



Notice of a Meeting

Performance Scrutiny Committee Thursday, 18 December 2014 at 10.00 am In Meeting Rooms 1& 2, County Hall

Membership

Chairman Councillor Liz Brighthouse OBE
Deputy Chairman - Councillor Neil Fawcett

<i>Councillors:</i>	Lynda Atkins	Yvonne Constance	Steve Harrod
	John Christie	Janet Godden	Simon Hoare
	Sam Coates	Mark Gray	Charles Mathew

Notes: ***Date of next meeting: 8 January 2015***

What does this Committee review or scrutinise?

- The performance of the Council and to provide a focused review of:
 - Corporate performance and directorate performance and financial reporting
 - Budget scrutiny
- the performance of the Council by means of effective key performance indicators, review of key action plans and obligations and through direct access to service managers, Cabinet Members and partners;
- through call-in, the reconsideration of decisions made but not yet implemented by or on behalf of the Cabinet;
- queries or issues of concern that may occur over decisions being taken in relation to adult social care;
- the Council's scrutiny responsibilities under the Crime and Justice Act 2006.

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 Liz Brighthouse E.Mail: liz.brighthouse@oxfordshire.gov.uk
Policy & Performance Officer	-	Eira Hale, Lead Analyst, Tel: (01865) 323969 Email: eira.hale@oxfordshire.gov.uk
Committee Officer	-	<i>Sue Whitehead</i> , Tel: (01865) 810262 sue.whitehead@oxfordshire.gov.uk

Peter G. Clark
County Solicitor

December 2014

About the County Council

The Oxfordshire County Council is made up of 63 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 10 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 - Guidance note on back page of the agenda**
- 3. Minutes (Pages 1 - 8)**

To approve the minutes of the meetings held on 25 September 2014 (**PSC3a**) and 3 November 2014 (**PSC3b – to be circulated separately**) and to receive information arising from them.

- 4. Petitions and Public Address**

Speakers will be invited to address the committee at the point in proceedings where the relevant proposals are being considered, as listed in the timetable below.

- 5. Service & Resource Planning 2015/16 -2017/18 (Pages 9 - 92)**

The report forms part of a series relating to the Service and Resource Planning process for 2015/16 to 2017/18.

The Committee will consider in turn the savings proposed by each directorate for their service areas. Comments from the Committee will then be fed back to Cabinet in order that they can take the comments into consideration in proposing their budget and Medium Term Financial Plan (MTFP) on 27 January 2015. Council will meet to agree the budget and MTFP on 17 February 2015.

The report contains the following annexes:

Annex A: Service & Resource Planning Report 2015/16 to 2017/18 to Cabinet 16 December 2015

Annex 1: New revenue budget pressures and savings 2015/16 – 2017/18

Annex 2: Review of charges 2015/16

Annex 3: Forecast earmarked reserves 2015/16 – 2017/18

Annex 4: Service & Community Impact Assessments (SCIAs) Overarching Assessment (SCIAs for individual proposals are available on the Council's website <https://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias-201415>)

During the meeting the Director together with the Cabinet Member for the relevant Directorate will be available to respond to questions as follows:

The timings below are indicative and will be updated on the website on Wednesday 17 December:

1000 – 1020 Overview and introduction (Lorna Baxter)

1020 – 1150 Environment & Economy

(contd. overleaf)

1150 – 1305 Children, Education & Families

Break for lunch

1335 – 1415 Fire & Rescue Service

1415 – 1445 Chief Executive's Office

1445 – 1600 Adult Social Care

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

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

Whose Interests must be included?

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

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

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

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

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

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

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

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

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

List of Disclosable Pecuniary Interests:

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

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines. <http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on (01865) 815270 or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

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Agenda Item 3

PERFORMANCE SCRUTINY COMMITTEE

MINUTES of the meeting held on Thursday, 25 September 2014 commencing at 10.00 am and finishing at 1.42 pm.

Present:

Voting Members: Councillor Liz Brighthouse OBE – in the Chair

Councillor Neil Fawcett (Deputy Chairman)

Councillor Lynda Atkins

Councillor John Christie

Councillor Sam Coates

Councillor Yvonne Constance

Councillor Janet Godden

Councillor Mark Gray

Councillor Steve Harrod

Councillor Simon Hoare

Councillor Charles Mathew

Other Members in Attendance:

Councillor Hilary Hibbert Biles, Cabinet Member for Public Health & the Voluntary Sector (for Agenda Item 5)

Councillor Melinda Tilley, Cabinet Member for Children, Education & Families (for Agenda Item 6)

Councillor Rodney Rose, Deputy Leader (for Agenda Items 5, 8 & 9)

By Invitation:

Officers:

Whole of meeting

Part of meeting

Agenda Item

5

Officer Attending

Maggie Scott, Head of Policy; Jackie Wilderspin, Public Health Specialist

6

Lucy Butler, Deputy Director, Children's Social Care & YOS

7

Sue Scane, Director for Environment & Economy; Mark Kemp, Deputy Director for Environment & Economy (Commercial)

8 & 9

Dave Etheridge, Chief Fire Officer; Nathan Travis, Deputy Chief Fire Officer

10

Peter Clark, Monitoring officer and Head of Law & Culture

The Scrutiny Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports are attached to the signed Minutes.

31/14 MINUTES

(Agenda No. 3)

The minutes of the meeting held on 9 July were approved and signed.

A change to the order of the agenda was then agreed.

32/14 HIGHWAYS PARTNERSHIP CONTRACT WITH SKANSKA

(Agenda No. 7)

The Director and Deputy Director for Environment & Economy reported on the progress of the Highways Partnership Contract since the Highways Maintenance Efficiency Programme Review highlighting a number of issues:

- Customer satisfaction although there was always room for improvement currently Oxfordshire was in a good place lying 8th out of 21 nationwide.
- Challenge to achieve spend profile due to rise in available budgets and difficulties in securing delivery of materials. Also some problems in balancing work though the partnership had proven to be flexible enough in conjunction with the County's membership of the Midlands Highway Alliance to absorb those pressures.
- The Peer Review had identified good feedback on dealing with the public and a desire by staff to do a good job and good budget planning. Public feedback suggested general satisfaction especially when compared to other authorities.

Areas for improvement included:

- More planned work to respond to problems of managing a declining road system.
- Communication skills between County Council and provider.
- Manage performance on a monthly basis

The Deputy Director then responded to questions and comments:

The contract had been agreed for 10 years with options to extend for a further 10. It was currently in its fourth year and no extension had yet been agreed.

With regard to concerns regarding the subscription to the National Highways and Transport survey and whether it represented value for money they confirmed that it offered more than just a ranking system. It increased effectiveness in challenging Skanska and was more than just a benchmark figure offering real value in looking at what other people did. Despite reductions in staffing levels it was considered that service delivery had improved since the start of the contract with more clarity regarding what the County Council was trying to achieve. Skanska had made a difference offering different ways of working and the County Council was now beginning to see the benefits through its ability to utilise fully the funding available.

With regard to concerns regarding the potential for a monopoly service they outlined many advantages to be gained from a single contract including access to large reserves and it was felt that the County Council would not have achieved what it had without that contract. Whilst it was accepted that in certain circumstances individual service providers could be cheaper overall it was considered a better all-round service.

It was noted that the headings on the Operational Performance Indicators in Annex 1 were incorrect and officers undertook to recirculate those to members of the Committee.

Also noted that lines of communication with councillors and the public needed to be retained.

There was discussion regarding level of costs quoted for minor works and improvements to the website to give a clearer message regarding limitations of finance. Also further discussion regarding availability of funding to parish councils now that the system for area stewardship funding had come to an end. Suggested this issue be referred to the locality groups for discussion.

The significant rise in prices could be aligned to the significant rise in available finance which had resulted in increased demand for materials as more work was being undertaken. There had also been problems of recruitment.

The Chairman thanked the officers for their comprehensive report and attending. There seemed to be consensus that improvements had been made. However, there was no room for complacency, particularly with regard to customer satisfaction and it was important to maintain good communications to highlight what was being achieved.

33/14 BUSINESS MANAGEMENT MONITORING REPORT FOR THE FIRST QUARTER 2014/15
(Agenda No. 5)

Maggie Scott and Councillor Rodney Rose presented a paper outlining the Council's performance for the first quarter of 2014/15. Also attending were Jackie Wilderspin and Councillor Hilary Hibbert-Biles with regard to the public health element of the report.

Agreement on need to target meetings and discussion in a more efficient and balanced way in order to use time effectively.

Specific issues raised for future discussion:

- Rise in numbers of people waiting for assessment
- S106 funding
- Looked after children

Discussion regarding drug treatment and rehabilitation. A number of changes recognised including policy, where measurements were now based on getting people

through and out of treatment and provision of a new provider. Problems had been experienced early on but improvements now being achieved through new service provider and a more holistic approach.

Further discussion regarding:

- level of integration of services with Oxford University and target levels;
- GP care and after care;
- Working with joint agencies on identifying new drugs including dangers associated with legal highs.

Councillor Hibbert-Biles advised that plans for a County Council summit on these issues were in hand

The Chairman thanked officers and Councillor Rose and Councillor Hibbert-Biles for their attendance.

34/14 PRESSURES AND DEMANDS IN CHILDREN'S SOCIAL CARE

(Agenda No. 6)

Lucy Butler and Councillor Melinda Tilley attended for this item. Presenting the report Lucy Butler highlighted the encouraging Ofsted report following their inspection in May 2014 and responded to questions :

- Oxfordshire reflected national trends with regard to caseloads. There was a greater awareness now of the issues involved and whilst there was still work to do progress had been made. Agreed that a front line worker should attend the next meeting.
- With regard to higher caseloads for workers there had been some improvement but again still work to do. Reference made to pilot study in the north of the county which would help identify real need.
- Confirmed that better engagement with schools included *all schools*.
- Agency staff were inducted and fully supported.
- Regular reports on caseloads. As Ofsted had stated that Oxfordshire had low caseloads the inference could be drawn that Oxfordshire was in a good position. Noted that there seemed to be a long term trend for increases and with it budget pressures, although it was difficult to be precise about what that rate of increase might be.
- Looked after children out of county were mainly older and there remained a challenge with arrangements for foster care.
- Collaborative work was undertaken with Adult Care.

Councillor Tilley highlighted that although 3% of cases of children needing help and protection were high profile child sex exploitation it was important not to lose sight of the remaining 97% where neglect had been a major contributor. That needed to be identified and tackled at an early stage.

Agreed that officers prepare a detailed breakdown of information with regard to 1 – 4 year olds placed out of county.

Noted that a seminar would be arranged in the spring 2015 to be attended by a worker from the north of the county.

35/14 OXFORDSHIRE FIRE AND RESCUE SERVICE (OFRS) PERFORMANCE UPDATE

(Agenda No. 8)

Chief Fire Officer, Dave Etheridge, and Deputy Chief Fire Officer, Nathan Travis, attended to present their annual performance update. Councillor Rose also attended for this item. The update included the Oxfordshire Fire & Rescue Service (OFRS) Annual Report & Response Standards Report, Peer Challenge Report – Response and Action Plan and a presentation on the 365alive Outcomes and new targets.

Councillor Rose commented that it was vital that the OFRS remained part of the County Council. The County Council appreciated all that the Fire & Rescue Service did. He referred to the work of the previous Cabinet Member with responsibility for the OFRS and highlighted the 365alive campaign and the benefits it had brought.

During discussion the following points were made:

- 1) Members supported the importance of public accountability through the locally elected councillors as demonstrated by the annual report.
- 2) Members generally congratulated the OFRS for the excellent service they provided. They noted the actions in areas where they had not achieved.
- 3) Members expressed their appreciation of the level of communication from OFRS both to themselves and the public.
- 4) In response to comments about nuisance calls Dave Etheridge explained the risk based approach of OFRS which included call challenging. Attendance at malicious calls had plummeted.
- 5) Responding to a question on station availability and the effect on call times, Dave Etheridge explained how cover was provided and detailed call times.
- 6) There was some discussion over the possibility for charging for some services provided by OFRS. Dave Etheridge explained that the Cabinet Advisory Group on Income Generation had looked at this. It was not possible to charge for the core emergency service but it was possible to charge once the emergency phase of an operation was over. The issue had been discussed at a national level with regard to attendance at road traffic accidents. He had some concerns with increasing charging as it could damage the trust in the 999 number if people believed they may be charged.
- 7) Responding to a question on the provision of funding for OFRS from S106 monies it was explained that officers in OFRS worked closely with colleagues in Environment & Economy. In addition as statutory consultees. they engaged wherever possible with the aim of ensuring the ongoing safety of people and that attendance times were not unduly affected. The Chairman indicated that the Committee was going to do a piece of work on S106 funding and these matters could be picked up then.
- 8) Members supported the stretch targets announced for 365alive.

RESOLVED: to:

- (a) endorse the publication of the OFRS 2013 / 2014 Annual Report
- (b) note the findings of the Operational Peer Challenge and support OFRS Strategic Management Team's aim to further add value to OCC in line with the peer review recommendations and associated action plan; and
- (c) support the new 365alive stretch targets for the last two years of the vision, which will be reported through the existing quarterly business management and monitoring reports.

36/14 OFRS COMMUNITY RISK MANAGEMENT PLAN (CRMP) - DRAFT ACTION PLAN 2015/16
(Agenda No. 9)

Deputy Chief Fire Officer, Nathan Travis, will present a report that proposed a number of projects to be included within the Fire Authority's Community Risk Management Plan (CRMP) draft action plan for the fiscal year 2015-16. The proposals summarised areas where the Service's Senior Leadership Team believe service improvements and/or greater value to the wider OCC corporate priorities may be achieved.

RESOLVED: to:

- (a) endorse the proposed projects to be included for further consultation in the draft CRMP Action Plan 2015-16; and
- (b) note that the Chief Fire Officer will report back to Cabinet following consultation.

37/14 GOVERNANCE & CONSTITUTION REVIEW
(Agenda No. 10)

In April 2013, the Council adopted new governance arrangements which came into effect following the May 2013 elections. The Council asked its Monitoring Officer to review the effectiveness of these decision-making arrangements a year after their coming into operation, along with the underlying Constitution. His recommendations will be considered by Full Council on 9 December. Peter Clark, Monitoring Officer and Head of Law & Culture attended to present a report summarising the emerging issues from his review.

During discussion the following points were made:

- 1) Members endorsed the positive comments about locality meetings and suggested that as a longer term issue there may be a need to look at the divisional make-up of the localities.

- 2) Members agreed with the need to raise awareness of Cabinet Advisory groups (CAGs) to encourage involvement: it was suggested that it would be helpful to have a regular update to Cabinet on the CAGs and their work.
- 3) Members did query whether CAGs should always be chaired by the cabinet member and always involve the Cabinet Member.
- 4) There was some discussion on the level of work for the Scrutiny meetings particularly Performance Scrutiny Committee with its wide remit. It was noted that the development of the use of seminars, informal workshops was beginning to address this issue.
- 5) It was suggested that the report painted too positive a picture of Scrutiny given the figures on member responses.
- 6) There was some discussion around the effectiveness of Council meetings. A member suggested that a fuller minute of the meeting could impact positively on members' behaviour. It would be useful to record some of the colour and flavour of the meetings. The Monitoring Officer explained the reasons for the current format of minutes for full Council meetings.
- 7) On Council questions a member was unhappy with the proposal to restrict questions on notice. An alternative was suggested to manage questions like motions with councillors allowed 2 questions and then going to the bottom of list. Peter Clark commented that this would not be possible due to officer time constraints.
- 8) There was general agreement with the view that at Cabinet, members were not being listened to. There was a need to look further at councillor engagement.
- 9) Responding to concerns over non-members of Committees not being able to receive paper copies of agendas Peter Clark clarified that in exceptional circumstances (such as disability) copies would be available.
- 10) Responding to comments that it was important to see the detail Peter Clark agreed to make a draft constitution, including changes, available to members when it went to full Council.
- 11) Peter Clark indicated that he was happy to meet with councillors individually should they wish.

Following consideration the Committee:

RESOLVED: to endorse the direction of travel of the review.

38/14 FORWARD PLAN
(Agenda No. 11)

During discussion of the Forward Plan it was agreed that the Chairman consider with Eira Hale how best to consider the issue of social deprivation.

In response to a suggestion that the Committee should consider communication by officers with councillors the Chairman suggested that this was best considered by locality meetings.

..... in the Chair

Date of signing 2014

Division(s): N/A

**PERFORMANCE SCRUTINY COMMITTEE
18 December 2014**

**Service & Resource Planning
2015/16 to 2017/18**

Report by the Chief Finance Officer

Introduction

1. This report is one in the series on the Service & Resource Planning process for 2015/16 to 2017/18, providing councillors with information on budget issues for 2015/16 and the medium term. This report presents the draft directorate level budget proposals for meeting emerging pressures which are set out for members to consider. It also provides an update on government consultations and sets out the review of charges.
2. The attached annexes will be considered by Cabinet on 16 December 2015, the outcomes of which will be made available to the Performance Scrutiny Committee. The Performance Scrutiny Committee is invited to consider the new revenue budget pressures and savings and, taking account of the service and community impact assessments, to make comment on the proposals. These comments will be taken into consideration by Cabinet in finalising its budget proposals and reflected, where agreed, in the report to Cabinet on 27 January 2015, when the Cabinet will propose the 2015/16 revenue budget, 2015/16 – 2017/18 Medium Term Financial Plan and Capital Programme.
3. The following annexes are attached to this report:
 - Annex A: Service & resource Planning Report 2015/16 to 2017/18 to Cabinet 16 December 2015
 - Annex 1: New revenue budget pressures and savings 2015/16 – 2017/18
 - Annex 2: Review of charges 2015/16
 - Annex 3: Forecast earmarked reserves 2015/16 – 2017/18
 - Annex 4: Service & Community Impact Assessments (SCIAs) Overarching Assessment (SCIAs for individual proposals are available on the Council's website
<https://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias-201415>)
4. This report does not include any proposals relating to the capital programme as these are dependent on the capital settlement. Updated property asset management and transport asset management plans will be considered together with proposals for the use of any unallocated capital resources by

the Performance Scrutiny Committee on 8 January 2015, prior to the Cabinet meeting on 27 January 2015.

Service and Resource Planning Process

5. In September 2014, Cabinet agreed that given the uncertainties over future levels of government funding due to the forthcoming General Election that the medium term planning period would not be extended beyond 2017/18. It was also agreed that adjustments made to the existing Medium Term Financial Plan (MTFP) would be limited and only to reflect any changes to spending assumptions.
6. 2015/16 is the second year of the four-year directorate business strategies approved by Council in February 2014. Directorates have identified proposals to meet on-going expenditure pressures highlighted in the Financial Monitoring and Business Strategy Delivery reports to Cabinet and new expenditure pressures emerging during this planning round. Business Strategies will be refreshed where appropriate and presented to Cabinet in January 2015.

Equality and Inclusion Implications

7. 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.'
8. An overarching service and community impact assessment (SCIA) of the broad impact of the new budget proposals is set out at Annex 4. This is supported by initial service-level assessments for all significant new proposals. These are available on the Council's website <http://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias>). Where proposals require further development, policy decisions or consultation to enable the budget decision to be implemented the impact assessment will be developed further and made available to decision makers.

Financial and Legal Implications

9. This report is mostly concerned with finance and the implications are set out in the main body of the report.

RECOMMENDATION

10. The Performance Scrutiny Committee is invited to consider the new revenue budget pressures and savings and, taking account of the service and community impact assessments, to make comment on the proposals. If any of the budget proposals are not supported, the committee is asked to suggest alternative proposals.

LORNA BAXTER
Chief Finance Officer

Contact Officers:
Eira Hale Senior Policy & Performance Officer
(Tel: 01865 323969)

December 2014

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CABINET – 16 DECEMBER 2014

**Service & Resource Planning
2015/16 to 2017/18**

Report by the Chief Finance Officer

Introduction

1. This report is the second in a series on the Service & Resource Planning process for 2015/16 to 2017/18, providing councillors with information on budget issues for 2015/16 and the medium term. The report sets out draft budget proposals to meet emerging pressures; provides an update on government consultations and sets out the review of charges.
2. The Chancellor announced his Autumn Statement on 3 December 2014, after this report was finalised. An addenda setting out the implications will be circulated prior to the Cabinet meeting. The provisional local government finance settlement is expected to be announced on or around 17 December 2014, therefore the impact of the settlement will be set out in the report to Cabinet on 27 January 2015.
3. This report does not include any proposals relating to the capital programme as these are dependent on the capital settlement. Updated property asset management and transport asset management plans will be considered by the Performance Scrutiny Committee on 8 January 2015, prior to the Cabinet meeting on 27 January 2015, together with proposed use of any unallocated capital resources.
4. The following annexes are attached to this report:

Annex 1: New revenue budget pressures and savings 2015/16 – 2017/18

Annex 2: Review of charges 2015/16

Annex 3: Forecast earmarked reserves 2015/16 – 2017/18

Annex 4: Service & Community Impact Assessments (SCIAs) Overarching Assessment (SCIAs for individual proposals are available on the Council's website

<http://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias-201415>)

Service and Resource Planning Process

5. In September 2014, Cabinet agreed that given the uncertainties over future levels of government funding due to the forthcoming General Election that the medium term planning period would not be extended beyond 2017/18 with limited adjustments made to the existing Medium Term Financial Plan (MTFP) to reflect any changes to spending assumptions.
6. 2015/16 is the second year of the four-year directorate business strategies approved by Council in February 2014. Directorates have identified proposals to meet on-going expenditure pressures highlighted in the Financial Monitoring and Business Strategy Delivery reports to Cabinet and new expenditure pressures emerging during this planning round. Business Strategies will be refreshed accordingly and presented to Cabinet in January 2015.
7. The Performance Scrutiny Committee is due to consider the new budget proposals at its meeting on 18 December 2014 and offer an overall view to the Cabinet. This will be followed by consideration of capital proposals at the Committee's meeting on 8 January 2015. The Cabinet will finalise its budget proposals and propose the 2015/16 revenue budget, 2015/16 – 2017/18 Medium Term Financial Plan and Capital Programme on 27 January 2015.

Identified Pressures

Directorate Pressures

8. Directorate pressures of £18.7m have been identified over the 2015/16 to 2017/18 period, details of which are provided in Annex 1. This includes a pressure of £6.1m in the Learning Disabilities Service within adult social care primarily due to increasing demand. The Adult Social Care position assumes that there is £8.0m available from 2015/16 onwards from the Better Care Fund to protect adult social care services. A £7.4m pressure in the Children, Education & Families directorate as a result of a significant increase in the number of children looked after, will be partly offset by a £2.8m virement from corporate contingency (subject to approval by Council in February 2015).

Council tax

9. The MTFP includes an increase in council tax of 1.99% in 2015/16. As it is unlikely that the referendum limit will be announced before the Final Local Government Finance Settlement, expected in early February 2015, it is prudent to plan on the basis that the limit will be reduced to allow for only a 1% council tax increase. This results in a pressure of £3.2m over the medium term. Last year, local authorities that set a council tax increase of 1% qualified for the Council Tax Freeze grant and the Council is assuming a similar arrangement this year.

Revenue Support Grant, Business Rates and Specific Grants

10. There have been no further updates to the information available on Revenue Support Grant for 2015/16 and later years.
11. Early estimates received from district councils, show a lower business rate figure compared to what is forecast in the MTFP. This is mainly due to the City Council including the impact of the Westgate redevelopment in 2015/16 and the inflation rate applied to business rates being lower than forecast. The business rates will increase again when the Westgate redevelopment is complete, although it is anticipated that this will fall outside of the current MTFP period.
12. The September 2014 Service & Resource Planning report to Cabinet included an update on the final arrangements for making a 20% reduction to the Education Services Grant. The impact of this is included in the corporate pressures in Annex 1, along with some technical adjustments on contingency.

Other Corporate Pressures

13. The other corporate pressure, previously reported in September was £1.5m in 2015/16 to maintain the same level of self-insured cover for insurance and £0.1m in each subsequent year for increases to insurance premiums.

Proposed Savings

Directorate Savings

14. Directorates have identified £19.8m of new savings proposals to meet their pressures, details of which are provided in Annex 1.

Corporate Savings

15. It is proposed to save £2.5m from 2015/16 by reducing the expenditure on agency and contracted staff and introducing a vacancy factor across the Council.
16. Contract inflation was allowed for in the MTFP at 3%. The Environment & Economy Directorate receive the majority of the contract inflation that is added to budgets. As the Retail Price Index (RPI) was only 2.3% in October 2014 it is proposed to reduce the amount of contract inflation by £1m.
17. The MTFP includes growth in the tax base of 0.75% in 2015/16 and later years. Provisional figures from the district councils indicate an increase of 1.57% for 2015/16 arising through a combination of increased house building and lower than expected costs of the Council Tax Support Scheme. Reflecting the upturn in house building, District Councils are forecasting growth in the tax base of 1% over the medium term and it is proposed to reflect this in the MTFP. These changes generate £3.8m of additional funding over the medium term.
18. The current MTFP includes £2.0m a year for council tax surpluses. Draft figures from the district councils suggest that surpluses for 2015/16 could be

£6.6m. This gives £4.6m additional one-off funding in 2015/16. As the council tax surpluses have been high in recent years, it is proposed to increase the amount in the MTFP to £3.0m a year, giving £1.0m of additional on-going funding.

19. The following table summarises the proposed new pressures and savings set out in Annex 1.

Budget proposals	2015/16 £m	2016/17 £m	2017/18 £m	Total £m
New pressures				
Children, Education & Families	6.3			6.3
Adult Social Care	5.4	-0.2	0.9	6.1
Fire & Rescue & Community Safety	0.1			0.1
Environment & Economy	6.2	-0.3	0.1	6.0
Chief Executive's Office	0.2			0.2
Corporate	6.7	1.1	-0.8	7.0
Total new pressures	24.9	0.6	0.2	25.7
Less previously identified savings not achievable	2.1		0.9	3.0
TOTAL PRESSURES	22.8	0.6	-0.7	22.7
New savings				
Children, Education & Families	-1.0	-2.0		-3.0
Adult Social Care	-1.9	-3.5	-3.7	-9.1
Fire & Rescue & Community Safety	-0.4	-0.6		-1.0
Environment & Economy	-5.4	-0.5	-0.1	-6.0
Chief Executive's Office	-0.9	0.3		-0.6
Corporate	-11.3	2.6	-1.8	-10.5
Total new savings	-20.9	-3.7	-5.6	-30.2
Less previously identified savings not achievable	2.1		0.9	3.0
TOTAL SAVINGS	-18.8	-3.7	-4.7	-27.2
Net total	4.0	-3.1	-5.4	-4.5

Review of Charges

20. As part of the work being undertaken to update business strategies, service managers have reviewed their charges. The County Council's charging policy was set out in Annex 3c of the report to Cabinet in September 2014. Changes in income arising from this review are summarised in Annex 2a and the proposed charges are set out in Annex 2b.

Strategic Measures, Reserves and Balances

Strategic Measures

21. The draft Treasury Management Strategy Statement and Annual Investment Strategy for 2015/16 will be reported to the Performance Scrutiny Committee on 8 January 2015 and Audit & Governance Committee on 14 January 2015,

ahead of consideration by Cabinet on 27 January 2015. These will set out the borrowing strategy for the Council, the forecast bank rate and the forecast of interest rates to be achieved on investments over the medium term.

22. The report to Cabinet in September 2014 set out the forecast bank rate and the forecast of interest rates to be achieved on investments over the medium term. These rates have been used to inform the review of the strategic measures budget. Increased interest rates in the longer term, higher than forecast average cash balances and changes in service prudential borrowing profiles have given a saving on the strategic measures budget of £2.2m over the medium term.

Reserves

23. As set out in Annex 3, revenue reserves were £78.3m as at 1 April 2014 and are forecast to be £43.9m at 31 March 2015, of which £14.9m relates to schools. Other reserves, which include insurance, capital and cash flow reserves, are forecast to be £40.9m at 31 March 2015, compared to £51.9m as at 1 April 2014.
24. Annex 3 sets out the forecast use of reserves over the medium term. This shows that most of the revenue reserves will be used over this period, with the forecast balance falling to £6.2m by the end of 2017/18, of which £2.2m relates to schools. Other reserves will fall to £13.1m by the end of 2017/18.
25. The forecast at 31 March 2016 includes the use of £5.2m of various earmarked reserves to help meet the shortfall on the budget reserve in 2015/16. Earmarked reserves are held for a specific purpose, however their intended use has been reviewed and prioritised against the pressures that exist within the budget and released where possible.
26. After taking into account the use of the reserves mentioned above, the budget reserve would still be overdrawn by £1.7m by the end of 2015/16, increasing to £11.9m in 2016/17, then £7.4m in 2017/18. This has arisen because the profile of previously agreed pressures did not match the profile of the savings in each year of the MTFP. This required the use of reserves to balance the budget. The Council cannot hold deficit reserves so there may be a need for some temporary use of other revenue reserves in 2015/16 and 2016/17 to manage the deficit reserve.

Balances

27. The County Council's policy is to maintain balances at a level commensurate with identified risks. In setting the 2014/15 budget and MTFP to 2017/18 last year, the assessed level of balances required for each year was £18.4m.
28. Balances at the end of 2013/14 were £18.5m, £1.1m higher than forecast in the MTFP due to additional investment income and lower than forecast calls on balances during the year. As set out in the Financial Monitoring & Business Strategy Delivery report elsewhere on this agenda, due to the projected overspend in 2014/15, balances are currently forecast to reduce to

£16.2m by the end of the financial year. This is £2.2m lower than the risk assessed level; however action is being taken in year to reduce the call on balances. A reassessment of risks and therefore the level of balances to be held will be included in the Service & Resource Planning report to Cabinet in January 2015. Consideration will also be given as to whether an additional contribution to balances will be required in 2015/16 to ensure the level is commensurate with risks.

Capital Programme

29. The Transport Asset Management Plan, Asset Management Plan and capital spending proposals, will be considered by Performance Scrutiny Committee on 8 January 2015. The only funding allocations announced to date for 2015/16 are Basic Need and the Integrated Transport Block, a total of £5.1m.
30. The Department for Transport have recently consulted on how highways maintenance funding should be distributed to local highway authorities in England for the period 2015/16 to 2020/21. The proposed funding model is based on the following objectives:
 - To provide funding that encourages efficient practices and value for money.
 - To encourage local innovation in highway maintenance.
 - To ensure funding is distributed fairly.
 - To support local highway authorities investing in their highway infrastructure.
 - To raise the importance of maintaining highways for modes other than motor vehicles.
31. There are three elements to the proposed funding model:
 - The majority of funding will continue to be allocated on a needs basis, by a formula, as at present. However, the consultation also included proposals to update the formula so it is not possible to calculate the impact for the Council at this stage.
 - An element of the funding is proposed to be distributed on an incentive basis to ensure authorities make their activities more efficient.
 - The final proposed element is a Challenge Fund to enable local authorities to bid for major maintenance projects. Local funding contributions would be expected as part of any bid.
32. The consultation closed on 21 November 2014 and the Department for Transport hope to publish funding allocations by the end of this year. The current capital programme assumes that the Council will receive £12.0m of highways maintenance funding each year in the period 2015/16 to 2017/18. Any allocation less than £36m for the three year period will cause a pressure on the capital programme.

Government consultations, announcements and other initiatives

33. A number of government consultations, announcements and other initiatives were set out in the report to Cabinet on 16 September 2014 which have potential implications for the Council in 2015/16 or later years. These included; Adult Social Care funding, Public Health plus Education and schools funding. There are currently no updates to report on these announcements.

Consultation

34. Members of the public and stakeholders will be able to comment on the detailed budget proposals through the Council's website. The consultation closes on 9 January 2015 and a summary of responses will be provided as part of the Service & Report Planning report in January 2015, to allow Cabinet to take the comments into consideration in agreeing their budget proposals.

Equality and Inclusion Implications

35. 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.'
36. A general assessment of the broad impact of the new budget proposals is set out at Annex 4. This is supported by initial service-level assessments for all significant new proposals, which are available on the Council's website (<http://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias-201415>). Where proposals require further development, policy decisions or consultation to enable the budget decision to be implemented the impact assessment will be developed further and made available to decision makers.

Financial and Legal Implications

37. This report is mostly concerned with finance and the implications are set out in the main body of the report. The Council is required under the Localism Act 2011 to set a council tax requirement for the authority. This report provides information which, when taken together with the future reports up to January 2015, will lead to the council tax requirement being agreed in February 2015, together with a budget for 2015/16, updated medium term financial plan and capital programme.

RECOMMENDATION

38. The Cabinet is RECOMMENDED to:

- (a) note the report and addenda (that will be produced following the announcement of the Chancellor's Autumn Statement);**
- (b) consider the pressures and savings set out in Annex 1 in forming its budget proposals in January 2015;**
- (c) in relation to the review of charges:**
 - (1) note those charges prescribed by legislation;**
 - (2) approve the charges where there is local discretion as set out in Annex 2.**

LORNA BAXTER
Chief Finance Officer

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December 2014

Summary of Pressures and Savings

Directorate	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
PRESSURES				
Corporate	6,735	1,075	-758	7,052
Children Education & Families	6,349	0	0	6,349
Adult Social Care	5,368	-135	850	6,083
Fire & Rescue and Community Safety	145	0	0	145
Environment & Economy	6,184	-283	64	5,965
Chief Executive's Office (including Cultural Services)	160	0	0	160
Total Pressures	24,941	657	156	25,754
less previously identified savings not achievable	2,140		850	2,990
Total Pressures	22,801	657	-694	22,764
SAVINGS				
Corporate	-11,278	2,576	-1,783	-10,485
Children Education & Families	-1,000	-2,000	0	-3,000
Adult Social Care	-1,939	-3,500	-3,750	-9,189
Fire & Rescue and Community Safety	-418	-550	0	-968
Environment & Economy	-5,388	-513	-64	-5,965
Chief Executive's Office (including Cultural Services)	-892	250	0	-642
Total Savings	-20,915	-3,737	-5,597	-30,249
less previously identified savings not achievable	2,140		850	2,990
Total Savings	-18,775	-3,737	-4,747	-27,259
TOTAL NET PRESSURES (+) / SAVINGS (-)	4,026	-3,080	-5,441	-4,495

**Summary of Pressures and Savings
Corporate**

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
	Pressures				
16CORP1	Reduce Council Tax to 1% in 2015/16	2,770	210	216	3,196
16CORP2	Grant & Technical Changes	2,465	765	-1,074	2,156
16CORP3	Insurance	1,500	100	100	1,700
	Total Corporate Pressures	6,735	1,075	-758	7,052
	Savings				
16CORP4	Reduce the use of Agency and Contracted Staff and introduce a vacancy factor	-2,500			-2,500
16CORP5	Reduction in contract inflation applied to E&E	-1,000			-1,000
16CORP6	Strategic Measures	-904	-276	-1,000	-2,180
16CORP7	Tax base increase to 1.57% in 2015/16 and 1.00% on-going	-2,279	-743	-783	-3,805
16CORP8	Collection Fund Increase	-4,595	3,595		-1,000
	Total Corporate Savings	-11,278	2,576	-1,783	-10,485
Total Corporate Net Savings (-) / Pressures (+)		-4,543	3,651	-2,541	-3,433

**Summary of Pressures and Savings
Children, Education & Families**

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
16CEF1	Pressures Agency Placements (Pressure of £7.4m partly met by £2.8m virement from corporate contingency). A significant increase in the number of children looked after, including 1-4 year olds, sibling groups and victims of child exploitation.	4,649			4,649
16CEF2	Fostering and Adoption - targeted recruitment and training of foster carers and provision of additional support to them. Further investment in adoption support services aiming to increase adoptive placements.	900			900
16CEF3	The Kingfisher team (working jointly with Thames Valley Police) has been recognised nationally for the work it has done in addressing Child Sexual Exploitation (CSE) but does not have an on-going base budget allocation.	800			800
	Total Children, Education & Families Pressures	6,349	0	0	6,349
16CEF4	Savings Earlier implementation of an integrated Children's Social Care and Early Intervention Service.	-1,000	-2,000		-3,000
	Total Children, Education & Families Savings	-1,000	-2,000	0	-3,000
	Total Children, Education & Families Net Savings (-) / Pressures (+)	5,349	-2,000	0	3,349

Summary of Pressures and Savings
Adult Social Care

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
16SCS1	Pressures Learning Disabilities - £4.6m pressure due to increasing demand and £1.5m of previously agreed savings that still need to be delivered.	5,368	-135	850	6,083
	Total Adult Social Care Pressures	5,368	-135	850	6,083
16SCS2	Savings Learning Disabilities - manage pressures by 2017/18 within the resources available in the medium term plan	-100	-2,500	-3,500	-6,100
16SCS3	Joint Director post with Health	-89			-89
16SCS4	Older People savings: 15 minute visits - number of people receiving 15 minutes visit is fewer than originally thought.	-300			-300
16SCS5	Home support - savings from new block contracts which will also deliver earlier start times	-250			-250
16SCS6	Inflation applied in 2014-15 is not required in the base budget	-200			-200
16SCS7	Part of the unidentified saving in the MTFP in 2017/18 has been made earlier as set out in 16SCS4 - 6 above			750	750
16SCS8	Savings to be identified - further detail will be provided to Cabinet in January	-1,000	-1,000	-1,000	-3,000
	Total Adult Social Care Savings	-1,939	-3,500	-3,750	-9,189
	Total Adult Social Care Net Savings (-) / Pressures (+)	3,429	-3,635	-2,900	-3,106

**Summary of Pressures and Savings
Fire & Rescue and Community Safety**

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
	<u>FIRE & RESCUE SERVICE</u>				
	Pressures				
16SCS9	Increased cost of ill health retirement	100			100
	Total Fire & Rescue Service Pressures	100	0	0	100
	Savings				
14SCS31	Fire Pension Scheme - changes implemented from April 2016, therefore budget not needed in 2015/16 (one-off)	-200	200		0
16SCS10	Review Commercial Trading and increase income		-25		-25
16SCS11	Increase savings from Thames Valley Fire Control	-75			-75
16SCS12	Reduction in the Operational on-call budget	-50			-50
16SCS13	LEAN review of processes across F&RS & Trading Standards		-75		-75
15SCS19	Delay implementing operational changes to Bicester by two years to 18/19, currently scheduled for 16/17.		-650		-650
	Total Fire & Rescue Service Savings	-325	-550	0	-875
	Total Fire & Rescue Service Net Savings (-)/ Pressures (+)	-225	-550	0	-775
	<u>TRADING STANDARDS & COMMUNITY SAFETY</u>				
	Pressures				
16SCS14	Domestic Abuse Co-ordinator post funding	45			45
	Total Trading Standards & Community Safety Pressures	45	0	0	45
	Savings				
16SCS15	Remove one enforcement officer post (currently vacant)	-28			-28
16SCS16	Request TVP to pay for the Police Officer secondment to Trading Standards	-45			-45
16SCS17	Review of out of hours activity/testing	-20			-20
	Total Trading Standards & Community Safety Savings	-93	0	0	-93
	Total Trading Standards & Community Safety Net Savings (+)/ Pressures (-)	-48	0	0	-48
	Total Fire & Rescue and Community Safety Pressures	145	0	0	145
	Total Fire & Rescue and Community Safety Savings	-418	-550	0	-968
	Total Fire & Rescue and Community Safety Net Savings (-)/ Pressures (+)	-273	-550	0	-823

Summary of Pressures and Savings
Environment & Economy

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
	<u>COMMERCIAL</u>				
	Pressures				
16EE1	Insufficient Parking Account funding to draw down budgeted contribution to revenue	900		150	1,050
16EE2	Home to School Transport	1,200			1,200
16EE3	Highways & Transport staffing and income related pressures (incl. unrealised restructure savings, Traffic Design and Safety Teams and land search income)	450	0	0	450
16EE4	Property related pressures (incl. contract clarifications, Asbestos surveys and change to the Asset Rationalisation saving profile)	595	-145	-300	150
16EE5	Increased Waste Tonnage - linked to the economic up turn and increase in number of households	500		500	1,000
	Total Commercial Pressures	3,645	-145	350	3,850
	Savings				
16EE6	Staff related reduction in cost and income generation (incl. restructure, S278 TD&S team funding, staff capitalisation and reduction in agency staff)	-640	0	0	-640
16EE7	Reduction and efficiencies in Roads Maintenance (incl. removal of Locality Area Stewardship based funding, efficiencies in winter maintenance and one-off capitalisation of patching)	-2,300	1,375	0	-925
16EE8	Changes in Real Time Passenger Information technology leading to efficiencies			-280	-280
16EE9	Reduction in the funding available to support ad hoc Property Contract work		-444	336	-108
16EE10	Further Supported Transport Project savings which includes review of: transport contract management, dial-a-ride, bus subsidies and home to school transport	-1,000	-1,050		-2,050
16EE11	Increase in Parking Charges	-150	-100	-100	-350
	Total Commercial Savings	-4,090	-219	-44	-4,353
	Total Commercial Net Savings (-)/Pressures (+)	-445	-364	306	-503
	<u>OXFORDSHIRE CUSTOMER SERVICES</u>				
	Pressures				
14EE12	Unachievable previously agreed MTFP savings (incl. ICT rationalisation, printer materials and pension overheads)	740	100	-100	740
14EE13	Changes to cashflow of investment costs relating to the Hampshire partnership	550			550
14EE14	Customer Service Centre	108			108
	Total Oxfordshire Customer Services Pressures	1,398	100	-100	1,398
	Savings				
16EE15	LEAN and reshape the service out of scope from the Hampshire partnership (incl. reshape Senior Management structure and reduce agency spend)	-455	-105	0	-560
16EE16	Line lease savings due to Superfast broad band	-150			-150
16EE17	Customer Service Centre - self service		-157		-157
	Total Oxfordshire Customer Services Savings	-605	-262	0	-867
	Total Oxfordshire Customer Services Net Savings (-)/ Pressures (+)	793	-162	-100	531

Summary of Pressures and Savings
Environment & Economy

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
	<u>STRATEGY & INFRASTRUCTURE</u>				
	Pressures				
16EE18	Medium term service implications of economic growth (incl. Greenbelt Review, Plan Shaping, Road Agreement & Transport DC, pooled resource)	991	-88	-186	717
16EE19	One-off service pressures (incl.. LTP4 Programme support and minerals and Waste Local Plan)	150	-150		0
	Total Strategy & Infrastructure Pressures	1,141	-238	-186	717
	Savings				
16EE20	Realise opportunities from Growth (incl. S.788, capitalisation of staff, pre-application charging and ST model income)	-518	-20	-20	-558
16EE21	Removal and reduction of services (incl. Community Action Groups & Trust for Oxfordshire's Environment grant, Travel plan funding and reduction in agency spend)	-175	-12	0	-187
	Total Strategy & Infrastructure Savings	-693	-32	-20	-745
	Total Strategy & Infrastructure Net Savings (-)/ Pressures (+)	448	-270	-206	-28

	Total Environment & Economy Pressures	6,184	-283	64	5,965
	Total Environment & Economy Savings	-5,388	-513	-64	-5,965
	Total Environment & Economy Net Savings (-)/ Pressures (+)	796	-796	0	0

Summary of Pressures and Savings
Chief Executives Office (including Cultural Services)

Reference	Description	2015/16 £'000	2016/17 £'000	2017/18 £'000	TOTAL £'000
16CEO1	Pressures Members' Allowances	160			160
	Total Chief Executive's Office Pressures	160	0	0	160
	<u>LAW & CULTURE</u>				
	Savings				
16CEO2	Registration and Coroners - Increase charges and renegotiation of contract	-32			-32
16CEO3	Libraries/Cultural Services - Review of management support, supplies and services, including book fund	-95			-95
16CEO4	Legal Services - additional income from external and internal clients	-200			-200
	Total Law & Culture Savings	-327	0	0	-327
	<u>HUMAN RESOURCES</u>				
	Savings				
16CEO5	One-off Learning & Development Reduction	-250	250		0
	Total Human Resources Savings	-250	250	0	0
	<u>POLICY</u>				
	Savings				
16CEO6	Remove Councillor Community Budgets	-315			-315
	Total Policy Savings	-315	0	0	-315
	Total Chief Executive's Office Savings	-892	250	0	-642
	Total Chief Executive's Office Net Savings (-)/ Pressures (+)	-732	250	0	-482

Income from Fees and Charges

1. The Council's corporate charging policy was set out in the September 2014 Service & Resource Planning Report to Cabinet. The proposed charges for 2015/16 are in line with this policy agreed in September 2014.
2. The proposed and current charges are set out in detail in Annex 2b. The proposed charges and income levels are shown by grey shading.
3. The table below outlines the expected level of income in 2015/16 from fees and charges by service. This is compared to the latest estimate of income in 2014/15.
4. Changes in the level of income can arise from a combination of increases in the volume of payments made, additional income from new charges as well as increases in the charges themselves.

Directorate	Service	Level of Income			
		Original 2014/15 £000	Latest 2014/15 £000	Expected 2015/16 £000	Change £000
CEF	1. Children, Education and Families	2,060	1,400	1,881	481
SCS	2. Adult Social Care	24,348	28,350	29,027	677
	3. Fire & Rescue	92	77	46	-31
	4. Trading Standards	94	94	95	-1
	5. Gypsy & Traveller Service	537	485	496	11
E&E	6. Strategy & Infrastructure	250	621	634	13
	7. Operational Client/Contract Management	395	394	376	-18
	8. Network & Asset Management	7,150	6,746	6,769	23
	9. Adult Learning	360	360	367	7
	10. Oxfordshire Customer Services	294	721	168	-553
CEO	11. Music Service	1,313	1,313	1,339	26
	12. Library Service	632	632	570	-62
	13. Heritage Services	29	29	30	1
	14. Registration	1,721	1,506	1,536	30
	15. Chief Executive's Office	272	266	465	199
PH	16. Public Health	0	0	0	0
TOTAL		39,547	42,994	43,799	803

5. Comments on individual services are as follows:

1. Children, Education and Families – New charges are proposed for the following services: Early Intervention Hubs yielding expected income of £0.009m, Children's Centres yielding expected income of £0.34m and Youth Engagement & Opportunities yielding expected income of £0.081m. On the 4 February 2014 Cabinet agreed a five year charging mechanism based on distance under/over 3

miles for Home to School Transport, the charges are to increase by 5% per annum during this five year period.

2. Adult Social Care – The majority of charges are governed by national policies and regulations. The Alert Service is embarking on a fundamental change to the way the service operates during 2015/16. The new charging structure is currently being designed and confirmed in due course following appropriate consultation and engagement with service users.

4. Trading Standards - are awaiting national guidance on the statutory fees and charges before proposing any changes.

7. Operational Contract/Client Management (Commercial Services) – rental income has reduced in line with the reducing estate and staff houses that have transferred to Academies.

8. Network & Asset Management (Commercial Services) – Parking charges are proposed to increase as part of the Service & Resource Planning process and have not been increased within this Review of Charges, a separate report will be submitted to Cabinet in due course. Various other charges are increasing by more than the assumed 2% inflation.

9. Adult Learning – The service will be provided under contract by Abingdon & Witney College from 1 April 2015 to 31 August 2015. The service will then transfer in its entirety to Abingdon & Witney College from 1 September 2015.

10. Customer Services – The Oxfordshire Skills and Learning Service will be provided under contract by the Abingdon & Witney College from 1 April 2015 to 31 August 2015. The service will then transfer to the Abingdon & Witney College on 1 September 2015. The Social Care Induction training will continue to be provided in-house and is expected to generate income of £0.1m. There are a number of charges connected to the Hampshire Integrated business Centre, the affected charges have been increased for 2015/2016 but are subject to change as the project develops.

11. Music Service - The charges have not been increased, however, the number of lessons being charged for has increased from 30 to 33, this should yield a net increase in income.

12. Library Service – The service is facing a decrease in demand for its chargeable services. Where services have not yielded enough income to make them viable they have been withdrawn, there are a number of discontinued charges due to the obsolescence of the service being offered. The Library Service is anticipating a £0.075m pressure resulting from an expected decreased income yield.

14. Registration - have a number of increases above the rate of inflation with income levels expected to increase accordingly.

16. Public Health – Services provided under Section 2B of the National Health Service Act 2006 are required to be provided free of charges at the point of use. Although there are no charges within Public Health it has been included within this report and Annex 2b for completeness and transparency.

1. EDUCATION & EARLY INTERVENTION - CEF - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees or charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
CEF1	EDUCATION & EARLY INTERVENTION													
CEF1-31	Early Intervention Hubs	D	Cost Recovery	Concerts and Performances			01/04/2015	At Cost		Charges for concerts and other performances will only be made with the objective of recovering the full cost of the event	0	3	3	SR
		D	Cost Recovery	Room Lettings										
				Room 101 at Abingdon Hub										
				Under 21 with supervision			01/04/2015	£5.00	per hour		0	2	2	EX
				Over 21 no supervision			01/04/2015	£10.00	per hour					
				Banbury Hub										
				<u>Commerical Units</u>										
				Main Hall			01/04/2015	£20.00	per hour		0	2	2	EX
				Meeting room 1, 2 or 4			01/04/2015	£10.00	per hour					
				Meeting rooms 1 and 2 combined			01/04/2015	£15.00	per hour					
				Art and crafts area			01/04/2015	£10.00	per hour					
				Workshop			01/04/2015	£10.00	per hour					
				Outside multi use games area			01/04/2015	£10.00	per hour					
				Gym			01/04/2015	£15.00	per hour					
				kitchen (access to tea/coffee making facilities)			01/04/2015	£10.00	per hour					
				Recording studio			01/04/2015	£15.00	per hour					
				Music performance room 1			01/04/2015	£10.00	per hour					
				Music performance room 2			01/04/2015	£10.00	per hour					
				Lobby area			01/04/2015	£10.00	per hour					
				<u>Community & Voluntary Organisations</u>										
				Main Hall			01/04/2015	£10.00	per hour		0	2	2	EX
				Meeting room 1, 2 or 4			01/04/2015	£5.00	per hour					
				Meeting rooms 1 and 2 combined			01/04/2015	£7.50	per hour					
				Art and crafts area			01/04/2015	£7.50	per hour					
				Workshop			01/04/2015	£7.50	per hour					
				Outside multi use games area			01/04/2015	£7.50	per hour					
				Gym			01/04/2015	£7.50	per hour					
				kitchen (access to tea/coffee making facilities)			01/04/2015	£5.00	per hour					
				Recording studio			01/04/2015	£7.50	per hour					
				Music performance room 1			01/04/2015	£5.00	per hour					
				Music performance room 2			01/04/2015	£5.00	per hour					
				Lobby area			01/04/2015	£5.00	per hour					
				Bicester Hub							0	0	0	EX
				<u>Commerical Use</u>										
				Dance Studio			01/04/2015	£15.00	per hour					
				Dance Studio + Café			01/04/2015	£25.00	per hour					
				Performance Hall			01/04/2015	£25.00	per hour					
				Performance Hall + Café			01/04/2015	£30.00	per hour					
				Performance Hall + Café + Dance Studio			01/04/2015	£45.00	per hour					

1. EDUCATION & EARLY INTERVENTION - CEF - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees or charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
				School Day Nursery Fees										
				Full-time per week			01/04/2015	£177.00		8am - 4pm				
				Term Time per week			01/04/2015	£182.00						
				Full-time Daily Rate			01/04/2015	£38.00						
				Term Time Daily Rate			01/04/2015	£39.00						
				Morning Nursery Fees										
				Full-time per week			01/04/2015	£124.50		8am - 1pm				
				Term Time per week			01/04/2015	£129.50						
				Full-time Daily Rate			01/04/2015	£27.00						
				Term Time Daily Rate			01/04/2015	£28.00						
				Afternoon Nursery Fees										
				Full-time per week			01/04/2015	£117.00		1pm - 6pm				
				Term Time per week			01/04/2015	£122.00						
				Full-time Daily Rate			01/04/2015	£26.00						
				Term Time Daily Rate			01/04/2015	£27.00						
				Meal Charges										
				Breakfast - per day			01/04/2015	£0.60						
				Lunch - per day			01/04/2015	£1.85						
				Tea - per day			01/04/2015	£0.95						
CEP 103	Youth, Engagement & Opportunities													
	Duke Of Edinburgh Fund	D	Cost Recovery	Bronze			01/04/2015	£21.00			0	62	62	NB
				Silver			01/04/2015	£21.00						
				Gold			01/04/2015	£28.00						
		D	Cost Recovery	Training to Volunteers										
				Expedition Assessors Course			01/04/2015	£25.00			0	1	1	SR
				Outdoor First Aid REC 2 (16hrs)			01/04/2015	£100.00			0	2	2	SR
				Basic Expedition Leaders Award			01/04/2015	£180.00			0	1	1	SR
				Countryside Leaders Award			01/04/2015	£50.00			0	1	1	SR
	Accreditation	D	Cost Recovery	AQA Unit Award Accreditation			01/04/2015	£20.00			0	5	5	NB
	Riverside Centre	D	Cost Recovery	Climbing wall (tower) hire for one day within Oxfordshire			01/04/2015	£682.50			0	9	9	SR
				Bouldering Wall hire for one day within Oxfordshire			01/04/2015	£472.50						SR
				Mountain Bikes per bike hired (per day)			01/04/2015	£10.50						SR
				First Staff member per half day (up to 3.5 hours).			01/04/2015	£189.00						SR
				Second staff member per half day			01/04/2015	£136.50						SR
				First Staff member per whole day (3.5hrs- 7hrs)			01/04/2015	£252.00						SR
				Second Staff member per whole day			01/04/2015	£199.50						SR
				Food as part of a cooking session			01/04/2015	£3.50						SR
				Minibus hire to OCC approved groups			01/04/2015	£65.00					0	SR
	Sub-Total Early Intervention										0	429	429	

1. EDUCATION & EARLY INTERVENTION - CEF - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees or charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	rising above 2.00% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
CEF1-41	Schools & Learning Outdoor Education Centres (previously called residential centres)	D	To control provision	Outdoor Education Centres (per pupil week)	01/04/2014	£308.25 Maximum	01/04/2015	£320.00	3.8%	The proposed charge is a maximum and some sales may be at a reduced rate to take account of demand and seasonal factors	835	850	-2	NB	
				To control provision	Hill End (per night) O.C.C. Schools/Groups								196	200	0
					Any Kitchen (per day) Group Size 0-20	01/04/2014	£93.00	01/04/2015	£98.00	5.4%	Charges are designed to recover costs and may be varied during the year to reflect market demands and any increase in costs. Charges will not be increased by more than 10% above the proposed charge without member approval.				NB
				Any Kitchen (per day) Group Size 21-40	01/04/2014	£150.00	01/04/2015	£157.00	4.7%	NB					
				Any Kitchen (per day) Group Size 41-60	01/04/2014	£187.00	01/04/2015	£197.00	5.3%	NB					
				Any Dormitory (per night) Group Size 0-20	01/04/2014	£126.00	01/04/2015	£133.00	5.6%	NB					
				Any Dormitory (per night) Group Size 21-40	01/04/2014	£213.00	01/04/2015	£224.00	5.2%	NB					
				Any Dormitory (per night) Group Size 41-60	01/04/2014	£251.00	01/04/2015	£264.00	5.2%	NB					
				Staff Bedroom (per night)	01/04/2014	£28.00	01/04/2015	£29.00	3.6%	NB					
				Camping (per tent per night, kitchen not included)	01/04/2014	£13.00	01/04/2015	£14.00	7.7%	NB					
				Day Guest (per person with residential)	01/04/2014	£7.00	01/04/2015	£7.50	7.1%	NB					
				Blue Dragon - Meeting Room Half Day	01/04/2014	£63.00	01/04/2015	£66.00	4.8%	NB					
				Blue Dragon - Meeting Room Full Day	01/04/2014	£112.00	01/04/2015	£118.00	5.4%	NB					
				Green Dragon - Meeting Room Half Day	01/04/2014	£38.00	01/04/2015	£40.00	5.3%	NB					
				Green Dragon - Meeting Room Full Day	01/04/2014	£76.00	01/04/2015	£80.00	5.3%	NB					
				Cookhouse and Barn - Meeting Room Half Day	01/04/2014	£50.00	01/04/2015	£52.00	4.0%	NB					
				Cookhouse and Barn - Meeting Room Full Day	01/04/2014	£88.00	01/04/2015	£93.00	5.7%	NB					
				Led Sessions (max 35 people) - Half Day	01/04/2014	£95.00	01/04/2015	£100.00	5.3%	NB					
				Led Sessions (max 35 people) - Full Day	01/04/2014	£191.00	01/04/2015	£201.00	5.2%	NB					
				Educational specialist sessions e.g. WWII day		£275.00	01/04/2015	£289.00	5.1%	NB					
	Site Only Visit	01/04/2014	£55.00	01/04/2015	£58.00	5.5%	NB								

1. EDUCATION & EARLY INTERVENTION - CEF - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees or charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	rising above 2.00% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
CEF1-41	Outdoor Education Centres Continued			Commercial						Charges are designed to recover costs and may be varied during the year to reflect market demands and any increase in costs. Charges will not be increased by more than 10% above the proposed charge without member approval.					
				Any Kitchen (per day) Group Size 0-20	01/04/2014	£126.00	01/04/2015	£140.00	11.1%						SR
				Any Kitchen (per day) Group Size 21-40	01/04/2014	£187.00	01/04/2015	£208.00	11.2%						SR
				Any Kitchen (per day) Group Size 41-60	01/04/2014	£226.00	01/04/2015	£251.00	11.1%						SR
				Any Dormitory (per night) Group Size 0-20	01/04/2014	£150.00	01/04/2015	£160.00	6.7%						SR
				Any Dormitory (per night) Group Size 21-40	01/04/2014	£250.00	01/04/2015	£278.00	11.2%						SR
				Any Dormitory (per night) Group Size 41-60	01/04/2014	£289.00	01/04/2015	£321.00	11.1%						SR
				Staff Bedroom (per night)	01/04/2014	£28.00	01/04/2015	£31.00	10.7%						SR
				Camping (per tent per night, kitchen not included)	01/04/2014	£13.00	01/04/2015	£14.00	7.7%						SR
				Day Guest (per person with residential)	01/04/2014	£7.00	01/04/2015	£8.00	14.3%						SR
				Whole Site - All Buildings - (Friday - Sunday)	01/04/2014	£3,569.00	01/04/2015	£3,580.00	0.3%						SR
				Whole Site - All Buildings - (per 24 hours from 10.00am)	01/04/2014	£1,874.00	01/04/2015	£2,082.00	11.1%						SR
				Blue Dragon - Meeting Room Half Day	01/04/2014	£63.00	01/04/2015	£70.00	11.1%						EX
				Blue Dragon - Meeting Room Full Day	01/04/2014	£112.00	01/04/2015	£124.00	10.7%						EX
				Green Dragon - Meeting Room Half Day	01/04/2014	£38.00	01/04/2015	£42.00	10.5%						EX
				Green Dragon - Meeting Room Full Day	01/04/2014	£76.00	01/04/2015	£84.00	10.5%						EX
				Cookhouse and Barn - Meeting Room Half Day	01/04/2014	£50.00	01/04/2015	£55.00	10.0%						EX
				Cookhouse and Barn - Meeting Room Full Day	01/04/2014	£88.00	01/04/2015	£97.00	10.2%						EX
				Led Sessions (max 35 people) - Half Day	01/04/2014	from £231	01/04/2015	from £257	11.3%						EX
				Led Sessions (max 35 people) - Full Day	01/04/2014	from £473	01/04/2015	from £525	11.0%						EX
Educational specialist sessions e.g. WWII day	01/04/2014	from £275	01/04/2015	from £306	11.3%	EX									
Site Only Visit	01/04/2014	£55.00	01/04/2015	£61.00	10.9%	EX									
Sub-Total Education											1,031	1,050	-2		
CEF1-5	School Organisation & Planning	D		<u>Contributions To School</u>											
CEF1-53	Home To School & College Transport			<u>Transport (Per Term i.e. 3 per year)</u>											
				Concessionary Fares Charge (return)	01/09/2013	£88.00					-100.0%				ZR
				Out of Catchment (return)	01/09/2013	£164.00					-100.0%				ZR
				In Catchment (Return)	01/09/2013	No charge									ZR
				Post 16 In catchment (return)	01/09/2013	£88.00					-100.0%				ZR
		Post 16 out of catchment (return)	01/09/2013	£164.00					-100.0%				ZR		

1. EDUCATION & EARLY INTERVENTION - CEF - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees or charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
				Under 3 Miles Pre & Post-16 Students	01/09/2014	£96.80	01/09/2015	£101.64	5.0%	Cabinet on 4th February 2014 agreed a five year charging mechanism based on distance, under/over 3 miles. The charges are to increase by 5% per annum.	369	402	26	ZR
				Over 3 Miles Pre & Post-16 Students	01/09/2014	£180.40	01/09/2015	£189.42	5.0%					
	Sub-Total School Organisation & Planning										369	402	26	
	Sub-Total Children Education & Families										1,400	1,881	453	

Legal position on charging

- SP Statutory Prohibited
- SA Statutory Arrangements
- D Discretionary (LG Act 2003)

VAT Class

- SR/EX Standard Rate (20% 4 Jan 2011) / Charge stated excludes VAT
- ZR Zero Rated
- NB Non Business
- EX Exempt

Page 36

2. ADULT SOCIAL CARE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
SCS1	ADULT SOCIAL CARE													
SCS1-1	Older People													
	Alert Service	SA	The Alert Service can be defined as the provision of equipment <u>plus</u> the monitoring of that equipment – it is not possible to have one without the other. Assessment, review, base alarm unit, pendant, monitoring, temporary movement into level 2 for a maximum of 6 weeks in any one rolling calendar year. Sensors installed according to assessed need	Weekly Charges: Level 1	01/11/2010	£5.00	01/11/2010	£5.00	0.0%		0	0	0	NB
			Assessment, review, base alarm unit, pendant, monitoring, planned support, 24/7 emergency response. Sensors installed according to assessed need	Level 2	01/11/2010	£22.00	01/11/2010	£22.00	0.0%	The Alert Service will be embarking on a fundamental change to the way the service operates during 2015/2016. The new charging structure is currently being designed and will be confirmed in due course.	0	0	0	NB
				Service users who are in receipt of Housing Benefit and either Income Support or (Guaranteed) Pension Credit (and this may be extended in future to those receiving Universal Credit, as this is rolled out) will receive the service free automatically, without the need for a Fairer Charging Assessment.		01/04/2014	£0.00	01/04/2014	£0.00	0.0%		0	0	
	Care Homes	SA	Residents who are financially supported by the County Council in Residential and Nursing Homes are subject to a financial assessment under the National Assistance Regulations 2005. Under these Regs the Dept of Works and Pensions determine the minimum charge	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2014	Various	01/04/2015	Various			16,160	16,483	0	NB
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services. Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	Home Care (including laundry, meals and shopping services) In line with the Contributions Policy agreed by Cabinet in September 2013, Home Support charges are based on a single flat hourly rate to reflect the cost of provision. For 2015-16, this is £19.40.	01/04/2014	Various	01/04/2015	Various	-		5,830	5,947	0	NB

2. ADULT SOCIAL CARE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
	Older People Continued			Day Care Day Care, per day for older people, including meals											
				Charge per day (5 hours)	01/04/2014	£10.00	01/04/2015	£15.00	50.0%		258	387	124	NB	
				Charge per half day (3 hours)	01/04/2014	£6.00	01/04/2015	£9.00	50.0%		0	0	0	NB	
				Meal	01/04/2014	£5.00	01/04/2015	£5.00	0.0%		180	180	-4	NB	
				Transport to day centre	01/04/2014	£5.00	01/04/2015	£5.00	0.0%		87	87	-2	NB	
	Sub-Total Older People										22,515	23,084	119		
SCS1-2	Learning Disabilities														
	Residential External	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2014	Various	01/04/2015	Various	-		2,155	2,198	0	NB	
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services	Home Care & Day Care	01/04/2014	Various	01/04/2015	Various	-		1,908	1,946	0	NB	
			D	Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	Supported Living	01/04/2014	Various	01/04/2015	Various	-		673	686	0	NB
					Adult Placements (including those for other client groups)	01/04/2014	Various	01/04/2015	Various	-				0	NB
				Supported living - additional support for client holidays	01/04/2014	Various	01/04/2015	Various	-				0		
	Sub-Total Learning Disabilities										4,736	4,830	-1		

2. ADULT SOCIAL CARE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
SCS1-3	Mental Health														
	Residential Services	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes	01/04/2014	Various	01/04/2015	Various	-		69	70	0	NB	
		SP	Nil contribution for clients covered by S117	Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.										NB	
	Drugs and Alcohol	SA		As above	01/04/2014	Various	01/04/2015	Various	-		45	45	-1	NB	
Page 39	Mental Health Continued														
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services. Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.		01/04/2014	Various	01/04/2015	various	-		21	21	0	NB	
	Sub-Total Integrated Mental Health Service										135	136	-1		
SCS1-4	Money Management	SA	Recovery of costs	Court of Protection income detail as follows:											
					<u>Category 1</u>										
					Work up to court order date	01/02/2011	£670.00	01/02/2011	£670.00	0.0%					
					<u>Category 2 Property & Affairs</u>										
					Annual Management Fee Yr 1	01/02/2011	£700.00	01/02/2011	£700.00	0.0%					
		Yr2 & subsequent yrs	01/02/2011	£585.00	01/02/2011	£585.00	0.0%								
				or max 3% of net assets if less than £16,000											
				Deputy for Health & Welfare	01/02/2011	£500.00	01/02/2011	£500.00	0.0%	Currently awaiting for the Ministry of Justice to approve an increase into Court of Protection charges.					
				<u>Category 3 Property Management</u>	01/02/2011	£270.00	01/02/2011	£270.00	0.0%						
				<u>Category 4 Annual report</u>	01/02/2011	£195.00	01/02/2011	£195.00	0.0%						
		D	Recovery of full cost	Charge per hour for work in relation to estates of deceased clients	01/02/2011	£100.00	01/04/2015	£105.00	5.0%						
	Sub-Total Money Management										286	292	0		

2. ADULT SOCIAL CARE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
SCS1-5	Physical Disabilities Care Homes	SA	Statutory Requirement	Financially assessed contributions from clients in Care Homes Supported clients are those who have savings or other capital not exceeding £23,250 and whose contributions are based on an individual financial assessment according to their circumstances and vary accordingly.	01/04/2014	Various	01/04/2015	Various	-		387	395	0	NB
	Fairer Charging	SA	With effect from April 2003, all clients receiving non-residential services are subject to the Fairer Charging Policies for Home Care and Non-Residential Services. Clients are financially assessed under new statutory Government Regs according to their income and capital to contribute towards their care charges and these will therefore range from nil to the full cost of services being provided.	In line with the Contributions Policy agreed by Cabinet in September 2013, Home Support charges are based on a single flat hourly rate to reflect the cost of provision. For 2015-16, this is £19.40.	01/04/2014	Various	01/04/2015	Various	-		291	290	-7	NB
Sub-Total Physical Disabilities											678	685	-7	
Sub-total Adult Social Care											28,350	29,027	110	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

3. FIRE & RESCUE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
SCS4	FIRE AND RESCUE & EMERGENCY PLANNING													
SCS4-1	Fire & Rescue Service	D	The charge is to cover the cost of an operational firefighter plus overheads.	Special Services: a) Personnel, regardless of rank, per hour or part hour.	01/04/2014	£45.00 <u>Incl VAT</u>	01/04/2015	£45.90	2.0%		4	4	0	SR
			The charge compares with the hiring of a similar type of heavy plant such as a large mobile crane or Cherry Picker.	b) Aerial Ladder Platform per hour or part hour, excluding petrol.	01/04/2014	£232.50 <u>Incl VAT</u>	01/04/2015	£237.00	1.9%					SR
			This charge compares with the hiring of smaller plant with multiple special tools.	c) Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	01/04/2014	£90.60 <u>Incl VAT</u>	01/04/2015	£92.40	2.0%					SR
			The charge compares with the hiring of smaller self contained plant such as a small Cherry Picker.	d) Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour.	01/04/2014	£61.20 <u>Incl VAT</u>	01/04/2015	£62.40	2.0%					SR
		D	Recovery of costs relevant to the retrieval of a Fire Report,	Fire Reports: a) Preparation of Fire Report	01/04/2014	£37.75	01/04/2015	£38.50	2.0%		2	2	0	NB
			Recovery of costs relevant to time spent investigating the fire, preparation of report and posting to client.	b) Preparation of a Fire Investigation Report	01/04/2014	£281.00	01/04/2015	£287.00	2.1%					NB
				i) short or extracted	01/04/2014	£372.00	01/04/2015	£379.00	1.9%					NB
				ii) full report or one involving extensive enquiries, photographs etc.	01/04/2014	£556.00	01/04/2015	£567.00	2.0%					NB
				iii) full report or one on major incidents requiring extensive protracted investigation etc.	01/04/2014	£556.00	01/04/2015	£567.00	2.0%					NB
		D	The charge is to cover the cost of an operational officer for an interview on one of the Fire Service site locations.	Insurance Interviews	01/04/2014	£74.50	01/04/2015	£76.00	2.0%					NB
		D	Recovery of full cost	Charging third parties for the use of operational assets where we are able to charge							14	0	-14	SR

3. FIRE & RESCUE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
	Service Support Service Support Management	D	Annual charge made to alarm receiver centres and users of dedicated dial in facilities in respect of unwanted fire alarms	Direct Dial in Facilities Charges made to alarm receiver centres & users of dedicated dial in facilities in respect of unwanted fire alarms	01/04/2014	£432.00 Excl. VAT	01/04/2015	£440.00	1.9%		8	10	2	SR
	Commercial Training Unit	D	Recovery of full cost	Fire prevention training							49	30	-20	EX
	Sub-Total Fire & Rescue Service										77	46	-33	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

4. TRADING STANDARDS - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% Increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above .0 inflation to meet pressures	VAT Class		
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total				
											£000	£000				
SCS2-3	TRADING STANDARDS	SA	So that licence holders contribute towards the cost of the licensing system	Licences (for holding poisons register)												
				Initial Registration	01/04/2014	£33.15	01/04/2015	£33.81	2.0%							
				Re-registration	01/04/2014	£17.85	01/04/2015	£18.21	2.0%	1	1	0		NB		
				Change of Details	01/04/2014	£9.18	01/04/2015	£9.36	2.0%					NB		
		D	So that licence holders contribute towards the cost of the licensing system	Performing animal licences	01/04/2014	£28.05	01/04/2015	£28.61	2.0%		0	0	0		NB	
		SA	Statutory Charge for issuing a licence to store explosives.	Explosive Acts 1875 & 1923: a) Initial Licence Fees for storage of mixed explosives -one year's duration -two year's duration -three year's duration b) Renewal Licence Fees for storage of mixed explosives -one year's duration -two year's duration -three year's duration c) Initial Registration Fee for storage of mixed explosives -one year's duration -two year's duration -three year's duration d) Renewal Registration Fee for storage of mixed explosives -one year's duration -two year's duration -three year's duration e) Varying a licence - varying name or address - Transfer of licence/registration - Replacement of licence/registration												
						01/04/2011	£178.00	01/04/2011	£178.00	0.0%	Charges set by statute, not yet notified for 2015/16	14	14	0		
						01/04/2011	£234.00	01/04/2011	£234.00	0.0%						
						01/04/2011	£292.00	01/04/2011	£292.00	0.0%						
						01/04/2011	£83.00	01/04/2011	£88.00	6.0%						
						01/04/2011	£141.00	01/04/2011	£141.00	0.0%						
						01/04/2011	£198.00	01/04/2011	£198.00	0.0%						
	01/04/2011				£105.00	01/04/2011	£105.00	0.0%								
	01/04/2011				£136.00	01/04/2011	£136.00	0.0%								
	01/04/2011				£166.00	01/04/2011	£166.00	0.0%								
	01/04/2011				£52.00	01/04/2011	£52.00	0.0%								
	01/04/2011				£83.00	01/04/2011	£83.00	0.0%								
	01/04/2011	£115.00	01/04/2011	£115.00	0.0%											
	01/04/2011	£35.00	01/04/2011	£35.00	0.0%											
	01/04/2011	£35.00	01/04/2011	£35.00	0.0%											
	01/04/2011	£35.00	01/04/2011	£35.00	0.0%											
SA	Statutory Charge for issuing a licence to store petroleum.	Dangerous Substances and Explosive Atmospherics Regulations 2002: a) Not exceeding 2,500 litres b) Exceeding 2,500 litres but less than 50,000 litres c) Over 50,000 litres d) Transfer licence														
				01/04/2011	£42.00	01/04/2011	£42.00	0.0%	Charges set by statute	14	14	0				
				01/04/2011	£58.00	01/04/2011	£58.00	0.0%								
				01/04/2011	£120.00	01/04/2011	£120.00	0.0%								
	01/04/2011	£8.00	01/04/2011	£8.00	0.0%											

4. TRADING STANDARDS - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% Increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above .0 inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total		
											£000	£000		
SCS2-3	Trading Standards Continued	D	So that fee payers contribute towards the costs of the tests.	Testing fees - verifying weights and measures					-		45	46	0	SR
				Hourly rate	01/04/2014	£73.87	01/04/2015	£75.35	2.0%					
				Weighing instruments										
				15k or less - First item	01/04/2014	£38.17	01/04/2015	£38.94	2.0%					
				- Reduced fee for second item	01/04/2014	£30.99	01/04/2015	£31.61	2.0%					
				- Reduced fee for 3 items or more	01/04/2014	£29.53	01/04/2015	£30.12	2.0%					
				Over 15Kg to 1,000kg - First item	01/04/2014	£64.29	01/04/2015	£65.57	2.0%					
				- Reduced fee for second item	01/04/2014	£51.08	01/04/2015	£52.11	2.0%					
				- Reduced fee for 3 items or more	01/04/2014	£48.43	01/04/2015	£49.40	2.0%					
				Over 1,000kg to 10t - First item	01/04/2014	£197.98	01/04/2015	£201.94	2.0%					
				- Reduced fee for second item	01/04/2014	£158.64	01/04/2015	£161.81	2.0%					
				- Reduced fee for 3 items or more										
				- Weights and labour provided										
				Over 10t to 60t - First item	01/04/2014	£329.18	01/04/2015	£335.77	2.0%					
				- Reduced fee for second item	01/04/2014	£263.60	01/04/2015	£268.87	2.0%					
				- Reduced fee for 3 items or more										
				- Weights and labour provided										
				Testing outside normal hours										
				Outside 8:30-17:00, Monday to Friday and on Saturday:										
				Trading Standards Officer, per hour	01/04/2014	£10.93	01/04/2015	£11.15	2.0%					
				Non Trading Standards Officer, per hour	01/04/2014	£7.65	01/04/2015	£7.80	2.0%					
							01/04/2015							
				On Sundays and Bank Holidays										
				Trading Standards Officer, per hour	01/04/2014	£21.86	01/04/2015	£22.30	2.0%					
				Non Trading Standards Officer, per hour	01/04/2014	£15.30	01/04/2015	£15.61	2.0%					
				Weights										
				500mg- 5Kg - First item	01/04/2014	£5.97	01/04/2015	£6.09	2.0%					
				- Second and subsequent items	01/04/2014	£4.78	01/04/2015	£4.87	2.0%					
				Below 500mg and above 5Kg - First item	01/04/2014	£9.54	01/04/2015	£9.73	2.0%					
				- Second and subsequent items	01/04/2014	£7.15	01/04/2015	£7.29	2.0%					

4. TRADING STANDARDS - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% Increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above .0 inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total			
											£000	£000			
SCS2-3	Trading Standards Continued			Measuring instruments for Liquid fuel and Lubricants	Per Nozzle - First item	01/04/2014	£109.05	01/04/2015	£111.24	2.0%					
					- Second and subsequent items on same site	01/04/2014	£67.73	01/04/2015	£69.08	2.0%					
					Testing peripheral electronic equipment on a separate visit (per site)	01/04/2014	£73.87	01/04/2015	£75.35	2.0%					
					Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	01/04/2014	£73.87	01/04/2015	£75.35	2.0%					
					Measuring instruments - Intoxicating liqueur	150ml or less - First item	01/04/2014	£15.49	01/04/2015	£15.80					2.0%
						- Second and subsequent items	01/04/2014	£12.39	01/04/2015	£12.64					2.0%
					Above 150ml - First item	01/04/2014	£19.08	01/04/2015	£19.46	2.0%					
					- Second and subsequent items	01/04/2014	£15.27	01/04/2015	£15.58	2.0%					
					Length measures	3 metres or less - First item	01/04/2014	£9.54	01/04/2015	£9.73					2.0%
						- Second and subsequent items	01/04/2014	£7.15	01/04/2015	£7.29					2.0%
					Capacity measures	1 litre or less - First item	01/04/2014	£5.97	01/04/2015	£6.09					2.0%
						- Second and subsequent items	01/04/2014	£4.78	01/04/2015	£4.87					2.0%
					Cubic ballast measures	01/04/2014	£162.20	01/04/2015	£165.44	2.0%					
					Average quantity measures	01/04/2014	£26.24	01/04/2015	£26.76	2.0%					
					Average quantity templates - First item	01/04/2014	£45.31	01/04/2015	£46.22	2.0%					
						01/04/2014	£17.88	01/04/2015	£18.24	2.0%					
					Pharmaceutical measures at manufacturers premises	0-50 items - 5 graduations	01/04/2014	£2.59	01/04/2015	£2.64					1.9%
							01/04/2014	£2.75	01/04/2015	£2.80					1.9%
							01/04/2014	£3.85	01/04/2015	£3.93					2.1%
						50-100 items - 5 graduations	01/04/2014	£2.08	01/04/2015	£2.12					1.9%
							01/04/2014	£2.20	01/04/2015	£2.24					2.0%
							01/04/2014	£3.08	01/04/2015	£3.14					2.0%
						100+ items - 5 graduations	01/04/2014	£1.95	01/04/2015	£1.98					1.8%
							01/04/2014	£2.06	01/04/2015	£2.10					1.9%
01/04/2014	£2.88	01/04/2015	£2.94	2.0%											

4. TRADING STANDARDS - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% Increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above .0 inflation to meet pressures	VAT Class			
					Effective Date	Rate	Effective Date	Proposed Rate			Total £000	Total £000					
SCS2-3	Trading Standards Continued			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													
				Application													
				- PVR Stage 1	01/04/2014	118.40	01/04/2015	£118.40	0.0%								
				- PVR Stage 1 and 2	01/04/2014	196.80	01/04/2015	£196.80	0.0%								
				Annual Subsistence Charge													
				- PVR Stage 1 (low risk)	01/04/2014	60.80	01/04/2015	£60.80	0.0%								
				- PVR Stage 1 and 2 (low risk)	01/04/2014	86.40	01/04/2015	£86.40	0.0%			1	1	0		NB	
				Transfer													
				- Standard Process Transfer	01/04/2014	129.60	01/04/2015	£129.60	0.0%								
				- Standard Process Partial Transfer	01/04/2014	380.80	01/04/2015	£380.80	0.0%								
		D	To recover the cost of providing service to another local authority	Mobile Device Examination Service Income received from other local authorities submitting mobile devices for forensic examination													
				Single Phone and SIM			01/04/2015	£120.00			1	1	0	SR			
				SIM Only			01/04/2015	£22.10						SR			
		D	To recover the cost of providing service to another local authority	Achieving Best Evidence (ABE) Interview Service Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf													
				Time charged per hour, per officer			01/04/2015	£40.00			2			SR			
	Sub-Total Trading Standards										94	95	0				

Legal Position on charging

SP Statutory Prohibited
SA Statutory Arrangements
D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
ZR Zero Rated
NB Non Business
EX Exempt

5. GYPSY & TRAVELLER SERVICE - S&CS - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
SCS2-2	GYPSY & TRAVELLER SERVICES													
	Oxfordshire sites	D	Recovery of full cost	Weekly rent of plot to site resident	01/04/2014	£67.00	01/04/2015	£68.50	2.2%		225	230	1	EX
	Buckinghamshire sites	D	Recovery of full cost	Weekly rent of plot to site resident (Rents may be lower for particular plots - if there are problems with the electricity supply for example)	01/04/2014	£67.00	01/04/2015	£68.50	2.2%		225	230	1	EX
		D	Recovery of full cost	Rent for nine additional plots at Redbridge	01/04/2013	£90.00	01/04/2015	£92.00	2.2%		35	36	0	EX
	Sub-Total Gypsy & Traveller Service										485	496	2	
	Sub-Total Adult Social care										28,350	29,027	110	
	Sub-Total Fire & Rescue										77	46	-33	
	Sub-Total Trading Standards										94	95	-1	
	TOTAL SOCIAL & COMMUNITY SERVICES										29,006	29,664	78	

Legal Position on charging

SP Statutory Prohibited
 SA Statutory Arrangements
 D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
 ZR Zero Rated
 NB Non Business
 EX Exempt

6. STRATEGY & INFRASTRUCTURE - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class						
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total								
											£000	£000								
EE1	STRATEGY & INFRASTRUCTURE																			
EE1-2	Planning Regulation	SA	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Planning Applications - Standard Searches	01/04/2014	£46.00	01/04/2014	£47.00	2.2%		182	186	0	NB						
- Extended Searches				01/04/2014	£77.00	01/04/2014	£79.00	2.6%												
D		To contribute to cost of providing pre-providing pre-app advice to applicants/developers	Pre - application advice	01/04/2014	Written response (minor development) Meeting and follow-up written response (minor development) Specialist officers to attend meetings (per additional officers)	01/04/2014	£164.00	01/04/2014	£167.00	1.8%		0		0	NB					
							£235.00	01/04/2014	£240.00	2.1%		0								
							£59.00	01/04/2014	£60.00	1.7%		0								
							£235.00	01/04/2014	£240.00	2.1%		0								
D		To contribute to cost of providing the development control service	Clearance of conditions on planning permissions	01/10/2010	£97.00 per request	01/10/2010	£97.00	01/10/2010	£97.00	0.0%	Statutory fee not in control of County Council	0		0	NB					
												0		0						
SA	Recovery of costs	Charging for Monitoring of Minerals Sites - Active Sites		£331.00	01/04/2015	£331.00	01/04/2015	£331.00	0.0%	Statutory fee not in control of County Council	31	32	0	NB						
		Charging for Monitoring of Minerals Sites - Dormant Sites		per visit £110.00	01/04/2015	£110.00	01/04/2015	£110.00	0.0%	Statutory fee not in control of County Council	0		0	NB						
D	Recover actual reasonable costs, in line with Environmental Information Regulations (EIR)	Supply of information in regards to Planning - Written response to enquiries	23/04/2013	£60.00	01/04/2015	£0.00	01/04/2015	£0.00	-100.0%	Discontinued	0		0	SR						
											Copies of Planning Obligations and other associated legal agreements (i.e. S38, S278, Bonds, Routing Agreements etc)	23/04/2013	£0.00	23/04/2013	£0.00	0.0%	0		0	SR
																	23/04/2013	See photocopy charges	0	
D	Recovery of costs	Charging administration fee for managing & monitoring S.106 agreements relating to planning permissions	01/04/2006	Various	01/04/2006	Various	01/04/2006	Various	0.0%		271	276	0	NB						

6. STRATEGY & INFRASTRUCTURE - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total		
											£000	£000		
EE1-46	Historic & Natural Environment	D	Recovery of cost	Protected Species Advice to District Authorities (hourly rate)	07/10/2013	£21.00	07/10/2013	£21.00	0.0%		110	112	-	NB
		D	Recovery of cost	Specialist Ecological Planning Advice for District Authorities (hourly rate - normal)	07/10/2013	£23.00	07/10/2013	£23.00	0.0%					NB
		D	Recovery of cost	Specialist Ecological Planning Advice for District Authorities (hourly rate, senior staff)	07/10/2013	£31.50	07/10/2013	£31.50	0.0%					NB
		D	To recover the actual reasonable cost of Historic Environment Record (HER) consultations	Charge for digitised Historic Environment Record (HER) data to commercial organisations for up to 200 records; larger searches will also be charged on the % of total HER heritage records requested	23/04/2013	£124.98 per HER consultation	23/04/2013	£124.98	0.0%		27	28	0	NB
		D	To recover the actual reasonable cost of arranging for archaeological fieldwork.	Charge for writing briefs for archaeological fieldwork required for commercial developments.	23/04/2013	£83.32 per hour	01/04/2015	£0.00	-100.0%	Discontinued	0		0	NB
		D	To recover the actual reasonable cost of monitoring fieldwork.	Charge for monitoring of archaeological fieldwork	01/04/2011	£83.32 per hour	01/04/2011	£83.32	0.0%		0		0	NB
Sub-Total Strategy & Infrastructure											621	634	0	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

7. COMMERCIAL SERVICES - OPERATIONAL CONTRACT/CLIENT MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
EE2-22	Property & Facilities Management														
	Corporate Properties	D	Recovery of full cost	Rents controlled by terms of the lease	01/04/2009	Various	01/04/2009	Various	-	No change Reducing estate Forecast of receivable rent	256	256	-5	EX	
	Staff Housing	D	Recovery of full cost		01/04/2009	Various	01/04/2009	Various	-		90	60	-32	EX	
	Smallholdings	D	Recovery of full cost		01/04/2009	Various	01/04/2009	Various	-		30	40	9	EX	
	Oxford Castle site (opted)														SR
	Any provision for parking a motorcar - garage etc													SR	
	Admin Support Services	D	Recover costs	Sale of Planprints - up to A1 size - up to A0 size - over A0 size Recover costs Sale of Photocopies (per side) A4 - black & white A4 - colour A3 - black & white A3 - colour A0	01/04/2008	£7.90	01/04/2008	£7.90	0.0%		0	0	0	SR	
					01/04/2008	£9.90	01/04/2008	£9.90	0.0%		SR				
					01/04/2008	£14.80	01/04/2008	£14.80	0.0%		SR				
					01/04/2011	£0.25	01/04/2011	£0.25	0.0%		0	0	0	SR	
			01/04/2011		£0.30	01/04/2011	£0.30	0.0%	SR						
			01/04/2011		£0.35	01/04/2011	£0.35	0.0%	SR						
			01/04/2011		£0.40	01/04/2011	£0.40	0.0%	SR						
			01/04/2011		£5.00	01/04/2011	£5.00	0.0%	SR						
		D	Recover costs		Sale of Publications - Various	01/04/2008	Various	01/04/2008	Various			0		0	ZR
	School Meals	D	Cost of providing lunchtime meal		Pupils	01/09/2014	£2.10	01/09/2014	£2.10		0.0%	Shows the potential maximum price increase under the current contract	Income is collected by the contractor on behalf of schools		
				Adults	01/09/2014	£3.00	01/09/2014	£3.00	0.0%	SR					
EE2-24	Waste Management General Site Costs	D	Recover costs	Disposal of Large Scale DIY Waste	01/04/2011	£1.00 per item	01/04/2011	£1.00	0.0%		18	20	2	NB	
		D	To recover costs of disposing of tyres	Standard motorcycle and car tyres Oversized car (no lorry tyres)	01/04/2011	£2.50	01/04/2011	£2.50	0.0%					NB	
					01/04/2008	£4.00	01/04/2011	£4.00	0.0%					NB	
Sub Total Operational Contract/Client Management											394	376	-26		

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total		
											£000	£000		
EE2-3	NETWORK & ASSET MANAGEMENT													
EE2-3	Network & Asset Management	D	Cover Administration and Supervision Costs for S.38 & S.278 agreements relating to new developments	Administration and Supervision Fees for highway works on new developments - Percentage of Capital cost - Minimum charge (from 1 April 2010)	01/04/2010	9% £1,500.00	01/04/2010	9% £1,500	0.0% 0.0%		188	190	-2	NB NB
		D	Recover costs	Temporary Traffic Regulation Orders Basic Charges: - Routine Temporary TRO - Emergency Notice Advertising, maint of notices and exceptional staff time at cost	01/04/2014 01/04/2014 01/04/2013	£920.00 £460.00 At cost - min £40	01/04/2015 01/04/2015 01/04/2013	£940.00 £470.00 At cost - Min £40	2.2% 2.2%	2% Increase in line with policy 2% Increase in line with policy	145	145	-3	NB NB NB
		D	Recover costs	Planning Obligation (by Unilateral Undertaking) - Exclusion of property from eligibility for residents (etc) permits or similar - TRO changes related to developments at cost (Minimum charge from 1/04/12)	01/04/2011 01/04/2012	£1,500.00 MIN £1500	01/04/2011 01/04/2012	£1,500.00 MIN £1,500	0.0% 0.0%					NB NB
		D	Recover cost of sign removal	Removal of unauthorised signs (a) Signs under 0.5 sq metre in area (b) Signs over 0.5 sq metre in area	01/04/2013 01/04/2013	£94.00 £132.00	01/04/2015 01/04/2015	£96.00 £135.00	2.1% 2.3%	2% Increase in line with policy 2% Increase in line with policy				NB NB
		D		Tourism Signs - New charging framework from 2007: (a) Assessing application and detailed site assessment (b) Design, manufacture & erection (c) Maintenance & removal	01/04/2014 01/04/2010 01/04/2010	£240.00 Cost + 15% 2/3 x (b) above	01/04/2015 01/04/2010 01/04/2010	£245.00 Cost + 15% 2/3 x (b) above	2.1% 0.0% 0.0%					NB SR SR
		D		Private access protection road markings	01/04/2014	£75.00	01/04/2014	£75.00	0.0%	No increase as charge was increased by 50% in 2014-2015.				NB
		D	Recover costs of design work for new street lighting schemes.	Design Work on Street Lighting for New Developments - Percentage of capital cost - Minimum Charge - Maximum Charge	01/04/2012 01/04/2013 01/04/2013	5% £263.00 £1,089.00	01/04/2012 01/04/2015 01/04/2015	5% £268.00 £1,110.78	0.0% 1.9% 2.0%		46	47	0	SR SR SR
		D	Recover costs of design work for new street lighting schemes.	Re-submission of Design Work on Street Lighting	01/04/2013	£74.00	01/04/2015	£75.48	2.0%		0	0	0	SR

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class		
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total				
											£000	£000				
EE2-3	Network & Asset Management continued	D	Recover actual costs of photocopying and postage only, in line with Environmental Information Regulations (EIR)	Sale of Accident Analysis Reports - Sale of Photocopies (per side)												
				A4 - black & white	23/04/2013	£0.02	23/04/2013	£0.02	0.0%			0	0	0	SR	
				A4 - colour	23/04/2013	£0.05	23/04/2013	£0.05	0.0%							
				A3 - black & white	23/04/2013	£0.06	23/04/2013	£0.06	0.0%							
					A3 - colour	23/04/2013	£0.09	23/04/2013	£0.09	0.0%						
		D	Recover actual costs of photocopying and postage only, in line with Environmental Information Regulations (EIR)	Responding to external requests for Private Works in Highway related matters - Sale of Photocopies (per side)												
				A4 - black & white	23/04/2013	£0.02	23/04/2013	£0.02	0.0%			0	0	0	SR	
				A4 - colour	23/04/2013	£0.05	23/04/2013	£0.05	0.0%							
				A3 - black & white	23/04/2013	£0.06	23/04/2013	£0.06	0.0%							
					A3 - colour	23/04/2013	£0.09	23/04/2013	£0.09	0.0%						
SA	Ensure reinstatement is undertaken	Reinstatement of Trenches Site Supervision by Highways Inspectors							Fixed charge under NRSWA							
		- Standard Charge for Defect Inspections set by Statutory Regulation	01/04/2009	£47.50	01/04/2009	£47.50	0.0%			75	75	-2	NB			
SA	Ensure reinstatement is undertaken	Reinstatement of Trenches Site Supervision by Highways Inspectors														
		- Standard Charge for Sample Inspections set by Statutory Regulation	01/04/2009	£50.00	01/04/2009	£50.00	0.0%			310	315	-1	NB			
SA	Recover costs	Commutated fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record														
			01/04/2001	£625.00	01/04/2015	£650.00	4.0%			25	25	-1	NB			
SA	Recover costs	Fixed Penalty Notice income from statutory undertakers for non-compliance with Sections 54, 55, 57, 70, 74 of the New Roads and Street Works Act (NRSWA) Discounted rate							Fixed charge under NRSWA							
			12/05/2008	£120.00	12/05/2008	£120.00	0.0%			6	6	0	NB			
			12/05/2008	£80.00	12/05/2008	£80.00	0.0%			1	1	0	NB			
SA	Recover costs	Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway.							Fixed charge under NRSWA							
			01/06/2001	Various	01/06/2001	Various				50	50	-1	NB			
			As per scale of charges			As per Scale of charges										
D	Recover costs	Filming Policy - On or in the vicinity of the Highway: - Application Fee for permission to film Crew Size 1-5 Crew Size 6-12 Crew Size 12-29 Crew Size 30+ - Further Associated charges (site visits, materials, alterations, clearance etc...)							Slight increase still keeps us competitive with surrounding authorities.							
			01/04/2013	£55.00	01/04/2015	£60.00	9.1%			4	4	0	NB			
			01/04/2014	£110.00	01/04/2015	£115.00	4.5%						NB			
			01/04/2014	£320.00	01/04/2015	£325.00	1.6%						NB			
			01/04/2014	£1,125.00	01/04/2015	£1,150.00	2.2%						NB			
			01/04/2013	Various at cost	01/04/2015	Various at cost							NB			

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total		
											£000	£000		
EE2-3	Network & Asset Management continued	D	Recover costs	Vehicle Crossings (residential)	01/04/2014	£90.00	01/04/2014	£90.00	0.0%	No change as they rose above inflation last year and we are in keeping with surrounding authorities.	59	60	0	NB
		D	Recover costs	Vehicle Crossings (multiple access and commercial use)	01/04/2014	£325.00	01/04/2014	£325.00	0.0%		2	2	0	NB
		D	Recover costs	Vehicle Crossings - Design and Testing Costs	01/04/2012	at cost	01/04/2012	at cost	0.0%		2	2	0	NB
		D	Recover costs	Highway Material Storage Licence	01/04/2014	£52.00	01/04/2015	£55.00	5.8%	Slight increase still keeps us competitive with surrounding authorities.	2	2	0	NB
		D	Recover costs	Skip Licences	01/04/2014	£52.00	01/04/2015	£55.00	5.8%	Slight increase still keeps us competitive with surrounding authorities.	110	110	-2	NB
		D	Recover costs	Skip Licence Renewals	01/04/2013	£30.00	01/04/2013	£30.00	0.0%		25	25	-1	NB
		D	Recover costs	One day Skip Licence	01/04/2013	£25.00	01/04/2013	£25.00	0.0%	New charge	5	5	0	NB
		D	Recover costs	Late renewal (less than 4 days)	01/04/2015	£30.00	01/04/2015	£30.00	#DIV/0!					
		D	Recover costs	Scaffolding Licences - one month occupation	01/04/2013	£100.00	01/04/2015	£110.00	10.0%	No change for two previous years	60	60	-1	NB
		D	Recover costs	Scaffolding Licences Renewals - one month occupation	01/04/2013	£80.00	01/04/2015	£90.00	12.5%		8	8	0	NB
		D	Recover costs	Tower Scaffolding Licences/Cherry Picker / Small Lift - 2 days occupation	01/04/2014	£70.00	01/04/2015	£75.00	7.1%		25	25	-1	NB
		D	Recover costs	Large Cranes	01/04/2014	£175	01/04/2015	£200	14.3%		2	2	0	NB
		D	Recover costs	Scaffolding Licences Renewals - 2 days occupation	01/04/2014	£70.00	01/04/2015	£75.00	7.1%		2	2	0	NB
		D	Recover costs	Hoarding Consents - one month occupation	01/04/2013	£100.00	01/04/2015	£110.00	10.0%	No change for two previous years	3	3	0	NB
		D	Recover costs	Hoarding Consents Renewals - one month occupation	01/04/2013	£80.00	01/04/2015	£90.00	12.5%		1	1	0	NB
		D	Recover costs	Oversailing Consents - structures oversailing the highway	01/04/2014	£200.00	01/04/2014	£200.00	0.0%		2	2	0	NB
		D	Recover costs	Oversailing Consents - temporary traffic monitoring/CCTV oversailing the highway attached to OCC property	01/04/2014	£60.00	01/04/2015	£70.00	16.7%		2	2	0	NB
D	Recover costs	Table & Chairs Licence Annual charges - new framework							10	10	0			
		Up to 2 tables & 8 seats	01/04/2013	£200	01/04/2013	£200	0.0%					NB		
		For 3 to 4 tables & up to 16 seats	01/04/2013	£500	01/04/2013	£500	0.0%					NB		
		For 5 to 10 tables & up to 40 seats	01/04/2013	£900	01/04/2013	£900	0.0%					NB		
		For 11 or more tables & over 40 seats	01/04/2013	£1,400	01/04/2013	£1,400	0.0%					NB		

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total			
											£000	£000			
EE2-3	Network & Asset Management continued	D	Recover costs	Supply of Highway related information, including Personal Search Fees :-							64	65	0	SR	
				- Highway extent	23/04/2013	£31.00	23/04/2013	£31.00	0.0%						
				- Per additional question	23/04/2013	£10.00	23/04/2013	£10.00	0.0%						
				- Con29 property search	23/04/2013	£31.00	23/04/2013	£31.00	0.0%						
				- Per additional question	23/04/2013	£10.00	23/04/2013	£10.00	0.0%						
				- Extensive highway boundary extent	23/04/2013	£77.00	23/04/2013	£77.00	0.0%						
				- Highway Extent research/survey	23/04/2013	£107.00	23/04/2013	£107.00	0.0%						
					Verbal response to enquiries	23/04/2013	£0.00	23/04/2013	£0.00	-					SR
		D	Recover costs	Supply of Conveyancing 29 Highway Search Information	01/04/2013	£9,000.00	01/04/2013	£9,000.00	0.0%	Subject to a review				0	NB
		D	Recover cost of photocopies at an actual cost per page basis	Supply of existing Traffic Survey data - Sale of Photocopies (per side)								0	0	0	SR
				A4 - black & white	23/04/2013	£0.02	23/04/2013	£0.02	0.0%						
				A4 - colour	23/04/2013	£0.05	23/04/2013	£0.05	0.0%						
				A3 - black & white	23/04/2013	£0.06	23/04/2013	£0.06	0.0%						
				A3 - colour	23/04/2013	£0.09	23/04/2013	£0.09	0.0%						
		D	Recover costs	Supply of Traffic Survey Data (when a commercial request to conduct a traffic survey is received)								3	3	0	SR
				- First Data Item	01/04/2014	£0.00	01/04/2014	£0.00	#DIV/0!	No charge as per Environmental Information Regulations (EIR)					SR
				- Additional Data Items on same order	01/04/2014	£0.00	01/04/2014	£0.00	#DIV/0!						SR
				- Additional weeks at ATC sites	01/04/2014	£0.00	01/04/2014	£0.00	#DIV/0!						SR
		Radar Speed Survey	01/04/2014	£195.60	01/04/2015	£198.00	1.2%								
		Radar Speed Survey supply to Parish Councils	01/04/2014	£100.00	01/04/2015	£102.00	2.0%								
D	Recover actual costs of photocopying and postage only, in line with Environmental Information Regulations (EIR)	Supply copies of signal controller specifications and site drawings -											SR		
		Sale of Photocopies (per side)								0	0	0	SR		
		A4 - black & white	23/04/2013	£0.02	23/04/2013	£0.02	0.0%								
		A4 - colour	23/04/2013	£0.05	23/04/2013	£0.05	0.0%								
		A3 - black & white	23/04/2013	£0.06	23/04/2013	£0.06	0.0%								
		A3 - colour	23/04/2013	£0.09	23/04/2013	£0.09	0.0%								
		Additional site in same request -													
		Sale of Photocopies (per side)								0	0	0	SR		
		A4 - black & white	23/04/2013	£0.02	23/04/2013	£0.02	0.0%								
		A4 - colour	23/04/2013	£0.05	23/04/2013	£0.05	0.0%								
		A3 - black & white	23/04/2013	£0.06	23/04/2013	£0.06	0.0%								
		A3 - colour	23/04/2013	£0.09	23/04/2013	£0.09	0.0%								

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total		
											£000	£000		
			Recovery of costs relating to Sustainable use Directive as approved by DEFRA	Fees to be charged to developers in the first three years of implementation:										
				Less than or equal to 0.5 hectares	15/04/2014	£350.00 + £70 for each additional 0.1 hectare	15/04/2014	£350.00	0.0%		0	0	0	NB
				Greater than 0.5 but less than 1 hectare	15/04/2014	£700.00 + £50 for each additional 0.1 hectare	15/04/2014	£700.00	0.0%					
				Greater than 1 and less than or equal to 5 hectares	15/04/2014	£950.00 + £20 for each additional 0.1 hectare	15/04/2014	£950.00	0.0%					
				Greater than 5 hectares	15/04/2014	£1,750.00 + £10 for each additional 0.1 hectare up to a max of £7500	15/04/2014	£1,750.00	0.0%					
EE2-35	Definitive Map and Commons	SA	Recovery of costs under DoE Circular 11/1996	Orders confirmed unopposed	01/04/2014	£1,172.00	01/04/2015	£3,109.00	165.3%	base review of costs undertaken to ensure full allowable cost recovery	8	8	0	NB
		SA	Recovery of costs under DoE Circular 11/1996	Orders confirmed - objections withdrawn	01/04/2014	£1,613.00	01/04/2015	£3,585.00	122.3%	base review of costs undertaken to ensure full allowable cost recovery	0	0	0	NB
		SA	Recovery of costs under DoE Circular 11/1996	Orders opposed - not proceeded with	01/04/2014	£1,833.00	01/04/2015	£3,801.00	107.4%	base review of costs undertaken to ensure full allowable cost recovery	0	0	0	NB
		SA	Recovery of costs under DoE Circular 11/1996	Orders opposed - submitted to SoS	01/04/2014	£2,244.00	01/04/2015	£4,586.00	104.4%	base review of costs undertaken to ensure full allowable cost recovery	0	0	0	NB

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total			
											£000	£000			
Page 57		D	Recovery of full cost	Commons Registration Authority Charges Common searches (Existing Con289 form)	01/04/2014	£19.50	01/04/2015	£19.89	2.0%	To be replaced by new fee below on introduction of revised Con290 form	38	38	-1	NB	
				Per additional land parcel	01/04/2014	£1.00	01/04/2014	£1.00	0.0%						
			Recovery of full cost	Common searches (new Con290 form due 14/15 or after)	01/10/2014	£19.50	01/04/2015	£19.89	2.0%	New fee on implementation of new form (delayed from 1/10/14)					
				Per additional land parcel	01/04/2014	£1.00	01/04/2014	£1.00	0.0%						
		D	Recover costs	Landowner statements and declarations (public rights of way) Standard fee per application (incl up to 2 land parcels) Fee per application (3-4 land parcels) Fee per application (5-7 land parcels) Fee per application (exceeding 7 land parcels)	30/11/2013 30/11/2013 30/11/2013 30/11/2013	£180.00 £200.00 £220.00 £220.00 + £19.80 per additional land parcel	01/04/2015 01/04/2015 01/04/2015 01/04/2015	£184.00 £204.00 £224.00 £224.00 + £20.20 per additional land parcel	2.2% 2.0% 1.8% 2.0%		9	9	0	EX	
		D	Recover costs	Supply of Highway (rights of way) related information - Written response to standard enquiry	01/04/2014	£43.50	01/04/2015	£44.40	2.1%	New charge	0	0	0	SR	
		SA	Recover costs	- Written response to extensive enquiry - Supply of copy Order (on advertising notice)	01/04/2014	£58.00	01/04/2015	£59.00	1.7%						
		D	Recover actual costs, in line with Environmental Information Regulations (EIR)	Sale of Planprints - up to A1 size Sale of Photocopies (per side) A4 - black & white A4 - colour A3 - black & white A3 - colour	23/04/2013 23/04/2013 23/04/2013 23/04/2013 23/04/2013	£1.50 £0.02 £0.05 £0.06 £0.09	23/04/2013 23/04/2013 23/04/2013 23/04/2013 23/04/2013	£1.50 £0.02 £0.05 £0.06 £0.09	0.0% 0.0% 0.0% 0.0% 0.0%		0	0	0	0	SR SR SR SR
		D	Recover costs	Commons Registration Charges - corrective applications under Commons Act 2006 Schedule 2 paras 6 & 9	01/10/2014	£1,000.00	01/10/2014	£1,000.00	0.0%	Interim fee pending regulations (delayed from 1/10/14). Subject to review thereafter					

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15	Expected Income 2015/16	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate			Total £000	Total £000		
					EE2-36	On-Street Parking & Park and Ride	D	Contribute towards operating costs of park and ride facilities			Park and Ride Car Park charges			
				Thornhill & Water Eaton only										
				Up to 1 hr	11/11/2013	Free	11/11/2013	Free	0.0%					NB
				1-11 hrs	11/11/2013	£2.00	11/11/2013	£2.00	0.0%					NB
				11-24 hrs	11/11/2013	£4.00	11/11/2013	£4.00	0.0%					NB
				24-48 hrs	11/11/2013	£8.00	11/11/2013	£8.00	0.0%					NB
				48-72 hrs	11/11/2013	£12.00	11/11/2013	£12.00	0.0%					NB
				Season Tickets										
				Monthly ticket	11/11/2013	£41.33	11/11/2013	£41.33	0.0%					NB
				Quarterly Ticket	11/11/2013	£110.93	11/11/2013	£110.93	0.0%					NB
				Annual ticket	11/11/2013	£391.50	11/11/2013	£391.50	0.0%					NB
				Business Permits										
				3 months	11/11/2013	£25.00	11/11/2013	£25.00	0.0%					NB
				6 months	11/11/2013	£50.00	11/11/2013	£50.00	0.0%					NB
				12 months	11/11/2013	£100.00	11/11/2013	£100.00	0.0%					NB
				Excess Charge Notices -										
				Fines paid within 14 days	19/11/2012	£50.00	19/11/2012	£50.00	0.0%					NB
				Fines paid after 14 & up to 28 days	19/11/2012	£100.00	19/11/2012	£100.00	0.0%					NB
		D	On Street Parking	On Street Parking -							4,738	4,750	-83	
				Pay and Display										
				Oxford City Centre - Central Area										
				8am-6:30pm Mon-Sat										
				30 min	13/09/2010	£1.00	13/09/2010	£1.00	0.0%					NB
				1 hour	13/09/2010	£2.50	13/09/2010	£2.50	0.0%					NB
				2 hours (where applicable)	13/09/2010	£4.00	13/09/2010	£4.00	0.0%					NB
				3 hours (where applicable)	13/09/2010	£4.00	13/09/2010	£4.00	0.0%					NB
				8am-6:30pm Sunday	13/09/2011	As Mon-Sat	13/09/2011	As Mon-Sat	0.0%					NB
				6.30pm - 10pm daily	13/09/2011	£2.50	13/09/2011	£2.50	0.0%					NB
				Oxford City Centre - Outer Areas										
				8am-6:30pm Mon-Sat (or as applicable)										
				30 min	13/09/2010	£1.00	13/09/2010	£1.00	0.0%					NB
				1 hour	13/09/2010	£2.00	13/09/2010	£2.00	0.0%					NB
				2 hours	13/09/2010	£3.00	13/09/2010	£3.00	0.0%					NB
				8am-10pm Sunday (where applicable)	30/08/2011	£2.00	30/08/2011	£2.00	0.0%					NB
				6.30pm - 10pm daily (where applicable)	30/08/2011	£2.00	30/08/2011	£2.00	0.0%					NB
				Abingdon 8am-6pm (excl. Sundays, B hols.)										
				1 hour	01/04/2010	£0.40	01/04/2010	£0.40	0.0%					NB
				2 hours (the maximum)	01/04/2010	£0.60	01/04/2010	£0.60	0.0%					NB
				Visitor permit (24 hours)	01/04/2010	£0.40	01/04/2010	£0.40	0.0%					NB
				Henley 8am-6pm (excl. Sundays, B Hols.)										
				1 hour	01/04/2010	£0.30	01/04/2010	£0.30	0.0%					NB
				2 hours (the maximum)	01/04/2010	£0.40	01/04/2010	£0.40	0.0%					NB
				Visitors permit (24 hours)	01/04/2010	£0.30	01/04/2010	£0.30	0.0%					NB

8. COMMERCIAL SERVICES - NETWORK & ASSET MANAGEMENT - E&E - Review of Charges 2015/16

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					Effective Date	Rate	Effective Date	Proposed Rate			Total	Total		
											£000	£000		
EE2-36	On-Street Parking & Park and Ride Continued			Wallingford 8am-6pm (excl. Sundays, B hols.) 1.5 hours (the maximum)	01/04/2010	£0.30	01/04/2010	£0.30	0.0%					NB
				Vehicle Removal Charge	01/04/2010	£105.00	01/04/2010	£105.00	0.0%					NB
Page 59	On-Street Parking & Park and Ride Continued	D	Parking Permits	Parking Permits - Oxford (per annum)										
				Oxford residents (excl. Kassam stadium) 1st & 2nd Car	01/04/2011	£50.00	01/04/2011	£50.00	0.0%					NB
				Oxford residents (excl. Kassam stadium) 3rd Car	01/04/2011	£100.00	01/04/2011	£100.00	0.0%					NB
				Oxford residents (excl. Kassam stadium) 4th Car	01/04/2011	£150.00	01/04/2011	£150.00	0.0%					NB
				Oxford residents (Kassam stadium area)	01/04/2011	£11.00	01/04/2011	£11.00	0.0%					NB
				Business permits	01/04/2010	£100.00	01/04/2010	£100.00	0.0%					NB
				Traders permits per week	01/04/2012	£16.00	01/04/2012	£16.00	0.0%					NB
				Visitors permits - First 25	01/04/2010	Free	01/04/2010	Free	0.0%					NB
				Visitors permits - 2nd 25 (total cost)	01/04/2011	£16.00	01/04/2011	£16.00	0.0%					NB
				Residents Parking Permits - Abingdon (per annum)	01/04/2012	£100.00	01/04/2012	£100.00	0.0%					NB
				Residents Parking Permits - Henley (per annum)	01/04/2012	£65.00	01/04/2012	£65.00	0.0%					NB
				Excess Charge Notices - Fines paid within 14 days	01/04/2012	£20.00	01/04/2012	£20.00	0.0%					NB
				Excess Charge Notices - Fines paid after 14 & up to 28 days	01/04/2012	£40.00	01/04/2012	£40.00	0.0%					NB
				Penalty Charge Notices - higher contraventions Fines paid within 14 days	01/04/2008	£35.00	01/04/2008	£35.00	0.0%					NB
				Penalty Charge Notices - higher contraventions Fines paid after 14 & up to 28 days	01/04/2008	£70.00	01/04/2008	£70.00	0.0%					NB
				Penalty Charge Notices - lower contraventions Fines paid within 14 days	01/04/2008	£25.00	01/04/2008	£25.00	0.0%					NB
				Penalty Charge Notices - lower contraventions Fines paid after 14 & up to 28 days	01/04/2008	£50.00	01/04/2008	£50.00	0.0%					NB
				Bus Lane Camera Enforcement Fines paid within 14 days	01/04/2012	£30.00	01/04/2012	£30.00	0.0%					NB
				Bus Lane Camera Enforcement Fines paid after 14 & up to 28 days	01/04/2012	£60.00	01/04/2012	£60.00	0.0%					NB
					Sub-Total Network & Asset Management									

Legal Position on charging

SP Statutory Prohibited
SA Statutory Arrangements
D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
ZR Zero Rated
NB Non Business
EX Exempt

9. ADULT LEARNING (OXFORDSHIRE CUSTOMER SERVICES) - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
EE3 EE3-6	<u>OXFORDSHIRE CUSTOMER SERVICES</u> Adult Learning	D	To recover costs and develop an additional income stream	HIRE OF ADULT LEARNING PREMISES For educational purposes For all Users: Classroom/teaching space (max. 20 learners) Specialist workroom (e.g. woodwork, sewing machines, pottery) ICT Suite - including consumables (max. 12 learners) Use of Kitchen							3	3	0	SR SR SR SR
		D	To contribute towards the cost of the service	ADULT LEARNING COURSE FEES Personal & Community Development Learning: Standard Courses Enhanced courses Workshops Lip-Reading Engagement courses ESOL (English Speakers of Other Languages) - Adult Safeouarded budaet funded Further Education: Standard Courses GCSE ESOL (English Speakers of Other Languages) - Adult Skills budaet funded Overseas Learners - EFL, PCDL, FE							357	364	0	EX EX EX EX EX EX EX
	Sub-Total Adult Learning										360	367	0	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

10. OXFORDSHIRE CUSTOMER SERVICES - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
EE3	OXFORDSHIRE CUSTOMER SERVICES													
EE3-5	Translation Service		Recovery of full cost	Translation services					-		0	0	0	SR
EE3-5	Concessionary Fares	D	Cost of replacement ca	Card issue and admin	01/04/2012	£10.00	01/04/2012	£10.00	0.0%		12	12	0	SR
EE3-5	Disabled Parking	D	Recovery of full cost	Card issue and admin, assessment service	01/04/2012	£10.00	01/04/2012	£10.00	0.0%		46	47	0	SR
EE3-5			Contribution to running costs of system	Charge for using OCC Jobs Board						This service is affected by the transfer of activities to Hampshire County Council with effect from 1 st July 2015 so current arrangements could be subject to change from that point.	15		-15	
					01/04/2012	£100.00 £50.00		£102 £51	2.0%					
EE3-6	Payroll Control	D SA	Recovery of full cost Recovery of full cost	Admin fee for unison subscriptions Admin fee for Court Orders per employee		2% £1.00		2% £1.00	0.0% 0.0%				0	SR
EE3-6	Occupational Health Service	D	Recovery of full cost	Referral Charge for Directorates & Outside Bodies Flu vouchers Admin charge - when excessive work is required on a file Medical questionnaire (pre-employment) Specialist/GP report as charged by the physician.	01/04/2011 01/04/2013 01/04/2013 01/04/2013	£155.30 £12.00 £15.50 £14.04	01/04/2015 01/04/2015 01/04/2015 01/04/2015	£0.00 £0.00 £0.00 £0.00	-100.0% -100.0% -100.0% -100.0%	This service is no longer provided in house; the external provider charges according to their own rates.	1		-1	SR

10. OXFORDSHIRE CUSTOMER SERVICES - E&E - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
EE3-6	Resourcing - DBS team services	D	Recovery of costs	Fee for payment processing of DBS's for internal customers and ITU operators - New charge	01/04/2013	£2.50	01/04/2015	£2.55	2.0%	This service is affected by the transfer of activities to Hampshire County Council with effect from 1st July 2015 so current arrangements could be subject to change from that point.	1	1	-	NB
				Fee for SwC vetting (includes reference searches and DBS)	01/04/2013	£83.00	01/04/2015	£84.66	2.0%					
				Payment processing of DBS charges for external customers.	01/04/2013	£11.00	01/04/2015	£11.22	2.0%					
				ISA Adult first checks	01/04/2013	£6.00	01/04/2015	£6.12	2.0%					
				Badges	01/04/2013	£5.00	01/04/2015	£5.10	2.0%					
EE3-6	Oxfordshire Skills & Learning	D	Full cost recovery of social care training to private, voluntary and independent sector and personal assistants	Attendance at scheduled course - per attendee	01/04/2014	£50.00	01/04/2015	£0.00	-100.0%	Charge replaced with the Social Care Induction Training charge below.	540	0	-551	ZR
				Closed course delivered at employer's premises	01/04/2014	£300.00	01/04/2015	£0.00	-100.0%					
				Dementia and social care workbased qualifications	01/04/2014	£76 to £695	01/04/2015	£0.00	-100.0%					
				Social Care Induction Training - Per Person			01/04/2015	£50.00	100.0%					
				Per Session			01/04/2015	£300.00	100.0%					
Sub-Total Customer Services											721	168	-567	
Sub-Total Strategy & Infrastructure											621	634	0	
Sub-Total Operational Contract/Client Management											394	376	-26	
Sub-Total Network & Asset Management											6,746	6,769	-112	
Sub-Total Adult Learning											360	367	0	
TOTAL ENVIRONMENT & ECONOMY											8,842	8,314	-705	

Legal Position on charging

SP Statutory Prohibited
 SA Statutory Arrangements
 D Discretionary (LG Act 2003)

VAT Class

SR Standard Rate (20% 4 Jan 2011)
 ZR Zero Rated
 NB Non Business
 EX Exempt

11. MUSIC SERVICE - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class				
					Effective Date	Rate	Effective Date	Proposed Rate										
CEO4-6	Schools & Learning Music Service	D	Fees charged for music tuition, instruments hire and for YMA membership.	Music Tuition														
				OYMA Full membership no lessons	01/04/2014	£84.00	01/04/2015	£86.40	2.9%		29	30	0	EX				
				OYMA full membership OCMS lessons	01/04/2014	£60.00	01/04/2015	£61.80	3.0%						EX			
				OYMA full membership OCMS lessons - CMS	01/04/2014	£72.00	01/04/2015	£74.10	2.9%							EX		
				OYMA single activity - no lessons	01/04/2014	£54.00	01/04/2015	£55.50	2.8%		12	12	0			EX		
				OYMA single activity - OCMS lessons	01/04/2014	£40.00	01/04/2015	£41.10	2.8%								EX	
				Individual Tuition														
				30 Minutes	01/04/2014	£240.00	01/04/2015	£240.00	0.0%		54	55	0				EX	
				20 minutes	01/04/2014	£162.00	01/04/2015	£162.00	0.0%		226	231	0				EX	
				Group Tuition														
				Group of 2 (30 minutes)	01/04/2014	£120.00	01/04/2015	£120.00	0.0%		93	95	0				EX	
				Group of 2 (20 minutes, New rate from 1 September 2012)	01/09/2014	£81.00	01/04/2015	£81.00	0.0%		87	89	0				EX	
				Group of 3														
				Group of 3 (further decrease from 1 September 2012)	01/04/2014	£81.00	01/04/2015	£81.00	0.0%		171	174	0				EX	
				Group of 4-6														
				Group of 3-6 (further increase from 1 September 2012)	01/04/2014	£81.00	01/04/2015	£81.00	0.0%		257	262	0				EX	
				Group of 7 -9	01/04/2014	£54.00	01/04/2015	£54.00	0.0%		28	29	0				EX	
				Group of 10 - 19	01/04/2014	£42.00	01/04/2015	£42.00	0.0%		4	4	0				EX	
				Group of 20 or more	01/04/2014	£27.00	01/04/2015	£27.00	0.0%								EX	
				BEGRATS		N/A												
				BEGrats from Sept 2012	01/04/2014	£81.00	01/04/2015	£81.00	0.0%		105	107	0				EX	
				Endangered Instruments 30 minutes from 1/9/12	01/04/2014													
				Endangered 20 minutes	01/04/2014	£180.00	01/04/2015	£180.00	0.0%		42	43	0				EX	
				Endangered 20 minutes	01/04/2014	£121.50	01/04/2015	£121.50	0.0%		24	24	0				EX	
				Play On	01/09/2013	£54.00	01/09/2015	£0.00	-100.0%									
				Hire of Instruments (Violin, Viola and Guitars only)	01/04/2014	£16.50	01/04/2015	£16.50	0.0%		19	19	0				EX	
				Hire of Instruments (All other instruments on offer)	01/04/2014	£33.00	01/04/2015	£33.00	0.0%		55	56	0				EX	
				Oxfordshire schools orchestra	01/04/2014	various up to 600	01/09/2015	Various up to 600	Various								EX	
				Oxfordshire Schools Symphony Orchestra	01/04/2014	various up to 800	01/09/2015	Various up to 800	Various								EX	
				Oxfordshire County Youth orchestra	01/04/2014	various up to 800	01/09/2015	Various up to 800	Various								EX	
				Oxfordshire Youth Music Theatre	01/04/2014	actual cost		Actual cost	Various								EX	
				non residential courses (daily rate)	01/04/2014	various up to 25		Various up to 25	Various								EX	
non residential courses (1/2 day rate)	01/04/2014	various up to 30		Various up to 30	Various								EX					
Total of Tuition above										1,206	1,230	-0						

11. MUSIC SERVICE - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
	Music Service Continued			Adults Curriculum (per hour)	01/04/2014 01/09/2014	£95.00 £55.00	01/04/2015 01/04/2015	£98.00 £56.00	3.2% 1.8%		12 95	12 97	0 0	EX EX
	Sub-Total Music Service										1,313	1,339	0	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

Notes

Concessions: Children eligible for free school meals, free. Including instrument hire.
 Adults, as per adult education.
 Hire of Instruments by Orchestra - now a range of charges depending on instrument max fee shown above.
 Rates are set to be divisible by 3 to facilitate direct debit payments per term.

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

12. LIBRARIES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15			2015/16			% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge						
CEO4-5 CEO4-51	<u>CULTURAL SERVICES</u> Library Service	D	To recover costs but remain competitive.	PHOTOCOPIING a) self-service photocopying - per A4 copy - per A3 copy b) minimum charge for postal requests for copies		01/04/1991 01/04/1991 01/04/2007	£0.10 £0.20 £3.40		13/04/2015 13/04/2015 13/04/2015	£0.20 £0.40 £5.00		100.0% 100.0% 47.1%		27	30	2	SR SR SR
		D	To recover costs but remain competitive.	MICROFORM COPYING a) self service copying b) copying by staff		01/04/1997 01/04/1998	£0.50 £1.00		13/04/2015 13/04/2015	£0.70		40.0% -100.0%	Service no longer offered.	0		0	SR SR
		D	An incentive for the earlier return of borrowed items.	LIBRARY OVERDUE CHARGES a) Static Libraries - Adults - per day library open during first week (daily rate) - maximum per item -Children - per day library open during first week - maximum per item - Children in public care	A	01/04/2011 01/04/2011 01/04/2007 01/04/2007 01/04/2003	£0.20 £9.20 £0.05 £2.30 Exempt		13/04/2015 13/04/2015 01/04/2007 01/04/2007 01/04/2003	£0.25 £5.00 £0.05 £2.30 Exempt		25.0% -45.7% 0.0% 0.0%		164	150	-17	NB NB NB NB
		D	An incentive for readers to remember their tickets.	REPLACEMENT OF LIBRARY TICKETS - computer system (per ticket)		01/04/2007	£1.50		13/04/2015	£2.00		33.3%	To cover staff time.	2	2	0	NB

12. LIBRARIES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15			2015/16			% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class		
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge								
Page 67				f) Music CD's (per Week / Mobile visit)	D								Discontinued	17	15	-2	NB		
				- Band 1	01/04/1998	£1.00		01/04/1998	£1.00		0.0%								
				- Band 2 & 3	01/04/1998	£1.50		13/04/2015	£2.00		33.3%								
				- Band 3	01/04/1998	£2.00		13/04/2015	£0.00		-100.0%								
				g) Music CDs Late return Charges (Per day Static Libraru)	D														
				- Band 1	01/01/2009	£0.14	£3.00	01/01/2009	£0.15	£3.00	7.1%								
				- Band 2 & 3	01/01/2009	£0.20	£4.50	13/04/2015	£0.28	£6.00	40.0%								
				- Band 3	01/01/2009	£0.30	£6.00	13/04/2015	£0.00	£0.00	-100.0%								
				h) Music CDs Late return Charges (Per day Mobile Libraru)	D														
				- Band 1	01/01/2009	£0.07	£3.00	01/01/2019	£0.07	£3.00	0.0%								
				- Band 2 & 3	01/01/2009	£0.10	£4.50	13/04/2015	£0.14	£6.00	40.0%								
				- Band 3	01/01/2009	£0.15	£6.00	13/04/2015	£0.00	£0.00	-100.0%								
				i) Audio Books and Language Packs on CD (3 weeks / Mobile 4 Weeks):	D														
				- Band Short	01/04/2013	£0.75		01/04/2015	£0.00		-100.0%								
				- Band 1	01/04/2013	£1.00		13/04/2015	£1.50		50.0%								
- Band 2 & 3	01/04/2013	£2.00		13/04/2015	£2.50		25.0%												
- Children in public care	01/04/2003	Exempt		01/04/2003	Exempt														
j) Audio Books & Language Packs Late Return Charges (Per day Static Libraru)	D																		
- Band 1	01/04/2014	£0.05	£1.50	13/04/2015	£0.07	£4.50	40.0%												
- Band 2 & 3	01/04/2014	£0.10	£2.25	13/04/2015	£0.11	£7.50	10.0%												
- Band 3	01/04/2014	£0.10	£4.50	13/04/2015	£0.00	£0.00	-100.0%												
CEO461	Library Service (cont'd)			k) Audio Books & Language Packs Late Return Charges (Per day Mobile Libraru)	D														
				- Band 1	01/04/2014	£0.04	£1.50	13/04/2015	£0.05	£4.50	25.0%								
				- Band 2 & 3	01/04/2014	£0.07	£2.25	13/04/2015	£0.08	£7.50	14.3%								
				- Band 3	01/04/2014	£0.07	£4.50	13/04/2015	£0.00	£4.50	-100.0%	Discontinued							
				l) CD-ROM (per Week / Mobile visit)	D														
				- Band 1	01/04/2001	£1.00		01/04/2001	£1.00		0.0%								
				- Band 2	01/04/2001	£1.50		01/04/2015	£0.00		-100.0%	Discontinued							
				- Band 3	01/04/2001	£2.00		01/04/2015	£0.00		-100.0%	Discontinued							
				- Band 4	01/04/2001	£3.00		01/04/2015	£0.00		-100.0%	Discontinued							
				m) CD-ROM late return charges (per day static library)	D														
				Band 1	01/04/2001	£0.14	£3.00	01/04/2001	£0.14	£3.00	0.0%								
				n) CD-ROM late return charges (per day mobile library)	D														
				band 1	01/04/2001	£0.07	£3.00	01/04/2001	£0.07	£3.00	0.0%								
				o) Language Packs (per 3 weeks/ mobiles 4 weeks)	D														
				- Band 1	01/04/2013	£1.00		01/04/2015	£0.00		-100.0%	Duplicated charge, included within j) above.							
				- Band 2	01/04/2013	£2.00		01/04/2015	£0.00		-100.0%								
				p) PlayStation Charges (per wk / mobiles 2 wks)	D														
				- Band 1	01/04/2005	£2.00		01/04/2015	£0.00		-100.0%	Discontinued							
				- Band 2	01/04/2005	£3.00		01/04/2015	£0.00		-100.0%								

12. LIBRARIES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15			2015/16			% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class						
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge												
Page 68		D	To self finance the service.	VOCAL & ORCHESTRAL SETS a) Booking Fee per 6 month loan - Vocal Scores per set of 10 - per score with performance time of 10 minutes or less - per score with performance time of more than 10 minutes - Orchestral Sets - per set for works with performance time of 10 minutes or less - per set for works with performance time of more than 10 minutes b) Overdue charge (irrespective of original booking fee) - per week or part week, per loan, vocal or orchestral c) Renewal fee per set for vocal or orchestral a) Booking Fee per 4 month loan - Vocal Scores - per score with performance time of 5 minutes or less - per score with performance time of more than 5 minutes - Orchestral Sets b) Overdue charge (irrespective of original booking fee) - per week or part week, per loan, vocal or orchestral c) Administration fee for performance sets supplied from outside Oxfordshire.										15	15	0							
						01/04/2004	£0.50		13/04/2015	£0.00		-100.0%	Revised loan period and revised length. New charges set out below.							NB			
						01/04/2004	£1.00		13/04/2015	£0.00		-100.0%								NB			
						01/04/2012	£12.00		13/04/2015	£0.00		-100.0%								NB			
						01/04/2012	£24.00		13/04/2015	£0.00		-100.0%								NB			
						01/04/2004	£10.00		13/04/2015	£0.00		-100.0%								NB			
						01/04/2013	£12.00		13/04/2015	£0.00		-100.0%								NB			
							D	To recover costs.	INTERNET SEARCHES a) Searches: Searches (staff mediated services): - Admin charge if invoice requested - Research fees: - Searches lasting 0-30mins - Searches lasting 31-60 mins - Searches lasting 61-90 mins - Searches lasting 91-120 mins - printing (per page of text) - printing (digital mapping)										0	0	0		
						01/04/2012	£5.00		13/04/2015	£0.00		-100.0%		Service Withdrawn				SR					
						01/04/2012	£0.00		13/04/2015	£0.00							SR						
						01/04/2012	£13.50		13/04/2015	£0.00		-100.0%					SR						
						01/04/2012	£27.00		13/04/2015	£0.00		-100.0%					SR						
						01/04/2012	£40.50		13/04/2015	£0.00		-100.0%					SR						
						01/04/2006	£0.20		13/04/2015	£0.00		-100.0%					SR						
						01/04/2000	£0.50		13/04/2015	£0.00		-100.0%					SR						

12. LIBRARIES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15			2015/16			% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate	Maximum Charge	Effective Date	Proposed Rate	Maximum Charge						
CEO4-51	Library Service (cont'd)	D	To recover costs.	INTERNET SERVICE									To cover printing costs	66	72	5	SR
				A4 Colour and B&W prints	01/04/2009	£0.20		01/04/2009	£0.20		0.0%						
				A4 Colour and B&W prints (Double sided)	01/04/2009	£0.30		01/04/2009	£0.30		0.0%						
				A3 Colour and B&W prints	01/04/2009	£0.40		01/04/2009	£0.40		0.0%						
				A3 Colour and B&W prints (Double sided)	01/04/2009	£0.60		01/04/2009	£0.60		0.0%						
		Sales of discs, memory sticks	01/04/2009	Various		01/04/2009	Various			Fees set at officers discretion				SR			
		D	To recover Costs	FAX TRANSMISSIONS (by staff)									0	0	0	SR	
			To recover Costs	Handling charge		01/04/2009	£3.50		13/04/2015	£0.00		-100.0%	Service Withdrawn	2	2	0	SR
				Fax Transmissions					13/04/2015	Various			Charged according to destination and length				
	Sub-Total Library Service													632	570	-75	

Notes

- A Overdue charges will not be charged in the following cases:
 - books borrowed by housebound readers and home library service customers, reading impaired, children in public care, registered foster carers, childminders and picture books borrowed by children under 5 yrs old on their own library card.
 - books borrowed from a mobile library
- B For all book and audio book reservations, housebound readers and home library service customers, under 18's, registered foster carers, reading impaired and children in public care are exempt.
- C Concessionary rates for audio visual reservations apply to the under 18's and registered foster carers. Housebound readers and home library customers are exempt.
- D All audio visual hire services are free to housebound readers and home library customers.
 The reading impaired, children in public care and registered foster carers are entitled to free loans of audio books only.

VAT Class

- SR Standard Rate (20% 4 Jan 2011)
 ZR Zero Rated
 NB Non Business
 EX Exempt

Legal Position on charging

- SP Statutory Prohibited
 SA Statutory Arrangements
 D Discretionary (LG Act 2003)

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)						
CEO4-5 CEO4-52	CULTURAL SERVICES Heritage Services	D	To recover costs but remain competitive.	MRC / OHC DIGITAL IMAGING Plain paper Digital Prints (pre-existing image) - per copy on A4 - per copy on A3		01/04/2013 01/04/2013	£4.17 £4.17	01/04/2015 01/04/2015	£4.58 £4.58	9.8% 9.8%	Heading change to reflect Increased costs Increased costs	6	6	0	SR SR
				Plain paper Digital Prints (created to order) - per copy on A4 - per copy on A3		01/04/2013 01/04/2013	£6.67 £6.67	01/04/2015 01/04/2018	£7.50 £7.50	12.4% 12.4%	Increased costs Increased costs				SR SR
				Photo paper Digital Prints (pre-existing image) - per copy A4 - per copy A3		01/04/2014 01/04/2014	£6.67 £6.67	01/04/2015 01/04/2015	£7.50 £7.50	12.4% 12.4%	Increased costs Increased costs				SR SR
				Photo paper Digital Prints (created to order) - per copy on A4 (or smaller) - per copy on A3 paper		01/10/2011 01/10/2011	£10.00 £10.00	01/04/2015 01/04/2015	£10.83 £10.83	8.3% 8.3%	Increased costs Increased costs				SR SR
				Electronic files (automated scan) - per sheet scanned		01/10/2011	£1.00	01/04/2015	£1.25	25.0%	Increased costs				SR
				Electronic files (pre-existing image, compressed) - per image				01/04/2015	£1.25		New charge to close gap in product range				
				Electronic files (pre-existing image, compressed) - per image		01/04/2014	£4.17	01/04/2015	£4.58	9.8%	Increased costs				SR
				Electronic files (pre-existing image, uncompressed) - per image		01/04/2014	£6.67	01/04/2015	£7.50	12.4%	Increased costs				SR
				Electronic files (created to order, compressed) - per image		01/04/2014	£6.67	01/04/2015	£7.50	12.4%	Increased costs				SR
				Electronic files (created to order, uncompressed) - per image		01/10/2011	£10.00	01/04/2015	£10.83	8.3%	Increased costs				SR
				Other - Use of Digital Camera/USB Memory Stick per day - Use of Digital Camera/USB Memory Stick per week		01/04/2014 01/04/2014	£4.17 £12.50	01/04/2015 01/04/2015	£4.58 £13.75	9.8% 10.0%					SR SR
				Transfer to CD-R		01/10/2011	£3.33	01/04/2015	£3.75	12.6%					SR

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)							
CEO4-52	Heritage Services (cont'd)	D	To meet costs and income target.	MRC DIGITAL IMAGING Provide digital image - per item - up to 10 on CD Provide print - record print quality up to A4 - replica print quality up to A3 Studio Photography - per hour		01/10/2012	£7.50	01/04/2015	£0.00	-100.0%	Charges now in-line with OHC Digital Imaging	0	0	0	SR	
						01/04/2007	£50.00	01/04/2015	£0.00	-100.0%						SR
						01/10/2011	£15.00	01/04/2015	£0.00	-100.0%						SR
						01/10/2011	£0.00	01/04/2015	£0.00	0.0%						SR
						01/10/2011	£0.00	01/04/2015	£0.00	0.0%						SR
						01/10/2011	£0.00	01/04/2015	£0.00	0.0%						SR
		D	To meet costs and income target.	OHC/MRC REPRODUCTION FEES Publication Commercial - Per first instance of use of an image: less than 5,000 copies - Per extra instance of use of an image: less than 5,000 copies Internal Use Commercial -For use within organisation Broadcast Media - Regional, national or worldwide-first or repeat use - Buyout 1-5 years Publication: local individuals, organisations and partners - Per use of 1-5 images - Per use of 6-10 images - Per use of 11 or more images		01/04/2012	£30.00	01/04/2015	£33.00	10.0%	Closer alignment with comparative providers	2	2	0	SR	
						01/04/2012	£10.00	01/04/2015	£11.00	10.0%						SR
						01/04/2012	£15.00	01/04/2015	£16.50	10.0%						SR
						01/04/2012	£60.00	01/04/2015	£66.00	10.0%						SR
						01/04/2012	£150.00	01/04/2015	£165.00	10.0%						SR
						01/04/2014	£8.33	01/04/2014	£8.33	0.0%						SR
						01/04/2014	£12.50	01/04/2014	£12.50	0.0%						SR
						01/04/2014	£16.66	01/04/2014	£16.66	0.0%						SR
	Heritage Services (cont'd)	D	To meet costs and income target.	HIRE OF ACCOMMODATION a) Oxfordshire Museum - Exhibition Gallery - per week b) Brewhouse - Exhibition Gallery - per month - 1/2 day Education Use - 1/2 day Commercial Use - per day - Education Use - per day - Commercial Use c) Coachhouse - 1/2 day Education Use - 1/2 day Commercial Use - per day - Education Use - per day - Commercial Use d) MRC Education Lecture Room - 1/2 day Education Use - per day - Education Use	A	01/04/2011	£160.00	01/04/2015	£170.00	6.3%		5	3	-2	EX	
						01/04/2008	£200.00	01/04/2015	£220.00	10.0%						EX
						01/04/2007	£20.00	01/04/2015	£22.00	10.0%						EX
						01/04/2008	£50.00	01/04/2015	£55.00	10.0%						EX
						01/04/2008	£50.00	01/04/2015	£52.00	4.0%						EX
						01/04/2011	£80.00	01/04/2015	£85.00	6.3%						EX
						01/04/2008	£30.00	01/04/2015	£32.00	6.7%						EX
						01/04/2009	£60.00	01/04/2015	£66.00	10.0%						EX
						01/04/2008	£50.00	01/04/2015	£52.00	4.0%						EX
						01/04/2011	£105.00	01/04/2015	£115.00	9.5%						EX
						01/04/2012	£20.00	01/04/2015	£22.00	10.0%						EX
						01/04/2012	£40.00	01/04/2015	£44.00	10.0%						EX

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class											
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)																	
Page 72			To meet costs	e) Provision of staff to support activities of hirer per hour - during Museum open hours - out of Museum open hours		01/04/2011	£15.00	01/04/2015	£17.00	13.3%	To cover increased costs					SR										
						01/04/2011	£25.00	01/04/2015	£27.00	8.0%																
						F	01/04/2008	£10.00	01/04/2015	£0.00							-100.0%	Service no longer offered							SR	
																										F
						g)Coach House charge for use outside normal hours plus staffing as necessary	01/04/2014	£40.00	01/04/2014	£40.00							0.0%								EX	
																										01/04/2014
						D	To meet income targets which reduced the impact of previous budget cuts.	CONSERVATION AND EXHIBITION SERVICES	a) MRC	B							01/04/2008	£40.00	01/04/2015	£45.00	12.5%	Charge no longer applied - see c) below Remove charge	0	0	0	SR
																	01/04/2008	£610.00	01/04/2015	£0.00	-100.0%					
			01/04/2008	£61.00	01/04/2015						£0.00	-100.0%														
			01/04/2013	£330.00	01/04/2015						£360.00	9.1%														
			01/04/2013	£100.00	01/04/2013						£100.00	0.0%														
			01/04/2013	£200.00	01/04/2013						£200.00	0.0%														
			01/04/2013	£350.00	01/04/2013	£350.00	0.0%																			
			01/04/2013	£400.00	01/04/2013	£400.00	0.0%	SR																		
CEO4-52	Heritage Services (cont'd)			e) Environmental Monitoring (per month) - for 3 thermohygrographs Loan of datalogger and printout per period up to 2 months Environmental summary		01/04/2012	£40.00	01/04/2015	£45.00	12.5%					SR											
				f) Conservation Advice - per day - per half-day	C	01/04/2009	£320.00	01/04/2015	£360.00	12.5%					SR											
				g) Museum Pest Management plus materials - per day - per half day - per hour	D	01/04/2009	£320.00	01/04/2015	£360.00	12.5%					SR											
						01/04/2008	£160.00	01/04/2015	£180.00	12.5%					SR											
						01/04/2009	£40.00	01/04/2015	£45.00	12.5%					SR											

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)						
Page 73				h) Hire of display equipment	E						Service no longer offered				
				Cases											
				- per day		01/04/2009	£5.00	01/04/2015	£10.00	100.0%					
				- per week		01/04/2004	£30.00	01/04/2015	£60.00	100.0%					
				- per month		01/04/2004	£75.00	01/04/2015	£150.00	100.0%					
				Screens											
				- per day		01/04/2007	£4.00	01/04/2015	£0.00	-100.0%					
				- per week		01/04/2004	£15.00	01/04/2015	£0.00	-100.0%					
				- per month		01/04/2004	£40.00	01/04/2015	£0.00	-100.0%					
				i) Labour (per hour) including delivery and collection		01/04/2012	£50.00	01/04/2015	£0.00	-100.0%					
				j) X-Radiology including report		01/04/2013	£60.00	01/04/2015	£0.00	-100.0%					
				k) Training											
				- per day		01/04/2013	£320.00	01/04/2015	£360.00	12.5%					
				- per half day		01/04/2013	£160.00	01/04/2015	£180.00	12.5%					
				D		To Meet Costs	OHC RESEARCH ENQUIRIES								
- written reply to each enquiry															
per hour (or pro-rata) Minimum 30 minutes £15.00	01/04/2011	£25.00	01/04/2015	£30.00	20.0%										
Maximum 2 hours £60.00.															
- higher rate for businesses and profit-making organisations															
per hour (or pro-rata) Minimum 30 minutes £20.00.	01/04/2011	£37.50	01/04/2015	£40.00	6.7%										
Maximum 2 hours £80.00.															
D	To recover costs	MICROFORM COPYING									0	0	0		
a) Self Service Copying															
- per A4 copy	01/04/2008	£0.42	01/04/2015	£0.58	38.1%	Increased costs									
- per A3 copy	01/04/2012	£0.42	01/04/2015	£0.58	38.1%	Increased costs									
b) Copying by Staff															
- per A4 copy	01/04/2008	£1.00	01/04/2015	£1.25	25.0%	Increased costs									
- per A3 copy	01/04/2012	£1.00	01/04/2015	£1.25	25.0%	Increased costs									
CEO4-52	Heritage Services (cont'd)	D	To recover costs	PHOTOCOPIES							4	4	0		
				Self Service Copying -											
				- per A4 copy	01/10/2011	£0.17	01/10/2011	£0.17	0.0%						
				- per A3 copy	01/10/2011	£0.17	01/04/2015	£0.33	94.1%	Increased costs					
				Local Studies -											
				Staff Operated Copying -											
				- per A4 copy	01/10/2011	£0.50	01/04/2015	£0.58	16.0%	Increased costs					
				- per A3 copy	01/10/2011	£0.50	01/04/2015	£0.58	16.0%	Increased costs					
				All Archive Documents and Delicate Documents											
				- per A4 copy	01/10/2011	£1.00	01/04/2015	£0.00	-100.0%	Service no longer offered					
				- per A3 copy	01/10/2011	£1.00	01/04/2015	£0.00	-100.0%						
				- per A4 or A3 copy (ordered on-site)			01/04/2015	£1.00	New charge						
				' per A4 or A3 copy (ordered remotely)			01/04/2015	£1.25							

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)							
Page 74		D	To recover costs	Computer Printouts Self Service - - per A4 copy - per A3 copy Staff Operated Copying - - per A4 copy - per A3 copy		01/10/2011	£0.17	01/10/2011	£0.17	0.0%	Increased costs	0	0	0	SR	
						01/10/2011	£0.17	01/04/2015	£0.33	94.1%		0	0	0	SR	
						01/10/2011	£0.50	01/04/2015	£0.58	16.0%		0	0	0	SR	
						01/10/2011	£0.50	01/04/2015	£0.58	16.0%		0	0	0	SR	
		D	To recover costs	Certificates Per Copy - Motor Vehicle Registration copies Baptism Certificates Marriage Certificates		01/10/2011	£6.67	01/01/2015	£7.50	12.4%	Increased costs	0	0	0	SR	
						01/04/2014	£9.17	01/01/2015	£11.00	20.0%		Charge as per Church of England Table of Fees from Jan 2014. VAT correction from SR to Non-Business				SR
						01/04/2014	£8.34	01/01/2015	£10.00	19.9%		Charge as per Statutory Instrument no. 1790 (2014). VAT correction from SR to Non-Business				SR
		D	To recover costs	COPIES OF RECORDINGS from Oral History From Oral History (per CD) From Oral History (per DVD)		01/04/2012	£12.50	01/04/2015	£0.00	-100.0%	Replaced by new charges below.	0	0	0	SR	
								01/04/2015	£12.50		New charge					
								01/04/2015	£25.00		New charge					
		D	To recover costs	ADMINISTRATIVE CHARGE Minimum charge for providing an invoice for any service		01/04/2011	£20.00	01/04/2011	£20.00	0.0%		0	0	0	SR	
		D	To recover costs	MRC PHOTOGRAPHIC								0	0	0	SR	

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class	
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)							
CEO4-52	Heritage Services (cont'd)			Photographic Prints by External Photographer		01/10/2011	Various	01/10/2011		Various	Prices on application					
		D	To recover costs	POSTAGE & PACKING - Reinforced Envelope in reinforced C4 envelope Cardboard Tube - Copies supplied in 450mm cardboard tube Disc Mailer - CR-ROM supplied in disc mailer Air Mail - additional to basic cost		01/04/2014	£1.67	01/04/2014	£1.67	0.0%		0	0	0	SR	
						01/04/2014	£3.33	01/04/2014	£3.33	0.0%					SR	
						01/04/2014	£3.33	01/04/2014	£3.33	0.0%					SR	
						01/04/2014	£1.67	01/04/2014	£1.67	0.0%					SR	
		D	To recover costs	LECTURE FEES plus travel at current OCC rates		01/04/2012	£50.00	01/04/2012	£50.00	0.0%		0	0	0	SR	
		D	To recover costs	Use of Oxfordshire Museum Garden for Wedding Photographs		01/04/2011	£75.00	01/04/2015	£80.00	6.7%		0	0	0	EX	
		D	To recover costs	LEARNING & ACCESS School Sessions at The Oxfordshire Museum - up to 30 children Outreach School Sessions - up to 30 children School Box Loans - per term Reminiscence Box Loans - per 2 week loan Reminiscence sessions - per session Reminiscence training Session - per delegate Community Group Visits to The Oxfordshire Museum - per group Family Learning Drop In at The Oxfordshire Museum - per child - per family of up to 3 children TOM Tots under 5s sessions at The Oxfordshire Museum - per family		01/04/2012	£75.00	01/04/2012	£75.00	0.0%			7	10	3	NB
						01/04/2012	£20.00	01/04/2012	£20.00	0.0%					NB	
						01/04/2014	£20.00	01/04/2012	£20.00	0.0%					NB	
						01/04/2014	£15.00	01/04/2012	£15.00	0.0%					NB	
						01/04/2014	£50.00	01/04/2012	£50.00	0.0%					NB	
						01/04/2014	£15.00	01/04/2012	£15.00	0.0%	Plus £1.50 per person for refreshments				NB	
						01/04/2014	£2.00	01/04/2012	£2.00	0.0%					NB	
						01/04/2014	£5.00	01/04/2012	£5.00	0.0%					NB	
						01/04/2014	£1.50	01/04/2012	£1.50	0.0%					NB	

13. HERITAGE SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	Note	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2.00% inflation to meet pressures	VAT Class
						Effective Date	Rate (ex. VAT)	Effective Date	Proposed Rate (ex. VAT)						
CEO4-52	Heritage Services (cont'd)			Booked family workshop		01/04/2014	Various	01/04/2014	Various	0.0%	£5.00-£10.00 according to session length plus materials Plus materials and admin costs				NB
				Arts Award Courses at The Oxfordshire Museum - per child		01/04/2014	£5.00	01/04/2014	£5.00	0.0%					
Sub-Total Heritage Services												29	30	0	

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

Notes

- A: 20% Commission is charged on all sales
 B: 10% discount offered to Members of OMC, for work committed over £1,000 or more than 2 years
 C: Concessions of 50% proposed for community groups that meet specified criteria.
 D: Preventative & Fumigation. Minimum 4 hours labour charged for set up.

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

14. REGISTRATION SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate						
CEO4-8	Registration Service	D	To raise revenue to cover the costs of the registration service	To licence approved premises for a three-year period	01/04/2013	£2,050.00	01/04/2013	£2,050.00	0.0%		46	47	0	NB
		D	To cover a proportion of the costs	Marriage & Civil partnership fees at former Register Office Marriage rooms Monday - Friday and Saturday between 9.15am and 12 noon.							1,460	1,489	0	
		SA	To raise revenue to cover the costs of the Registration Service	Abingdon- Roysse Court (Mon -Fri)	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
				Banbury Bodicote House	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
				Bicester - Garth Park	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
				Didcot - Broadway Room	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
				Henley - Regatta Court	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
				Oxford - Tidmarsh Lane										
				RO Wed- Fri	01/04/2013	£49.00	01/09/2014	£50.00	2.0%	EX				
				Dexter Room Tues-Fri	01/04/2014	£150.00	01/04/2015	£160.00	6.7%	EX				
				Dexter Room Sat AM	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
				Wheatley - Shotover Room	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX				
		Witney - Windrush Rooms	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX						
		Total for all district Offices	01/04/2014	£210.00	01/04/2015	£220.00	4.8%	EX						
		Total for all district Offices (Sat pm)	01/04/2014	£450.00	01/04/2015	£475.00	5.6%	EX						
		Total for all district Offices (Sun and BH)	01/04/2014	£530.00	01/04/2015	£550.00	3.8%	EX						
		SA	To raise revenue to cover the costs of the Registration Service	Attending chapel	01/04/2014	£88.00	01/09/2014	£90.00	2.3%	EX				
		Marriages at Approved Venues (9.00am to 5.30pm)												
				Monday - Thursday	01/04/2014	£400.00	01/04/2015	£420.00	5.0%	EX				
				Friday & Saturday	01/04/2014	£450.00	01/04/2015	£475.00	5.6%	EX				
	Sunday & Bank Holiday	01/04/2014		£530.00	01/04/2015	£550.00	3.8%	EX						
	To raise revenue to cover the costs of the Registration Service	Marriages at Approved Venues (6.00pm to 8.30pm)												
		Monday - Thursday	01/04/2013	£500.00	01/04/2015	£510.00	2.0%	EX						
		Friday & Saturday	01/04/2013	£500.00	01/04/2015	£510.00	2.0%	EX						
		Sunday & Bank Holiday	01/04/2013	£600.00	01/04/2015	£610.00	1.7%	EX						

14. REGISTRATION SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class		
					Effective Date	Rate	Effective Date	Proposed Rate								
CEO4-8	Registration Service Continued	SA	To raise revenue to cover the costs of the Registration Service	Marriages at Approved Venues (on or after 9pm)												
				Monday - Thursday	01/04/2013	£650.00	01/04/2015	£660.00	1.5%						EX	
				Friday & Saturday	01/04/2013	£650.00	01/04/2015	£660.00	1.5%						EX	
				Sunday & Bank Holiday	01/04/2013	£675.00	01/04/2015	£685.00	1.5%						EX	
				Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices												
				Monday - Friday	01/04/2014	£230.00	01/04/2015	£240.00	4.3%							SR
				Saturday	01/04/2014	£250.00	01/04/2015	£260.00	4.0%							SR
				Sunday & Bank Holiday	01/04/2014	£300.00	01/04/2015	£320.00	6.7%							SR
			Individual Citizenship Ceremonies	01/04/2014	£180.00	01/04/2015	£190.00	5.6%							SR	
			Group Citizenship Ceremony at County Hall	01/04/2014	£80.00	01/04/2014	£80.00	0.0%							EX	
			To raise revenue to cover the costs of the Registration Service	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues												
				Monday - Friday	01/04/2014	£230.00	01/04/2015	£240.00	4.3%							SR
				Saturday	01/04/2014	£250.00	01/04/2015	£260.00	4.0%							SR
				Sunday & Bank Holiday	01/04/2014	£300.00	01/04/2015	£320.00	6.7%							SR
				Individual Citizenship Ceremonies	01/04/2014	£250.00	01/04/2015	£255.00	2.0%							SR
				To raise revenue to cover the costs of the Registration Service	Other Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council											
Monday - Sunday/BH	01/04/2014	£450.00			01/04/2015	£500.00	11.1%							SR		
Saturday	01/04/2014	£450.00			01/04/2015	£500.00	11.1%							SR		
Sunday & Bank Holiday	01/04/2014	£450.00	01/04/2015		£500.00	11.1%							SR			
Civil Funerals	01/04/2010	£180.00	01/04/2010		£180.00	0.0%							ZR			
Ceremony Amendment Fee					01/04/2015	£25.00				New Charge						

14. REGISTRATION SERVICES - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class			
					Effective Date	Rate	Effective Date	Proposed Rate									
CEO4-8	Registration Service Continued	D	To raise revenue to cover the costs of the Registration Service	Nationality Checking Service Adult (single application) Child under 18 who applies separately to parents	01/04/2014	£75.00	01/04/2015	£80.00	6.7%					SR			
					01/04/2014	£45.00	01/04/2015	£48.00	6.7%								
		D	To raise revenue to cover the costs of the Registration Service	Settlement Checking Service Adult (single application)	01/04/2014	£100.00	01/04/2015	£105.00	5.0%					SR			
		SA	To raise revenue to cover the costs of the Registration Service	Certificate Fees Births, Deaths & Marriage Certificates	on day of registration	01/04/2012	£4.00	01/04/2012	£4.00	0.0%	New Charge					EX	
					from a current register	01/04/2010	£7.00	01/04/2010	£7.00	0.0%							EX
					from a deposited register	01/04/2012	£10.00	01/04/2012	£10.00	0.0%							EX
					Short Birth Certificate on day of registration	01/04/2012	£4.00	01/04/2012	£4.00	0.0%							EX
					from a current register	01/04/2010	£7.00	01/04/2010	£7.00	0.0%							EX
					from a deposited register	01/04/2012	£10.00	01/04/2012	£10.00	0.0%							EX
		D		Express Certificate Fee			01/04/2015	£15.00									
		SA		Searches in indexes General Search	01/04/2010	£18.00	01/04/2010	£18.00	0.0%						EX		
		SA		Marriages and Civil Partnership Notice of Marriage/Civil Partnership (for 1 person)	01/04/2012	£35.00	01/04/2012	£35.00	0.0%						EX		
				Commemorative Certificates	01/04/2010	£5.00	01/04/2015	£6.00	20.0%						SR		
SA		Certificate fees are Statutory Fees and no notification of fee increases for 2014/15 have been received to date. *NB £4.00 is already included in fees for Registration offices, Chapel and Approved Venue ceremony fees, but couples may request more than one and these are charged at £4.00 on the day and £7.00 subsequently.															
Sub-total Registration											1,506	1,536	0				

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

15. CHIEF EXECUTIVE'S OFFICE - CEO - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	Income rising above 2% inflation to meet pressures	VAT Class	
					Effective Date	Rate	Effective Date	Proposed Rate							
CEO4	Law & Governance														
	Legal Services														
		SA & D	Recovery of full cost	Sec106 and other legal charges	01/04/2011	£170.00	01/04/2015	£190.00	11.8%		255	465	205	SR	
		D	Recovery of full cost	Work for outside bodies - Legal Hub	01/04/2011	£75.00	01/04/2015	£85.00	13.3%		4		-4	SR	
				West Berks/Probation	01/04/2011	£90.00	01/04/2015	£90.00	0.0%		4		-4		
				Academies - Fixed Fee	01/04/2011	£500.00	01/04/2015	£500.00	0.0%						
				Academies - Hourly Rate	01/04/2011	£90.00	01/04/2015	£90.00	0.0%						
				Town Councils	01/04/2011	£95.00	01/04/2015	£95.00	0.0%		1		-1		
		Democratic Services													
		Education appeals (Admissions)	D	Recovery of full cost	Work for outside bodies (Academies)	01/04/2014		01/04/2015		0.0%					
					Lodged		£20.00		£20.00						
					Listed	01/04/2014	£95.00	01/04/2015	£97.00	2.1%					
					Clerking only:										
					For first appeal of each day per school	01/04/2013	£102.00	01/04/2015	£104.00	2.0%					
				For each subsequent appeal per day	01/04/2013	£71.40	01/04/2015	£73.00	2.2%						
				Full service:											
				For first appeal of each day per school	01/01/2013	£185.00	01/04/2015	£189.00	2.2%						
				For each subsequent appeal per day	01/01/2013	£155.00	01/04/2015	£158.00	1.9%						
	Education appeals (Exclusions)	D	Recovery of full cost	Work for outside bodies (Academies)	01/04/2012	£1,100.00	01/04/2015	£1,122.00	2.0%		2	0	-2	SR	
				For each exclusion (up to 25 hours work)	01/04/2012	£35.00	01/04/2015	£35.00	0.0%						
				Rate per hour if it takes more than 25 hours	01/04/2012	£35.00	01/04/2015	£35.00	0.0%						
	Sub-Total Chief Executive's									266	465	194			
	Sub-Total Music Service									1,313	1,230	0			
	Sub-Total Library Service									632	570	0			
	Sub-Total Heritage Services									29	30	0			
	Sub-Total Registration									1,506	1,536	0			
	TOTAL CHIEF EXECUTIVE'S OFFICE									3,746	3,831	11			

Legal Position on charging

SP	Statutory Prohibited
SA	Statutory Arrangements
D	Discretionary (LG Act 2003)

VAT Class

SR	Standard Rate (20% 4 Jan 2011)
ZR	Zero Rated
NB	Non Business
EX	Exempt

16. PUBLIC HEALTH - Review of Charges 2015/16

Ref.	Service Area	Legal position on charging	Charging Objectives of Service	Type of charge	2014/15		2015/16		% increase in fees & charges	Additional information and/or Reason for Change	Expected Income 2014/15 Total £000	Expected Income 2015/16 Total £000	VAT Class
					Effective Date	Rate	Effective Date	Proposed Rate					
	Public Health services provided under Section 2B of the National Health Service Act 2006 are required to be provided free of charge at the point of use.								-				
	Sub-total Public Health										0	0	

Legal Position on charging

- SP Statutory Prohibited
- SA Statutory Arrangements
- D Discretionary (LG Act 2003)

VAT Class

- SR Standard Rate (20% 4
- ZR Zero Rated
- NB Non Business
- EX Exempt

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Earmarked Reserves	2014/15 - forecast as at 31 October 2014				Estimated Balance at 31 March 2016 £000	Estimated Balance at 31 March 2017 £000	Estimated Balance at 31 March 2018 £000
	Balance at 1 April 2014 £000	Movement		Balance at 31 March 2015 £000			
		Contributions from Reserve £000	Contributions to Reserve £000				
REVENUE RESERVES							
Schools' Reserves	25,444	-10,500	0	14,944	7,585	4,533	2,171
Cross Directorate Reserves							
Vehicle & Equipment Reserves	2,399	-1,738	1,002	1,663	948	524	517
Public Health	4,260	-2,000	897	3,157	0	0	0
Grants and Contributions Reserve	20,598	-12,243	1,904	10,259	3,000	3,000	3,000
ICT Projects	1,424	-749	0	675	0	0	0
Total Cross Directorate	24,421	-14,730	2,906	12,597	3,948	3,524	3,517
Directorate Reserves							
Children, Education & Families							
CE&F Commercial Services	990	-624	0	366	0	0	0
Joint Working with Police	272	-272	0	0	0	0	0
School Intervention Fund	1,116	-830	0	286	0	0	0
Thriving Families	1,745	-790	0	955	0	0	0
Children's Social Care	20	-20	0	0	0	0	0
Foster Carer Loans	201	0	0	201	0	0	0
Academies Conversion Support	619	-543	0	76	0	0	0
Staff Training & Development	102	-87	0	15	0	0	0
Pay Protection Costs	282	0	0	282	0	0	0
Early Intervention Service Reserve	362	-163	0	199	0	0	0
Total Children, Education & Families (note 1)	5,709	-3,329	0	2,380	0	0	0
Social & Community Services							
Older People Pooled Budget Reserve	2,878	-1,178	0	1,700	0	0	0
Physical Disabilities Pooled Budget Reserve	1,044	-500	0	544	0	0	0
Learning Disabilities Pooled Budget Reserve	95	0	0	95	0	0	0
Fire Control	408	-258	0	150	0	0	0
Fire & Rescue & Emergency Planning Reserve	129	-73	0	56	0	0	0
Community Safety Reserve	155	-35	0	120	60	60	60
Total Social & Community Services	4,709	-2,044	0	2,665	60	60	60

Earmarked Reserves	2014/15 - forecast as at 31 October 2014				Estimated Balance at 31 March 2016 £000	Estimated Balance at 31 March 2017 £000	Estimated Balance at 31 March 2018 £000
	Balance at 1 April 2014 £000	Movement		Balance at 31 March 2015 £000			
		Contributions from Reserve £000	Contributions to Reserve £000				
Environment & Economy							
Highways and Transport Reserve	385	-352	0	33	15	15	15
Area Stewardship	137	-137	0	0	0	0	0
On Street Car Parking	2,086	-2,052	1,111	1,145	603	403	203
Countryside Ascott Park - Historical Trail	21	0	1	22	22	22	22
Carbon Reduction	60	0	0	60	0	0	0
SALIX Repayments	297	-70	0	227	0	0	0
Dix Pit WRC Development	13	-13	0	0	0	0	0
Oxfordshire Waste Partnership Joint Reserve	57	-57	0	0	0	0	0
Dix Pit Engineering Works	826	0	0	826	0	0	0
Waste Management	528	0	0	528	0	0	0
Property Disposal Costs	201	-26	0	175	96	63	39
Developer Funding (Revenue)	410	-64	169	515	205	0	0
West End Partnership	56	-30	0	26	0	0	0
Catering Investment Fund	1,594	-480	0	1,114	827	0	0
Asset Rationalisation	637	-637	0	0	0	0	0
Job Clubs	102	-102	0	0	0	0	0
Minerals and Waste Project	111	-111	0	0	0	0	0
Joint Use Reserve	1,077	0	199	1,276	745	245	0
LABGI Reserve	278	-92	0	186	0	0	0
OCS Development Reserves	1,063	-200	0	863	0	0	0
Money Management Reserve	150	-90	0	60	0	0	0
Oxfordshire - Buckinghamshire partnership	198	0	0	198	148	100	50
Total Environment & Economy	10,287	-4,513	1,480	7,254	2,661	848	329
Chief Executive's Office							
Big Society Fund	16	-16	0	0	0	0	0
CIPFA Trainees	58	0	0	58	0	0	0
Coroner's Service	133	0	0	133	106	0	0
Council Elections	0	0	217	217	434	651	0
Registration Service	675	-76	0	599	0	0	0
Cultural Services Reserve	1,506	-336	142	1,312	684	82	82
Total Chief Executive's Office	2,388	-428	359	2,319	1,224	733	82
Total Directorate Reserves	23,093	-10,314	1,839	14,618	3,945	1,641	471
Corporate Reserves							
Carry Forward Reserve	1,085	-1,193	706	598	0	0	0
Efficiency Reserve	4,253	-3,063	0	1,190	328	0	0
Corporate Total	5,338	-4,256	706	1,788	328	0	0
Total Revenue Reserves	78,296	-39,800	5,451	43,947	15,806	9,698	6,159

Earmarked Reserves	2014/15 - forecast as at 31 October 2014				Estimated Balance at 31 March 2016 £000	Estimated Balance at 31 March 2017 £000	Estimated Balance at 31 March 2018 £000
	Balance at 1 April 2014 £000	Movement		Balance at 31 March 2015 £000			
		Contributions from Reserve £000	Contributions to Reserve £000				
Other Reserves							
Insurance Reserve	3,482	0	435	3,917	3,917	3,917	3,917
Capital Reserves							
Capital Reserve	19,442	0	0	19,442	10,642	10,142	7,529
Rolling Fund Reserve	2,050	0	491	2,541	0	0	0
Prudential Borrowing Reserve	7,530	-94	950	8,386	9,113	9,338	9,070
Total Capital Reserves	29,022	-94	1,441	30,369	19,755	19,480	16,599
Cash Flow Reserves							
Budget Reserve 2013/14 - 2016/17	19,393	-13,961	1,193	6,625	-1,740	-11,895	-7,400
Total Cash Flow Reserves	19,393	-13,961	1,193	6,625	-1,740	-11,895	-7,400
Total Other Reserves	51,897	-14,055	3,069	40,911	21,932	11,502	13,116
Total Reserves	130,193	-53,855	8,520	84,858	37,738	21,200	19,275

Note 1: An additional £2.000m may be used to reduce the CEF overspend in 2014/15

Movement	-47,120	-16,538	-1,925
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Service and Resource Planning 2015/16 – 2017/18 Cross-cutting Service and Community Impact Assessment

Initial Assessment

Purpose of assessment:

This report provides a summary of the key issues arising in the Service and Community Impact Assessments (SCIAs) produced for savings proposed in the latest round of Service and Resource Planning. It highlights possible implications arising from the proposals, including the potential cumulative impact.

A number of individual proposals are at an early stage, and more detailed SCIAs will be produced as they develop. Similarly, SCIA documents from previous years, or for policy proposals falling outside the annual budget cycle, will be updated where necessary as proposals develop. Comments on draft and initial assessments are therefore welcome and help ensure we have fully considered the impact of decisions on communities and staff. Where potential negative impacts are identified for particular groups we will consult where appropriate to fully understand this, and/or will communicate directly with the people affected.

A handful of this year's SCIAs are revisions of those published last year. As these reworked SCIAs outline the same impacts as were identified last year, this cross-cutting SCIA will focus on those SCIAs developed for the new proposals.

SCIA documents for individual proposals are available on the website at <https://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias-201415>

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. 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.

One way in which the Council can show that it has had due regard to the statutory needs is by assessing the impact of proposed budget and services changes on service users and Council-paid staff, particularly in relation to people with a "protected characteristic". 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

In addition to the characteristics above, the Council also considers the effect of the proposals on those in particular geographies (in particular rural and urban areas) and on deprivation.

Social Value

Under the Public Services (Social Value Act) 2012 the Council also has an obligation to consider how the procurement of services contracts with a life value of more than £173,934¹ might improve the economic, social, and environmental well-being of the area affected by the proposed contract, and how it might act to secure this improvement. However, it is best practice to consider social value for all types of contracts, service delivery decisions and new/updated policies. In this context, 'policy' is a general term that could include a strategy, project or contract.

¹ [EC Procurement Threshold for Services](#)

Context / Background:

Based on existing plans the County Council will have saved £265 million by 2017/18. Our net budget (excluding schools which are funded by a ring-fenced grant) is currently £585m.

In September 2014, Cabinet agreed that given the uncertainties over future levels of government funding due to the forthcoming General Election that the medium term planning period would not be extended beyond 2017/18 with limited adjustments made to the existing Medium Term Financial Plan to reflect any changes to spending assumptions. Therefore, this cross-cutting SCIA should be read in conjunction with the version produced during the 2014/15 budget, here: <https://www.oxfordshire.gov.uk/cms/content/service-and-community-impact-assessments-scias>

2015/16 is the second year of the four-year directorate business strategies approved by Council in February 2014. Directorates have identified proposals to meet on-going expenditure pressures and any new expenditure pressures emerging during this planning round and refresh their strategies accordingly. In addition, at a Corporate level, it is proposed that these pressures are also addressed via one-off use of reserves, a reduction in pay budgets and a reduction in contract inflation.

We continue to work hard to find savings from efficiencies and those with minimal impact on the front line, but the greater the reductions needed, the harder this becomes. In finding the required level of savings, and to ensure best value for the money we will still spend, some significant changes will be made to services.

Service changes may have an impact on communities and particular groups defined in equalities legislation due to characteristics such as age, gender, and ethnicity, or the groups we additionally believe should be specifically taken into account – areas of deprivation, and rural geographies. While it will not be possible to avoid such impacts entirely given the scale of the financial challenge, we wish to ensure that they have been considered in developing proposals, and mitigating measures put forward where possible.

Evidence / Intelligence:

We hold and actively use data and other evidence to ensure that the Council, as far as is possible, is aware of and able to serve the needs of particular communities and groups in Oxfordshire. Key datasets about the Council are available on the [Oxfordshire Insight](#) website, for use by staff, partner organisations, and the wider community. We use all these tools as a guide to support individual service level impact assessments and ensure that decisions that are being taken, as far as possible, protect services for those most in need.

Impact Assessment:

Impact on Individuals and Communities:

In assessment, the majority of the new proposals have not been found to have impacts on specific groups. Rather, by withdrawing funding, for example, from Councillor Community Budgets, or from trading standards enforcement and testing, the impacts are county-wide, affecting all populations alike, including deprived and rural communities. However, where potential negative impacts are identified for particular groups we will consult where appropriate to fully understand this, and/or will communicate directly with the people affected.

Some of the specific groups with protected characteristics highlighted in the SCIA are:

Age and Disability

17% of the population is over 65 and this is expected to increase to over 20% by 2031. Numbers of the very elderly (85 years plus) are projected to more than double by 2031. In the 2011 Census 14% of residents reported having a limiting long-term illness, health problem or disability which limited their daily activities or work. 21% of the population is under the age of 18 and the birth rate is at its highest level since 1973.

It is important that our Customer Services Centre is accessible to all. In moving to a digital by design approach for customer contacts the Council is proposing to introduce support mechanisms where customer service advisors complete transactions on behalf of customers who cannot self-serve, due to lack of digital infrastructure, or for reasons of safeguarding or incapacity, for example.

Similarly, where the council's funding of the Trust for Oxfordshire's Environment (TOE2) is ending, that organisation will continue to provide grants to promote access to green spaces, with young, older and disabled people their target groups.

In relation to the proposal to cease the Area Stewardship element of road maintenance the council has made clear that road defects in the vicinity of doctors' surgeries, day care centres etc., will still be categorised as requiring particular attention and any urgent repairs will be addressed as priority. Signing and lining for those registered disabled to allow parking outside their homes will continue to be delivered, and dropped crossings will continue to be assessed on a needs basis as identified by communities or individuals.

Rural communities

The move to a 'digital first' approach to customer service contacts may have a particular geographic impact as accessibility is reliant on the availability of the

Internet. Oxfordshire is a rural county and there are areas that either do not have broadband or have poor speeds that mean that people are reluctant to transact online. However, the Better Broadband programme will see internet speeds and availability in rural areas improve, and 90% of Oxfordshire premises are on track to have access to fibre enabled broadband by December 2015. This will mean that more people in rural communities will have access to online services and will be able to engage with the Council through its website.

In relation to the proposal to cease the Area Stewardship element of road maintenance the Council will continue to prioritise the overall highway maintenance budget (including rural routes) on the basis of good asset management principles. We will ensure that the condition and safety of the county's roads, as well as issues arising from customer feedback, are addressed within the scope of the available resources. While it will not be possible to satisfy everyone within the resources available, on-going dialogue with local councillors and communities will ensure that maintenance issues are captured and prioritised accordingly.

Areas of deprivation

Oxfordshire has low overall levels of relative deprivation. However there are ten areas in Oxford City and two in Banbury which fall within the 20% most deprived areas in the country.

Deprivation also exists beyond these specific areas, with averages across an area not always telling the story of the individuals and families within it - nationally it is estimated that while few rural areas are deprived on average, the number of people living in poverty in the countryside is greater than the population of Birmingham.

Cutting the funding to the Community Action Group Project (CAG) is likely to affect deprived and low income families more than less deprived communities as the network helps households to reduce their bills by preventing food waste and through energy efficiency. A phased reduction in the budget over three years however will allow the CAG network to alter their funding model, helping to mitigate the impact of this reduction.

Deprived communities and individuals are necessarily often more intense users of many public services. The budget proposals aim where possible to ensure that services are effectively targeted so that we continue to meet our obligations and protect the most vulnerable.

Nonetheless if we bear in mind that these new proposals are in addition to those agreed in last year's budget, the cumulative impact of proposals on deprived areas and individuals has the potential to be significant. There is also a risk that a move to protecting only the most vulnerable across a range of services may create a 'cliff edge' effect for those just outside this threshold, potentially compounded if the voluntary sector is unable to sustain the advice services which may offer these people alternative routes to access help.

Mitigation measures for this risk include ensuring that we have the required evidence base for making decisions about service consideration and change, and as far as

possible protect those services which are needed by the most vulnerable. We will use our Joint Strategic Needs Assessment and other evidence to ensure that as far as possible we protect service provision for those most in need.

Sex

Women use some public services more than men. For example there are more women in old age than men and therefore women are more likely to need social care. In addition, women are overall likely to spend a much greater proportion of their time on caring responsibilities – for children or elderly relatives, meaning that they are more likely to access services targeted at young families. Again, the cumulative impact of the savings proposals has the potential to be significant for this group.

Mitigation measures for this risk include ensuring that we have the required evidence base for making decisions about service consideration and change.

Over 70% of the Council's workforce is comprised of female workers (rising as high as 96% in some services such as Early Years). Changes in staffing or conditions might therefore affect women in greater numbers. We will continue to carefully monitor the impact of changes to the workforce as a result of the budget proposals, to ensure employment policies are applied fairly and to minimise any disproportionate impact on any particular groups. The Council annually publishes a review of its progress in promoting equality of opportunity within the workforce.

Other protected characteristics

At this stage we have not identified any specific impacts of our proposals on people sharing the protected characteristics listed below, beyond those issues discussed above:

- Race**
- Religion/belief**
- Marriage/civil partnerships**
- Pregnancy & Maternity**
- Sexual orientation**
- Gender reassignment**

Social Value

While the Social Value Act does not have direct relevance for the majority of the proposals under consideration, the Council is committed to the principles within it. When making decisions around contracting we consider how our commissioning activity might improve the economic, social, and environmental well-being of the relevant area.