OXFORDSHIRE COUNTY COUNCIL

Action and Recommendation Tracker
Place Overview & Scrutiny Committee

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

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

KEY	No progress reported (R)	In progress (Y)	Complete (G)

Meeting date	Item	Action/recommendation	Responsible person	Timescale	Last reviewed	R/Y/G	Update/response
16/11/22	17/22 - Central Oxfordshire Travel Plan	**Recommendation 1:** That the Council develops a set of targets for modal shift for the COTP which correlate with the LTCP's modal shift targets	Bill Cotton, Corporate Director – Environment and Place	29/11/2023	JF	Y	**Accepted** *This will be developed so that an informed target can be used for the COTP. This needs to be assessed against the overall LTCP targets. Details of these locally specific targets will be provided within an updated COTP (phase 2). The COTP sets out that the plan is a living document and will be reviewed and updated within 5 years of its approval. As part of the work to develop a monitoring mechanism for LTCP, it has so far not been possible to identify a robust mechanism to be used at a local (district or town) level. In line*

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							with AR8/22 above, we are continuing work to refine our methodology.
16/11/22	17/22 - Central Oxfordshire Travel Plan	**Recommendation 2:** That the Council publishes its measures and targets for the COTP, and levels below which different levels of intervention will be triggered in the proposed COTP plans if the project is not working. And that the Council clarifies where this performance will be reported to	Bill Cotton, Corporate Director – Environment and Place	29/11/2023	JF	Y	**Partially Accepted** *The 22 actions of COTP summarise the measures proposed to be delivered by COTP. The targets for COTP are set out in the LTCP. As noted in recommendation 1 a further set of locally specific modal targets will also be developed. As set out within COTP, progress on delivering the measures and targets will be undertaken through the monitoring of a set of key performance indicators (KPIs). This is anticipated to be undertaken on an annual basis consistent with wider LTCP monitoring. For some of the LTCP targets there are interim target deadlines these will help to inform whether further intervention is required.* *Performance and monitoring on COTP will be annually reported as part of LTCP monitoring processes and was included in the 2022/23 LTCP monitoring report for Cabinet.*
16/11/22	17/22 - Central Oxfordshire Travel Plan	**Recommendation 3:** That taking on good practice from Waltham Forest the Council partners with Oxford City Council to undertake customer surveys relating	Bill Cotton, Corporate Director – Environment and Place	29/11/2023		Y	**Partially Accepted** *It is agreed that the undertaking of customer surveys on mode and average spend per mode is a relevant and informative piece of data, however that this is a level of detail appropriate to individual schemes and not the wider*

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		to the modes of transport used to access shops, and the average spend per mode, and that this work informs a forthcoming Economic Impact Assessment of the COTP proposals					*travel plan. Economic Impact Assessments are also appropriate to be undertaken at an individual scheme level rather than for the overarching travel plan document.*
16/11/22	18/22 - Traffic Filters	**Recommendation 12:** That the Council undertakes work around Personal Travel Planning alongside the Traffic Filters proposals	Bill Cotton, Corporate Director – Environment and Place	29/11/2023	AW	Y	**Partially Accepted** *Council officers will work with schools, employers and other major traffic generators in the city on this although, as ever, funding and resources available will require a degree of prioritisation.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 1: T**hat the Council is mindful to build in as much flexibility as possible to its s.106 agreements at negotiation and agreement stages.		24/07/2024			**Accepted subject to compliance with statutory provisions** *This action is being progressed within the S106 review workstream to review standard wording of agreements to, wherever possible, include appropriate flexibility for future agreements. Please note that there will always be scenarios whereby planning obligations are secured for specific items of infrastructure albeit officers are cognisant of the need for flexibility where possible.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 2:** That the Council holds conversations with non-CIL collecting district councils in the county to emphasise the benefits of collecting CIL funding over s.106 contributions		24/07/2024			**Accepted** *It is recognised there are benefits of operating CIL, albeit there will always be a need to operate a dual system with s.106 agreements for specific requirements needed to enable the grant of planning permission. Notwithstanding*

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							this, officers continue to discuss proposals for CIL implementation with Cherwell District and West Oxfordshire District Councils. The decision to implement CIL is a matter for those councils but it is expected in both cases that consultation on draft charging schedules will be held in 2024. In addition, discussions are underway to discuss the County's existing CIL arrangements with Oxford City, South Oxfordshire and Vale of White Horse Councils. There is a long-established process in place with South Oxfordshire and Vale of White Horse Councils for how the County accesses CIL monies to help support delivery of strategic infrastructure, which has recently been enhanced to speed up the transfer of monies through a less onerous approach to funding agreements between the Councils There is not the same structure in place for how the County accesses CIL collected in Oxford City. This is recognised as a priority for the County to resolve with contact made with City Council officers to review this as they progress their new Local Plan and CIL Charging Schedule in 2024.
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 3:** That the Council's progress review of s. 106 funded infrastructure projects provide, for each project, an easy to read		24/07/2024			**Accepted** *This work is ongoing as part of the S106 review project with the information currently held within the Council's*

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		summary of the barriers, constraints and trigger points it is subject to.					*planning system being linked to Microsoft Power BI, which is a relatively new platform that allows self-service access for users to find information relating to developer contributions by service and division area. The functionality of this technological enhancement remains in development, but it is anticipated that this will be made available for County Councillors to be able to review available funds and progress.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 4:** That the Council involves local members throughout the full process of infrastructure delivery in their areas via, in the first instance, its Locality meetings.		24/07/2024			**Accepted** *Members are recognised as needing to be regularly informed about infrastructure delivery in the divisions they represent. As mentioned above, an enhancement for how information is accessed and discussed with officers is in development. The Locality meetings will continue to have due oversight on infrastructure planning and delivery going forward. By way of an initial update, Annex A provides a summary of s.106 monies available by service area within each Locality Area and which will form the basis of further discussion with regard to delivery at the next round of Locality meetings.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 5:** That the Council improves the involvement and communication between all stakeholders in the infrastructure delivery process, particularly between		24/07/2024			**Accepted** *This is an ongoing action that forms a key part of the S106 Project Review. The specific action in this regard is a process mapping review that will identify not only*

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		the negotiation and delivery teams, and the delivery teams and the wider Council.					*the most effective way of negotiating and collecting developer contributions but also how stakeholders are engaged in the process. The process mapping review will take place through Spring 2024.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 6:** That the Council invests in its infrastructure delivery, including project management, to enable it to reach a high level of efficiency and effectiveness, reducing delays or the threat of handing back developer contributions for undelivered infrastructure.		24/07/2024			**Partially Accepted subject to corporate resource planning** *This is an ongoing action that is being addressed in part through the implementation of the recent Environment and Place directorate reorganisation, which added resource in its infrastructure delivery functions. Recruitment to these posts is ongoing and once completed is expected to increase the levels of efficiency required to address this recommendation.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 7:** That the Council leads on improving strategic coordination between tier 1 and tier 2 authorities in the county via the Future Oxfordshire Partnership to embed necessary infrastructure requirements for the achievement of the LTCP targets in the next iteration of the OXIS.		24/07/2024			**Accepted where possible to do so** *Since the December 2023 meeting, county officers have taken a lead role in progressing the procurement to update OXIS as part of the Future Oxfordshire Partnership Infrastructure Advisory Group workstream. The project brief has been agreed and subject to procurement input expected to go out for tender in Spring 2024. Delivery against key strategies such as LTCP will be an integral part of the OXIS project*
06/12/23	Infrastructure Funding	**Recommendation 8:** That a back-casting exercise from 2030 in reference		24/07/2024			**Accepted**

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	Statement 2022/23	to the OXIS refresh be undertaken and the required investment in infrastructure to achieve LTCP targets to be compared with current plans and the OXIS be updated as necessary.					*The consultant for the OXIS update will take forward this action once appointed.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 9:** That the Council develops a pipeline of infrastructure projects, particularly around Active Travel.		24/07/2024			**Accepted** *This is being actioned through the Capital Programme and supporting capital boards that have been set up to develop a pipeline of infrastructure projects that is aligned to the Council's corporate priorities.*
06/12/23	Infrastructure Funding Statement 2022/23	**Recommendation 10:** That the Council undertakes an audit of its spending on pavements, streetlighting and other walking infrastructure.		24/07/2024			**Partially Accepted** *This action has not progressed due to current resource pressures. This action will, however, been referred to the corporate audit team to take forward as part of their future work programme.*

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Transport Policy Development Working Group

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15/06/22	13/22 – Report of the Transport Policy Development Working Group	**Recommendation 7**: Cabinet Members and relevant officers, before making decisions or bid submissions on active transport infrastructure projects, personally acquaint themselves with what it is like to travel on the route in question	Bill Cotton, Corporate Director – Environment and Place	From July 2022	12/07/22	Y	**In progress** *It is proposed that this will be included in the update of the walking and cycling design standards. It is suggested that due to cabinet member and officer time and resources, that decisions to visit sites are taken on a case by case basis. It was therefore proposed that the action is amended: "On a case by case basis, Cabinet Members and relevant officers, before making decisions or bid submissions on active transport infrastructure projects, personally acquaint themselves with what it is like to travel on the route in question."*