,000	£250.00	£250.00	01/04/2020	0.0%	NB
		£25,001 - £50,000	£500.00	£500.00	01/04/2020	0.0%	NB
		£50,001 - £150,000	£1,500.00	£1,500.00	01/04/2020	0.0%	NB
		£150,001 - £500,000	£3,750.00	£3,750.00	01/04/2020	0.0%	NB
		£500,001-£1,000,000	£5,000.00	£5,000.00	01/04/2020	0.0%	NB
		£1,000,001 - £2,000,000	0.5% of contribution cost	0.5% of contribution cost	01/04/2020		NB
Over £2,000,000	£10,000 plus 0.05% of any contribution in excess of £2m	£10,000 plus 0.05% of any contribution in excess of £2m	01/04/2020		NB		
Specialist Ecological Planning Advice for District Authorities (hourly rate, senior staff)	Discretionary	NB note change from hourly rate to daily rate in line with other similar planning charges (line 13, 14,15),	£461.00	£461.00	01/04/2020	n/a	NB
Protected Species Advice to District Authorities (hourly rate)	Discretionary	hourly rate	£51.40	£51.40	01/04/2020	0.0%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Specialist Ecological Planning Advice for District Authorities (hourly rate - normal)	Discretionary	NB note change from hourly rate to daily rate in line with other similar planning charges (line 13, 14,15),	£420.00	£420.00	01/04/2020	n/a	NB
To recover the actual reasonable cost of Historic Environment Record (HER) consultations	Discretionary	Charge for digitised HER data to commercial organisations based on the recovery of costs and the number of records. Minimum Charge (no maximum charge)	£104.00	£104.00	01/04/2020	0.0%	NB
To recover the actual reasonable cost of monitoring fieldwork.	Discretionary	Charge for monitoring of archaeological fieldwork based uopn the number of visits .	£52.00 to £260.00	£52.00 to £260.00	01/04/2020	n/a	NB
		additional visits	£80.00	£80.00	01/04/2020	0.0%	NB
Pre-Application Charges for Highways Advice							
<10 dwellings	Discretionary	Meeting/Site Visit + Additional Written Response	£0.00	£300.00	01/04/2020	New Charge	SR
10-24 Dwellings:	Discretionary	Additional Written Response	£246.00	£300.00	01/04/2020	22.0%	SR
		Meeting/Site Visit + Additional Written Response	£369.00	£500.00	01/04/2020	35.5%	SR
25-49 Dwellings	Discretionary	Additional Written Response	£492.00	£500.00	01/04/2020	1.6%	SR
		Meeting/Site Visit + Additional Written Response	£737.00	£750.00	01/04/2020	1.8%	SR
50-99 Dwellings	Discretionary	Additional Written Response	£983.00	£1,000.00	01/04/2020	1.7%	SR
		Meeting/Site Visit + Additional Written Response	£1,464.00	£1,500.00	01/04/2020	2.5%	SR
100-199 Dwellings	Discretionary	Additional Written Response	£1,280.00	£1,750.00	01/04/2020	36.7%	SR
		Meeting/Site Visit + Additional Written Response	£1,945.00	£2,250.00	01/04/2020	15.7%	SR
200-399 Dwellings or 1,000m2-4, 999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Discretionary	Additional Written Response	£1,536.00	£2,500.00	01/04/2020	62.8%	SR
		Meeting/Site Visit + Additional Written Response	£2,304.00	£3,000.00	01/04/2020	30.2%	SR
400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Discretionary	Additional Written Response	£2,048.00	£3,500.00	01/04/2020	70.9%	SR
		Meeting/Site Visit + Additional Written Response	£2,560.00	£4,250.00	01/04/2020	66.0%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Highways							
Temporary Traffic Regulation Orders (Please note no refunds are available for cancelled TTO's)	Discretionary	Routine Temporary TRO	£2,000.00	£2,040.00	01/04/2020	2.0%	NB
		Emergency Notice 1-5 Days	£850.00	£867.00	01/04/2020	2.0%	NB
		Emergency Notice 1-21 Days	£1,400.00	£1,428.00	01/04/2020	2.0%	NB
		Repeat Emergency Closure	£1,400.00	£1,428.00	01/04/2020	2.0%	NB
		Special Events - basic order	£2,000.00	£2,040.00	01/04/2020	n/a	NB
		Advertising, maintenance of notices and exceptional staff time		At cost	01/04/2020	New Charge	NB
Traffic Regulation Orders	Discretionary	Standard Traffic Regulation Order	£3,120.00	£3,190.00	01/04/2020	2.2%	NB
		Other Consultation Requiring placing of a single newspaper notice and no input from legal team - includes pedestrian crossings; traffic calming schemes and incorporating road humps	£1,800.00	£1,840.00	01/04/2020	2.2%	NB
		Other consultation not requiring placing of a newspaper notice	£1,600.00	£1,640.00	01/04/2020	2.5%	NB
		Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development	£2,200.00	£2,250.00	01/04/2020	2.3%	NB
		Advertising, maintenance of notices and exceptional staff time		At cost	01/04/2020	New Charge	NB
Removal of unauthorised signs	Discretionary	Signs under 0.5 sq. metre in area	£195.00	£200.00	01/04/2020	2.6%	NB
		Signs over 0.5 sq. metre in area	£260.00	£265.00	01/04/2020	1.9%	NB
Tourism Signs	Discretionary	Assessing application and detailed site assessment	£280.00	£285.00	01/04/2020	1.8%	NB
		Design, manufacture & erection	Cost +15%	Cost +15%	01/04/2020	0.0%	SR
		Maintenance & removal	2/3 x (b) above	2/3 x (b) above	01/04/2020	0.0%	SR
Private access protection road markings	Discretionary		£125.00	£128.00	01/04/2020	2.4%	NB
Directional Signage - New Developments	Discretionary	Agreement and authorisation/approval of sites and signs (per hour)	£60.00	£62.00	01/04/2020	3.3%	SR
		Design Services (per hour)	£60.00	£62.00	01/04/2020	3.3%	SR
		Installation Supervision (per hour)	£60.00	£62.00	01/04/2020	3.3%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Design Work on Street Lighting for New Developments	Discretionary	Minimum Charge	1 - 5 Columns £800 6 - 15 Columns £1,120 16 - 25 Columns £1,400 26 - 50 Columns £1,680 Over 50 Columns £2,240	1 - 5 Columns £815 6 - 15 Columns £1,140 16 - 25 Columns £1,430 26 - 50 Columns £1,710 Over 50 Columns £2,280	01/04/2020	1.8%	SR
Re-submission of Design Work on Street Lighting	Discretionary		1 - 25 columns £600 Above 25 columns £800	1 - 25 columns £610 Above 25 columns £815	01/04/2020	1.7%	SR
Supply of traffic accident data (planning matter or other professional purpose)	Discretionary	first location / date range	£155.00	£160.00	01/04/2020	3.2%	SR
		second and each subsequent location / date range	£90.00	£92.00	01/04/2020	2.2%	SR
		search of records to establish if there is any relevant data	£45.00	£46.00	01/04/2020	2.2%	SR
Reinstatement of Trenches - Site Supervision by Highways Inspectors (Fixed charge under NRSWA)	Statutory	Standard Charge for Defect Inspections set by Statutory Regulation	£50.00	£50.00	01/04/2020	0.0%	NB
		Standard Charge for Sample Inspections set by Statutory Regulation	£50.00	£50.00	01/04/2020	0.0%	NB
Oxfordshire Permit Scheme - Permit Fees	Discretionary	Permit fee for working on the highway network.	Scale of charges determined by the Oxfordshire Permit Scheme and national regulation	Various as per scale of charges	01/04/2020	n/a	NB
Application fee for S278 works (non statutory works promoters) to book space on the highway.	Discretionary	Per application	£110.00	£240.00	01/04/2020	118.0%	

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Commuted fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record (S50)	Statutory		£750 + £165 inspection fee for the first 200m and an additional fee of £165 for every 200m thereafter.	£880 + £168 inspection fee for the first 200m and an additional fee of £168 for every 200m thereafter.	01/04/2020	17.0%	NB
Fixed Penalty Notice income from statutory undertakers for non-compliance with	Statutory	Per Notice	£120.00	£120.00	01/04/2020	0.0%	NB
		Discounted Rate	£80.00	£80.00	01/04/2020	0.0%	NB
Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway. Fixed under NRSWA	Statutory		Various as per scale of charges	Various as per scale of charges	01/04/2020	n/a	NB
Filming Policy - On or in the vicinity of the Highway - Application Fee for permission to film	Discretionary	Small - 1 - 10 crew	Minimum admin fee £300/negotiable	£75 to £300 depending on number of days filming and complexity of project.	01/04/2020	n/a	NB
		Medium - 11 - 29 crew	Minimum admin fee £2,000 / negotiable	£300 to £1,200 depending on number of days filming and complexity of project.	01/04/2020	n/a	NB
		Large - 20 - 40 crew	Minimum admin fee £4,000 / negotiable	£500 to £2,000 depending on the number of days filming and complexity of project.	01/04/2020	n/a	NB
		Large Plus - 41+ crew		£2,000 minimum fee (fees above this rate are subject to negotiation).	01/04/2020	n/a	NB
		Advertising, maintenance of notices and exceptional staff time at cost + admin fee. Charge per hour.			£50 per hour	01/04/2020	New Charge

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Vehicle Crossings	Discretionary	Residential Non-classified Roads	£110.00	£160.00	01/04/2020	45.5%	NB
		Residential Classified Roads	£200.00	£265.00	01/04/2020	32.5%	NB
		Multiple access and commercial use Non-classified Roads	£440.00	£505.00	01/04/2020	14.8%	NB
		Multiple access and commercial use Classified Roads	£600.00	£665.00	01/04/2020	10.8%	NB
		Temporary vehicle crossing to allow access to a new development in advance of formal S278 sign off	£800.00	£930.00	01/04/2020	16.3%	NB
		Enforcement for non-compliance with vehicle crossing (non-applications, not to specification)	£50 per hour	£51 per hour	01/04/2020	2.0%	NB
Highway Material Storage Licence	Discretionary	Licence	£80.00	£81.60	01/04/2020	2.0%	NB
		Retrospective Licence	£110 + enforcement hourly rate	£112.50 + enforcement hourly rate	01/04/2020	2.3%	NB
		Enforcement for non-compliance / No consent for all licence fees that do not have existing prescribed enforcement fees.	Fine £150 + £50 per hour enforcement hourly rate	Fine £153 + £51 per hour enforcement hourly rate	01/04/2020	2.0%	NB
Skip Licence	Discretionary	Licence	£65.00	£67.00	01/04/2020	3.1%	NB
		Licence Renewal	£65.00	£67.00	01/04/2020	3.1%	NB
		One day Licence	£65.00	£67.00	01/04/2020	3.1%	NB
		Late renewal (more than 5 working days to be classed as new application)	£70.00	£72.00	01/04/2020	2.9%	NB
		Retrospective Licence	£150 + enforcement hourly rate	£153 + hourly enforcement rate	01/04/2020	2.0%	NB
Scaffolding Licences	Discretionary	Initial Licence - one month occupation	£135.00	£138.00	01/04/2020	2.2%	NB
		Renewal - one month occupation	£135.00	£138.00	01/04/2020	2.2%	NB
		Retrospective Licence	£220 + enforcement hourly rate	£225 + enforcement hourly rate	01/04/2020	2.3%	NB
Tower Scaffolding Licences/Cherry Picker / Small Lift	Discretionary	Intitial Licence 2 days occupation	£110.00	£113.00	01/04/2020	2.7%	NB
		Renewal - 2 days occupation	£110.00	£113.00	01/04/2020	2.7%	NB
		Retrospective Licence	£220 + enforcement hourly rate	£225 + hourly enforcement rate	01/04/2020	2.3%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Cranes	Discretionary	Licence	£400.00	£410.00	01/04/2020	2.5%	NB
		Retrospective Licence	£550 + enforcement hourly rate	£561 + hourly enforcement rate	01/04/2020	2.0%	NB
Hoarding Consents	Discretionary	Initial Licence - one month occupation	£135.00	£138.00	01/04/2020	2.2%	NB
		Renewal - one month occupation	£135.00	£138.00	01/04/2020	2.2%	NB
		Retrospective Licence	£220 + enforcement hourly rate	225 + enforcement hourly rate	01/04/2020	2.3%	NB
Oversailing Consents - structures oversailing the highway	Discretionary	Licence	£350.00	£357.00	01/04/2020	2.0%	NB
		Retrospective Licence	£550 + enforcement hourly rate	£561 + enforcement hourly rate	01/04/2020	2.0%	NB
Annual Charge for Table & Chairs Licence	Discretionary	Up to 2 tables & 8 seats	£200.00	£204.00	01/04/2020	2.0%	NB
		For 3 to 4 tables & up to 16 seats	£500.00	£510.00	01/04/2020	2.0%	NB
		For 5 to 10 tables & up to 40 seats	£900.00	£918.00	01/04/2020	2.0%	NB
		For 11 or more tables & over 40 seats	£1,400.00	£1,428.00	01/04/2020	2.0%	NB
Approving traffic Management plans and signage schedules	Discretionary	per hour	£50.00	£51.00	01/04/2020	2.0%	NB
Providing Pre contract information on CTMP and general requirements	Discretionary	per hour	£50.00	£51.00	01/04/2020	2.0%	NB
Supply of Highway related information, including Personal Search Fees	Discretionary	Highway extent	£35.00	£36.00	01/04/2020	2.9%	SR
		Highway extent per additional question	£12.00	£12.50	01/04/2020	4.2%	SR
		Con29 property search	£35.00	£36.00	01/04/2020	2.9%	SR
		Extensive highway boundary extent	£86.00	£88.00	01/04/2020	2.3%	SR
		Highway Extent research/survey	£373.00	£385.00	01/04/2020	3.2%	SR
Supply of Conveyancing 29 Highway Search Information	Discretionary		£9,000.00	£9,000.00	01/04/2020	0.0%	NB
Supply of Manual Traffic Survey Data (when a commercial request to conduct a traffic survey is received)	Discretionary	Small Manual Classified Count	£265.00	£275.00	01/04/2020	3.8%	SR
	Discretionary	Medium Manual Classified Count	£425.00	£435.00	01/04/2020	2.4%	SR
	Discretionary	Large Manual Classified Count	£640.00	£655.00	01/04/2020	2.3%	SR
Supply of Automatic Traffic Count Data to commercial organisations	Discretionary	1st Location - 1 week's data	£150.00	£155.00	01/04/2020	3.3%	SR
	Discretionary	1st Location - additional weeks data	£27.00	£32.00	01/04/2020	18.5%	SR
	Discretionary	2nd and subsequent location - 1 weeks data	£80.00	£85.00	01/04/2020	6.3%	SR
	Discretionary	Collating Data from Multiple sites	£43.00	£55.00	01/04/2020	27.9%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Supply of Radar Speed Data to commercial organisations	Discretionary	1st Location - 1 week's data	£113.00	£155.00	01/04/2020	37.2%	SR
		1st Location - additional weeks data	£31.00	£32.00	01/04/2020	3.2%	SR
		2nd and subsequent location - 1 weeks data	£77.00	£85.00	01/04/2020	10.4%	SR
		Collating Data from Multiple sites	£51.00	£55.00	01/04/2020	7.8%	SR
Agreement for temporary traffic counter on highway	Discretionary		£31.00	£35.00	01/04/2020	12.9%	NB
Definitive Map and Commons							
As made, the Local Authorities (Recovery of Costs for Public Path Orders) Regulations 1993 http://modgov.sefton.gov.uk/moderngov/Dat	Statutory	Orders confirmed unopposed	£3,410.00	£3,500.00	01/04/2020	2.6%	NB
		Orders confirmed - objections withdrawn	£3,900.00	£4,000.00	01/04/2020	2.6%	NB
		Orders opposed - not proceeded with	£4,130.00	£4,225.00	01/04/2020	2.3%	NB
		Orders opposed - submitted to SoS	£4,990.00	£5,100.00	01/04/2020	2.2%	NB
Commons Registration Authority Charges							
Common searches (new Con290 form due 14/15 or after)		Initial Search	£39.60	£42.00	01/04/2020	6.1%	NB
		Per additional land parcel	£0.00	£1.00	01/04/2020	N/A	NB
Corrective applications under Commons Act 2006 Schedule 2 para 6&9 (standard, no inquiry)	Discretionary	per application	-	£1,080.00	01/04/2020	N/A	NB
Corrective applications additional inquiry stage para 6	Discretionary		-	£3,400.00	01/04/2020	N/A	NB
Corrective applications additional inquiry stage para 7	Discretionary		-	£2,800.00	01/04/2020	N/A	NB
Corrective applications additional inquiry stage para 8	Discretionary		-	£3,300.00	01/04/2020	N/A	NB
Corrective applications additional inquiry stage para 9	Discretionary		-	£3,400.00	01/04/2020	N/A	NB
Landowner statements and declarations (public rights of way)	Discretionary	Standard fee per application (incl up to 2 land parcels)	£280.00	£290.00	01/04/2020	3.6%	EX
		Fee per application (3-4 land parcels)	£305.00	£315.00	01/04/2020	3.3%	EX
		Fee per application (5-7 land parcels)	£345.00	£360.00	01/04/2020	4.3%	EX
		Additional parcels beyond 7	£73.00	£75.00	01/04/2020	2.7%	EX
Supply of Highway (rights of way) related information	Discretionary	Written response to standard enquiry	£49.00	£50.00	01/04/2020	2.0%	SR
	Discretionary	Written response to extensive enquiry	£65.00	£70.00	01/04/2020	7.7%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Park and Ride							
Park and Ride Car Park charges - Thornhill & Water Eaton only	Discretionary	Up to 1 hr	free	free	01/04/2020	no change	NB
		1-11 hrs	£2.00	£2.00	01/04/2020	0.0%	NB
		11-24 hrs	£4.00	£4.00	01/04/2020	0.0%	NB
		24-48 hrs	£8.00	£8.00	01/04/2020	0.0%	NB
		48-72 hrs	£12.00	£12.00	01/04/2020	0.0%	NB
		Monthly Season ticket	£30.00	£30.00	01/04/2020	0.0%	NB
		Quarterly Season Ticket	£85.00	£85.00	01/04/2020	0.0%	NB
		Annual Season ticket	£300.00	£300.00	01/04/2020	0.0%	NB
		Excess Notices - Fines paid within 14 days	£50.00	£50.00	01/04/2020	0.0%	NB
		Excess Notices - Fines paid after 14 & up to 28 days	£100.00	£100.00	01/04/2020	0.0%	NB
On-Street Parking - Pay and Display							
Oxford City Centre - Central Area	Discretionary	Sunday - Friday 8am -6.30pm :					
		1 hour	£4.00	£4.60	01/04/2020	15.0%	NB
		2 hours	£6.00	£7.40	01/04/2020	23.3%	NB
		Sunday - Friday evenings	£4.00	£4.60	01/04/2020	15.0%	NB
		Saturday 1 hour	£4.50	£4.60	01/04/2020	2.2%	NB
		Saturday 2 hours	£7.30	£7.40	01/04/2020	1.4%	NB
		Saturday evenings	£4.50	£4.60	01/04/2020	2.2%	NB
Oxford City Centre - Outer Areas	Discretionary	Monday - Saturday 8am-6.30pm :					
		1 hour	£3.00	£3.20	01/04/2020	6.7%	NB
		3 hours	£4.00	£4.20	01/04/2020	5.0%	NB
		Evenings/Sundays	£3.00	£3.20	01/04/2020	6.7%	NB
Abingdon 8am-6pm (excl. Sundays, B Hols.) 1984 Act	Discretionary	1 hour	£0.50	£0.60	01/04/2020	20.0%	NB
		2 hours (the maximum)	£0.80	£1.00	01/04/2020	25.0%	NB
		Visitor permit (24 hours)	£0.50	£1.00	01/04/2020	100.0%	NB
Abingdon - Excess Charge Notices	Discretionary	Excess Charge fees for contravention of parking regulations	£40 discounted to £20	£50 discounted to £25	01/04/2020		
Henley 8am-6pm (excl. Sundays, B Hols.)	Discretionary	1 hour	£0.50	£0.60	01/04/2020	20.0%	NB
		2 hours (the maximum)	£0.80	£1.00	01/04/2020	25.0%	NB
		Visitors permit (24 hours)	£0.50	£1.00	01/04/2020	100.0%	NB
Henley - Excess Charge Notices	Discretionary	Excess Charge fees for contravention of parking regulations	£40 discounted to £20	£50 discounted to £25	01/04/2020		NB
Wallingford 8am-6pm (excl. Sundays, Bank holidays)	Discretionary	1.5 hours (the maximum)	£0.30	£0.40	01/04/2020	33.3%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Wallingford - Excess Charge Notices	Discretionary	Excess Charge fees for contravention of parking regulations	£40 discounted to £20	£50 discounted to £25	01/04/2020		NB
Vehicle Removal Charge	Discretionary		£105.00	£105.00	01/04/2020	0.0%	NB
Parking Permits							
Oxford (per annum)	Discretionary	Oxford residents (excl. Kassam stadium) 1st & 2nd Car	£60.00	£65.00	01/04/2020	8.3%	NB
		Oxford residents (excl. Kassam stadium) 3rd Car	£120.00	£130.00	01/04/2020	8.3%	NB
		Oxford residents (excl. Kassam stadium) 4th Car	£180.00	£200.00	01/04/2020	11.1%	NB
		Oxford residents (Kassam stadium area)	£15.00	£16.00	01/04/2020	6.7%	NB
		Business permits - Annual	£100.00	£150.00	01/04/2020	50.0%	NB
		Business Permits - 9 months	£75.00	£115.00	01/04/2020		
		Business Permits - 6 months	£50.00	£75.00	01/04/2020		
		Business Permits - 3 months	£25.00	£40.00	01/04/2020		
		Business Permits - Change of Vehicle	£0.00	£15.00	01/04/2020		
		Traders permits per week	£20.00	£25.00	01/04/2020	25.0%	NB
		Visitors permits - First 25	Free	Free	01/04/2020		NB
		Visitors permits - 2nd 25 (total cost)	£20.00	£25.00	01/04/2020	25.0%	NB
		Abingdon Residents Parking (per annum)	Discretionary	Parking permit	£100.00	£110.00	01/04/2020
Visitors permits - First 25	Free			Free	01/04/2020		NB
Visitors permits - 2nd 25 (total cost)	£20.00			£25.00	01/04/2020	25.0%	NB
Henley Residents Parking (per annum)	Discretionary	Parking permit	£80.00	£100.00	01/04/2020	25.0%	NB
		Visitors permits - First 25	Free	Free	01/04/2020		NB
		Visitors permits - 2nd 25 (total cost)	£20.00	£25.00	01/04/2020	25.0%	NB
Excess Charges/ Penalty Notices/ Enforcement							
Excess Charge Notices	Discretionary	Fines paid within 14 days	£20.00	£25.00	01/04/2020	25.0%	NB
		Fines paid after 14 & up to 28 days	£40.00	£50.00	01/04/2020	25.0%	NB
Penalty Charge Notices - higher contraventions	Statutory	Fines paid within 14 days	£35.00	£35.00	01/04/2020	0.0%	NB
		Fines paid after 14 & up to 28 days	£70.00	£70.00	01/04/2020	0.0%	NB
Penalty Charge Notices - lower contraventions	Statutory	Fines paid within 14 days	£25.00	£25.00	01/04/2020	0.0%	NB
		Fines paid after 14 & up to 28 days	£50.00	£50.00	01/04/2020	0.0%	NB
Bus Lane Camera Enforcement	Statutory	Fines paid within 14 days	£30.00	£30.00	01/04/2020	0.0%	NB
		Fines paid after 14 & up to 28 days	£60.00	£60.00	01/04/2020	0.0%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Waste Management							
Chargeable waste scheme at Dix Household Waste Recycling Centres	Discretionary	Disposal of Large Scale DIY Waste	£1.50	£1.50	01/04/2020	0.0%	NB
		Standard motorcycle and car tyres	£5.00	£5.00	01/04/2020	0.0%	NB
		Plaster/plasterboard per bag	£2.50	£2.50	01/04/2020	0.0%	NB
		Plasterboard sheet up to 2m x 1m	£10.00	£10.00	01/04/2020	0.0%	NB
Supported Transport							
Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Discretionary	Exclusive use - Five mile journey	£7.00	£7.00	01/04/2020	0.0%	NB
		Shared travel - Five mile journey	£3.50	£3.50	01/04/2020	0.0%	NB
		Organisations/groups - Per hour	£20.00	£20.00	01/04/2020	0.0%	NB
School Meals							
Pupils	Discretionary	per meal	£2.30	£2.40	01/09/2020	4.3%	NB
Adults	Discretionary	per meal	£3.30	£3.40	01/09/2020	3.0%	SR
Fire and Rescue Service							
Special Services	Discretionary	Personnel, regardless of rank, per hour or part hour.	£51.30	£19.16	01/04/2020	-62.7%	SR
		Aerial Ladder Platform per hour or part hour excluding petrol	£264.25	£264.25	01/04/2020	0.0%	SR
		Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	£102.90	£175.50	01/04/2020	70.6%	SR
		Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour	£69.15	£69.15	01/04/2020	0.0%	SR
Fire Reports	Discretionary	Preparation of Fire Report	FREE	FREE	01/04/2020	n/a	NB
		Preparation of a Fire Investigation Report - short or extracted	£320.00	£320.00	01/04/2020	0.0%	NB
		Preparation of a Fire Investigation Report - full report or one involving extensive enquiries, photographs etc	£430.00	£430.00	01/04/2020	0.0%	NB
		Preparation of a Fire Investigation Report - full report or one on major incidents requiring extensive protracted investigation etc	£630.00	£630.00	01/04/2020	0.0%	NB
		Insurance Interviews	£89.00	£89.00	01/04/2020	0.0%	NB
Annual charge made to alarm receiver centres and users of dedicated dial in facilities in respect of unwanted fire alarms	Discretionary		£476.00	£476.00	01/04/2020	0.0%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Trading Standards - Licenses							
Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed	Statutory	1 year	£185.00	£185.00	01/04/2020	0.0%	NB
		2 years	£243.00	£243.00	01/04/2020	0.0%	NB
		3 years	£304.00	£304.00	01/04/2020	0.0%	NB
		4 years	£374.00	£374.00	01/04/2020	0.0%	NB
		5 years	£423.00	£423.00	01/04/2020	0.0%	NB
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed (Explosive Goods Act 1875 and 1923)	Statutory	1 year	£86.00	£86.00	01/04/2020	0.0%	NB
		2 years	£147.00	£147.00	01/04/2020	0.0%	NB
		3 years	£206.00	£206.00	01/04/2020	0.0%	NB
		4 years	£266.00	£266.00	01/04/2020	0.0%	NB
		5 years	£326.00	£326.00	01/04/2020	0.0%	NB
Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed (Explosive Goods Act 1875 and 1923)	Statutory	1 year	£109.00	£109.00	01/04/2020	0.0%	NB
		2 years	£141.00	£141.00	01/04/2020	0.0%	NB
		3 years	£173.00	£173.00	01/04/2020	0.0%	NB
		4 years	£206.00	£206.00	01/04/2020	0.0%	NB
		5 years	£238.00	£238.00	01/04/2020	0.0%	NB
Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed (Explosive Goods Act 1875 and 1923)	Statutory	1 year	£54.00	£54.00	01/04/2020	0.0%	NB
		2 years	£86.00	£86.00	01/04/2020	0.0%	NB
		3 years	£120.00	£120.00	01/04/2020	0.0%	NB
		4 years	£152.00	£152.00	01/04/2020	0.0%	NB
		5 years	£185.00	£185.00	01/04/2020	0.0%	NB
Varying a licence under Explosive Goods Act 1875 and 1923	Statutory	Varying name or address	£36.00	£36.00	01/04/2020	0.0%	NB
		Transfer of licence/registration	£36.00	£36.00	01/04/2020	0.0%	NB
		Replacement of licence/registration	£36.00	£36.00	01/04/2020	0.0%	NB
Statutory Charge for issuing a licence to store petroleum under Dangerous Substances and Explosive Atmospherics Regulations 2002	Statutory	Not exceeding 2,500 litres	£44.00	£44.00	01/04/2020	0.0%	NB
		Exceeding 2,500 litres but less than 50,000 litres	£60.00	£60.00	01/04/2020	0.0%	NB
		Over 50,000 litres	£125.00	£125.00	01/04/2020	0.0%	NB
Trading Standards - Verifying weights and measures							
Testing fees - weights and measures	Discretionary	Hourly Rate	£84.50	£88.75	01/04/2020	5.0%	SR
Weighing instruments	Discretionary	49Kg or less - First item	£44.75	£88.75	01/04/2020	98.3%	SR
		Reduced fee for second item	£36.50	£72.75	01/04/2020	99.3%	SR
		Reduced fee for 3 items or more	£35.00	£69.00	01/04/2020	97.1%	SR
		Over 50Kg to 1,000kg - First item	£75.25	£115.00	01/04/2020	52.8%	SR
		Reduced fee for second item	£60.00	£91.00	01/04/2020	51.7%	SR
		Reduced fee for 3 items or more	£57.00	£85.00	01/04/2020	49.1%	SR
		Over 1,000kg to 10t - First item	£232.50	£237.25	01/04/2020	2.0%	SR
		Reduced fee for second item	£187.00	£190.75	01/04/2020	2.0%	SR
		Over 10t to 60t - First item	£387.00	£394.75	01/04/2020	2.0%	SR
Reduced fee for second item	£310.00	£316.25	01/04/2020	2.0%	SR		
Surcharge for testing outside normal hours (Outside 8:30-17:00, Monday to Friday and	Discretionary	Trading Standards Officer, per hour	£13.50	£13.75	01/04/2020	1.9%	SR
		Non Trading Standards Officer, per hour	£9.00	£9.25	01/04/2020	2.8%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Surcharge for testing outside normal hours (Sunday and Bank Holidays)	Discretionary	Trading Standards Officer, per hour	£26.00	£26.50	01/04/2020	1.9%	SR
		Non Trading Standards Officer, per hour	£18.00	£18.50	01/04/2020	2.8%	SR
Weights	Discretionary	500mg - 5Kg - First item	£7.00	£7.25	01/04/2020	3.6%	SR
		Second and subsequent items	£5.75	£6.00	01/04/2020	4.3%	SR
		Below 500mg and above 5KG - First item	£11.25	£11.50	01/04/2020	2.2%	SR
		Second and subsequent items	£8.50	£8.75	01/04/2020	2.9%	SR
Measuring instruments for Liquid fuel and Lubricants	Discretionary	Per Nozzle - First item	£128.00	£130.50	01/04/2020	2.0%	SR
		Second and subsequent items on same site	£79.75	£81.50	01/04/2020	2.2%	SR
		Testing peripheral electronic equipment on a separate visit (per site)	£87.00	£88.75	01/04/2020	2.0%	SR
		Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	£87.00	£88.75	01/04/2020	2.0%	SR
Measuring instruments - Intoxicating liqueur	Discretionary	150ml or less - First item	£18.50	£19.00	01/04/2020	2.7%	SR
		Second and subsequent items	£15.00	£15.50	01/04/2020	3.3%	SR
		Above 150ml - First item	£22.75	£23.25	01/04/2020	2.2%	SR
		Second and subsequent items	£18.00	£18.50	01/04/2020	2.8%	SR
Length measures	Discretionary	3 metres or less - First item	£11.25	£11.50	01/04/2020	2.2%	SR
		Second and subsequent items	£8.50	£8.75	01/04/2020	2.9%	SR
		1 litre or less - First item	£7.00	£7.25	01/04/2020	3.6%	SR
		Second and subsequent items	£5.50	£5.75	01/04/2020	4.5%	SR
Capacity measures	Discretionary	Cubic ballast measures	£191.00	£195.00	01/04/2020	2.1%	SR
		Average quantity measures	£31.00	£31.75	01/04/2020	2.4%	SR
		Average quantity templates - First item	£53.25	£54.50	01/04/2020	2.4%	SR
		Second and subsequent items	£21.00	£21.50	01/04/2020	2.4%	SR
Pharmaceutical measures at manufacturers premises	Discretionary	0-50 items - 5 graduations	£3.06	£3.15	01/04/2020	3.0%	SR
		- 6 graduations	£3.27	£3.35	01/04/2020	2.5%	SR
		- 7 to 10 graduations	£4.54	£4.65	01/04/2020	2.5%	SR
		50-100 items - 5 graduations	£2.43	£2.50	01/04/2020	3.1%	SR
		- 6 graduations	£2.64	£2.70	01/04/2020	2.4%	SR
		- 7 to 10 graduations	£3.59	£3.70	01/04/2020	3.2%	SR
		100+ items - 5 graduations	£2.32	£2.40	01/04/2020	3.4%	SR
		- 6 graduations	£2.43	£2.50	01/04/2020	3.1%	SR
- 7 to 10 graduations	£3.38	£3.50	01/04/2020	3.7%	SR		
Trading Standards - Other							
Hire of cattle crush (mobile unit taken to farms / sites for the safe handling of cattle when conducting welfare checks):	Discretionary	Oxfordshire businesses					
		- First day	£295.50	£301.50	01/04/2020	2.0%	SR
		- Subsequent days	£89.75	£92.00	01/04/2020	2.5%	SR
		- Additional fee for re-location per hour	£18.00	£18.50	01/04/2020	2.8%	SR
		Non-Oxfordshire businesses					
		- First day	£353.25	£360.50	01/04/2020	2.1%	SR
		- Subsequent days	£88.50	£90.25	01/04/2020	2.0%	SR
- Additional fee for re-location per hour	£18.00	£18.50	01/04/2020	2.8%	SR		

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Buy with Confidence Trader Approval scheme	Discretionary	First year total for 1-5 employees	£450.00	£450.00	01/04/2020	0.0%	SR	
		First year total for 6-20 employees	£650.00	£650.00	01/04/2020	0.0%	SR	
		First year total for 20-49 employees	£850.00	£850.00	01/04/2020	0.0%	SR	
		Renewal Fee (from 2018/19) for 1-5 employees	£300.00	£300.00	01/04/2020	0.0%	SR	
		Renewal Fee (from 2018/19) for 6-20 employees	£450.00	£450.00	01/04/2020	0.0%	SR	
		Renewal Fee (from 2018/19) for 20-49 employees	£600.00	£600.00	01/04/2020	0.0%	SR	
		Renewal Fee (members prior to April 2017) for 1-5 employees	£125.00	£150.00	01/04/2020	20.0%	SR	
		Renewal Fee (members prior to April 2017) for 6-20 employees	£185.00	£220.00	01/04/2020	18.9%	SR	
		Renewal Fee (members prior to April 2017) for 20-49 employees	£250.00	£300.00	01/04/2020	20.0%	SR	
Petroleum Environmental Searches	Discretionary		£123.25	£144.00	01/04/2020	16.8%	SR	
Primary Authority agreement	Discretionary	10 hours support and registration fee	£599.00	£792.00	01/04/2020	32.2%	NB	
Additional Business Support (per hour)	Discretionary		£56.41	£72.00	01/04/2020	27.6%	SR	
Carrying Agent for imported dogs, cats and other mammals: Includes local authorities within TSSE region (excl Isle of Wight),	Discretionary	Monday to Friday	£263.00	£268.50	01/04/2020	2.1%	NB	
		Saturday and Sunday	£395.00	£403.00	01/04/2020	2.0%	NB	
		Bank Holidays	£526.00	£536.50	01/04/2020	2.0%	NB	
Petroleum Vapour Recovery Services (TBC). Income received from those local authorities where an agreement exists for the provision of vapour recovery services by the Council. Based on a percentage of the relevant permit fee	Statutory	Application						
		- PVR Stage 1	£121.24	£124.00	01/04/2020	2.3%	NB	
		- PVR Stage 1 and 2	£201.52	£205.60	01/04/2020	2.0%	NB	
		Annual Subsistence Charge						
		- PVR Stage 1 (low risk)	£62.26	£63.20	01/04/2020	1.5%	NB	
		- PVR Stage 1 and 2 (low risk)	£88.47	£90.40	01/04/2020	2.2%	NB	
		Transfer						
- Standard Process Transfer	£132.71	£135.20	01/04/2020	1.9%	NB			
- Standard Process Partial Transfer	£389.94	£397.60	01/04/2020	2.0%	NB			
Achieving Best Evidence (ABE) Interview Service - Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf	Discretionary	Time charged per hour, per officer	£56.41	£72.00	01/04/2020	27.6%	SR	
Gypsy & Traveller Service								
Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites).	Discretionary	Weekly site rental	£77.00	£79.00	01/04/2020	2.6%	EX	
Rent for nine additional plots at Redbridge	Discretionary	Weekly site rental	£101.00	£103.00	01/04/2020	2.0%	EX	

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Registration Service							
License for approved premises	Discretionary	3 year license	£2,150.00	£2,200.00	01/04/2020	2.3%	NB
Amendment Fee for all Marriage and Civil partnership ceremonies	Discretionary	per amendment	£60.00	£60.00	01/04/2020	0.0%	NB
Amendment Fee for other Civil ceremonies- If the fee for other civil ceremonies attracts VAT so does the amendment fee	Discretionary	per amendment	£60.00	£60.00	01/04/2020	0.0%	SR
Marriage & Civil partnership fees at former Register Office Marriage rooms Monday - Friday during office hours and Saturday mornings between 9.00am and 12 noon. (Includes the cost of one certificate)	Discretionary	Abingdon- Roysse Court (Mon -Fri)	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Banbury Bodicote House	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Bicester - Garth Park	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Didcot - Broadway Room	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Henley - Regatta Court	£292.00	£310.00	01/04/2020	6.2%	NB
		Oxford - Tidmarsh Lane					
	Statutory	RO (Tues only)	£57.00	£57.00	01/04/2020	0.0%	NB
	Discretionary	Dexter Room Tues-Fri	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Dexter Room Sat AM	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Wheatley - Shotover Room	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Witney - Windrush Rooms	£292.00	£310.00	01/04/2020	6.2%	NB
	Discretionary	Total for all district Offices (Sat pm)	£567.00	£585.00	01/04/2020	3.2%	NB
	Discretionary	Total for all district Offices (Sun and BH)	£632.00	£650.00	01/04/2020	2.8%	NB
Statutory	Attending chapel	£90.00	£97.00	01/04/2020	7.8%	NB	
Marriages and Civil Partnerships at Approved Venues (9.00am to 5.30pm)	Discretionary	Monday - Saturday	£517.00	£600.00	01/04/2020	16.1%	NB
		Sunday & Bank Holiday	£632.00	£650.00	01/04/2020	2.8%	NB
Marriages at Approved Venues (on or after 6pm)	Discretionary	Monday - Saturday	£632.00	£670.00	01/04/2020	6.0%	NB
		Sunday & Bank Holiday	£687.00	£730.00	01/04/2020	6.3%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Conversion of a Civil Partnership into Marriage	Statutory	Standard Service	£45.00	£45.00	01/04/2020	0.0%	NB
		Two stage procedure on other premises - completing the declaration	£27.00	£27.00	01/04/2020	0.0%	NB
		Two stage procedure on other premises - signing the declaration in a religious registered for marriage of same sex couples	£91.00	£91.00	01/04/2020	0.0%	NB
Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices	Discretionary	Monday - Friday	£320.00	£275.00	01/04/2020	-14.1%	SR
		Saturday	£370.00	£310.00	01/04/2020	-16.2%	SR
		Sunday & Bank Holiday	£380.00	£320.00	01/04/2020	-15.8%	SR
		Individual Citizenship Ceremonies (Oxford Register Office only)	£235.00	£235.00	01/04/2020	0.0%	SR
Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at	Discretionary	Monday - Friday	£315.00	£275.00	01/04/2020	-12.7%	SR
		Saturday	£370.00	£310.00	01/04/2020	-16.2%	SR
		Sunday & Bank Holiday	£380.00	£320.00	01/04/2020	-15.8%	SR
Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council	Discretionary	Monday - Friday	£590.00	£400.00	01/04/2020	-32.2%	SR
	Discretionary	Saturday	£590.00	£410.00	01/04/2020	-30.5%	SR
	Discretionary	Sunday & Bank Holiday	£590.00	£420.00	01/04/2020	-28.8%	SR
	Statutory	Group Citizenship Ceremony at County Hall	£80.00	£80.00	01/04/2020	0.0%	NB
	Discretionary	Your day your way ceremony	£685.00	£720.00	01/04/2020	5.1%	NB/SR
European Union Settlement Scheme	Discretionary	per application	£14.00	£14.00	01/04/2020	0.0%	SR
Births, Deaths Certificates (Marriage inc line 24-46)	Statutory	on day of registration	£11.00	£11.00	01/04/2020	0.0%	NB
		from a current register	£11.00	£11.00	01/04/2020	0.0%	NB
		from a deposited register	£11.00	£11.00	01/04/2020	0.0%	NB
Short Birth Certificate	Statutory	on day of registration	£11.00	£11.00	01/04/2020	0.0%	NB
		from a current register	£11.00	£11.00	01/04/2020	0.0%	NB
		from a deposited register	£11.00	£11.00	01/04/2020	0.0%	NB
Express Certificate Fee stopped now called Statutory Priority Certificate	Statutory	per application	£35.00	£35.00	01/04/2020	0.0%	SR
Searches in indexes	Statutory	General Search	£18.00	£18.00	01/04/2020	0.0%	NB
Notice of Marriages and Civil Partnership	Statutory	Notice of Marriage/Civil Partnership (for 1 person)	£35.00	£35.00	01/04/2020	0.0%	NB
		Extended 70 day Notice for foreign Nationals (for 1 person)	£47.00	£47.00	01/04/2020	0.0%	NB
Commemorative Certificates	Discretionary	per certificate	£10.00	£10.00	01/04/2020	0.0%	SR
Consideration of Foreign Divorce	Statutory	per application	£50.00	£50.00	01/04/2020	0.0%	NB
Consideration of Foreign Divorce (RG involvement)	Statutory	per application	£75.00	£75.00	01/04/2020	0.0%	NB
Space 17 addition	Statutory	per application	£40.00	£40.00	01/04/2020	0.0%	NB
Consideration for a correction	Statutory	per application	£75.00	£75.00	01/04/2020	0.0%	NB
Consideration for a correction (RG involvement)	Statutory	per application	£90.00	£90.00	01/04/2020	0.0%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Music Service							
Ensembles	Discretionary	Full membership Standard Ensemble lessons	£74.00	£76.00	01/09/2020	2.7%	EX
		Full membership CMS lessons - Central Music School	£102.00	£105.00	01/09/2020	2.9%	EX
		Single ensemble - OCMS lessons	£52.00	£55.00	01/09/2020	5.8%	EX
		Choir Primary	£42.00	£45.00	01/09/2020	7.1%	EX
		Secondary Choir Activity	£52.00	£55.00	01/09/2020	5.8%	EX
		CMS Pass	£154.00	£159.00	01/09/2020	3.2%	EX
		County Level Ensemble 2 hours	£84.00	£87.00	01/09/2020	3.6%	EX
		County Level Ensemble 1.5 hours	£57.50	£60.00	01/09/2020	4.3%	EX
		County Level Ensemble 1 hours	£49.50	£50.00	01/09/2020	1.0%	EX
Individual Tuition	Discretionary	Individual 20 minutes	£18.99	£19.20	01/09/2020	1.1%	EX
		Individual 30 Minutes	£28.49	£29.00	01/09/2020	1.8%	EX
		Individual 40 minutes	£37.99	£39.00	01/09/2020	2.7%	EX
		Individual 45 minutes	£42.74	£44.00	01/09/2020	2.9%	EX
		Individual 60 minutes	£56.99	£59.00	01/09/2020	3.5%	EX
Group Tuition	Discretionary	Group of 2 (30 minutes)	£14.55	£15.00	01/09/2020	3.1%	EX
		Group of 2 (20 minutes)	£9.95	£10.20	01/09/2020	2.5%	EX
		Group of 3-4 (20 minutes)	£6.95	£7.20	01/09/2020	3.6%	EX
Late cancellation Charge	Discretionary	Late Cancellation fee	£40.00	£45.00	01/09/2020	12.5%	EX
Extra late cancellation Charge		Very late cancellation fee	£50.00	£55.00	01/09/2020	10.0%	EX
Own teacher accompanist	Discretionary	Accompanist own teacher	£26.00	£30.00	01/09/2020	15.4%	EX
Not own teacher accompanist	Discretionary	Accompanist Oxfordshire County Music Service teacher	£42.00	£45.00	01/09/2020	7.1%	EX
Hire	Discretionary	Hire of Instruments (Violin, Viola and Guitars only)	£25.00	£27.00	01/09/2020	8.0%	EX
		Hire of Instruments (All other instruments on offer)	£46.00	£48.00	01/09/2020	4.3%	EX
		Instrument Purchase Charge	£70.00	£75.00	01/09/2020	7.1%	SR
		Oxfordshire schools orchestra	£550.00	£575.00	01/09/2020	4.5%	EX
		Oxfordshire Schools Symphony Orchestra	£850.00	£875.00	01/09/2020	2.9%	EX
		Oxfordshire County Youth orchestra	£775.00	£799.00	01/09/2020	3.1%	EX
		Oxfordshire Youth Music Theatre	£480.00	£500.00	01/09/2020	4.2%	EX

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Charges to schools	Discretionary	First Access (60 or 45 minutes)	£1,500.00	£1,550.00	01/09/2020	3.3%	EX
		Play On (1 hour)	£1,810.00	£1,850.00	01/09/2020	2.2%	EX
		Play On (40 minutes)	£1,207.00	£1,230.00	01/09/2020	1.9%	EX
		Play On (30 minutes)	£905.00	£930.00	01/09/2020	2.8%	EX
		Transport Zone 1	£95.00	£100.00	01/09/2020	5.3%	EX
		Transport Zone 2	£80.00	£85.00	01/09/2020	6.3%	EX
		Transport Zone 3	£66.00	£70.00	01/09/2020	6.1%	EX
		Transport Zone 4	£43.00	£45.00	01/09/2020	4.7%	EX
		Adults	£115.00	£118.00	01/09/2020	2.6%	EX
		Curriculum (per hour)	£63.00	£65.00	01/09/2020	3.2%	EX
		workshops	£10.00	£13.00	01/09/2020	30.0%	EX
		summer fun	£115.00	£118.00	01/09/2020	2.6%	EX
Other Charges	Discretionary	launchpad band	£10.00	£13.00	01/09/2020	30.0%	EX
		Key stage 1 festival	£3.00	£4.00	01/09/2020	33.3%	EX
		Primary Pop	£3.00	£4.00	01/09/2020	33.3%	EX
		spotlight talent	£3.00	£4.00	01/09/2020	33.3%	EX
Library Service							
Photocopying	Discretionary	A4 BW& Colour	£0.25	£0.25	01/04/2020	0.0%	SR
		A3 BW & Colour	£0.50	£0.50	01/04/2020	0.0%	SR
		b) minimum charge for postal requests for copies plus cost of prints	£5.20	£5.30	01/04/2020	1.9%	SR
Microform Copying	Discretionary	a) self service copying	£0.80	£0.80	01/04/2020	0.0%	SR
		b) staff service	£1.60	£1.60	01/04/2020	0.0%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Library Overdue Charges for Static Libraries	Discretionary	- Adults					
		- per day library open during					
		first week (daily rate)	£0.35	£0.35	01/04/2020	0.0%	NB
		- maximum per item	£5.20	£5.30	01/04/2020	2.0%	NB
		-Children					
		- per day library open during					
		first week (daily rate)	£0.06	£0.06	01/04/2020	0.0%	NB
		- maximum per item	£2.40	£2.40	01/04/2020	0.0%	NB
		- Children in public care	Exempt	Exempt	01/04/2020		NB
		- Institutions					
		- per day library open during					
		first week (daily rate)	£0.31	£0.35	01/04/2020	12.9%	NB
		- maximum per item	£5.20	£5.30	01/04/2020	1.9%	NB
Charge for lost/damaged books (Recommended retail price plus processing fee where applicable)		Various	Various	01/04/2020		NB	
Replacement of Library Tickets	Discretionary	per ticket	£3.10	£3.15	01/04/2020	1.6%	NB

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Library Reservation Fees	Discretionary	a) Book / Audio Books Reservations:					
		- Standard charge	£1.25	£1.15	01/04/2020	-8.0%	NB
		- Under 18s (Incl children in public care)	Exempt	Exempt	01/04/2020		
		b) Items supplied from outside Oxfordshire :					
		- Standard charge	£8.50	£9.00	01/04/2020	5.9%	NB
		Items supplied by the British Library and Universities	£17.00	£18.00	01/04/2020	5.9%	NB
		c) Audio Visual Reservations (excluding Audio Books):					
		- Standard charge	£1.25	£1.15	01/04/2020	-8.0%	NB
		- Concessionary rate	£0.65	£0.65	01/04/2020	0.0%	NB
		Audio Visual Hire Charges	Discretionary	a) DVDs (Per Week)			
- Band 1	£1.30			£1.30	01/04/2020	0.0%	NB
- Band 2 NOT IN USE							
- Band 3	£2.60			£2.60	01/04/2020	0.0%	NB
- Band 4	£4.00			£4.00	01/04/2020	0.0%	NB
b) DVDs Late return Charges (Per day Static Library)							
- Band 1 (maximum charge £3.00)	£0.35			£0.35	01/04/2020	0.0%	NB
- Band 2 NOT IN USE							
- Band 3 (maximum charge £6.00)	£0.65			£0.65	01/04/2020	0.0%	NB
- Band 4 (maximum charge £9.00)	£0.95			£0.95	01/04/2020	0.0%	NB
d) Music CD's (per Week)							
- Band 1	£1.30			£1.30	01/04/2020	0.0%	NB
- Band 2 & 3	£2.60			£2.60	01/04/2020	0.0%	NB
e) Music CDs Late return Charges (Per day Static Library)							
- Band 1 (maximum charge £3.00)	£0.35			£0.35	01/04/2020	0.0%	NB
- Band 2 & 3 (maximum charge £6.00)	£0.65			£0.65	01/04/2020	0.0%	NB
g) Audio Books and Language Packs on CD (3 weeks):							
- Band 1	£1.60	£1.60	01/04/2020	0.0%	NB		
- Band 2 & 3	£2.60	£2.60	01/04/2020	0.0%	NB		

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Audio Visual Hire Charges	Discretionary	- Children in care, foster carers and people with reading impairment are exempt	Exempt	Exempt	01/04/2020		
		h) Audio Books & Language Packs Late Return Charges (Per day Static Library)					
		- Band 1 (maximum charge £4.50)	£0.08	£0.10	01/04/2020	25.0%	NB
		- Band 2 & 3 (maximum charge £7.50)	£0.12	£0.15	01/04/2020	25.0%	NB
		j) CD-ROM (per Week)					
		- Band 1	£1.60	£1.65	01/04/2020	3.1%	NB
		k) CD-ROM late return charges					
		Band 1 (per day static library) - maximum charge £3.00	£0.35	£0.40	01/04/2020	14.3%	NB
Charge for lost/damaged AV	Various	Various	01/04/2020		SR		
Vocal/Orchestral Play sets	Discretionary	a) Booking Fee per 4 month loan					
		- Vocal Scores Oxfordshire Borrowers					
		- per score with performance time of 5 minutes or less	£0.75	£0.80	01/04/2020	6.7%	NB
		- per score with performance time of more than 5 minutes	£1.85	£1.90	01/04/2020	2.7%	NB
		- Vocal Scores Non Oxfordshire Borrowers					
		- per score with performance time of 5 minutes or less	£1.45	£1.50	01/04/2020	3.4%	NB
		- per score with performance time of more than 5 minutes	£3.10	£3.20	01/04/2020	3.2%	NB
		- Orchestral Sets Oxfordshire Borrowers	£31.00	£32.00	01/04/2020	3.2%	NB
		- Orchestral Sets Non Oxfordshire Borrowers	£41.00	£42.00	01/04/2020	2.4%	NB
		- Play Sets	£5.50	£5.70	01/04/2020	3.6%	NB
		b) Overdue charge					
		- per week or part week, per loan, vocal or orchestral	£13.40	£13.70	01/04/2020	2.2%	NB
		- per playset, per day library open during first week (daily rate)	£0.50	£0.60	01/04/2020	20.0%	NB
- maximum per playset	£5.20	£5.30	01/04/2020	2.0%	NB		
c) Administration fee for performance sets supplied from outside Oxfordshire.	£7.50	£7.65	01/04/2020	2.0%	NB		

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Internet Service	Discretionary	A4 BW & Colour	£0.25	£0.25	01/04/2020	0.0%	SR
		A3 BW & Colour	£0.50	£0.50	01/04/2020	0.0%	SR
		Sales of memory sticks	£7.00	£7.00	01/04/2020	0.0%	SR
		Sales of headphones	£2.50	£2.55	01/04/2020	2.0%	SR
Hire of Accomodation	Discretionary	Hire of space Half day commercial use	£50.00	£70.00	01/04/2020	40.0%	EX
		Hire of space Full day commercial use	£100.00	£106.00	01/04/2020	6.0%	
		Hire of space Half day community use	£25.00	£28.00	01/04/2020	12.0%	
		Hire of space Full day community use	£50.00	£53.00	01/04/2020	6.0%	EX
Museum Service							
MRC Digital Imaging	Discretionary	Plain paper Digital Prints (pre-existing image)					
		- per copy on A4	£6.20	£6.40	01/04/2020	3.2%	SR
		- per copy on A3	£6.20	£6.40	01/04/2020	3.2%	SR
		Plain paper Digital Prints (created to order)					
		- per copy on A4	£10.30	£10.50	01/04/2020	1.9%	SR
		- per copy on A3	£10.30	£10.50	01/04/2020	1.9%	SR
		Photo paper Digital Prints (pre-existing image)					
		- per copy A4	£10.30	£10.50	01/04/2020	1.9%	SR
		- per copy A3	£10.30	£10.50	01/04/2020	1.9%	SR
		Photo paper Digital Prints (created to order)					
		- per copy on A4 (or smaller)	£14.50	£14.80	01/04/2020	2.1%	SR
		- per copy on A3 paper	£14.50	£14.80	01/04/2020	2.1%	SR
		Electronic files (automated scan, Archive, microform, or delicate sources including pre-existing scans of wills and parish registers)					

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
MRC Digital Imaging	Discretionary	- per sheet scanned	£1.60	£1.60	01/04/2020	0.0%	SR	
		Electronic files (pre-existing image, compressed)						
		- per image 700 pixels	£1.60	£1.60	01/04/2020	0.0%	SR	
		Electronic files (pre-existing image, compressed)						
		- per image 2250 pixels	£6.20	£6.40	01/04/2020	3.2%	SR	
		Electronic files (pre-existing image, uncompressed)						
		- per image 3200 pixels and above	£10.30	£10.50	01/04/2020	1.9%	SR	
		Electronic files (created to order, compressed)						
		- per image 2500 pixels	£10.30	£10.50	01/04/2020	1.9%	SR	
		Electronic files (created to order, uncompressed)						
		- per image 3200 pixels and above	£14.50	£14.80	01/04/2020	2.1%	SR	
		Other						
		- Use of Digital Camera/USB Memory Stick per day	£7.00	£7.00	01/04/2020	0.0%	SR	
		- Use of Digital Camera/USB Memory Stick per week	£20.00	£20.00	01/04/2020	0.0%	SR	
		Transfer to CD-R	£6.00	£6.00	01/04/2020	0.0%	SR	
		Publication Commercial						
- Per image	£45.00	£45	01/04/2020	0.0%	SR			
- Per extra instance of an image	£19.00	£19.	01/04/2020	0.0%	SR			
Internal Use Commercial								
-For use within organisation	£25.00	£26.00	01/04/2020	4.0%	SR			
MRC Reproduction Fees	Discretionary	One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	£75.00	£77	01/04/2020	2.7%	SR	
		One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	£125.00	£128	01/04/2020	2.4%	SR	

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
MRC Reproduction Fees	Discretionary	One programme, unlimited transmissions, worldwide - per image used, 0-6 years	£190.00	£194	01/04/2020	2.1%	SR	
		One programme, unlimited transmissions, worldwide - per image used, in perpetuity	£310.00	£317	01/04/2020	2.3%	SR	
		Publication: academic						
		- Per image used (1st image)	£14.50	£14.80	01/04/2020	2.1%	SR	
		- Per image used (2 images)	£10.88	£11.10	01/04/2020	2.1%	SR	
		- Per image used (3 images)	£9.72	£9.90	01/04/2020	1.9%	SR	
		- Per image used (4 images)	£8.99	£9.20	01/04/2020	2.3%	SR	
		- Per image used (5 images)	£8.70	£8.90	01/04/2020	2.3%	SR	
		- Per image used (6-10 images)	£7.98	£8.20	01/04/2020	2.8%	SR	
		- Per image used (11-15 images)	£6.82	£7.00	01/04/2020	2.7%	SR	
		- Per image used (16-20 images)	£6.09	£6.25	01/04/2020	2.6%	SR	
		- Per image used (21-40 images)	£3.77	£3.90	01/04/2020	3.4%	SR	
		- Per image used (41-60 images)	£3.05	£3.10	01/04/2020	1.8%	SR	
		- Per image used (61 or more images)	£2.61	£2.70	01/04/2020	3.4%	SR	
		Publication: local individuals, organisations and partners						
- Per use of one or more images	£20.00	£20	01/04/2020	0.0%	SR			
Hire of Accommodation	Discretionary	Location fee for use of Oxfordshire Museum/Museums Resource Centre or Swalcliffe Barn premises for film / TV / broadcast purposes per hour or part hour	£60.00	£62.00	01/04/2020	3.3%	EX	
		a) Oxfordshire Museum						
		- Exhibition Gallery						
		- per week	£205.00	£210.00	01/04/2020	2.4%	EX	
		b) Brewhouse						
		- Exhibition Gallery						
		- per month	£267.00	£273.00	01/04/2020	2.2%	EX	
		- 1/2 day Community Use	£27.00	£28.00	01/04/2020	3.7%	EX	
		- 1/2 day Commercial Use	£68.00	£70.00	01/04/2020	2.9%	EX	
		- per day - Community Use	£52.00	£53.00	01/04/2020	1.9%	EX	
		- per day - Commercial Use	£104.00	£106.00	01/04/2020	1.9%	EX	

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Hire of Accommodation	Discretionary	c) Coachhouse						
		- 1/2 day Community Use	£38.00	£39.00	01/04/2020	2.6%	EX	
		- 1/2 day Commercial Use	£81.00	£83.00	01/04/2020	2.5%	EX	
		- per day - Community Use	£64.00	£65.00	01/04/2020	1.6%	EX	
		- per day - Commercial Use	£143.00	£146.00	01/04/2020	2.1%	EX	
		d) MRC Education Lecture Room						
		- 1/2 day Community Use	£27.00	£28.00	01/04/2020	3.7%	EX	
		- per day - Community Use	£54.00	£55.00	01/04/2020	1.9%	EX	
		e) Provision of staff to support activities of hirer per hour						
		- during Museum open hours	£22.00	£22.50	01/04/2020	2.27%	SR	
		- out of Museum open hours	£34.00	£35.00	01/04/2020	2.9%	SR	
		f) Coach House charge for use outside normal hours plus staffing as necessary						
		Education use up to 3 hours	£50.00	£52.00	01/04/2020	4.0%	EX	
Commercial use up to 3 hours	£75.00	£77.00	01/04/2020	2.7%	EX			
Conservation & Exhibition Services	Discretionary	a) MRC						
		Remedial conservation - per hour	£62.00	£63.50	01/04/2020	2.4%	SR	
		c) Specialist Climate Controlled Collections Storage and Care per year						
		-Small Item (c.10x10x10cm)	£123.00	£126.00	01/04/2020	2.4%	SR	
		-Medium Item (c 20x20xx20cm)	£246.00	£251.00	01/04/2020	2.0%	SR	
		-Large Item (c.0.5 cubic meters)	£430.00	£440.00	01/04/2020	2.3%	SR	
		d) General Collections storage and Care per year						
		-Large Item	£492.00	£502.00	01/04/2020	2.0%	SR	
		e) Environmental Monitoring (per month)						
		- for 3 thermohygrographs	£57.00	£59.00	01/04/2020	3.5%	SR	
		Loan of datalogger and printout per period up to 2 months	£57.00	£59.00	01/04/2020	3.5%	SR	
		Environmental summary						
		f) Conservation Advice per hour	£57.00	£59.00	01/04/2020	3.5%	SR	
- per day	£461.00	£471.00	01/04/2020	2.2%	SR			
- per half-day	£231.00	£236.00	01/04/2020	2.2%	SR			

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Conservation & Exhibition Services	Discretionary	g) Museum Pest Management plus materials						
		- per day	£461.00	£471.00	01/04/2020	2.2%	SR	
		- per half day	£231.00	£236.00	01/04/2020	2.2%	SR	
		- per hour	£57.00	£59.00	01/04/2020	3.5%	SR	
		h) Hire of display equipment						
		Cases						
		- per day	£20.00	£21.00	01/04/2020	5.0%	SR	
		- per week	£100.00	£102.00	01/04/2020	2.0%	SR	
		- per month	£220.00	£225.00	01/04/2020	2.3%	SR	
		i) Training						
		- per day	£461.00	£471.00	01/04/2020	2.2%	SR	
		- per half day	£231.00	£236.00	01/04/2020	2.2%	SR	
		k) Documentation and storage of archaeological archives						
- site archive up to 3 archaeological storage boxes ((0.022m3)	£103.00	£105.00	01/04/2020	1.9%	SR			
-per archaeological storage box (0.022m3)	£67.00	£68.50	01/04/2020	2.2%	SR			
Museums Service Research Enquiries	Discretionary	- written reply to each enquiry per hour (or pro-rata) Minimum 30 minutes £20, Maximum 2 hours £80.	£40.00	£41.00	01/04/2020	2.5%	SR	
		- higher rate for businesses and profit-making organisations						
		per hour (or pro-rata) Minimum 30 minutes £26. Maximum 2 hours £120.	£60.00	£62.00	01/04/2020	3.3%	SR	
Microform Copying	Discretionary	Copying by Staff						
		- per A4 copy	£1.60	£1.60	01/04/2020	0.0%	SR	
		- per A3 copy	£1.60	£1.60	01/04/2020	0.0%	SR	
Administrative Charge	Discretionary	Minimum charge for providing an invoice for any service	£30.00	£30.00	01/04/2020	0.0%	SR	
MRC Photographic	Discretionary	Photographic Prints by External Photographer					SR	
Postage & Packing	Discretionary	- Reinforced Envelope in reinforced C4 envelope	£3.00	£3.00	01/04/2020	0.0%	SR	
		Cardboard Tube - Copies supplied in 450mm cardboard tube	£6.00	£6.00	01/04/2020	0.0%	SR	
		Disc Mailer - CR-ROM supplied in disc mailer	£6.00	£6.00	01/04/2020	0.0%	SR	
		Air Mail - additional to basic cost	£3.00	£3.00	01/04/2020	0.0%	SR	
Oxfordshire Museum Lecture Fees plus travel at current OCC rates	Discretionary	Per event	£65.00	£66.00	01/04/2020	1.5%	SR	

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Use of Oxfordshire Museum Garden for Wedding Photography	Discretionary	Per event	£91.00	£95.00	01/04/2020	4.4%	EX	
Learning & Access	Discretionary	School Sessions at The Oxfordshire Museum - up to 30 children	£80.00	£85.00	01/04/2020	6.3%	NB	
		Outreach School Sessions KS1 (approximately 1.25 hours)						
		- up to 30 children	£95.00	£99.00	01/04/2020	4.2%	NB	
		Outreach School Sessions KS2 (approximately 1.5 hours)						
		- up to 30 children	£115.00	£120.00	01/04/2020	4.3%	NB	
		School Box Loans						
		- per term	£33.00	£35.00	01/04/2020	6.1%	NB	
		Reminiscence Box Loans						
		- per 2 week loan	£22.00	£24.00	01/04/2020	9.1%	NB	
		Reminiscence sessions						
		- Maximum 15 participants	£22.00	£24.00	01/04/2020	9.1%	NB	
		Facilitated Community Group Visits to The Oxfordshire Museum						
		- per group during normal opening (approximately 2.5 hours)	£26.00	£27.00	01/04/2020	3.8%	NB	
		Family Learning Drop In at The Oxfordshire Museum						
- per child	£2.00	£2.00	01/04/2020	0.0%	NB			
- per family of up to 3 children	£5.00	£5.00	01/04/2020	0.0%	NB			

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
History Service							
Digital Imaging	Discretionary	Plain paper Digital Prints (pre-existing image)					
		- per copy on A4	£6.20	£6.40	01/04/2020	3.2%	SR
		- per copy on A3	£6.20	£6.40	01/04/2020	3.2%	SR
		Plain paper Digital Prints (created to order)					
		- per copy on A4	£10.30	£10.50	01/04/2020	1.9%	SR
		- per copy on A3	£10.30	£10.50	01/04/2020	1.9%	SR
		Photo paper Digital Prints (pre-existing image)					
		- per copy A4	£10.30	£10.50	01/04/2020	1.9%	SR
		- per copy A3	£10.30	£10.50	01/04/2020	1.9%	SR
		Photo paper Digital Prints (created to order)					
		- per copy on A4 (or smaller)	£14.50	£14.80	01/04/2020	2.1%	SR
		- per copy on A3 paper	£14.50	£14.80	01/04/2020	2.1%	SR
		Electronic files (automated scan of Archive, microform, or delicate sources)					
		- per sheet scanned	£1.60	£1.60	01/04/2020	0.0%	SR
		Electronic files (pre-existing digital image, excluding Picture Oxon images and hi-res tithe map images)					
		- per image or per page as appropriate	£0.80	£0.80	01/04/2020	0.0%	SR
		Electronic files (automated scan, Local Studies sources)					
		- per sheet scanned	£0.80	£0.80	01/04/2020	0.0%	SR
		Electronic files (pre-existing image, compressed)					
		- per image 700 pixels	£1.60	£1.60	01/04/2020	0.0%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Digital Imaging	Discretionary	Electronic files (pre-existing image, compressed)						
		- per image 2250 pixels	£6.20	£6.40	01/04/2020	3.2%	SR	
		Electronic files (pre-existing image, uncompressed)						
		- per image 3200 pixels and above	£10.30	£10.50	01/04/2020	1.9%	SR	
		Electronic files (created to order, compressed)						
		- per image 2500 pixels	£10.30	£10.50	01/04/2020	1.9%	SR	
		Electronic files (created to order, uncompressed)						
		- per image 3200 pixels and above	£14.50	£14.80	01/04/2020	2.1%	SR	
		Electronic files (digitised Tithe Maps)						
		- per image	£14.50	£14.80	01/04/2020	2.1%	SR	
		Other						
		- Digital copying permit (per day)	£7.00	£7.00	01/04/2020	0.0%	SR	
		- Digital copying permit (per week)	£20.00	£20.00	01/04/2020	0.0%	SR	
Transfer to CD-R	£6.00	£6.00	01/04/2020	0.0%	SR			
Reproduction Fees	Discretionary	Publication Commercial						
		- Per image	£44.00	£45.00	01/04/2020	2.3%	SR	
		- Per extra instance of an image	£19.00	£19.00	01/04/2020	0.0%	SR	
		Internal Use Commercial						
		-For use within organisation	£25.00	£26.00	01/04/2020	4.0%	SR	
		-Use on a website (per year) - per image	£60.00	£62.00	01/04/2020	3.3%	SR	
Broadcast Media (multi-platform, including streaming and online catchup servers)								

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Reproduction Fees	Discretionary	One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-6 years	£75.00	£77.00	01/04/2020	2.7%	SR	
		One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	£125.00	£128.00	01/04/2020	2.4%	SR	
		One programme, unlimited transmissions, worldwide - per image used, 0-6 years	£190.00	£194.00	01/04/2020	2.1%	SR	
		One programme, unlimited transmissions, worldwide - per image used, in perpetuity	£310.00	£317.00	01/04/2020	2.3%	SR	
		Publication: academic						
		- Per image used (1st image)	£14.50	£14.80	01/04/2020	2.1%	SR	
		- Per image used (2 images)	£10.88	£11.10	01/04/2020	2.1%	SR	
		- Per image used (3 images)	£9.72	£9.90	01/04/2020	1.9%	SR	
		- Per image used (4 images)	£8.99	£9.20	01/04/2020	2.3%	SR	
		- Per image used (5 images)	£8.70	£8.90	01/04/2020	2.3%	SR	
		- Per image used (6-10 images)	£7.98	£8.20	01/04/2020	2.8%	SR	
		- Per image used (11-15 images)	£6.82	£7.00	01/04/2020	2.7%	SR	
		- Per image used (16-20 images)	£6.09	£6.25	01/04/2020	2.6%	SR	
		- Per image used (21-40 images)	£3.77	£3.90	01/04/2020	3.4%	SR	
		- Per image used (41-60 images)	£3.05	£3.10	01/04/2020	1.8%	SR	
		- Per image used (61 or more images)	£2.61	£2.70	01/04/2020	3.4%	SR	
		Publication: local individuals, organisations and partners						
		- Per use of one or more images	£20.00	£20.00	01/04/2020	0.0%	SR	
		OHC USE OF PREMISES						
		Location fee for use of Oxfordshire History Centre premises for film / TV / broadcast purposes						
- per hour or part hour		£60.00	£62.00	01/04/2020	3.3%	EX		

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class	
Research Enquiries	Discretionary	- written reply to each enquiry per hour (or pro-rata) Minimum 30 minutes £20, Maximum 2 hours £80.	£40.00	£40.00	01/04/2020	0.0%	SR	
		- higher rate for businesses and profit-making organisations per hour (or pro-rata) Minimum 30 minutes £30. Maximum 2 hours £120.	£60.00	£65.00	01/04/2020	8.3%	SR	
Microform Copying	Discretionary	a) Self Service Copying						
		- per A4 copy	£0.80	£0.80	01/04/2020	0.0%	SR	
		- per A3 copy	£0.80	£0.80	01/04/2020	0.0%	SR	
		b) Copying by Staff						
		- per A4 copy	£1.60	£1.60	01/04/2020	0.0%	SR	
		- per A3 copy	£1.60	£1.60	01/04/2020	0.0%	SR	
Photocopies	Discretionary	Self Service Copying -						
		- per A4 copy	£0.25	£0.25	01/04/2020	0.0%	SR	
		- per A3 copy	£0.50	£0.50	01/04/2020	0.0%	SR	
		Local Studies -						
		Staff Operated Copying -						
		- per A4 copy	£0.80	£0.80	01/04/2020	0.0%	SR	
		- per A3 copy	£0.80	£0.80	01/04/2020	0.0%	SR	
		All Archive Documents and Delicate						
		- per A4 or A3 copy (ordered on-site)	£1.30	£1.30	01/04/2020	0.0%	SR	
- per A4 or A3 copy (ordered remotely)	£1.60	£1.60	01/04/2020	0.0%	SR			
Computer Printouts	Discretionary	Self Service Copying -						
		- per A4 copy	£0.25	£0.25	01/04/2020	0.0%	SR	
		- per A3 copy	£0.50	£0.50	01/04/2020	0.0%	SR	
		Staff Operated Copying -						
		- per A4 copy	£0.80	£0.80	01/04/2020	0.0%	SR	
		- per A3 copy	£0.80	£0.80	01/04/2020	0.0%	SR	

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Certificates	Discretionary	Per Copy -					
		Electoral register search certified letter		£12.00	01/04/2020	#DIV/0!	SR
		Motor Vehicle Registration copies	£12.00	£12.00	01/04/2020	0.0%	SR
		Baptism Certificates	£14.00	£14.00	01/04/2020	0.0%	NB
		Marriage Certificates	£10.00	£11.00	01/04/2020	10.0%	NB
Copies of Recordings	Discretionary	From Oral History (per CD)	£18.00	£18.00	01/04/2020	0.0%	SR
		From Oral History (per DVD)	£35.00	£35.00	01/04/2020	0.0%	SR
Minimum Charge	Discretionary	Minimum charge for providing copies	£5.20	£5.30	01/04/2020	2.0%	SR
Administrative Charge		Minimum charge for providing an invoice for	£30.00	£30.00	01/04/2020	0.0%	SR
Postage & Packing	Discretionary	- Reinforced Envelope in reinforced C4 envelope	£3.00	£3.00	01/04/2020	0.0%	SR
		Cardboard Tube - Copies supplied in 450mm cardboard tube	£6.00	£6.00	01/04/2020	0.0%	SR
		Disc Mailer - CR-ROM supplied in disc mailer	£6.00	£6.00	01/04/2020	0.0%	SR
		Air Mail - additional to basic cost	£3.00	£3.00	01/04/2020	0.0%	SR
Oxfordshire History Service Lecture Fees plus travel at current OCC rates	Discretionary	Per event	£70.00	£70.00	01/04/2020	0.0%	SR
USB memory sticks	Discretionary	per 4Bb-8Gb stick	£7.00	£7.00	01/04/2020	0.0%	SR

Review of Charges 2020/21 - Communities

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Coroners' Service							
Coroners Fees for disclosure after inquest	Statutory	Document disclosed by a coroner as a paper copy:					
		- document of 10 pages or less	£5.00	£5.00	01/04/2020	0.0%	
		- additional charge for each subsequent page	£0.50	£0.50	01/04/2020	0.0%	
		Document disclosed in any other medium, other than by email or as a paper copy - fee per document	£5.00	£5.00	01/04/2020	0.0%	
		Administrative fee for providing a copy of a recording (per CD or memory stick)	£5.00	£5.00	01/04/2020	0.0%	
		No fee shall be payable where a document is disclosed by email by a coroner to an interested person	£0.00	£0.00	01/04/2020	#DIV/0!	
		Transcription of an inquest hearing:					
		- copy consisting of 360 words or less	£6.20	£6.20	01/04/2020	0.0%	
		- copy consisting of between 361 words and up to and including 1,439 words	£13.10	£13.10	01/04/2020	0.0%	
		- copy consisting of between 1,440 words or more - first 1,440 words	£13.10	£13.10	01/04/2020	0.0%	
		- copy consisting of between 1,440 words or more - each additional 72 words or part thereof	£0.70	£0.70	01/04/2020	0.0%	
Innovation Hub - Other							
Charging for work of officers in innovation & research projects to other organisations.	Discretionary	Group Manager day rate		£594.00	01/04/2020	n/a	SR
		Team Leader day rate		£461.00	01/04/2020	n/a	SR
		Lead Area Specialist day rate		£420.00	01/04/2020	n/a	SR
		Support Officer		£390.00	01/04/2020	n/a	SR

Review of Charges 2020/21 - Children's Services

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Corporate Parenting - Riverside Centre							
Climbing wall (tower) hire for one day within Oxfordshire	Discretionary		£750.00	£780.00	01/04/2020	4.0%	SR
Recharge rate for SEND & Meadowbrook Schools			£22.50	£25.00	01/04/2020	11.1%	SR
First Staff member per half day (up to 3.5 hours).			£215.00	£230.00	01/04/2020	7.0%	SR
Second staff member per half day			£155.00	£170.00	01/04/2020	9.7%	SR
First Staff member per whole day (3.5hrs- 7hrs)			£286.00	£300.00	01/04/2020	4.9%	SR
Second Staff member per whole day			£227.00	£240.00	01/04/2020	5.7%	SR
Minibus hire to OCC approved groups			£77.50	£85.00	01/04/2020	9.7%	SR
Minibus per mile after first 100 miles per day			£0.18	£0.25	01/04/2020	38.9%	
Hire of Premises (cost of the building per day)			£65.00	£70.00	01/04/2020	7.7%	SR
Corporate Parenting - ATTACH							
Assessment	Discretionary	Per Hour	£125.00	£125.00	01/04/2020	0.0%	
Telephone Appointment		Per Half Hour	£60.00	£60.00	01/04/2020	0.0%	
Nurturing Attachments Group		Per Intervention	£1,250.00	£1,250.00	01/04/2020	0.0%	
Non-Violent Resistance Group		Per Intervention	£1,000.00	£1,000.00	01/04/2020	0.0%	
VIG		Per Intervention	£1,250.00	£1,250.00	01/04/2020	0.0%	
Stories for Attachment Group		Per Intervention	£500.00	£500.00	01/04/2020	0.0%	
Foundations for Attachment Group		Per Intervention	£800.00	£800.00	01/04/2020	0.0%	
Therapy		Per Hour	£125.00	£125.00	01/04/2020	0.0%	
Additional Hours		Per Hour	£62.50	£62.50	01/04/2020	0.0%	
Home to School Transport							
Contributions To School Transport (Per annum)	Discretionary	Under 3 Miles Pre & Post-16 Students	£370.64	£378.00	01/09/2020	2.0%	ZR
		Over 3 Miles Pre &	£690.72	£705.00	01/09/2020	2.1%	ZR

Review of Charges 2020/21 - Adult Services

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Urgent Response and Telecare Service: telecare equipment and monitoring form a call centre.							
URTS service - telecare level 1	Non- Statutory	Weekly	£5.00	£5.00	01/04/2020	0.0%	ZR or SR
URTS service - telecare level 2	Non- Statutory	Weekly	£10.00	£10.00	01/04/2020	0.0%	ZR or SR
Arrangement fees							
Annual charge for arranging homecare support for people who fund their own care	Non-statutory		£140.00	£145.00	01/04/2020	3.6%	
Annual charges for manging non-residential care for people who fund their own care	Non-statutory		£260.00	£265.00	01/04/2020	1.9%	
Daytime Support							
Service User Transport (single or return journey) where this is part of assessed need	Statutory	Single or Return Journey	£20.00	£20.00	01/04/2020	0.0%	NB
1:6 Respite & prevention (3 hour session)	Statutory	3 hour Session	£19.00	£21.00	01/04/2020	10.5%	NB
1:2 Active Support (3 hour session)	Statutory	3 hour Session	£28.00	£30.00	01/04/2020	7.1%	NB
1:1 Support (3 hour session)	Statutory	3 hour Session	£62.00	£64.00	01/04/2020	3.2%	NB
2:1 Support (3 hour session)	Statutory	3 hour Session	£112.00	£114.00	01/04/2020	1.8%	NB
Hourly cost of attendance outside of core hours	Statutory	per hour	£21.00	£23.00	01/04/2020	9.5%	NB
Lunchtime meal	Statutory	per meal	£2.08	£2.29	01/04/2020	10.0%	SR
Hire of Sensory Room	Statutory	per hour	£3.07	£3.38	01/04/2020	10.0%	NB or SR
Hire of Room (no equipment provided)	Statutory	per hour	£16.00	£20.00	01/04/2020	25.0%	ZR
Music, Art and Boom Groups	Statutory	per session	£5.00	£5.50	01/04/2020	10.0%	NB or SR
SMILE	Statutory	per session	£5.00	£5.50	01/04/2020	10.0%	NB or SR

Review of Charges 2020/21 - Adult Services

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class		
Money Management									
Court of Protection income	Statutory	Category 1:							
		Work up to court order	£745.00	£745.00	01/04/2020	0.0%	NB		
		Category 2 Property & Annual Management Fee	£775.00	£775.00	01/04/2020	0.0%	NB		
		Yr2 & subsequent yrs or max 3.5% of net assets if less than £16,000	£650.00	£650.00	01/04/2020	0.0%	NB		
		Deputy for Health & Category 3 Property	£555.00	£555.00	01/04/2020	0.0%	NB		
		Category 4 Annual report	£300.00	£300.00	01/04/2020	0.0%	NB		
		Category 5 Preparing Tax	£216.00	£216.00	01/04/2020	0.0%	NB		
		Preparation of basic HMRC income tax return	£70.00	£70.00	01/04/2020	0.0%	NB		
		Preparation of complex HMRC income tax return	£140.00	£140.00	01/04/2020	0.0%	NB		
		Section 12, Fixed cost direction of travel	£40.00	£40.00	01/04/2020	0.0%	NB		
		Charge per hour for work in relation to estates of deceased clients	Discretionary	per hour	£105.00	£115.00	01/04/2020	9.5%	SR
		County Print Finishers							
		County Print Finishers is a Supported Business, operated by the council's employment service, Oxfordshire Employment. The primary function of a supported business is to support those with a disability (as defined in The Equality Act 2010) or health barrier preventing them securing employment. County Print Finishers provides a range of work and work preparation services through the provision of print, data destruction and packaging services. These services are provided to the public on a cost recovery basis, using print-industry pricing software ensuring that the council's costs are recovered from all work undertaken.							
Other Adult Social Care Services are governed by the Care and Support Statutory Guidance issued under the Care Act 2014 and the Council's Adult Social https://www.oxfordshire.gov.uk/residents/social-and-health-care/adult-social-care/legal-and-money-issues/paying-care/services-we-charge									

Review of Charges 2020/21 - Customers and Organisational Development

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Customer Service Centre							
Concessionary Fares	Discretionary	Card issue and admin	£10.00	£10.00	01/04/2020	0.0%	NB
Disabled Parking	Discretionary	Card issue and admin, assessment service	£10.00	£10.00	01/04/2020	0.0%	NB
Human Resources							
Job Evaluations for Academies	Discretionary	Ad-Hoc/ Re-evaluation of a Role per role	£100.00	£164.00	01/04/2020	64.0%	SR
		Rate per hour if it takes more than 25 hours per role	£150.00	£246.00	01/04/2020	64.0%	SR

Review of Charges 2020/21 - Commercial Development, Assets and Investment

Charge	Discretionary or Statutory	Unit	Current Charge	Proposed Charge	Proposed date effective from	Change %	VAT Class
Legal Services							
Section 106 and other Charges (OUTS)	Statutory & Discretionary	Hour	£190.00	£195.00	01/04/2020	2.6%	SR
Legal Hub (OUTS)	Discretionary	Hour	£100.00	£100.00	01/04/2020	0.0%	SR
Legal Hub (OUTS) - apprentices	Discretionary	Hour	£85.00	£85.00	01/04/2020	0.0%	SR
West Berks/Probation, Thames, Henley TC	Discretionary	Hour	£95.00	£95.00	01/04/2020	0.0%	SR
Academies	Discretionary	Hour	£150.00	£153.00	01/04/2020	2.0%	SR
Schools	Discretionary	Hour	£90.00	£90.00	01/04/2020	0.0%	SR
Town Councils	Discretionary	Hour	£95.00	£95.00	01/04/2020	0.0%	SR
Litigation costs	Discretionary	Hour	£0.00	£195.00	01/04/2020	n/a	SR
Educational Appeals							
Academies - Admissions - Lodged	Discretionary	per appeal	£20	£20	01/04/2020	0.0%	SR
Academies - Admissions - Lodged & Listed	Discretionary	per appeal	£100	£100	01/04/2020	0.0%	SR
Academies -Admissions- Full Service including Clerking	Discretionary	For each appeal per day	£189	£196	01/04/2020	3.7%	SR
Academies - Exclusions	Discretionary	Per exclusion up to 25 hours	£1,243	£1,268	01/04/2020	2.0%	SR
		Per hour if exceeds 25 hours	£39	£40	01/04/2020	2.6%	SR
Governance							
Councillor Complaints - South Northants	Discretionary	per hour	£100	£100	01/04/2020	0.0%	SR
Information Management							
Information advice	Discretionary	per hour		£50	01/04/2020		SR
Risk Assessments	Discretionary	Per assessment (est 10hrs)		£500	01/04/2020		SR
Information Sharing Agreement	Discretionary	Per assessment (est 15hrs)		£750	01/04/2020		SR

Cross-Cutting Service and Community Impact Assessment (SCIA)

Medium Term Financial Plan 2020/21-2023/23

Context

Oxfordshire County Council has delivered significant savings over the last decade, both as part of our role in bringing down the public sector deficit through reduced government funding, and in order to reinvest in meeting demand growth and funding priorities.

The County Council's budget is designed to enable us to meet our key priorities for a Thriving Oxfordshire – thriving people, thriving communities, and a thriving economy. This is achieved through priority-based budget setting and listening to residents so that we can continuously improve our services and provide value for money.

Meeting the rising demand of caring for older people, adults with disabilities and keeping children safe remain key priorities.

To meet these pressures, we need to work more efficiently, redesign our services delivery to reflect the changing needs of our communities and maximise our income and investment opportunities.

Service and Community Impact Assessments

At each annual budget, and when major changes are proposed outside of the budget setting process, Service and Community Impact Assessments (SCIAs) enable us to review the potential impact of new and updated policies and service delivery decisions on specific individuals, communities, partner organisations and providers.

A SCIA does not guarantee that a change will never have a negative impact but it is intended to ensure policies meet the diverse needs of individuals. SCIAs also ensure that the outcomes of a proposal are considered, with the potential benefits maximised and possible challenges mitigated, to the extent possible within the overall funding available.

We publish the SCIAs produced every year during the budget setting process, in addition to completing an overarching SCIA drawing together the information from across the budget into a coherent high-level assessment.

In considering the impact of budget proposals before they are formally agreed, the Council undertakes a detailed process of democratic and community engagement. This includes:

- Using the Oxfordshire Joint Strategic Needs Assessment of health and wellbeing needs, and the associated Equalities Briefing, to consider the impact of proposals as they are drawn up, as SCIAs for each proposal are developed, and as the cross-cutting SCIA is prepared. The Council's

JSNA can be found here: <http://insight.oxfordshire.gov.uk/cms/joint-strategic-needs-assessment>

- A democratic process including agreement of proposals by Cabinet, analysis and comment on those proposals by Performance Scrutiny, and adoption of a budget by Full Council, at each of which the public, and representatives of particular organisations or population groups, are entitled to request to speak, in order

Individual SCIA's are produced for each proposal to ensure the appropriate level of detailed analysis is completed and action taken where identified to mitigate any potential negative impacts and maximise potential benefits and so that all decisions are taken with full understanding of their potential implications.

Equalities

Section 149 of the Equalities Act 2010 ("the 2010 Act") imposes a duty on the Council to give due regard to three needs in exercising its functions. This proposal is such a function. The three needs are:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic, and those who do not.

Complying with section 149 may involve treating some people more favourably than others, but only to the extent that that does not amount to conduct which is otherwise unlawful under the new Act.

The need to advance equality of opportunity involves having due regard to the need to:

- remove or minimise disadvantages which are connected to a relevant protected characteristic and which are suffered by persons who share that characteristic,
- take steps to meet the needs of persons who share a relevant protected characteristic and which are different from the needs other people, and
- encourage those who share a relevant characteristic to take part in public life or in any other activity in which participation by such people is disproportionately low.
- take steps to meet the needs of disabled people which are different from the needs of people who are not disabled and include steps to take account of a person's disabilities.

The need to foster good relations between different groups involves having due regard to the need to tackle prejudice and promote understanding.

These protected characteristics are:

- age
- disability

- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – this includes lack of belief
- sex
- sexual orientation
- marriage and civil partnership

Assessing Service and Resource Planning Proposals:

Potential Impact on Individuals and Communities:

- **Age**

Oxfordshire's population during the last JSNA assessment in March 2019 was estimated to be 682,400. The 85+ population is predicted to increase by 63% (10,900) by 2032.

The proposal to reduce care home placements by 1% (approximately 7-8 placements) is more likely to impact on older people. Our overarching aim is to ensure that people are supported to live in their own homes as independently as possible for as long as possible. In order to mitigate the loss of care home placement packages, better support will be provided to enable people to stay in their own homes which is in line with the wishes of older people who were consulted as part of developing our Older People's Strategy.

For younger people, the JSNA highlights that Oxfordshire has a higher than average rate of people aged 0-4 and 20-24 but this includes students attending the universities.

The proposal to reduce floating support for people at risk of homelessness by up to 5% may result in greater pressure on adult and young people's homelessness pathway services and may have an adverse effect on families, particularly children who may need to move or miss education if at risk of homelessness. Further work will be required to fully understand the potential impact of this and develop appropriate mitigating actions, working closely with Children and Family Services, providers, and service users. A full impact assessment will be developed alongside the proposal itself.

The proposal to increase self-testing services for sexually transmitted infections (STIs) and HIV as part of the Integrated Sexual Health Service (ISHS) may impact more positively on younger people. The proposal involves users accessing self-sampling testing kits through the post rather than needed to attend a sexual health clinic for a face-to-face appointment. Intelligence gathered from service users as part of moving to the tariff-based system suggested that an online service may appeal more to those aged under 25 than those aged 35+. In order to appeal to all age groups, face-to-face appointments will still be offered alongside the promotion of the digital service.

- **Disability**

The JSNA highlights that around 16% of the South East population has a known disability which would equate to around 129,700 people in Oxfordshire.

Proposals to reduce care home placements by 1% will be offset by facilitating people to live independently in their own homes for as long as possible and this would include those living with long-term health conditions and disabilities.

The Learning Disability outreach service currently supports 51 adults with a learning disability. The proposal will see services purchased by individuals through their personal budgets when the contract comes to an end. To mitigate the effects of this change, the Council is currently developing its strength-based approach to community services which will focus on prevention and may result in lower demand for the service. For individuals affected by the change, the Council will work with providers to understand how provision can be prioritised and delivered. A full impact assessment will be developed alongside the proposal itself to consider the potential impact and mitigating actions. The Council will ensure it continues to comply with its statutory duties under the Care Act and meet the care needs of people who are eligible.

In Oxfordshire, whilst levels of smoking are generally relatively lower, it is noticeably higher for those with a serious mental illness (36.4% locally, compared to 38.5% regionally and 40.5% nationally) and 22.7% of those living with a long-term mental health condition are likely to be smokers. These groups will continue to be a priority area for advice and support.

- **Gender reassignment**

No specific issues relating to gender reassignment have been assessed as likely to be impacted as a result of this budget round. The Integrated Sexual Health Service (ISHS) already provides services for those who have undergone gender reassignment and will continue to do so.

- **Pregnancy and maternity**

Whilst smoking levels in the County are relatively low at 10.4%, the proportion of women who smoke whilst they are pregnant is 7.5% in the County compared to 9.7% regionally and 10% nationally. The proposal to move from a universal smoking cessation service towards a targeted service that focuses on tobacco control will therefore continue to have pregnant women and young mothers who smoke as a high priority area for targeted support. Further engagement will take place with smokers and non-smokers as part of a wider needs assessment for the service.

- **Race – this includes ethnic or national origins, colour or nationality**

In 2011 107,000 people in Oxfordshire were of an ethnic minority background which was an increase of 60,900 from 2001. The JSNA highlights that around 16% of the county's population is from an ethnic minority background.

The floating support service that aims to prevent people being made homeless is often used by Black and Ethnic Minority communities, particularly Asian women and non-white British people. Proposed reductions in the service may be more likely to affect these groups. To mitigate this, service providers will be encouraged to collaborate and share expertise to ensure that services are sensitive to cultural needs and individuals are able to access appropriate support. A full impact assessment will be developed alongside the proposal, including engagement with current providers and service users, to inform further mitigating actions where appropriate.

- **Religion or belief – this includes lack of belief**

No specific issues relating to religion or belief have been assessed as likely to be impacted as a result of this budget round.

- **Sex**

Asian women are a more common user of the homeless prevention floating support service, it is our intention that we encourage service providers to work together and share good practice to be aware of cultural sensitivities and to ensure that this group continues to receive the support that they need.

- **Sexual orientation**

Our sexual health screening services actively encourage men who have sex with men to get regular tests as this group is at higher risk of STIs and HIV, the proposed budget changes will not affect promotion to this group.

- **Marriage and civil partnership**

No specific issues relating to marriage and civil partnership have been assessed as likely to be impacted as a result of this budget round.

- **Rural communities**

Oxfordshire is the most rural county in the South East and the majority of residents are concentrated in Oxford city centre. Rural districts have a much higher proportion of older people. In 2017 the older population made up around 20% of people living in rural areas compared to 12% in the city centre this means that our proposal to reduce care home placements by 1% may be more likely to affect people living in rural areas if they are older.

The proposal to increase the availability of online/self-testing STI screening may be a benefit to people living in rural areas as they would otherwise need to travel to attend a face-to-face appointment.

The proposal to remove the Oxfordshire Fire and Rescue Resilience Pump may result in reduced operational cover in more rural communities which otherwise rely on on-call Firefighters to provide emergency response. In order to mitigate against this, the changes are initially being introduced on a trial basis for the first two years to assess the impact and wholtime staff will be able to provide more flexible cover including at different locations.

- **Areas of deprivation**

Oxfordshire has low overall levels of deprivation relative to England overall. However there are ten areas in Oxford City, four in Banbury and one in Abingdon which fall within the 20% most deprived areas in the country, with two of the Oxford city areas falling within the 10% most deprived. Inequalities also exist beyond these specific areas, with averages across an area not always telling the story of the individuals and families within it.

These communities and individuals are necessarily often more frequent users of many public services. The overall budget proposals have been developed with the objective of effectively targeting services so that we continue to meet our obligations to protect the most vulnerable and fulfil our statutory duties.

The proposal to increase the availability of online/self-testing STI screening may benefit people living in areas of deprivation. Online service will increase access to service which will be delivered to the choice and convenience of service users.

17% of people who work in routine and manual occupations in Oxfordshire are likely to be smokers (compared to 25% regionally and 25.4% nationally) and are also more likely to live in areas of deprivation. This group will therefore remain a priority area for support to stop smoking.

Potential Impact on Staff:

Proposals to reduce the number of hot desks available at Jubilee House will have a potential impact on Oxfordshire County Council staff that use these facilities as there will fewer places to work at this location. Consultation with staff has been undertaken prior to the proposal and has highlighted that current hot desks are not used at full capacity; staff will also be able to use Wi-Fi facilities in breakout areas if all hotdesking facilities are in use.

Potential Impact on other Council services:

Proposals to reduce community outreach facilities for adults with learning disabilities and people at risk of homelessness may increase demand on other service areas including those delivering statutory services. There may also be increased work for Customer Services, complaints and social work teams as any changes are implemented, this will be mitigated by preparing a full communications plan to ensure staff are aware of changes and how to signpost to advice.

A full needs assessment will be undertaken prior to implementing any proposed changes in order to understand the potential impact on other service areas and we will continue to work with voluntary and partner organisations to explore alternative methods of service delivery.

Potential Impact on Providers:

The proposal to remove four minor civils gangs (contractors who carry out minor highways repairs and are funded through the capital programme) may impact on our provider (SKANSKA). Mitigations are in place to redeploy individuals affected wherever possible and have been accepted by the provider.

Reducing the overall number of care placements may put additional pressure on services that provide support at home, the Council is committed to developing a range of different services that provide this care as set out in its most recent Market Position Statement.

The proposal to reduce Community Outreach service contract value may affect the financial viability of the voluntary and community sector providers that currently deliver these services. We will work with providers to stage any reductions in staffing and activity in line with reductions in income.

Social Value

If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area.

How might the proposal improve the economic well-being of the relevant area?

The budget proposals are intended to maximise the economic wellbeing of the area, both by working more efficiently, redesigning our services delivery to reflect the changing needs of our communities and maximising our income and investment opportunities.

Meeting the rising demand of caring for older people, adults with disabilities and keeping children safe remain key priorities. This includes ensuring that any negative financial impact on individuals is minimised and that the sustainability of provision is maintained and improved.

How might the proposal improve the environmental well-being of the relevant area?

The Council has acknowledged the climate emergency, and made a number of commitments to address this by reducing its own use of carbon and encouraging others to do the same. All proposals have been developed within this context, and will be tested to ensure their climate and overall environmental impact is minimised.

Some proposals (such as implementation of LED streetlighting) are intended to have a direct positive impact on the environment, whereas others (such as reducing care home placements and people being supported in their own homes for longer) could have an indirect impact by reducing people's need to travel to visit family and friends.

CABINET – 21 JANUARY 2020

Service and Resource Planning 2020/21 – 2023/24

Comments from the Performance Scrutiny Committee

The January meeting of the Performance Scrutiny Committee considered the proposed budget for 2020/21, Medium Term Financial Plan to 2023/24, Capital Programme to 2029/30 along with the draft Corporate Plan and Outcomes Framework. This has differed from previous years where the Committee would consider this during December and January because of the General Election in 2019.

This report details the comments raised by the committee in relation to 2020/21 – 2023/24 Service and Resource Planning for consideration by Cabinet in agreeing its proposed budget.

In relation to pressures and savings made the following overarching points:

- The Committee is supportive of the invest to save measures outlined in the proposed budget and is keen to monitor the return on this investment during the next financial year
- The Committee is pleased to see specific actions in place to address our declaration of a climate emergency

The committee also made a number of specific comments in relation to directorate proposals, as follows:

Communities:

- The Committee are pleased to see commitments in the budget to developing a holistic approach to active and healthy travel particularly if this leads to the development of a county-wide cycle network and encouraged officers to work directly with Councillors (ref: 21COM6)
- Greater clarity is needed between the funding to address the climate action emergency and air quality monitoring, whilst the two aspects are linked it should be made clear that these are both distinct areas of work (ref: 21COM7)
- Greater clarity is needed to explain what a 'minor civil works gang' is and how the staff involved in this will be redeployed, particularly where this is to support a great level of locality-based working (ref: 21COM45 and 21COM31)

Commercial Development, Assets and Investment:

- The Committee requested a more detailed paper at a future meeting to understand the costs associated with bringing our assets to a satisfactory operating level (ref: 21CDA112)

Public Health:

- The Committee were impressed with the strategic approach taken by Public Health and the desire to make greater use of health inequalities data to inform service provision. This was particularly evident from the proposals to target smoking cessation provision (ref 21PH11), working to support the Family

Safeguarding Model (ref: 21PH5) and the increased capacity in weight management services (ref: 21PH6)

- The Committee were also pleased with the proposed introduction of online testing for STIs. This provides an additional confidential means of testing and it will also make it easier for those living in rural communities to access such services (21PH9)

Children's Services:

- The approach to the children's services element of the budget is different to what we have seen in previous years, continued rising demand in the areas of Educational, Health and Care Plans; school transport and school exclusions are being addressed through an 'invest to save' approach and the Committee intends to monitor the return on investment throughout the forthcoming year
- The Committee understands that the continued rise in demand is mirrored nationally and, in many instances, a national solution is needed. In particular, the Committee discussed the issues associated with school exclusions when the local authority is still held accountable for the overall number of exclusions, despite the individual decisions now being the responsibility of individual schools/academies. The Committee would encourage Cabinet to lobby the government for change on this issue
- The Committee also noted that Ofsted school inspections have highlighted safeguarding duties as an area of concern at a number of schools in recent inspections and where there are instances that require the County Council to intervene in such situations, the Committee asks that consideration is given to recharging these costs to academies
- The Family Safeguarding Model has the potential to dramatically change the way we work with families and schools and the Committee requested that it is kept informed with developments of the model, particularly whether the new model results in improved retention rates for social workers

Adult Social Care:

- The Committee supports the approach being taken in Adult Social Care to enable an earlier response, better use of family and community assets and being more innovative in meeting service demand. It hopes that the funding dedicated to social care innovation (21AD3) produces results and is keen to be kept informed of developments
- The Committee supports the development of a new sustainable home care relationship, particularly given that the county has the second highest hourly rates for home care in the country. Councillors requested a more detailed briefing on home care costs at a future meeting
- The Committee is supportive of the additional funding for the transformation of mental health and autism (21AD11 and 21AD12) and the decision not to implement the previous staffing reduction (20AD19) and is keen to explore the implications of this as part of the mental health outcomes contract item scheduled for the next Committee meeting

Corporate Plan and Outcomes Framework:

The Committee made the following observations on the draft Corporate Plan and Outcomes Framework:

- In relation to any content about schools, the Council should be clear where it has a direct responsibility to deliver or only the ability to influence change
- The Committee felt that measures in relation to children were too specific and requested further consideration of any which might help to demonstrate how the Council is improving the life experience of children and young people in
- There should be consideration given to including clearer measures in the outcomes framework in relation to our income generating activities/aspirations
- The Committee queried whether information from FixMyStreet was an accurate measure of pothole repairs and customer satisfaction with highways issues
- Noted that more work is needed to develop measures for the Council's new approach to locality working

Review of Fees and Charges:

The Committee requests the Cabinet considers further increase to fees and charges in relation to pre-application planning advice for major developments and highways advice on the basis that these costs can be afforded by major developers.

Capital and Investment Strategy and Capital Programme:

The Committee were pleased that the Capital Programme includes plans to establish a £2.5m fund to address climate action following the resolution by Council to declare a climate emergency and requested assurances that the recently established Cabinet Advisory Group (CAG) for Climate Action would be consulted on use of the fund and that a diverse range of options would be considered.

Councillor Liz Brighthouse
Chairman of the Performance Scrutiny Committee

January 2020