

Notice of a Meeting

Growth & Infrastructure Scrutiny Committee Thursday, 22 September 2011 at 10.00 am County Hall

Membership

Chairman - Councillor David Nimmo-Smith
Deputy Chairman - Councillor Nicholas P. Turner

Councillors:

Anne Purse	Pete Handley	John Tanner
Roger Belson	Charles Mathew	David Turner
Michael Gibbard	Keith Strangwood	

Notes:

Date of next meeting: 20 October 2011

What does this Committee review or scrutinise?

- Transport; highways; traffic and parking; road safety (those areas not covered by the Safer & Stronger Communities Scrutiny Committee); public passenger transport
- Regional planning and local development framework; economic development; waste management; environmental management; archaeology; access to the countryside; tourism
- The planning, highways, rights of way and commons/village greens functions of the Planning & Regulation Committee

How can I have my say?

We welcome the views of the community on any issues in relation to the responsibilities of this Committee. Members of the public may ask to speak on any item on the agenda or may suggest matters which they would like the Committee to look at. **Requests to speak must be submitted to the Committee Officer below no later than 9 am on the working day before the date of the meeting.**

For more information about this Committee please contact:

Chairman	-	Councillor David Nimmo-Smith E.Mail: david.nimmo-smith@oxfordshire.gov.uk
Committee Officer	-	Liz Johnston, Tel: (01865) 328280 liz.johnston@oxfordshire.gov.uk



Peter G. Clark
County Solicitor

September 2011

About the County Council

The Oxfordshire County Council is made up of 74 councillors who are democratically elected every four years. The Council provides a range of services to Oxfordshire's 630,000 residents. These include:

schools	social & health care	libraries and museums
the fire service	roads	trading standards
land use	transport planning	waste management

Each year the Council manages £0.9 billion of public money in providing these services. Most decisions are taken by a Cabinet of 9 Councillors, which makes decisions about service priorities and spending. Some decisions will now be delegated to individual members of the Cabinet.

About Scrutiny

Scrutiny is about:

- Providing a challenge to the Cabinet
- Examining how well the Cabinet and the Authority are performing
- Influencing the Cabinet on decisions that affect local people
- Helping the Cabinet to develop Council policies
- Representing the community in Council decision making
- Promoting joined up working across the authority's work and with partners

Scrutiny is NOT about:

- Making day to day service decisions
- Investigating individual complaints.

What does this Committee do?

The Committee meets up to 6 times a year or more. It develops a work programme, which lists the issues it plans to investigate. These investigations can include whole committee investigations undertaken during the meeting, or reviews by a panel of members doing research and talking to lots of people outside of the meeting. Once an investigation is completed the Committee provides its advice to the Cabinet, the full Council or other scrutiny committees. Meetings are open to the public and all reports are available to the public unless exempt or confidential, when the items would be considered in closed session

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

A hearing loop is available at County Hall.

AGENDA

1. **Apologies for Absence and Temporary Appointments**
2. **Declarations of Interest - see guidance note on the back page**
3. **Minutes** (Pages 1 - 4)

To approve the Minutes of the meeting held on Thursday 14 July 2011 (**GI3**) and to receive information arising from them.

4. **Speaking to or petitioning the Committee**

SCRUTINY MATTERS

5. **Community Transport** (Pages 5 - 6)
10:15

The Committee are invited to receive an update on progress with the project so far and comment on planned approach to future work (**GI5**).

Contact Officer: Joy White (*Project Manager, Community Transport Project*)

6. **Energy Management Strategy** (Pages 7 - 10)
10:45

The Committee are invited to receive an update on the County Council approach to energy management and comment on the future approach (**GI6**).

Sue Kent (Environment & Climate Change Manager – Growth & Infrastructure)

7. **Delivering Directorate Savings** (Pages 11 - 14)
11:30

The Committee are invited to receive an update on progress against delivery of planned savings within the Environment & Economy Directorate and on the projections for future years (**GI7**).

Arzu Uluosoy-Shipstone (Capital, Strategy & Transformation Manager)

8. **Forward Plan**
12:15

The Committee is asked to suggest items from the current Forward Plan on which it may wish to have an opportunity to offer advice to the Cabinet before any decision is

taken, together with details of what it thinks could be achieved by looking at any item and propose any other relevant items for the Committee to consider.

INFORMATION SHARE

12.20 Close of Meeting

Declarations of Interest

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

The duty to declare ...

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

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

Whose interests are included ...

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

When and what to declare ...

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

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

Taking part if you have an interest ...

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

"Prejudicial" interests ...

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

What to do if your interest is prejudicial ...

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

Exceptions ...

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

Seeking Advice ...

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

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GROWTH & INFRASTRUCTURE SCRUTINY COMMITTEE

MINUTES of the meeting held on Thursday, 14 July 2011 commencing at 10.00 am and finishing at 1.00 pm

Present:

Voting Members: Councillor David Nimmo-Smith – in the Chair

Councillor Nicholas P. Turner (Deputy Chairman)
Councillor Anne Purse
Councillor Roger Belson
Councillor Michael Gibbard
Councillor Pete Handley
Councillor Charles Mathew
Councillor Keith Strangwood
Councillor John Tanner
Councillor David Turner

Other Members in Attendance: Councillor Lorraine Lindsay-Gale

Officers: Huw Jones
Martin Tugwell
Steve Howell
Peter Day
Katie Barrett
Jayme Radford
Simon Grove-White

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting [, together with a schedule of addenda tabled at the meeting/the following additional documents:] and agreed as set out below. Copies of the agenda and reports [agenda, reports and schedule/additional documents] are attached to the signed Minutes.

17/11 APOLOGIES FOR ABSENCE AND TEMPORARY APPOINTMENTS (Agenda No. 1)

There were no absences or temporary appointments

18/11 DECLARATIONS OF INTEREST - SEE GUIDANCE NOTE ON THE BACK PAGE

(Agenda No. 2)

There were no declarations of interest

19/11 MINUTES

(Agenda No. 3)

The minutes of the meeting on May 25th 2011 were signed and approved.

20/11 SPEAKING TO OR PETITIONING THE COMMITTEE

(Agenda No. 4)

There were no requests to speak to or petition the Committee.

21/11 FORWARD PLAN

(Agenda No. 5)

The committee discussed the Forward Plan for 2011/12.

Martin Tugwell AGREED to give an update on partnership working within the Countryside Service.

Huw Jones AGREED to provide further detail on LTP3 schemes relating to the Carterton area, at the request of Councillor Handley

22/11 WASTE PLANNING STRATEGY

(Agenda No. 6)

The committee received a presentation on the Waste Planning Strategy from Martin Tugwell, Deputy Director for Growth and Infrastructure. Peter Day, Minerals & Waste Policy Team Leader, fielded questions from the committee. The presentation and report are attached.

Discussion focussed on the economic incentives and policy controls driving positive behaviour.

Councillor N. Turner highlighted an apparent conflict between sections W3 and W7 of the report. Peter Day assured the committee that there was no conflict but AGREED to amend the wording of W7 to clarify.

The committee NOTED the document and look forward to examining it further after public consultation.

Officers AGREED to highlight tracked changes for the next viewing.

23/11 COMMUNITY TRANSPORT REVIEW UPDATE

(Agenda No. 7)

The committee received an update on the ongoing development of the Community Transport Strategy from Katie Barrett, Strategic Transport Manager, and Jayme Radford, Transport Planner. The briefing note is attached.

The committee NOTED the document and RESOLVED that a more detailed discussion of the strategy should take place in September.

24/11 DIRECTOR'S UPDATE

(Agenda No. 8)

Huw Jones, Director for Environment and Economy, updated the committee on current developments within the directorate.

Discussion covered the strategies in place to manage defect repairs and recent performance improvements in this area; Section 106 agreements; change management within the directorate, including updates on the progress of departmental restructures; and strategies to incentivise business growth through the Local Enterprise Partnership.

The director AGREED to provide a schedule on the key dates relating to directorate restructures.

The committee requested a detailed update on the progress of the LEP. The director and chairman AGREED to action this request.

25/11 CLOSE OF MEETING

(Agenda No. 9)

The meeting closed at 13:00

..... in the Chair

Date of signing

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COMMUNITY TRANSPORT STRATEGY

Update note for Growth and Infrastructure Scrutiny Committee
Thursday 22nd September 2011

Project Sponsor: Tracey Dow (Highways & Transport)

Project Manager: Joy White (Highways & Transport)

Purpose of this briefing note:

This briefing note aims to update the Committee on the progress made since the last meeting in developing a Community Transport Strategy for Oxfordshire.

Progress to date:

The Scrutiny Members' Working Group met with members of the Project Team and representatives from the Community Transport Association on 17th August. This was a very informative meeting, and the CTA reported on a number of different types of approach to the development of community transport strategies in various other local authorities.

Research is continuing, to understand best practice across the country, and interdependencies with other factors. The Project Initiation Document (PID) has not yet been agreed by the Environment and Economy Leadership Team (EELT).

Jayne Radford has now left the county council, and Joy White has taken over as Project Manager.

Next steps:

The project plan is still being developed, and it is not yet possible to confirm when the overarching Community Transport Strategy will be in place. Some short-term decisions on service delivery will need to be made in the meantime. The PID and project plan will be finalised with EELT as soon as possible.

We propose that part of the next meeting of the Growth and Infrastructure Scrutiny Committee on 20 October is given over to a Q&A session on community transport. As part of this session we aim to invite local providers and players in community transport in Oxfordshire to come along to the committee to talk about their experiences in providing community transport including the barriers and opportunities. We would also like to invite officers from other authorities to talk to the committee about the approach to community transport in their area. This involvement of members will be extremely valuable in contributing to the evidence base for the community transport strategy project.

Joy White, Principal Transport Planner - Highways & Transport

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Growth and infrastructure Scrutiny Committee Meeting September 2011

Energy Management – Update Report

Introduction

1. This update report outlines how the E&E Directorate is looking to improve the Council's resilience to the increasing prices and volatility of the energy market, including the development of an energy budget to inform the 2012/13 service and resource planning process.

Energy Budget

2. The council's current energy providers have confirmed a 10-15% increase in energy costs for 2012. They are also forecasting a 50% increase in energy prices over the next 5 years. If the Council's energy consumption remains static over this period the increase in costs would see energy bills rise by approximately £3m by 2015/16 (corporate property and street lighting). Schools' would see their energy bills rise by a total of £4m by 2015/16.
3. The corporate energy bill is currently £5m based on 2010/11 (corporate property and street lighting). The existing directorate business strategy includes the rationalisation of property assets, the investment into energy efficiency and installation of solar panels is estimated to offset the increasing cost of energy by £1.5m by 2015/16. This leaves a remaining financial pressure on the corporate energy bill in the region of £1.5m by 2015/16.
4. The level of investment required to completely offset this remaining financial pressure is estimated to be in the region of £9m¹. The ability to deliver this level of investment and required savings is not yet fully understood, but will require close alignment of asset management with future decisions as to how the council delivers its services. One mechanism to ensure this takes place is via the Corporate Landlord function.

Corporate Landlord

5. The Corporate Landlord function will enable a cross council asset management approach, providing a fully serviced, optimised, efficient property for Services and localities where asset presence is essential.
6. The Corporate Landlord function will have responsibility for energy budgets from April 2012. This will enable the council to have greater control of its spend on energy consumption and ensure financial savings from energy efficiency investments are realised and accounted for.
7. To improve the council's consumption information, ensuring it has accurate and timely energy consumption data, a programme to install monitoring equipment (Automatic Meter Readers (AMR)) on energy meters is currently being delivered. Following the completion of the programme by December 2011 85% of electricity consumption and

¹ Based on the Carbon Management Programme investment assumptions

80% of gas consumption across both its corporate and school properties will have automatic monitoring.

8. A cost benefit analysis will be undertaken before the completion of the AMR programme to assess the viability of monitoring 100% of our energy consumption. On sites where such detailed monitoring is not viable alternative options will be considered such as real time displays to raise the profile of consumption levels and associated costs.

Street Lighting

9. Due to an unexpected change in the energy supplier's tariffs the business case to convert street lights to part-night lighting is no longer financially viable. Highways & Transport are investigating alternative options to meet the challenging energy and financial savings planned from street lighting including scaling up the current approach to installing energy efficient bulbs and opportunities around dimming.
10. The experience from the part-night street lighting project highlights the volatility in the energy market and the need for the council's approach to energy management to be resilient to such volatility.

Solar Panel Framework Contract

11. To move towards improving the resilience of the council's energy supply and generate income from energy generation the council initiated the procurement process to establish a solar panel framework contract. This process is now complete and a framework contract with 4 suppliers is in place.
12. The framework contract is being used by Property & Facilities to install 200kW of solar panels on corporate buildings by the end of March 2012. The framework contract is also available for district councils and schools to use.
13. To date Oxford City Council, Vale of White Horse and South Oxfordshire District Councils and West Oxfordshire District Council have all expressed an interest in utilising the contract. Cherwell Council have tendered their own solar panel contract. Due to Oxfordshire County Council's proactive approach to this opportunity it is now sharing best practice and lessons learnt with other local authorities across the country that wish to take advantage of the Feed-in-Tariffs.
14. Over 60 Oxfordshire schools have expressed an interest in installing solar panels. To ensure schools have access to funding to pay for the installations prudential funding has been made available. All schools taking out a solar panel prudential loan will be required to show evidence of their energy reduction action plan. This will support the Schools Carbon Reduction Strategy objectives and ensure schools understand the importance and benefits of reducing their energy consumption, alongside generating income through electricity generation.

Schools Carbon Reduction Strategy

15. Over two thirds of schools have now received an energy survey in the last 3 years. The most recent tranche of (90) school energy surveys completed in Jan – March

2011 identified energy efficiency opportunities that could save schools over £3m in the next 15 years.

16. With the final tranche of surveys due for completion by Jan 2012, 100% of schools will have received an energy survey in the last 4 years. The collated data obtained from these surveys will provide Property & Facilities with a clear understanding of the deliverable energy reduction opportunities within schools, and will inform the development and improvement of support functions currently provided.

Conclusion

17. The council is proactively improving its resilience to the increasing cost of energy and volatility of the energy markets. Through this approach, the challenge will be to ensure that the impact of decisions on how the council delivers its services in the future will affect energy consumption is fully considered.

- 18. The Growth & Infrastructure Scrutiny Committee is invited to note the report and make comments to the Cabinet member.**

Martin Tugwell
Deputy Director, Growth & Infrastructure

Contact Officer
Susan Kent
Environment and Climate Change Manager
susan.kent@oxfordshire.gov.uk x5089

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GROWTH & INFRASTRUCTURE SCRUTINY COMMITTEE

UPDATE ON THE DELIVERY OF PLANNED SAVINGS FOR 2011/12 & PROJECTIONS FOR FUTURE YEARS

Report by the Director of Environment and Economy

Purpose

1. This report informs the G&I Scrutiny Committee (G&ISC) of the progress made in the delivery of planned savings for 2011/12 and provides an update on the projections for future years.

Background

2. On 9th February 2011, the Council approved the E&E Business Strategy reporting the estimated saving figure of £13.24m for 2011/12. The estimated cumulative saving position across the MTFP period (to the end of 2014/15) was reported as £31.8m.
3. The Directorate Leadership Team (EELT) have started to operate as the Business Strategy Delivery Board since May 2011 and regularly review the business strategy targets in terms of both outcome and savings delivery, using the scorecard template (Annex 1).
4. As part of this arrangement, the EELT has identified key business strategy deliverables which are considered as crucial to the delivery of the Directorate Business Strategy or as key measures of success for the delivery of the Corporate Plan.
5. This report is the first Savings Update to the G&ISC during the 2011/12 financial year. It covers the results of the August 2011 performance monitoring on these key E&E business strategy deliverables.

Overall Progress

6. Overall, work is progressing well in a number of key business strategy areas with risks being clearly identified and effectively managed. The Directorate is on track to achieve the 2011/12 savings targets and on track to achieve projected savings for future years.
7. Annex 1 provides a summary of progress against the savings targets for the MTFP period. It also details the planned projects to deliver the savings or to improve service to customers.
8. Annex 1 shows that the 82% of the savings target for 2011/12 (£13.2m) has already been achieved and the status of 16% of the remaining target is Green (i.e. expected to be delivered within the current financial year).

9. The overall position for the saving target across the 2011-15 period is also positive given that the 35% of the cumulative savings target (£31.8m) has already been achieved and the 51% of it is on track to be delivered within the planned timetable. The remaining 14% of the target is reported as Amber (13%) or Red (1%) indicating that that the level or the delivery timetable for the savings may be updated as part of the S&RP process.

Key Issues

10. There is currently only one area of planned efficiencies which is not on track for 2011/12: the Street Lighting (Part-Night Lighting) Programme. Following detailed dialogue with the energy provider, the expected budget savings for the part-night lighting programme can no longer be met. It is the energy provider's view that significant reductions in energy usage will result in energy cost increases. This will not realise the expected savings. Therefore, the invest-to-save business case is fundamentally not achievable.
11. A revised outline proposal is under preparation which utilises the stock of purchased photocells (c3000) along with a recommendation to release funds back into the capital allocation.
12. The proposed changes to the way we will be charged for energy by our power provider will have a negligible effect on our energy budget as the higher cost of consumption at peak times will be offset by lower rates for lighting during off peak periods. The change to this tariff provides potential savings as it is excluded from the Government's Carbon Reduction Commitment. Based on the current guidelines, using this tariff would provide an annual saving of c£130k to OCC up to 1 April 2014.
13. The revised proposal for electronic dimming will be reviewed by Highways & Transport Leadership Team in mid-September and the results of this review will be reported to the Capital Star Chamber in October 2011. Unrealised savings will be met from Highway & Transport budgets.

Conclusion

14. Overall, the Directorate is on track to achieve the 2011/12 savings targets and on track to achieve projected savings for future years. Any key issues or changes to the planned level savings will be reported to the members as part of the S&RP process and will be considered during the directorate or capital star chambers, before being submitted to Scrutiny in December.

HUW JONES
Director for Environment & Economy
September 2011

Contact Officers: Arzu Ulusoy-Shipstone, Capital Strategy and Transformation Manager, Environment & Economy Directorate, Director's Office, Tel: 07824 416661

Environment and Economy – Balance Score Card

Customer				Finance						
Customer Focus	A	Transport	G	Directorate Savings & Status of New Funding						
Transforming Customer Services	G	Park and Ride (charging)	G		2011/12 £m	2012/13 £m	2013/14 £m	2014/15 £m	Total £m	Total %
Customer Services Centre Programme	G	Area Stewardship Fund	G	G	-10.792	-0.352	0.000	0.000	-11.144	35%
ICT Strategy, Delivery & Partnerships	G	Bus Subsidies	G	A	-2.129	-5.630	-5.900	-2.493	-16.152	51%
Services to Schools	A	Enterprise Partnership	G	R	-0.269	-2.564	-0.174	-1.153	-4.160	13%
Skills	G	Energy	A	TOTAL	-0.050	-0.100	-0.100	-0.100	-0.350	1%
Skills Statement & Strategy	G	Energy Strategy	A							
Learning and Skills	A									
Infrastructure	G	Environment	A							
Asset Strategy Implementation	G	Minerals and Waste Framework	G							
Waste Management	A	Climate Change Adaption Plan	A							
Review of Joint Municipal Waste Strategy	A	Broadband	A							
Projects				Analysis of R Savings						
Corporate Procurement/ Commissioning (feasibility)	A	Flood & Water Management Act Implementation	G	Street Lighting	-0.050	-0.100	-0.100	-0.100	-0.350	
Apprenticeships Scheme	G	Oxfordshire Infrastructure Framework Development	A							
Integrated Transport 2 (previously reported as Community Transport 1)	G	Property Procurement Project	G							
Highways Contract Implementation	A	Waste Recycling Centres Programme	A							
Concessionary Fares Implementation Programme	G	Street Lighting- Part Lighting Programme	R							

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