



To: **Members of the Cabinet**

Notice of a Meeting of the Cabinet

**Tuesday, 15 April 2014 at 2.00 pm
in Meeting Rooms 1&2**

County Hall, Oxford, OX1 1ND

Joanna Simons

Joanna Simons
Chief Executive

April 2014

Contact Officer: **Sue Whitehead**
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Membership

Councillors

Ian Hudspeth	<i>Leader of the Council</i>
Rodney Rose	<i>Deputy Leader of the Council</i>
Mrs Judith Heathcoat	<i>Cabinet Member for Adult Social Care</i>
Nick Carter	<i>Cabinet Member for Business & Customer Services</i>
Melinda Tilley	<i>Cabinet Member for Children, Education & Families</i>
Lorraine Lindsay-Gale	<i>Cabinet Member for Cultural & Community Services</i>
David Nimmo Smith	<i>Cabinet Member for Environment</i>
Arash Fatemian	<i>Cabinet Member for Finance</i>
Louise Chapman	<i>Cabinet Member for Policy Co-ordination</i>
Hilary Hibbert-Biles	<i>Cabinet Member for Public Health & the Voluntary Sector</i>

The Agenda is attached. Decisions taken at the meeting will become effective at the end of the working day on Friday 25 April 2014 unless called in by that date for review by the appropriate Scrutiny Committee. Copies of this Notice, Agenda and supporting papers are circulated to all Members of the County Council.

Date of next meeting: 13 May 2014

County Hall, New Road, Oxford, OX1 1ND

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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 Rachel Dunn on (01865) 815279 or rachel.dunn@oxfordshire.gov.uk for a hard copy of the document.

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

AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 12)

To approve the minutes of the meeting held on 18 March 2014 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

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

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

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

5. Petitions and Public Address

6. 2013/14 Financial Monitoring & Business Strategy Delivery Report - February 2014 (Pages 13 - 54)

Cabinet Member: Finance

Forward Plan Ref: 2013/174

Contact: Stephanie Skivington, Corporate Finance Manager Tel: (01865) 323995

Report by Chief Finance Officer (**CA6**).

This report focuses on the delivery of the Directorate Business Strategies which were

agreed as part of the Service and Resource Planning Process for 2013/14 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of February 2014, and also an update on grant funding for the costs of the recent flooding. Capital Programme monitoring is included at Part 3. Part 4 sets out requests for changes to 2014/15 Fees and Charges and the Contributions in Adult Social Care Policy.

The Cabinet is RECOMMENDED to:

- (a) note the report;***
- (b) note the 2013/14 virements set out in Annex 2d;***
- (c) approve the 2014/15 virement requests set out in Annex 8; and***
- (d) RECOMMEND Council to approve the requests to move additional non – Pool Mental Health expenditure into the Pool and to approve the use of £2.000m of the Public Health Grant Funding to support the Capital Programme in 2014/15 as set out in paragraph 49 and Annex 8;***
- (e) approve the debt write off set out in paragraph 53;***
- (f) note the updated Treasury Management lending list at Annex 4;***
- (g) note the changes to the Capital Programme set out in Annex 7c;***
- (h) approve the changes to Fees & Charges and the Contributions in Adult Social Care Policy as set out in Annex 9.***

7. City Deal - Overview & Delivery of Transport Schemes (Pages 55 - 72)

Cabinet Member: Deputy Leader and Environment

Forward Plan Ref: 2014/049

Contact: Tom Flanagan, Service Manager – Planning Environment & Transport Policy

Tel: (01865) 815691

Report by Director for Environment & Economy (**CA7**).

The report summarises Oxfordshire County Council's City Deal submission as the first phase of achieving our long term ambition which will be fully set out in the forthcoming Strategic Economic Plan and further developed through the Local Growth Deal. The City Deal represents an opportunity to ensure Oxford and Oxfordshire overcomes the historic barriers to innovation and enterprise through a transformational network of connected hubs, creating an ecosystem where research, innovation, investment and enterprise meet and flourish. This will be supported by an integrated transport network along the Knowledge Economy Spine which will directly support the innovation hubs. The packages that were submitted as detailed Business Cases are Northern Gateway, Access to Enterprise Zone and Science Transit Phase 1. The report sets out the City Deal Transport Business Cases, progress to date, and requests the schemes' inclusion into the Capital Programme.

The Cabinet is RECOMMENDED to

- (a) approve the proposed schemes for inclusion into the Capital Programme, to note the progress of the business case for each scheme and to note that the detailed business cases will be submitted for approval, in accordance with the financial procedure rules; and***

- (b) **approve the release of £1.5m project development budget for the Access to Enterprise Zone project under stage 0b of the capital governance procedures.**

8. Externalisation of Back Office/School Facing Services (Pages 73 - 76)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2013/169

Contact: Graham Shaw, Deputy Director – OCS Tel: (01865) 797228/Frances Craven, Deputy Director – Education & Early Intervention Tel: (01865) 815125

Report by Chief Executive (**CA8**).

The report provides an update and next steps in the externalisation of corporate facing HR and Finance back office services and the joint venture proposal to cover school back office and schools learning and foundation years.

The Cabinet is RECOMMENDED to:

- (a) ***Suspend the current procurement process for the Outsource of Finance and HR back-office services and the Joint Venture for School Improvement and related support services for schools (with the exception of Outdoor Education Centres); and***
- (b) ***Commission a full business case for Oxfordshire with a view to joining the Hampshire IBC partnership and creation of a new partnership with Hampshire for Education services.***

9. Care Home Fees 2014 (Pages 77 - 90)

Cabinet Member: Adult Social Care

Forward Plan Ref: 2014/010

Contact: Andrew Colling, Quality & Contracts Manager Tel: (01865) 323682

Report by Director for Social & Community Services (**CA9**).

The services that care homes provide within Oxfordshire play an important role in helping to meet the needs of vulnerable adults. The Council has to ensure that there is sufficient capacity within the social care market to meet its current and future commissioning requirements.

The Council has stated that it is keen to ensure the sustainability of care home services in Oxfordshire to meet the assessed needs of vulnerable adults, and committed to work alongside providers to ensure that services are of the highest quality.

The purpose of this report is to describe the process the Council has undertaken to review the amount it pays for care homes this year, and to agree the Target Banding Rates to be applied for 2014-15.

The Cabinet is RECOMMENDED that in view of the information in the report:

(a) for 2014/15 to:

- **Revise our Target banding Rates from April 2014 and**
 - (i). **Increase the Target Banding rate for the Residential-Extensive Specialist Category to £458 per week for new placements.**
 - (ii). **Increase all existing weekly Residential payment rates that are currently paid below £452 per week to £458 per week**
 - (iii). **Increase the Nursing-Extensive Target Banding Rate to £568 per week**
 - (iv). **Increase all existing weekly Nursing Extensive and Substantial rates that are currently below £560 per week to £568 per week.**
 - (v). **Increase the Nursing-Specialist Target Banding Rate to £639 per week**
 - (vi). **Increase the above rates to reflect the increase in Funded Nursing Care once this is announced later in April 2014.**
 - (vii). **Continue to use these rates as a guide to secure a care home placement at a funding level as close to the Target Banding Rate as possible.**
 - (viii). **The above to apply from April 2014 and for care home placements in Oxfordshire.**

(b) **Cabinet are requested to approve a permanent virement of £217,000 from corporate contingency to fund the increase in the Target Banding Rate.**

10. Cabinet Business Monitoring Report for Quarter 3 (Pages 91 - 106)

Cabinet Member: Deputy Leader

Forward Plan Ref: 2013/175

Contact: Maggie Scott, Acting Head of Policy Tel: (01865) 816081

Report by Acting Head of Policy (CA10).

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

Cabinet is RECOMMENDED to note and discuss the performance reported in the dashboards.

11. Delegated Powers of the Chief Executive - April 2014

Cabinet Member: Leader

Forward Plan Ref: 2013/176

Contact: Sue Whitehead, Committee Services Manager Tel: (01865) 810262

<i>Date</i>	<i>Subject</i>	<i>Decision</i>	<i>Reasons for Urgency</i>
3 February 2014	Amendment to	Approved an	To provide

	the Contract for the Provision of a Discharge to Assess Service	exemption from the full tendering requirements of the Council's Contract Procedure Rules with an amendment to the current contract for the provision of a discharge to assess service to include additional volumes over and above those originally contracted	additional capacity urgently to support the discharge of service users from hospital during a period of severe pressure on acute hospital beds.
4 February 2014	Further Education provision for High Needs Learners	Approved an exemption from the full tendering requirements of the Council's Contract Procedure Rules in respect of commencing or continuing contracts in the academic year 2013/14 for the provision of education to learners with higher special educational needs which result in contracts with a value of over £75,000	To ensure continuity of provision for individuals with higher special educational needs.

12. Forward Plan and Future Business (Pages 107 - 110)

Cabinet Member: All

Contact Officer: Sue Whitehead, Committee Services Manager (01865 810262)

The Cabinet Procedure Rules provide that the business of each meeting at the Cabinet is to include "updating of the Forward Plan and proposals for business to be conducted at the following meeting". Items from the Forward Plan for the immediately forthcoming meetings of the Cabinet appear in the Schedule at **CA12**. This includes any updated

information relating to the business for those meetings that has already been identified for inclusion in the next Forward Plan update.

The Schedule is for noting, but Cabinet Members may also wish to take this opportunity to identify any further changes they would wish to be incorporated in the next Forward Plan update.

The Cabinet is RECOMMENDED to note the items currently identified for forthcoming meetings.

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Agenda Item 3

CABINET

MINUTES of the meeting held on Tuesday, 18 March 2014 commencing at 2.00 pm and finishing at 3.52 pm

Present:

Voting Members: Councillor Ian Hudspeth – in the Chair
Councillor Rodney Rose
Councillor Mrs Judith Heathcoat
Councillor Nick Carter
Councillor Melinda Tilley
Councillor Lorraine Lindsay-Gale
Councillor David Nimmo Smith
Councillor Arash Fatemian
Councillor Louise Chapman
Councillor Hilary Hibbert-Biles

Other Members in Attendance: Councillor Brighthouse, (Agenda Items 6 & 8)
Councillor Tanner (Agenda Item 6)
Councillor John Sanders, (Agenda Item 7)
Councillor Hards, (Agenda Item 7)
Councillor Harris, (Agenda Item 7)
Councillor Price, (Agenda Items 7 & 10)
Councillor Gill Sanders, (Agenda Item 11)
Councillor Owen, (Agenda Item 11)

Officers:

Whole of meeting Joanna Simons (Chief Executive); Sue Whitehead (Chief Executive's Office)

Part of meeting

Item	Name
6	Maggie Scott, Head of Policy
7	John Disley, Policy & Strategy Manager; Tom Flanagan (Localities, Policies and Programmes)
8	Richard Byard (Economy & Skills)
9	Joy White (Policy & Strategy)
10	John Jackson, Director for Social & Community Services
11	Diane Cameron (School Organisation & Planning)

21/14 MINUTES

(Agenda Item. 3)

The Minutes of the meeting held on 25 February 2014 were approved and signed.

22/14 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

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

“Following the reply to the question which I addressed to Councillor Hibbert-Biles at Cabinet on 25 February, I’ve been making enquiries about the “improved integrated sexual health service” to which the Cabinet Member referred.

Although the services will be provided in what might loosely be described as “premises in geographical locations where previous services were in place”, I understand that only the Banbury contraception & sexual health (C&SH) clinic will be in the same location as before and that many of the new locations are less well provisioned.

Taking Didcot as an example:

The new integrated sexual Health service provided at the Oak Tree Health Centre will:

- a. not have a dedicated confidential reception area – the proposal is for a table in the waiting area. Of course this may change in the future if pushed but has implications for both staff safety and patient confidentiality.
- b. Have a new computer system which will be unfamiliar to the genito-urinary medicine (GUM) and C&SH staff, which is not yet running, and for which no training has yet been given to staff in C&SH
- c. Have considerably less storage facilities for pills, antibiotics, dressings etc than is currently available in Didcot Health Centre despite the inclusion of GUM services in the clinic.
- d. Have a limited number of clinical rooms which will not be sufficient to provide the increased service and as well as accommodating the existing number of C&SH focused staff. This does not look like an enhanced service – it is an additional service for GUM but requires a contraction of the C&SH service.

What steps did the Cabinet Member for Public Health take to ensure that the tender specification was adequate, and that the contract which was signed fully met that specification?”

Councillor Hibbert Biles replied:

“The sexual health service will be delivered from a combination of community and secondary care locations in similar geographic locations to existing clinics. Unfortunately it is reported to us by the new providers that while they wanted to lease existing sites, they were not able to do so for all sites. However, all the new clinics which will house the new service will be based in the same towns as current services and meet the agreed specifications to give a wide coverage across the county.

Access to services is a priority of the commissioners and across the service as a whole there will be an increase in hours of service compared to current hours. The commissioners of this service believe that the new integrated service being implemented will provide improved sexual health services across Oxfordshire and will meet the changing needs of the residents of Oxfordshire.

Taking Didcot as an example:

The new integrated sexual Health service provided at the Oak Tree Health Centre will:

- a. Not have a dedicated confidential reception area – the proposal is for a table in the waiting area. Of course this may change in the future if pushed but has implications for both staff safety and patient confidentiality.*

Oak Tree Health Centre is CQC registered and has been serving the local community since 1997 and has many satisfied patients. We are not aware that staffs currently working at Oak Tree Health Centre are at risk to their personal safety any more or less than any NHS provider. Therefore we would have no concern that OUHT personnel operating out of the same site would be at any more or less risk to their personal safety unless the councillor is party to information we do not possess.

We have been assured that patient confidentiality is of the highest importance and that the all staff will be made aware of OUHT policy about confidentiality and information governance.

- b. Have a new computer system which will be unfamiliar to the genito-urinary medicine (GUM) and C&SH staff, which is not yet running, and for which no training has yet been given to staff in C&SH*

The NHS is comprised of several organisations who will have decided on different systems to manage their data and records. We have been satisfactorily assured by the new providers that they have the appropriate data handling and governance systems in place in support of their service. It is not uncommon for personnel moving to different employers in healthcare have to learn to work with new computer software systems. We are assured that staff transferring from OH to OUHT will receive appropriate support and induction.

- c. Have considerably less storage facilities for pills, antibiotics, dressings etc than is currently available in Didcot Health Centre despite the inclusion of GUM services in the clinic.*

In commissioning sexual health services, the procurement and management of assets to deliver safe quality care are the responsibility of the provider. We have no responsibility for the size of the storage facilities to assist their asset management and would not consider this a concern provided that all

regulations and guidelines are met to ensure the delivery of a quality service which does not compromise patient safety.

- d. Have a limited number of clinical rooms which will not be sufficient to provide the increased service and as well as accommodating the existing number of C&SH focused staff. This does not look like an enhanced service – it is an additional service for GUM but requires a contraction of the C&SH service.*

The Cllr is correct in the fact that this is not an enhance service but an integrated service. The current services which have been in place for some time have been split between two providers and the contracts for these services are due to terminate 31 March 2014.

At the start of the procurement process the sexual health needs of the population of Oxfordshire were examined and it was apparent that the services could be redesigned to better meet the needs of the population. The specified service which has been commissioned is in line with national guidelines for best practice for delivery of sexual health services and was designed in full consultation with all stakeholders including existing providers.

Using current activity for the service in Didcot as an indicator, we are assured that the clinic secured by OUHT will provide sufficient capacity to deliver future services for the local community.”

Supplementary: In response to a further question from Councillor Hards, Councillor Hibbert Biles stated that in respect of the new computer system staff had been trained, were positive about the new system and she was confident that everything would be ready for 1 April 2014.

Councillor Howson had given notice of the following question to Councillor Tilley:

“Can the Cabinet Member provide an estimate of how much revenue was collected from students aged 16-17 in bus and other travel income for journeys from home to schools and colleges in the first term of the current school year when these young people were required to remain in education or training as a result of the raising of the education participation age?”

Cllr Tilley replied:

“The total: £69,148 total income for September – December 2013.

It would not be possible to estimate the impact of the increase in the participation age as this would require an interrogation of individual students to ascertain whether, had the participation age not increased, they would have stayed on at school.”

Supplementary: Councillor Tilley responding to a supplementary question indicated that the Council would not be considering reviewing this charge.

Councillor Fooks had given notice of the following question to Councillor Rose:

“As Oxfordshire County Council is actively encouraging staff to use bicycles where possible, to reduce unnecessary car use, why has the Bike to Work scheme to assist in the purchase of bicycles been stopped?”

Councillor Rose replied:

“The Cycle to work scheme was withdrawn in 2012 due to the complexities of administering the scheme and changes to VAT legislation which meant that potential savings made by employees were significantly reduced. A number of local cycle shops do offer discounts to Oxfordshire County Council staff on the purchase of cycles and accessories.”

Supplementary: Councillor Fooks asked where the cycle shops were located, how staff knew and what else could be done to encourage cycling. The Councillor was advised that there was a dedicated web page on the intranet about staff benefits and Councillor Rose added that the budget agreed in February was totally taken up.

23/14 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

Item 6 – Councillor Brighthouse, Opposition Leader
Councillor Tanner, Shadow Cabinet Member for Policy Co-ordination

Item 7 – Councillor John Sanders, Shadow Cabinet Member for Environment
Councillor Hards, Local Councillor
Councillor Harris, Local Councillor
Councillor Price, Local Councillor
Sarah Rawlinson, Didcot Resident

Item 8 –Councillor Brighthouse, Opposition Leader

Item 10 – Councillor Price, Shadow Cabinet Member for Adult Social Care

Item 11 – Councillor Gill Sanders,
Councillor Owen, Local Councillor
Graham Speke, the Business Manager at Carterton Community College

24/14 OXFORDSHIRE COUNTY COUNCIL CORPORATE PLAN - 2014/15 - 2017/18

(Agenda Item. 6)

Cabinet considered a draft of the Corporate Plan for 2014/5-2017/18 and the proposed Indicators of Corporate Performance for 2014/15 in advance of consideration by Council.

Councillor Brighouse, as Chairman of the Performance Scrutiny Committee commented that she had found the process for producing the Corporate Plan good. There had been an opportunity for it to be seen by Performance Scrutiny Committee and in other places and the Labour Group as the opposition had received a briefing and had the opportunity to discuss it.

Councillor Tanner stated that he was glad to see the County Council had a Plan. He asked what the Council would be doing to ensure that as referred to in the Leader's introduction we paid no more than our fair share of the burden of getting the national deficit down. He highlighted a number of areas of concern to him including lack of reference to revisions to the green belt and unconvincing references to tackle delayed transfer of care and the payment to care workers of the living wage. He welcomed the inclusion of targets but stressed that they must be SMART which many were not.

The Leader noted that the Council had had a Corporate Plan for many years. and responded to the individual comments.

Councillor Louise Chapman in moving the recommendation stated that as far as possible the process had been inclusive and that the final Plan reflected the Council's key priorities and the budget agreed by Council in February. She was grateful for the input from the Performance Scrutiny Committee and she took on board the comments from Councillor Tanner about deliverable targets. Maggie Scott added that the main points raised by the Performance Scrutiny Committee would be included in the final Plan.

RESOLVED: to:

- (a) note the proposed Indicators of Corporate Performance, and;
- (b) approve the draft Corporate Plan before it is taken to Council on 01 April 2014.

25/14 LOCAL TRANSPORT PLAN: UPDATE

(Agenda Item. 7)

The Local Transport Plan 3 (2011-2030) was adopted by the County Council in 2011 as a 20-year strategy for Oxfordshire's transport system. Having an adopted Local Transport Plan and keeping it under review, is a statutory requirement on the county council, as set out in the 2000 Transport Act as amended by the 2008 Local Transport Act. It provides the framework for the county council's transport input into the Local Development Plan process and supports our ability to secure key infrastructure projects. It underpins our capital delivery programme, and the way in which we deliver our services. Owing to the long-term nature of the Plan it was agreed as part of the approval process that it would be regularly reviewed in order to keep it up to date and relevant. Cabinet had before them a report that updated five of the

area strategies within the LTP3's implementation plan: these are for Banbury, Bicester, Carterton, Science Vale and Witney.

Councillor John Sanders, Shadow Cabinet Member for Environment queried why there was no update for the Oxford area. He welcomed the proposal to ease traffic on the A40 near Witney and queried the timescale. He also commented on the Park & Ride at Eynsham and on the bus lane from Witney. The Leader replied that the Local Transport Plan was a strategic document and that these were particular areas in need of update now. However all areas would be updated over time. Councillor Nimmo Smith responded to the particular points made stressing that the Witney Transport Strategy provided a clear and coherent approach to the issues identified. He added that work was on-going to formulate the Local Transport Plan 4 and that this picked up new housing numbers.

Councillor Hards, Local Councillor for Didcot West, welcomed the large scale plans included but asked that the small schemes that made a difference to local people not be forgotten. He highlighted the impact of the continued development of Great Western Park over the next 15-20 years and that small highway improvement and road safety schemes would be needed. He added that in relation to the proposals to improve cycling and walking the Harwell Bicycle User Group were keen to talk to officers and to be engaged in the process. He was concerned that there was no master plan of cycle routes. Councillor Nimmo Smith responding agreed that there needed to be a balance between micro and macro schemes.

Councillor Harris, Local Councillor for Didcot Ladygrove, stressed that it was vital that the ring road be completed as a priority. Local residents had done a survey of the stretch of road and found that there was heavy use of the road including by heavy goods vehicles. The amount of traffic adversely affected the local residents of Ladygrove and he invited Cabinet Members to visit the area to see how vital the work was to local people. The Leader commented that he had visited the area on many occasions and the Cabinet Member for Environment noted that the piece of road referred to was in the updated plan.

Sarah Rawlinson, Didcot Resident, supported the views expressed by Councillor Harris and spoke of the noise and disruption local residents suffered. The road was not designed for the weight of traffic nor the size of vehicles and the completion of the northern perimeter road was long overdue.

Councillor Price, Local Councillor for Witney South & Central, welcomed the inclusion of Shores Green but asked for more detailed information on timing. In general she would have preferred to see a more holistic approach taken to Witney's transport problems. She referred to the high impact low cost schemes could have for pedestrian and cyclists and the importance of engaging with the bike user groups in Witney. The Leader explained that with regard to Shores Green the Council was waiting on the developer as until he put in an application there was no funding for the work. Councillor Nimmo

Smith gave an assurance that there were local cycle schemes under consideration and these would be discussed at locality meetings.

John Disley introduced the contents of the report. The Leader responding to comments from a Cabinet Member noted that the updates did not take account of the Strategic Housing Market Assessment and that this would need to be reflected in LTP4.

RESOLVED: to approve the removal of the existing area strategies for Banbury, Bicester, Carterton, Science Vale and Witney from LTP3 and their replacement with the updated strategies in Annexes 1 to 5 of the report.

26/14 OXFORDSHIRE STRATEGIC ECONOMIC PLAN

(Agenda Item. 8)

Cabinet considered a report that gave an update on the Oxfordshire Strategic Economic Plan (SEP) including the SEP executive summary which captured the key themes, geographical focus and governance of the SEP.

Councillor Brighouse, Opposition Leader welcomed the Strategic Economic Plan which she found to be good. However one area which seemed to be missing was the impact on local communities of the economic growth, including factors such as low housing affordability and the level of skills in the local communities. These areas needed to be included in order to support future funding bids. The Leader welcomed the comments and commented that officers had worked to produce the document in just a few weeks. Richard Byard added that there was an emerging skills strategy.

A Cabinet Member asked that if the information was available it would be helpful to have a breakdown of investment by area. Joanna Simons replied that generally this information would not be available as spending was based on client groups rather than area. However she undertook to see what information was available.

A Cabinet Member asked that the final document be checked to ensure it was readable as the font size on some pages was too small.

RESOLVED: to:

- (a) agree the Strategic Economic Plan Executive Summary which captures the key themes, geographical focus and governance of the strategy;
- (b) request that the Director for Environment & Economy in consultation with the Council Leader should be authorised to approve any further amendments and approve the final Strategic Economic Plan that will be submitted to government on 31 March 2014.

27/14 TRAVEL PLANS

(Agenda Item. 9)

Travel Plans are long-term management strategies for sites, which seek to ensure that travel associated with them is sustainable. In accordance with national planning policy and local plans, Oxfordshire County Council requests travel plans from developers for sites which are expected to generate significant amounts of movement. Developers frequently ask for advice on preparing and implementing travel plans, and Cabinet had before them a draft standard guidance document to ensure consistency and efficiency. As there is effort involved in implementing travel plans, they are likely to be ineffective in achieving their targets unless they are monitored. Councils are permitted to charge fees to cover the costs of monitoring, and the draft Guidance set out proposed monitoring fees for approval.

Joy White responding to concerns from Councillor Hibbert Biles, Cabinet member for Public Health & the Voluntary Sector undertook to ensure that all Air Quality Action Plans were referenced in Guidance.

RESOLVED: to:

- (a) approve the Transport Assessments & Travel Plans Guidance Document and monitoring fee charging schedule for publication; and
- (b) approve the charging of fees to cover staff costs for other non-statutory Travel Plan related services on an hourly basis by agreement.

28/14 BETTER CARE FUND

(Agenda Item. 10)

Cabinet considered a report seeking agreement on the proposed use of the Better Care Fund in Oxfordshire, prior to submission to NHS England (as an integral part of the Oxfordshire Clinical Commissioning Group's Strategic and Operational Plans) by 4 April 2014.

The Better Care Fund will total approximately £37 million in Oxfordshire from 2015/16 onwards, and is not new money as it will be reallocated from within the health and social care system. However, a significant proportion may be newly accessible to adult social care, and can be used to protect services where it can also be demonstrated that there are benefits to health.

Councillor Price, Shadow Cabinet Member for Adult Social Care, commented that the Fund was not new money. She queried what action was planned if the performance measure on delayed transfer of care figures was not met.

Councillor Heathcoat agreed that it would take resource and put Adult Social care under pressure. The Adult Services improvement Plan was looking at the impact of the Extra Care Bill. There were mechanisms in place to monitor progress including by the Older People's Joint Management Group and the

Health and Wellbeing Board. The partnership approach with a single assessment process was a key to success. John Jackson added that the Local Government Association was lobbying Government to provide additional funding for the new responsibilities in the Bill. On delayed transfer of care, it was important to keep on it but there were signs of progress.

During discussion Cabinet stressed that they took the delayed transfer of care situation extremely seriously and were aware of the efforts that all involved had made.

RESOLVED: to:

- (a) Agree the Better Care Fund Plan for Oxfordshire for submission to NHS England by 4th April 2014, subject to the inclusion of any necessary changes which may be required following consideration by the Health and Wellbeing Board and Clinical Commissioning Group Governing Body as agreed by Chairman (Leader of the Council) and Vice Chairman (Clinical Chair of the Clinical Commissioning Group) of the Health and Wellbeing Board;
- (b) In so doing, to agree the use of the Health Transfer to Social Care Funding in 2014/15 as set out in the financial template, and for this to form the basis of a section 256 agreement between the County Council and NHS England as agreed by the Director for Social & Community Services following consultation with the Cabinet Member for Adult Services; and
- (c) To receive an updated plan in March 2015 prior to implementation, reflecting performance in 2014/15 and any emerging pressures and priorities.

29/14 CARTERTON COMMUNITY COLLEGE EXTENSION OF UPPER AGE LIMIT TO ESTABLISH POST-16 EDUCATION

(Agenda Item. 11)

Cabinet considered a report seeking their views following a public consultation on a proposal by the Governing Body of Carterton Community College to alter the upper age limit of the College in order to enable it to offer post-16 education. The proposal is to implement the change from September 2014 and gradually increase the range of courses offered over a three-year period.

Councillor Gill Sanders, Shadow Cabinet member for Children, Education & Families, welcomed the proposal. The consultation showed it clearly had local support.

Councillor Neil Owen, local councillor for Burford & Carterton North, also welcomed the proposal.

Graham Speke, Business Manager at Carterton Community College, spoke in support of the proposal commenting that the timing was right, it would provide real choice for local families and there was no need for a capital build programme.

RESOLVED: to strongly support the proposal to alter the upper age limit of Carterton Community College in order to enable it to offer post-16 education.

30/14 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 12)

The Cabinet considered a list of items for the immediately forthcoming meetings of the Cabinet together with changes and additions set out in the schedule of addenda.

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

..... in the Chair

Date of signing

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CABINET – 15 April 2014

2013/14 FINANCIAL MONITORING & BUSINESS STRATEGY DELIVERY REPORT

Report by the Chief Finance Officer

Introduction

1. This report focuses on the delivery of the Directorate Business Strategies which were agreed as part of the Service and Resource Planning Process for 2013/14 – 2016/17. Parts 1 and 2 include projections for revenue, reserves and balances as at the end of February 2014, and also an update on grant funding for the costs of the recent flooding. Capital Programme monitoring is included at Part 3. Part 4 sets out requests for changes to 2014/15 Fees and Charges and the Contributions in Adult Social Care Policy.

Summary Position

2. The forecast directorate variation is an overspend of +£0.825m or +0.20% against a net budget of £415.271m as shown in the table below. This compares to the forecast overspend of +£3.021m reported to Cabinet in February.

	Latest Budget 2013/14 £m	Forecast Outturn 2013/14 £m	Variance Forecast February 2014 £m	Variance Forecast February 2014 %	Variance Forecast December 2013 £m	Variance Forecast December 2013 %
Children, Education & Families (CE&F)	105.869	107.179	+1.310	+1.24	+1.649	+1.56
Social & Community Services (S&CS) ¹	209.220	210.828	+1.608	+0.77	+1.854	+0.88
Environment & Economy	79.276	77.886	-1.390	-1.75	-0.144	-0.18
Chief Executive's Office	20.906	20.203	-0.703	-3.36	-0.338	-1.61
Public Health ²	0	0	0	0	0	0
Directorate total	415.271	416.096	+0.825	+0.20	+3.021	+0.73

3. Requests for supplementary estimates up to the amount required to cover the overspends that cannot be managed otherwise in Children, Education & Families and the Older People and Equipment Pools in Social & Community Services were agreed by Cabinet in February. The forecast

¹ Social and Community Services incorporates the forecast outturn and variance for the Pooled Budgets. The February forecast includes the risk based share of the overall forecast overspend on the Older People and Equipment Pooled Budgets.

² Public Health is funded by a ring-fenced grant of £25.264m which is received from the Department of Health. An underspend of -£4.076m is forecast against the grant and will be placed in reserves at year end (see paragraph 47).

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outturn above does not yet take account of those possible supplementary estimates. The final amounts and directorate variations will be set out in the Provisional Outturn Report to Cabinet in June.

4. The following annexes are attached:

Annex 1	Forecast Expenditure for 2013/14
Annex 2	2013/14 Virements & Supplementary Estimates
Annex 3	Ring-fenced Government Grants 2013/14
Annex 4	Treasury Management Lending List
Annex 5	Forecast Earmarked Reserves
Annex 6	Forecast General Balances
Annex 7	Capital Programme Monitoring
Annex 8	2014/15 Virements
Annex 9	2014/15 Fees and Charges

5. Directorate reports which set out the detail behind this report are available from the contact officers named at the end of this report or in the Members' Lounge.

Part 1 - Revenue Budget

Children, Education & Families (CE&F)

6. The directorate is forecasting an overspend of +£1.310m. There is a -£3.751m forecast underspend on services funded by the Dedicated Schools Grant (DSG).

CE&F1 Education & Early Intervention

7. The Education & Early Intervention service is forecasting a variation of -£0.028m, compared to -£0.355m in the last Financial Monitoring Report to Cabinet on 25 February 2014.
8. Early Intervention Hubs are forecasting an underspend of -£0.217m as a result of staff vacancies during the year. The Foundation Years Service is forecasting an underspend of -£0.375m. This has mainly arisen on the budgets for training and associated supply cover costs as demand has been lower than expected.
9. Elsewhere there is an underspend of -£0.070m for the virtual school as this no longer requires funding from the School Intervention Fund. Special Needs Advisory Support Teachers have generated -£0.061m of additional income from courses. Children's Centres and Childcare are forecasting to underspend by -£0.222m because of staff vacancies during the year, and School Organisation & Planning by -£0.052m. There are also underspends on Management & Central costs (-£0.094m) and the negotiable legal recharges budget (-£0.094m) and -£0.079m is still to be committed to school intervention projects and school leadership.
10. These underspends are offset by a forecast overspend of +£1.327m on mainstream and special educational needs home to school transport.
11. The Thriving Families team have a budget of £1.861m to spend in 2013/14. Of that, -£0.953m is now forecast to be unspent at year end and as noted in the last report is assumed to be returned to the service's

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earmarked reserve so this variation is not part of the forecast for the directorate. In addition £1.471m that was unspent at the end of 2012/13 is also being held in the reserve for use in future years.

12. £1.679m one – off funding was available to be allocated to school improvement services and projects in 2013/14. £0.346m of that has been spent to date, with the remaining £1.333m committed for use in 2014/15. The unspent budget will be returned to reserves for use in the next financial year and is the main reason for the increase in forecast CE&F reserves at year end as set out in paragraph 60.

CE&F2 Children's Social Care

13. Children's Social Care is forecasting a reduced overspend of +£1.188m compared to +£1.880m in the last report. The +£1.953m forecast for external placement costs has decreased from +£2.348m reported to Cabinet previously. A supplementary estimate of up to £1.200m to meet part of this pressure was approved by Cabinet on 25 February 2014. The final amount required will be dependent on the availability of underspends that can be used to offset the overspend at year end.
14. There are also overspends of +£0.398m on management and central costs and +£0.049m on the Asylum Service Area. These are offset by underspends in Corporate Parenting (-£0.438m), Referral and Assessment (-£0.201m) and the Youth Offending Service (-£0.162m). Family Support is forecast to underspend by -£0.494m as a result of staff vacancies and other savings on salary costs.

Dedicated Schools Grant (DSG)

15. Services funded from DSG are forecast to underspend by -£3.751m. -£2.315m of the total relates to payments for two year olds where the take up is lower than the funding provided. Schools Forum considered the proposed use of this underspend in February.
16. Capitalised repairs and maintenance of school buildings is forecast to underspend by -£0.868m.
17. The Foundation Years Service is forecasting an underspend of -£0.218m as a result of demand for training and associated supply cover costs being lower than expected.

Social & Community Services (S&CS)

18. Social & Community Services directorate is forecasting a variation of +£1.608m compared to +£1.854m in the last report to Cabinet. The forecast now includes the Council's risk based share of the joint Council and Oxfordshire Clinical Commissioning Group (OCCG) forecast overspend on the Older people and Equipment Pooled budget. It also includes a £2.300m temporary virement from corporate contingency and a previously reported refund of £1.000m from prior contractual arrangements but not the Supplementary Estimate of up to £0.540m as agreed by Cabinet on 25 February 2014.

S&CS1 Adult Social Care

19. Adult Social Care is forecasting an overspend of +£2.247m compared to +£2.570m in the previous report to Cabinet. As noted above this now

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includes the Council's risk based share of the overspend on the Older People and Equipment Pooled Budget.

Older People and Equipment Pooled Budgets

20. While the County Council side of the Older people and Equipment Pool is forecast to underspend by -£0.719m compared to an overspend of +£0.279m in the last report, the OCCG overspend has increased from +£3.081m to +£3.694m. The number of older people supported in long term care, either in their own home or in a care home, through County Council funded care, rose by 4.8% from April 2013 to February 2014. The increase in demand and consequent overspend on the OCCG side of the pool has been greater with increases of between 11-26% for people in care homes funded by the Clinical Commissioning Group and a 28% increase in people supported at home.
21. The overspend on the Older People and Equipment Pool is shared between the Council and the OCCG based on the proportion of the contributions to the pool, 54.7% and 45.3% respectively. This requires the Council to fund £1.628m of the overspend compared to a combined share of £2.182m in the previous report.
22. The continuing pressures on the Older People and Equipment Pooled Budget are such that it would be difficult to manage the overspend within the Pooled Budget if it was carried forward. After recognising the Supplementary estimate of £0.540m agreed by Cabinet on 25 February 2014 to help meet the pressures on the Older People and Equipment Pool the balance to be funded is +£1.088m. The Council has received £1.000m relating to a contractual variation in prior years and the remaining £0.088m will be funded from underspends within Joint Commissioning.

Physical Disabilities and Learning Disabilities Pooled Budgets

23. The Council's element of the Learning Disabilities Pool is forecasting to overspend by +£1.829m as a result of increased panel allocations in late 2012/13 and in early 2013/14. The increase of +£0.216m since the February report reflects lower than previously forecast recovery of surplus personal budget balances.
24. During the 2013/14 Service & Resource Planning process £1.800m was transferred from the Learning Disabilities Pooled Budget to the Physical Disabilities Pooled budget. During the year there has been greater pressure on the Learning Disabilities Pool so the intention is that the -£0.450m underspend on the Physical Disabilities Pool is used to part fund the Learning Disability Pool overspend along with any other underspends across the directorate. After taking account of this and the use of other underspends in Community Safety and Joint Commissioning the remaining overspend of £0.947m will be carried forward and managed by the service in 2014/15.

Adult Social Care: Non – Pool Services

25. There is an overall overspend of +£0.240m for services outside of the Pools. As noted previously the Emergency Duty Team is forecasting to overspend by +£0.172m as demand on day time teams has increased out of hours work. This is offset by an underspend of -£0.171m on Housing

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Related Support due to reduced expenditure on contracts and one – off income.

26. The Adult Social Care Improvement Programme is now forecast to overspend by +£0.207m compared to +£0.422m in the last report. This pressure can be managed by utilising the forecast underspend in Joint Commissioning. The £0.500m funding in the Efficiency Reserve that had been set aside for this purpose will instead be used to meet Adult Social Care Improvement Programme costs in 2014/15.

S&CS2 Community Safety

27. The forecast underspend of -£0.111m includes a forecast underspend of -£0.035m on Gypsy and Traveller Services and -£0.063m on Trading Standards. This will be used to part fund the overspend on the Learning Disabilities Pooled Budget.

S&CS3 Joint Commissioning

28. The service is forecasting an underspend of -£0.649m. Of this -£0.221m relates to budgeted savings delivered earlier than planned. There is also a one – off -£0.075m saving against the Healthwatch budget. In addition to this is is forecast that the Oxfordshire Support Fund will underspend by -£0.353m.
29. -£0.240m of the underspend within Joint Commissioning will be used to offset overspend on non – Pool Adult Social Care services as set out in paragraph 25 and 26. The remaining balance will be used to fund part of the overspends on the Learning Disabilities Pool (-£0.321m) and the Older People and Equipment Pool (-£0.088m).

S&CS4 Fire & Rescue and Emergency Planning

30. The Fire & Rescue service continues to forecast an overspend of +£0.121m on fire-fighter ill health retirements. As this is a budget that the service cannot control, the variance will be met from Council balances at year-end.

Environment & Economy (E&E)

31. The forecast underspend of -£1.390m has increased from a -£0.144m in February.

EE1 Strategy and Infrastructure

32. The service is forecasting an underspend of -£0.521m compared to -£0.309m in February. -£0.409m reflects underspends on staffing and planned energy reduction projects and other non – staffing budgets in Planning, Environment & Transport. There is also an underspend of -£0.123m on non – staffing budgets in Planning Regulation.

EE2 Commercial Services

33. Commercial Services is forecasting an underspend of -£0.579m compared to a net overspend of +£0.146m reported in February.
34. As noted in the last report the flooding experienced in 2014 has impacted on the ability to carry out flooding related as well as routine repairs and maintenance on highways infrastructure. This is reflected in the forecast Highways Maintenance & Operations overspend which has reduced from

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+£0.811m reported last time to +£0.227m. The reduction includes slippage in the previously reported pressure relating disposal of waste from gully emptying which will now be incurred in 2014/15 and a forecast underspend in locality budgets.

- 35. As noted in the previous reports the budgeted parking income anticipated for 2013/14 is not expected to be realised. Because of this the budgeted drawdown from the reserve to support the revenue budget in 2013/14 needs to be reduced by £0.500m.
- 36. Waste Management is forecast to underspend by -£0.164m as the outturn tonnage is forecast to be less than budgeted as set out in the table below:

	Tonnages	Landfill	Recycling & Composting
Budgeted	295,000	41%	59%
Forecast	287,000	42%	58%

- 37. An underspend of -£0.500m on the Highways Services contract management fee reflects higher than expected capital expenditure during the year.
- 38. Property and Facilities Management is forecast to underspend by -£0.179m overall. Underspends on Corporate Facilities Management are offset by a +£0.300m pressure relating to corporate landlord responsibilities not covered in the contract and it is possible that similar pressures may arise in other directorates.
- 39. Property Programme Management is forecasting to overspend by +£0.550m, due to the under-recovery of contract management fees resulting from a smaller than predicted property related capital programme.
- 40. There are underspends on Concessionary Fares (-£0.318m), the energy costs of Street Lighting (-£0.322m), bus subsidies (-£0.152m) and the Network & Asset Management (-£0.181m).

EE3 Oxfordshire Customer Services

- 41. Oxfordshire Customer Services is forecasting an underspend of -£0.290m compared to an overspend of +£0.019m reported last time. There is an overspend of +£0.264m as the planning saving from rationalising the use of printed materials will not be achieved until 2014/15. This is offset by underspends in the Education Support Service (-£0.104m) and Human Resources (-£0.467m) reflecting savings on staffing costs and the early achievement of savings planned for 2014/15.

Chief Executive's Office

- 42. The services within the Chief Executive's Office are forecasting a combined underspend of -£0.703m compared to -£0.338m reported in February. The largest element of this is Law & Culture which is forecast to underspend by -£0.335m. This includes a forecast underspend of -£0.164m on the Coroner's Service due the renegotiation of the mortuary contract and additional income. There is also an underspend of -£0.110m

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on the Legal Services budget where the previously reported pressure due to an increase in childcare court fees from 1 July 2013 is now offset by additional income from recharges to other directorates. The Registration Service is forecasting an underspend of -£0.089m after assuming a contribution of £0.120m to reserves to help fund the refurbishment of registrar buildings and facilities.

43. An underspend of -£0.101m in Strategy & Communications is due to salary underspends offset by the cost of the broadband project. The remainder of the underspend is made up of a range of underspends across the Directorate including Human Resources (-£0.088m) and the Chief Executive's Personal Office (-£0.054m).

Public Health

44. The directorate is forecasting an underspend of -£4.076m on the Public Health grant funding of £25.264m for 2013/14. This compares to -£2.386m reported in February.
45. The Drugs and Alcohol Service is forecasting an underspend of -£1.964m. There is also a -£1.224m forecast underspend for Sexual Health services. Another -£0.588m is due to significant staff vacancies in 2013/14. Recruitment to essential posts is now complete and the budget is expected to be fully spent in 2014/15.
46. Children's Public Health Programmes are forecast to underspend by -£0.145m. Cabinet are recommended to ask Council to approve a one - off proposed allocation of £2.000m towards the Capital Programme for the provision of children's homes. Through this contribution the Council will be able to discharge its responsibilities within the Children 5-19 public health programme.
47. The final underspend for Public Health will be placed in the Grants & Contributions Reserve at the end of the financial year and will be available to meet Public Health expenditure in future years in accordance with the grant criteria.

Virements and Supplementary Estimates

48. No further 2013/14 virements are allowed to be requested for Cabinet approval after the end of the financial year. New virements for Cabinet to note are set out in Annex 2d.
49. Council approved the budget for 2014/15 on 19 February 2014. Annex 8 sets out virements to to move £1.701m of additional expenditure into the Mental Health Pool in 2014/15 consistent with the use of this budget in 2013/14. As noted in paragraph 46 there is also a request to approve a one - off proposed allocation of £2.000m towards the Capital Programme for the provision of children's homes. Cabinet are recommended to ask Council to approve these changes.
50. There is also a request for Cabinet to approve on a one off basis to the remaining £0.396m budget for the Oxfordshire Support Fund to locality budgets in 2014/15 to support clients, including those leaving Children's Social Care.

Ringfenced Grants

51. As set out in Annex 3, ringfenced grants totalling £310.887m for CE&F and £6.453m for E&E are included in directorate budgets and will be used for the specified purpose. As noted in the report to Cabinet on 25 February 2014, Children, Education & Families has also been directly allocated £0.115m that is being paid as part of un-ringfenced grant.

Bad Debt Write Offs

52. There were 108 general write offs to the end of February 2014 and these totalled £69,048. This includes a single write off of £25,396 which was agreed by Cabinet on 17 September 2013. Client Finance has written off 109 debts totalling £120,763.
53. Cabinet are recommended to approve a debt write off totalling £12,000. This relates to a car loan made to the adopters of three children as part of the adoption process.

Treasury Management

54. The latest treasury management approved lending list (as at 24 March 2014) is included at Annex 4. No new counterparties have been added to the lending list since the previous report. Royal Bank of Scotland has been suspended from the lending list following a credit rating downgrade.
55. The average in-house cash balance during February 2014 was £328.858m and the average rate of return for the month was 0.84%. The average in-house cash balance during January 2014 was £306.934m and the average rate of return for the month was 0.84%.

Strategic Measures

56. The budgeted return for interest receivable on balances is £2.115m for 2013/14. Additional interest receivable of -£0.859m is currently forecast. An overspend of +£0.131m is currently forecast on the 2013/14 interest payable budget of £18.405m.
57. As noted in the last report the overall position on Strategic Measures is a forecast underspend of -£0.4m. This will be added to balances at year end as set out in paragraph 64.

Part 2 – Balance Sheet

58. Annex 5 sets out earmarked reserves brought forward from 2012/13 and the forecast position as at 31 March 2014. These reserves are held for specified one – off projects, contractual commitments and to support the Medium Term Financial Plan.
59. As set out in the Provisional Outturn Report to Cabinet on 18 June 2013, revenue reserves were £84.075m at the end of 2012/13. These are forecast to reduce to £57.795m by 31 March 2014. The expected reduction by year end has reduced by £6.375m since the last report and includes a £2.978m increase in the Grants and Contributions reserve as a result of the increased underspend on Dedicated Schools Grant and the Public Health Grant.

Children, Education & Families

60. The increase of £1.900m in CE&F reserves since the report to Cabinet in February reflects the unspent funding for Thriving Families and school improvement services and projects being returned to reserves for use in 2014/15.

Social & Community Services

61. An additional £0.350m will be added to the Older People Pooled Budget Reserve. This relates to dementia grant funding which was paid into the pool by the Oxfordshire Clinical Commissioning Group (OCCG) in 2012/13. It was carried forward through the reserve and drawn down in 2013/14 but has still not been fully committed so it will be transferred back to the reserve for use next year.

Environment & Economy

62. The Oxfordshire Customer Service Development Reserve is now forecast to total £1.033m at year end. £0.140m of the Area Stewardship Fund is expected to be unspent at year end.

Other Reserves

63. Other Reserves, which include Insurance, Capital and Cash flow reserves, are forecast to total £51.486m at 31 March 2014.
64. Annex 6 sets out that the forecast for general balances at 31 March 2014 is currently £19.605m. This position takes account of the forecast directorate overspend of +£0.825m, adjusted for the supplementary estimate requests approved in February, and is higher than reported in February as the forecast overspend has reduced by £2.196m since then. Balances will be adjusted for any variation on Strategic Measures, including the additional income receivable on balances, set out at paragraph 57, at year end.

Part 3 – Capital Programme Monitoring

65. The capital monitoring position set out in Annex 7a, shows forecast expenditure of £62.4m for 2013/14. (excluding schools local capital and reserves). This is a decrease of £1.3m compared to the latest approved capital programme. The table below summarises the variations by directorate.

Directorate	Last Approved Programme * £m	Latest Forecast Expenditure £m	Variation £m
Children, Education & Families	30.7	30.3	- 0.4
Social & Community Services	4.3	4.6	+0.3
Environment & Economy – Transport	26.0	24.8	-1.2
Environment & Economy – Other	1.8	1.8	0.0
Chief Executive's Office	0.9	0.9	0.0
Total Directorate Programmes	63.7	62.4	- 1.3
Schools Local Capital	3.8	3.8	0.0
Earmarked Reserves	0.0	0.0	0.0
Total Capital Programme	67.5	66.2	- 1.3

66. Significant in-year variations for each directorate are listed in Annex 7b. New schemes and total programme/project budget changes requiring Cabinet approval are listed in Annex 7c.
67. There has been a reduction of £0.373m in the forecast expenditure for the Children, Education and Families programme. £0.100m from the Schools Access Initiative has been returned back to the capital programme and will be used to meet the savings required in this programme. £0.100m on the Schools Accommodation Intervention and Support programme and £0.090m on the Loans to Foster Carers programme has been re-profiled to future years of the capital programme.
68. In the Social & Community Services programme a capital grant of £0.900m has been issued towards the Extra Care Housing scheme in Yarnton. This was drawn down from the Extra Care Housing budget held in this financial year and future years.
69. In the Transport programme, two schemes in the carriageways programme totalling £0.359m will now start in the next financial year and there will be a request to carry the funding for these schemes forward.
70. In the surface dressing programme, a £0.203m saving in relation to the 2012/13 programme has been returned to the capital programme. £0.250m of funding will also be carried forward into the next financial year.
71. £0.108m on the A420 Shrivenham project has been re-profiled to 2014/15. This will not impact on the construction start date for this scheme.

Actual & Committed Expenditure

72. As at the end of February actual capital expenditure for the year to date (excluding schools local spend) was £37.1m. This is 59% of the total forecast expenditure of £62.4m. Actual and committed spend is 90% of the forecast.

Five Year Capital Programme Update

73. The total forecast 5-year capital programme (2013/14 to 2017/18) is £412.9m, no change compared to the last capital programme approved by Council on 18 February 2014. The table on the next page summarises the variations by directorate and the main reasons for these variations are explained in the following paragraphs.

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Directorate	Last Approved Total Programme (2013/14 to 2017/18) * £m	Latest Updated Total Programme (2013/14 to 2017/18) £m	Variation £m
Children, Education & Families	175.7	175.6	-0.1
<i>CEF reductions to be identified</i>	-18.4	-18.4	0.0
Social & Community Services	37.2	37.2	0.0
Environment & Economy - Transport	124.8	124.7	-0.1
Environment & Economy – Other	28.6	28.6	0.0
Chief Executive's Office	2.3	2.3	0.0
Total Directorate Programmes	350.2	350.0	-0.2
Schools Local Capital	9.6	9.6	0.0
Earmarked Reserves	53.1	53.3	+0.2
Total Capital Programme	412.9	412.9	0.0

* Approved by Council 18 February 2014

74. Within the Transport Programme, a new project of £0.120m has been approved for bus stop, cycle and pedestrian works at Bicester Station. There is also a new project for embankment works on the A420 at Cumnor funded from the earmarked reserve for subsidence sites (£0.263m).
75. The Council was notified on 21 March 2014 that it would be provided with an allocation of £4.782m from the Department for Transport for highways as part of the Severe Weather Recovery Scheme. A further notification was received on 31 March 2014, and confirms that this funding comprises £1.755m capital and £3.027m revenue funding. Since neither element of the funding is ring-fenced the revenue element will be added to Strategic Measures for use in 2014/15. The capital element will be added to the capital grants and contributions reserve. If more of the work is of a capital nature the revenue funding will be used to fund this.
76. A programme of works will be developed during April 2014 and will be available on the Council's website by the end of April 2014.

Part 4 – Fees and Charges

Environment & Economy

77. As set out in Annex 9 Cabinet are recommended to approve the fees to be charged to developers by the Council in the first three years of implementation of Schedule 3 of the Flood and Water Management Act 2010.

Social & Community Services

78. The Contributions in Adult Social Care Policy agreed by Cabinet in September 2013 currently states that all waivers for fees and charges must be signed off by the Deputy Director. To aid operational effectiveness it is proposed that this be amended so that waivers can be agreed by operational staff up to their approval limit for expenditure as set out in the scheme of delegation.

RECOMMENDATIONS

79. **The Cabinet is RECOMMENDED to:**
- (a) note the report;**
 - (b) note the 2013/14 virements set out in Annex 2d;**
 - (c) approve the 2014/15 virement requests set out in Annex 8; and**
 - (d) ask Council to approve the requests to move additional non – Pool Mental Health expenditure into the Pool and to approve the use of £2.000m of the Public Health Grant Funding to support the Capital Programme in 2014/15 as set out in paragraph 49 and Annex 8;**
 - (e) approve the debt write off set out in paragraph 53;**
 - (f) note the updated Treasury Management lending list at Annex 4;**
 - (g) note the changes to the Capital Programme set out in Annex 7c;**
 - (h) approve the changes to Fees & Charges and the Contributions in Adult Social Care Policy as set out in Annex 9.**

LORNA BAXTER
Chief Finance Officer

Background papers: Directorate Financial Monitoring Reports February 2014

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April 2014

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	BUDGET 2013/14					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light
		Original Budget	Brought Forward from 2012/13 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(13)
CEF	Children, Education & Families								
	Gross Expenditure	466,056	0	-17,914	0	448,142	449,452	1,310	G
	Gross Income	-360,855	0	18,582	0	-342,273	-342,273	0	G
		105,201	0	668	0	105,869	107,179	1,310	G
SCS	Social & Community Services								
	Gross Expenditure	248,298	0	-21,019	0	227,279	231,641	4,362	G
	Gross Income	-41,382	0	23,323	0	-18,059	-20,813	-2,754	R
		206,916	0	2,304	0	209,220	210,828	1,608	G
EE	Environment & Economy								
	Gross Expenditure	141,002	702	19,241	53	160,999	170,195	9,196	R
	Gross Income	-61,735	0	-19,989	0	-81,723	-92,309	-10,586	R
		79,267	702	-748	53	79,276	77,886	-1,390	G
CEO	Chief Executive's Office								
	Gross Expenditure	30,237	92	1,276	0	31,605	33,952	2,347	R
	Gross Income	-9,675	0	-1,024	0	-10,699	-13,749	-3,050	R
		20,562	92	252	0	20,906	20,203	-703	A
PH1	Public Health								
	Gross Expenditure	25,264	0	434	0	25,698	25,698	0	G
	Gross Income	-25,264	0	-434	0	-25,698	-25,698	0	G
		0	0	0	0	0	0	0	
	Less recharges to other directorates	-31,257				-31,257	-31,257	0	G
		31,257				31,257	31,257	0	G
	Directorate Expenditure Total	879,600	794	-17,982	53	862,466	879,681	17,215	G
	Directorate Income Total	-467,654	0	20,458	0	-447,195	-463,585	-16,390	A
	Directorate Total Net	411,946	794	2,476	53	415,271	416,096	825	G

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	BUDGET 2013/14					Outturn Forecast Year end Spend/Income £000 (8)	Projected Year end Variation underspend - overspend + £000 (9)	Projected Year end Variance Traffic Light (13)
		Original Budget £000 (3)	Brought Forward from 2012/13 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)			
(1)	(2)								
	Contributions to (+)/from (-)reserves	-1,818	-794	2,100		-512	-512	0	
	Contribution to (+)/from(-) balances	3,000		-1,500	-53	1,447	622	-825	
	Pensions - Past Service Deficit Funding	1,500				1,500	1,500	0	
	Contingency	2,308		-2,300		8	8	0	
	Capital Financing	35,271				35,271	35,271	0	
	Interest on Balances	-4,444				-4,444	-4,444	0	
	Additional funding to be allocated					0	0	0	
	Strategic Measures Budget	35,817	-794	-1,700	-53	33,270	32,445	-825	
	Government Grants	-17,083		-594		-17,677	-17,677	0	
	Council Tax	-4,763				-4,763	-4,763	0	
	Revenue Support Grant	-94,487				-94,487	-94,487	0	
	Business Rates Top-Up	-35,694				-35,694	-35,694	0	
	Business Rates From District Councils	-27,287				-27,287	-27,287	0	
	Council Tax Requirement	268,449	0	182	0	268,633	268,633	0	

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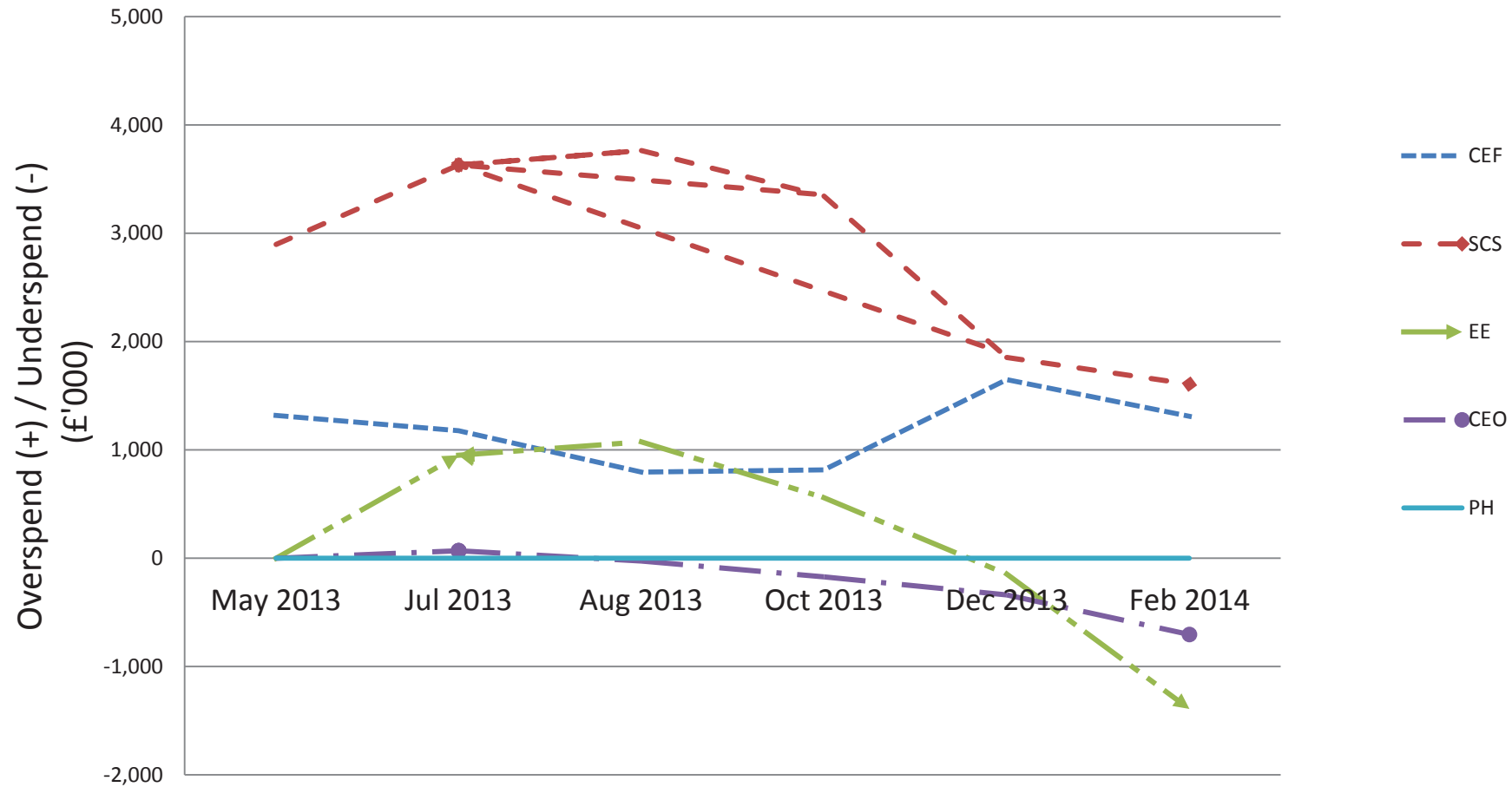
KEY TO TRAFFIC LIGHTS

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

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	Projected Year end Variation					
		May 2013 underspend - overspend + £000	Jul 2013 underspend - overspend + £000	Aug 2013 underspend - overspend + £000	Oct 2013 underspend - overspend + £000	Dec 2013 underspend - overspend + £000	Feb 2014 underspend - overspend + £000
(1)	(2)						
CEF	Children, Education & Families						
	Gross Expenditure	1,318	1,177	796	817	1,649	1,310
	Gross Income	0	0	0	0	0	0
		1,318	1,177	796	817	1,649	1,310
SCS	Social & Community Services						
	Gross Expenditure	3,399	4,389	4,808	5,509	4,337	4,362
	Gross Income	-500	-759	-1,043	-2,165	-2,483	-2,754
		2,899	3,630	3,765	3,344	1,854	1,608
EE	Environment & Economy						
	Gross Expenditure	0	953	1,399	-420	-411	9,196
	Gross Income	0	0	-323	979	267	-10,586
		0	953	1,076	559	-144	-1,390
CEO	Chief Executive's Office						
	Gross Expenditure	80	133	41	-95	1,800	2,347
	Gross Income	-78	-63	-67	-76	-2,138	-3,050
		2	70	-26	-171	-338	-703
PH1	Public Health						
	Gross Expenditure	0	0	0	0	0	0
	Gross Income	0	0	0	0	0	0
		0	0	0	0	0	0
	Less recharges to other directorates	0	0	0	0	0	0
		0	0	0	0	0	0
	Directorate Expenditure Total	4,797	6,652	7,044	5,811	7,375	17,215
	Directorate Income Total	-578	-822	-1,433	-1,262	-4,354	-16,390
	Directorate Total Net	4,219	5,830	5,611	4,549	3,021	825

Projected Year End Variation



Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	BUDGET 2013/14					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light Indicator
		Original Budget	Brought Forward from 2012/13 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(13)
CEF1	Education & Early Intervention								
	Gross Expenditure	95,429		4,829	0	100,258	100,230	-28	G
	Gross Income	-45,485		-2,175	0	-47,660	-47,660	0	G
		49,944	0	2,654	0	52,598	52,570	-28	G
CEF2	Children's Social Care								
	Gross Expenditure	54,256		-1,954	0	52,302	53,490	1,188	A
	Gross Income	-5,451		-37	0	-5,488	-5,488	0	G
		48,805	0	-1,991	0	46,814	48,002	1,188	A
CEF3	Children, Education & Families Central Costs								
	Gross Expenditure	6,150		-22	0	6,128	6,278	150	A
	Gross Income	0		0	0	0	0	0	
		6,150	0	-22	0	6,128	6,278	150	A
CEF4	Schools								
	Gross Expenditure	311,874		-20,767	0	291,107	291,107	0	G
	Gross Income	-311,572		20,794	0	-290,778	-290,778	0	G
		302	0	27	0	329	329	0	G
	Less recharges within directorate	-1,653				-1,653	-1,653	0	G
		1,653				1,653	1,653	0	G
	Directorate Expenditure Total	466,056	0	-17,914	0	448,142	449,452	1,310	G
	Directorate Income Total	-360,855	0	18,582	0	-342,273	-342,273	0	G
	Directorate Total Net	105,201	0	668	0	105,869	107,179	1,310	G

KEY TO TRAFFIC LIGHTS

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

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	BUDGET 2013/14					Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light Indicator
		Original Budget	Brought Forward from 2012/13 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(13)
SCS1	Adult Social Care								
	Gross Expenditure	219,364		-21,575	0	197,789	202,790	5,001	A
	Gross Income	-47,438		23,681	0	-23,757	-26,511	-2,754	R
		171,926	0	2,106	0	174,032	176,279	2,247	G
SCS2	Community Safety								
	Gross Expenditure	3,837		431	0	4,268	4,157	-111	A
	Gross Income	-1,243		-431	0	-1,674	-1,674	0	G
		2,594	0	0	0	2,594	2,483	-111	A
SCS3	Joint Commissioning								
	Gross Expenditure	9,772		183	0	9,955	9,306	-649	R
	Gross Income	-2,691		15	0	-2,676	-2,676	0	G
		7,081	0	198	0	7,279	6,630	-649	R
SCS4	Fire & Rescue and Emergency Planning								
	Gross Expenditure	25,600		-58	0	25,542	25,663	121	G
	Gross Income	-285		58	0	-227	-227	0	G
		25,315	0	0	0	25,315	25,436	121	G
	Less recharges within directorate	-10,275				-10,275	-10,275	0	G
		10,275				10,275	10,275	0	G
	Directorate Expenditure Total	248,298	0	-21,019	0	227,279	231,641	4,362	G
	Directorate Income Total	-41,382	0	23,323	0	-18,059	-20,813	-2,754	R
	Directorate Total Net	206,916	0	2,304	0	209,220	210,828	1,608	G

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Budget	On track to be within +/- 2% of year end budget	G
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Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014

Pooled Budgets

Original Budget	Latest Budget		Forecast Variance February 2014	Forecast Variance December 2013	Change in Variance
£m	£m		£m	£m	£m
		Older People			
44.614	49.161	Care Homes	+1.910	+2.388	-0.478
22.047	25.238	Community Support Purchasing Budget	+1.002	+2.240	-1.238
15.173	19.799	Prevention & Early Support Services	-1.801	-2.153	+0.352
-4.800	-2.405	Efficiency Savings	+0.116	+0.000	+0.116
	12.179	Staffing & Infrastructure	+0.363	+0.487	-0.124
	-17.327	Client Income	-2.754	-2.483	-0.271
77.034	86.645	Total Older People	-1.164	0.479	-1.643
		Physical Disabilities			
3.190	3.190	Care Homes	+0.191	+0.211	-0.020
8.120	8.971	Community Support Purchasing Budget	-0.641	-0.526	-0.115
11.310	12.161	Total Physical Disabilities	-0.450	-0.315	-0.135
		Equipment			
0.832	1.505		+0.445	+0.439	+0.006
		Learning Disabilities			
66.976	67.068	Oxfordshire Clinical Commissioning Group Elements	+1.829	+1.613	+0.216
		Older People			
24.239	87.379		+3.314	+2.981	+0.333
6.560	6.802	Physical Disabilities	+0.166	+0.291	-0.125
0.308	1.142	Equipment	+0.380	+0.406	-0.026
31.107	95.323	Total Oxfordshire Clinical Commissioning Group Elements	+3.860	+3.678	+0.182

CABINET - 15 April 2014
Budget Monitoring

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		Original Budget	Brought Forward from 2012/13 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate			
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(13)
EE1	Strategy and Infrastructure								
	Gross Expenditure	10,591	473	1,515	53	12,632	13,269	637	R
	Gross Income	-1,562		-2,259	0	-3,821	-4,979	-1,158	R
		9,029	473	-744	53	8,811	8,290	-521	R
EE2	Commercial Services								
	Gross Expenditure	96,681		16,484	0	113,165	118,717	5,552	A
	Gross Income	-35,986		-16,193	0	-52,179	-58,310	-6,131	R
		60,695	0	291	0	60,986	60,407	-579	G
EE3	Oxfordshire Customer Services								
	Gross Expenditure	49,931	229	1,243	0	51,403	54,410	3,007	R
	Gross Income	-40,388		-1,536	0	-41,924	-45,221	-3,297	R
		9,543	229	-293	0	9,479	9,189	-290	A
	Less recharges within directorate	-16,201				-16,201	-16,201	0	G
		16,201				16,201	16,201	0	G
	Directorate Expenditure Total	141,002	702	19,242	53	160,999	170,195	9,196	R
	Directorate Income Total	-61,735	0	-19,988	0	-81,723	-92,309	-10,586	R
	Directorate Total Net	79,267	702	-746	53	79,276	77,886	-1,390	G

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Budget	On track to be within +/- 2% of year end budget	G
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Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	BUDGET 2013/14				Outturn Forecast Year end Spend/Income	Projected Year end Variation	Projected Year end Variance Traffic Light	
		Original Budget	Brought Forward from 2012/13 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date				Latest Estimate
(1)	(2)	£000 (3)	£000 (4)	£000 (5)	£000 (6)	£000 (7)	£000 (8)	underspend - overspend + £000 (9)	(13)
CEO1	Chief Executive & Business Support								
	Gross Expenditure	1,461		0	0	1,461	1,359	-102	R
	Gross Income	-688		0	0	-688	-688	0	G
		773	0	0	0	773	671	-102	R
CEO2	Human Resources								
	Gross Expenditure	1,375	92	314	0	1,781	1,770	-11	G
	Gross Income	-1,234		0	0	-1,234	-1,311	-77	R
		141	92	314	0	547	459	-88	R
CEO3	Corporate Finance & Internal Audit								
	Gross Expenditure	2,534		787	0	3,321	3,674	353	R
	Gross Income	-2,472		-230	0	-2,702	-3,089	-387	R
		62	0	557	0	619	585	-34	R
CEO4	Law & Culture								
	Gross Expenditure	21,510		1,054	0	22,564	24,520	1,956	R
	Gross Income	-5,315		-1,009	0	-6,324	-8,615	-2,291	R
		16,195	0	45	0	16,240	15,905	-335	A
CEO5	Strategy & Communications								
	Gross Expenditure	3,399		-879	0	2,520	2,714	194	R
	Gross Income	-3,094		215	0	-2,879	-3,174	-295	R
		305	0	-664	0	-359	-460	-101	R
CEO6	Corporate & Democratic Core								
	Gross Expenditure	3,086		0	0	3,086	3,043	-43	G
	Gross Income	0		0	0	0	0	0	
		3,086	0	0	0	3,086	3,043	-43	G
	Less recharges within directorate	-3,128				-3,128	-3,128	0	G
		3,128				3,128	3,128	0	G
	Directorate Expenditure Total	30,237	92	1,276	0	31,605	33,952	2,347	R
	Directorate Income Total	-9,675	0	-1,024	0	-10,699	-13,749	-3,050	R
	Directorate Total Net	20,562	92	252	0	20,906	20,203	-703	A

KEY TO TRAFFIC LIGHTS

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

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Budget Monitoring

Ref	Directorate	BUDGET 2013/14					Outturn Forecast Year end Spend/Income £000 (8)	Projected Year end Variation underspend - overspend + £000 (9)	Projected Year end Variance Traffic Light (13)
		Original Budget £000 (3)	Brought Forward from 2012/13 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)			
(1)	(2)								
PH1	Public Health								
	Gross Expenditure	25,264		434	0	25,698	25,698	0	G
	Gross Income	-25,264		-434	0	-25,698	-25,698	0	G
		0	0	0	0	0	0	0	
	Less recharges within directorate	0 0				0 0	0 0	0 0	
	Directorate Expenditure Total	25,264	0	434	0	25,698	25,698	0	G
	Directorate Income Total	-25,264	0	-434	0	-25,698	-25,698	0	G
	Directorate Total Net	0	0	0	0	0	0	0	

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KEY TO TRAFFIC LIGHTS

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

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

VIREMENTS REQUIRING CABINET APPROVAL PREVIOUSLY APPROVED BUT NOT YET ACTIONED DUE TO TIMING OF DECISION AND MONTH END

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CEF	Feb	Revise Pupil Premium grant allocations	CEF4-1	Delegated Budgets	T	-627.9	627.9
		Revise Dedicated Schools Grant budgets in light of recent academy conversions	CEF4-1	Delegated Budgets	T	-2,052.0	2,052.0
			CEF4-2	Early Years Single Funding Formula (Nursery Education Funding)	T	1.0	-1.0
		Revise Education Funding Agency grant budgets in light of recent academy conversions	CEF4-1	Delegated Budgets	T	-917.2	917.2
CEO	Feb	Transfer budgets within Chief Executive's Office to reflect new management of cost centres	CEO1	Chief Executive & Business Support	P	81.4	0.0
			CEO2	Human Resources	P	814.2	0.0
			CEO5	Strategy & Communications	P	-895.6	0.0
EE	Feb	Customer Service Centre budget review	EE3-5	Customer Service Centre	P	454.3	-454.3
		Creation of the Supported Transport Programme and associated reserve drawdown budgets	EE3-7	Business Support	T	115.0	0.0
			EE3-7	Business Support	T	-115.0	0.0
Inter Directorate	Feb	Quarter 2 virements following the Skills & Learning quarter 2 review	CEO2	Human Resources	T	352.1	0.0
			EE3-6	Human Resources	T	-352.1	0.0
		Correct Transport Recharge between CEF and E&E	CEF1-5	School Organisation & Planning (Including Home to School Transport)	T	-616.3	0.0
			EE2-24B	Public Transport	T	0.0	616.3
Grand Total						-3,758.1	3,758.1

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

NEW VIREMENTS FOR CABINET TO NOTE

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CEF	April	To reflect spend and forecasts for increased costs against housing budgets	CEF2-2	Corporate Parenting	T	66.8	0.0
			CEF2-3	Social Care	T	-66.8	0.0
		Young Carers Support Fund set up cost centre	CEF2-2	Corporate Parenting	T	36.0	-36.0
		Funding for SEND Project (Special Educational Needs and Disabilities Reforms)	CEF1-2	Additional & Special Educational Needs	T	75.0	-75.0
EE	April	Realign Payroll Control Base Budget to reflect actual expenditure and income.	EE3-1	Management Team	T	54.9	0.0
			EE3-8 to EE3-10	OCS Finance	T	23.8	-78.7
		Reverse virement - Realign Payroll Control Base Budget to reflect actual expenditure and income.	EE3-1	Management Team	T	-54.9	0.0
			EE3-8 to EE3-10	OCS Finance	T	-23.8	78.7
		Transfer of responsibility for Non-Commercial Vendors from ICT to Central Buying Team with effect from 1 October 2013.	EE3-3	ICT	T	-3.8	0.0
			EE3-8 to EE3-10	OCS Finance	T	3.8	0.0
		Transfer Quest income relating directly to Payroll Control	EE3-2	Education Support Service	T	0.0	81.4
			EE3-8 to EE3-10	OCS Finance	T	0.0	-81.4
		Pool bike funding	EE1	Strategy & Infrastructure (Excluding Flood Defence Levy)	T	-10.0	0.0
			EE2-22	Property & Facilities Management	T	10.0	0.0
Create budget for Bus Service Operators Grant	EE2-24B	Public Transport	T	213.4	-213.4		
Cost Centre and General Ledger Tidy	EE3-6	Human Resources	T	-126.7	126.7		

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

NEW VIREMENTS FOR CABINET TO NOTE

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
SCS	April	Pool budget amendment following carers virement	SCS1-1ABC	Older People Non Pool Services	T	-60.0	0.0
			SCS1-2C	Pooled Budget Contribution	T	30.0	0.0
		Increase funding available for General Practitioner carers grant	SCS1-3B	Pooled Budget Contributions	T	30.0	0.0
			Reverse virement to correct S75 variations and to reconcile budgets.	SCS1-3A	Non-Pool Services	T	-3.5
		Budget tidy to correct budgets and bring in line with the variations to S75 agreement.	SCS1-3B	Pooled Budget Contributions	T	3.5	0.0
			SCS1-3A	Non-Pool Services	T	0.0	0.0
			Tidy budgets to reconcile to variations as per S75 agreements.	SCS1-3A	Non-Pool Services	T	-10.9
Inter-Directorate	April	Amend Transport Recharge between CEF and E&E	CEF1-5	School Organisation & Planning (Including Home to School Transport)	T	-5.0	-5.0
			EE2-24B	Public Transport	T	5.0	5.0
		New Oxfordshire Customer Services Operating Model Savings - £100k from Corporate Finance in 2013/14	CEO3	Corporate Finance & Internal Audit	T	-100.0	0.0
			EE3-7	Business Support	T	100.0	0.0
		Reallocation of budget as a result of the quarter 3 review on 21 January 2014	CEO2	Human Resources	T	29.5	0.0
			EE3-6	Human Resources	T	-29.5	0.0
		Amend coding of income for Special Educational Needs Reform Grant	CEF1-2	Additional & Special Educational Needs	T	0.0	75.0
SM	Strategic Measures	T	0.0	-75.0			
Grand Total						197.8	-197.8

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

Supplementary Estimates

SUPPLEMENTARY ESTIMATES REQUESTED THIS REPORT

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
Grand Total							

MEMORANDUM

SUPPLEMENTARY ESTIMATES PREVIOUSLY REPORTED BUT NOT ACTIONED DUE TO TIMING OF DECISION AND MONTH END

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
ID	Feb	Supplementary estimate to part fund capital works at Bagley Wood	EE2-31 to EE2-35	Network & Asset Management (Excluding On/Off Street Parking and Park & Rides)	T	150.0	0.0
ID	Feb	Supplementary estimate of up to £1.200m to contribute to overspend on Children's Social Care	CEF2-34	Placements (External)	T	1,200.0	0.0
ID	Feb	Supplementary estimate of up to £0.540m to contribute to overspend on the Older People's and Equipment Pooled Budgets	SCS1-1E	Older People's Pool and Equipment Pool	T	540.0	0.0
Grand Total						1,890.0	0.0

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

Supplementary Estimates

SUPPLEMENTARY ESTIMATES PREVIOUSLY REPORTED

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000	
ID	Sept	Increased Flood Defence Levy in 2013/14					52.7	0.0
Grand Total						52.7	0.0	

SUPPLEMENTARY ESTIMATES ACTIONED THIS REPORT

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
Grand Total							

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

Ringfenced Government Grant Details - 2013/14

Directorate	2013/14 Budget Book	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this month	Latest Allocation
	£m	£m	£m	£m
Children, Education & Families				
Ringfenced Grants				
Additional Grant for Schools	0.000	0.079		0.079
Adoption Improvement Grant (DfE)	0.000	0.417		0.417
Asylum UASC Fieldwork (reimbursement from Home Office)	0.795	-0.139		0.656
Children's Centres Payment by Results	0.000			0.000
Dedicated Schools Grant	312.927	-22.404		290.523
Education Funding Agency	7.813	-0.490		7.323
Intensive Interventions Programme (DfE)	0.200			0.200
Music	0.631			0.631
National Citizen Service	0.309	-0.309		0.000
Pupil Premium	9.636	-0.627		9.009
PE and Sports Grant		1.169		1.169
Remand	0.171	-0.027		0.144
Youth Justice Board	0.876	-0.140		0.736
Total Ringfenced Grants	333.358	-22.471	0.000	310.887
Unringfenced Grants allocated to Directorate				
Special Educational Needs Reform Grant		0.075		0.075
Phonics and Moderation Funding (part of Education Services Grant)		0.040		0.040
Total Unringfenced Grants	0.000	0.115	0.000	0.115
Total Children, Education & Families	333.358	-22.356	0.000	311.002

**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

Ringfenced Government Grant Details - 2013/14

Directorate	2013/14 Budget Book	In year Adjustments / New Allocations reported previously reported	In year Adjustments/ New Allocations reported this month	Latest Allocation
	£m	£m	£m	£m
<u>Environment & Economy</u>				
<u>Strategy & Infrastructure</u>				
DCLG (Local Enterprise Partnership Funding)	0.125	0.375		0.500
English Heritage - Historic Landscape Project				0.000
Local Sustainability Transport Fund Grant		1.539		1.539
<u>Commercial Services</u>				
Natural England - National Trails	0.230			0.230
<u>Oxfordshire Customer Services</u>				
Skills Funding Agency - Adult Education	3.854		0.060	3.914
Education Funding Agency (Formerly the YPLA)	0.270			0.270
Total Environment & Economy	4.479	1.914	0.060	6.453
Total	337.837	-20.442	0.060	317.455

December Financial Monitoring & Business Strategy Delivery Report

CABINET 15 April 2014

Oxfordshire County Council's Treasury Management Lending List

as at 23 March 2014

Annex 4

Counterparty Name	Lending Limits			
	Standard Limit £	Group Limit £	Group	Period Limit
PENSION FUND Call Accounts / Money Market Funds				
Santander UK plc - PF A/c				O/N
Lloyds TSB Bank plc - Callable Deposit A/c (OXFORDCCPEN)				12 mths
Ignis Sterling Liquidity Fund - (Pension Fund)				6 mths
Call Accounts / Money Market Funds				
Santander UK plc - Main A/c	5,000,000	5,000,000	a	O/N
Close Brothers Ltd - 95 day notice A/c	10,000,000	10,000,000	d	100 days
Lloyds TSB Bank plc - Callable Deposit A/c	25,000,000	25,000,000	b	12 mths
Svenska Handelsbanken - Call A/c	25,000,000	25,000,000	c	12 mths
Goldman Sachs Sterling Liquid Reserves Fund	25,000,000			6 mths
Deutsche Managed Sterling Fund	25,000,000			6 mths
Prime Rate	12,000,000			6 mths
Ignis Sterling Liquidity Fund - (County Council)	25,000,000			6 mths
Morgan Stanley Sterling Liquidity Fund	5,000,000			O/N
Legal and General Investment Management	25,000,000			6 mths
Money Market Deposits				
Santander UK plc Time Deposit Facility	5,000,000	5,000,000	a	O/N
Bank of Montreal	25,000,000			12 mths
Bank of Nova Scotia	25,000,000			12 mths
Barclays Bank Plc	15,000,000			6 mths
Canadian Imperial Bank of Commerce	25,000,000			12 mths
Close Brothers Ltd	10,000,000	10,000,000	d	100 days
Commonwealth Bank of Australia	25,000,000			12 mths
Credit Suisse	15,000,000			100 days
DBS Bank (Development Bank of Singapore)	25,000,000			12 mths
Debt Management Account Deposit Facility	100% Portfolio			6 mths
English, Welsh and Scottish Local Authorities (limit applies to individual authorities)	30,000,000			3 years
HSBC Bank plc	25,000,000			12 mths
Lloyds TSB Bank plc	25,000,000	25,000,000	b	12 mths
National Australia Bank	25,000,000			12 mths
National Bank of Canada	10,000,000			6 mths
Nationwide Building Society	15,000,000			6 mths
Oversea-Chinese Banking Corp	25,000,000			12 mths
Royal Bank of Canada	25,000,000			6 mths
Standard Chartered Bank	25,000,000			12 mths
Svenska Handelsbanken	25,000,000	25,000,000	c	12 mths
Toronto-Dominion Bank	25,000,000			12 mths
United Overseas Bank	25,000,000			12 mths

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
EARMARKED RESERVES

Earmarked Reserves	Balance at 1 April 2013	2013/14 Movement		February 2014 Forecast Balance at 31 March 2014 £000	December 2013 Forecast Balance at 31 March 2014 £000	Change in Forecast year End Position since December Forecast £000	Commentary
		Contributions from Reserve	Contributions to Reserve				
	£000	£000	£000	£000	£000	£000	
Revenue Reserves							
Schools' Reserves	27,235	-6,696	125	20,664	20,664	0	Updated during the year to take account of academy conversions and schools' budget monitoring.
Cross Directorate Reserves							
Vehicle and Equipment Reserve	2,780	-1,224	275	1,831	1,622	209	Forecast includes £1.266m funding for the future purchase of Fire & Rescue Service vehicles and equipment.
Grants and Contributions Reserve	11,873	-7,418	8,009	12,464	9,486	2,978	Forecast includes £6.123m Dedicated Schools Grant, £4.076m Public Health Grant and £0.655m Thriving Families Grant.
ICT Projects	2,134	-1,555	10	589	589	0	To be used to fund ICT projects that span financial years including Framework-i in CE&F and the replacement for OCN
Total Cross Directorate	16,787	-10,197	8,294	14,884	11,697	3,187	
Directorate Reserves							
CE&F							
CE&F Commercial Services	1,027	-352	95	770	755	15	To be used to support commercial services within CE&F. Forecast includes Oxfordshire Children's Safeguarding Board (£0.245m), Outdoor Education Centres (£0.281m) and £0.126m for the Primary Traded Service
Joint Working with Police	779	-507	0	272	272	0	To fund a two year project due to anticipated increase in referrals and work. Planned to be spent by October 2014.
School Intervention Fund	1,418	-1,418	1,802	1,802	322	1,480	For school improvement projects in line with Education Strategy.
Thriving Families	800	0	953	1,753	1,607	146	Will be used to fund the Thriving Families 2014/15 along with government grant.
Children's Social Care	195	-195	0	0	0	0	Balance of carry forwards from 2011/12 which have been spent in 2013/14. Includes balance of funding for Framework-i developments post. volunteer co-ordinator post. work on adoption process and Corporate Parenting review.
Foster Carer Loans	225	-46	17	196	196	0	To meet Children's Act loans write off and interest costs in future years.
Academies Conversion Support	740	-378	140	502	243	259	To manage the costs arising in legal services, human resources, property, finance and other areas as a consequence of school conversions to academies, and to provide the opportunity to investigate and implement alternate trust structures for groups of schools considering conversion to academies.
Staff Training & Development	258	-185	0	73	73	0	Balance of funding agreed by Council in February 2011 for training and staff development towards new ways of working following restructure within CE&F. Balance of apprentice carry forward funding. To be spent by 2014/15.
CE&F Pay Protection Costs	320	-57	0	263	263	0	Originally intended to meet protection costs but the amount required is being reviewed as the Directorate has agreed to cease pay protection. Will potentially be used to offset the placements overspend.
Early Intervention Service Reserve	850	-534	0	316	316	0	To fund various projects with the Early Intervention Service and the replacement of equipment
Total CE&F	6,612	-3,672	3,007	5,947	4,047	1,900	
S&CS							
Older People Pooled Budget Reserve	7,469	-5,461	500	2,508	2,158	350	To be used in future years as agreed by the Joint Management Group
Physical Disabilities Pooled Budget Reserve	1,311	-267	0	1,044	1,044	0	To be used in future years as agreed by the Joint Management Group
Learning Disabilities Pooled Budget Reserve	204	-204	0	0	0	0	To be used in future years as agreed by the Joint Management Group
Fire Control	803	-320	0	483	483	0	This reserve holds the funding agreed on the fire control project (Oxfordshire/Berkshire/Buckinghamshire Fire Control Centre) and the Fire Link projects which will be used in future years.
Fire & Rescue & Emergency Planning Reserve	161	-50	0	111	111	0	To be used for unbudgeted fire hydrant work and renewal of IT equipment
Community Safety Reserve	89	-33	48	104	104	0	This reserve will be used for improvements to play areas at the Wheatley and Redbridge Gypsy and Travellers sites and to support the cost of complex Trading Standards investigations.
Total S&CS	10,037	-6,335	548	4,250	3,900	350	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
EARMARKED RESERVES

Earmarked Reserves	Balance at 1 April 2013	2013/14 Movement		February 2014 Forecast Balance at 31 March 2014 £000	December 2013 Forecast Balance at 31 March 2014 £000	Change in Forecast year End Position since December Forecast £000	Commentary
		Contributions from Reserve	Contributions to Reserve				
	£000	£000	£000	£000	£000	£000	
E&E							
Highways and Transport Reserve	385	0	0	385	385	0	One off budget contribution will now be used to support bridges investigation work in 2014/15.
Area Stewardship	862	-722	0	140	0	140	Remaining funding available for the Area Stewardship scheme
On Street Car Parking	2,232	-1,229	1,011	2,014	2,014	0	This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute and a summary of the income and expenditure is included in the Provisional Outturn Report to Cabinet in June.
Countryside Ascott Park - Historical Trail	20	0	1	21	21	0	
Carbon Reduction	60	-60	0	0	0	0	To be used for energy saving schemes in the future
SALIX Energy Schemes	20	0	0	20	20	0	
Dix Pit WRC Development	13	0	0	13	13	0	
Oxfordshire Waste Partnership Joint Reserve	133	0	0	133	133	0	This reserve holds the revenue proportion of the unutilised element of the performance reward grant secured by the Oxfordshire Waste Partnership (OWP)
Dix Pit Engineering Works & WRC Development	691	0	0	691	691	0	To fund engineering work at Dix Pit waste management site
Waste Management	3,249	-3,249	0	0	0	0	To fund financial liabilities due to the cessation of landfill site contracts, contribution to the capital programme with regard to waste recycling strategy and the of EFW architectural enhancements due to revised planning conditions.
Property Disposal Costs	227	-50	0	177	177	0	To meet disposal costs in excess of the 4% eligible to be charged against capital receipts
Developer Funding (Revenue)	305	-49	117	373	373	0	To meet the costs of monitoring Section 106 agreements
West End Partnership	86	-36	0	50	50	0	This reserve is to ring-fence funding relating to the West End Project
Catering Investment Fund (formerly FWT)	1,231	-283	0	948	948	0	To be used to invest in the business plus a contingency for unforeseen costs
Asset Rationalisation	765	-415	0	350	350	0	Investment fund for the implementation of the asset rationalisation strategy
Job Clubs	0	0	55	55	55	55	To be spent on Job Clubs in 2014/15
Minerals and Waste Project	191	-191	0	0	0	0	To fund the Minerals and Waste project
Joint Use (moved from CE&F)	552	0	638	1,190	1,190	0	Will be used to support the joint-use agreements with the district councils in future years.
LABGI Funding to support Local Enterprise Partnership (Moved from Corporate)	315	-171	0	144	144	0	This reserve contains LABGI funding that has been allocated by Cabinet to support the Local Enterprise Partnership that will be spent in 2013/14 and 2014/15.
OCS Development Reserves	2,228	-1,315	120	1,033	340	693	To be used to develop the Customer Service Centre and the Transforming Oxfordshire Customer Services Project
Money Management Reserve	150	0	0	150	150	0	Contingency in case of an overspend if income received is less than budget
Oxfordshire - Buckinghamshire partnership	241	0	0	241	241	0	This reserve is to ring-fence funding for the Oxfordshire & Buckinghamshire Partnership graduate teacher training programme
Total E&E	13,956	-7,770	1,942	8,128	7,295	888	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
EARMARKED RESERVES

Earmarked Reserves	Balance at 1 April 2013 £000	2013/14 Movement		February 2014 Forecast Balance at 31 March 2014 £000	December 2013 Forecast Balance at 31 March 2014 £000	Change in Forecast year End Position since December Forecast £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000				
Chief Executive's Office							
Big Society Fund	90	-90	0	0	0	0	Balance of the 2012/13 Big Society Fund. Originally provided cover for any unbudgeted CIPFA trainee costs as pay fluctuates according to the qualification level that the current trainees have reached. Will now be used to support Finance training generally.
CIPFA Trainees	58	0	0	58	58	0	
Change Management & New Ways of Working	135	-135	0	0	0	0	To support various projects that will be completed by 2014 Used to support the costs of the May 2013 election. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Coroner's Service	133	0	0	133	133	0	
Council Elections	536	-536	0	0	0	0	To be used for refurbishing the Registration buildings and facilities £1.002m of the total will be used to update software & hardware to maintain an effective library management system.
Registration Service	553	0	122	675	675	0	
Cultural Services Reserve	1,391	-105	210	1,496	1,446	50	
Total - CEO	2,896	-866	332	2,362	2,312	50	
Directorate Reserves	33,501	-18,643	5,829	20,687	17,554	3,188	
Corporate							
Carry Forward Reserve	3,168	-3,168	0	0	0	0	The Carry Forward reserve allows budget managers to carry forward under and over spent budgets between financial years in accordance with the County Council's budget management arrangements, subject to Cabinet approval.
Efficiency Reserve	3,384	-4,198	2,374	1,560	1,560	0	This reserve is being used to support the implementation of the business strategies and the Medium Term Financial Plan. Updated to include estimated forecast use of the reserve on agreed projects in 2013/14. This will be updated to reflect actual expenditure at the end of March 2014.
Corporate Total	6,552	-7,366	2,374	1,560	1,560	0	
Total Revenue Reserves	84,075	-42,902	16,622	57,795	51,475	6,375	
Other Reserves							
Insurance Reserve	4,736	0	0	4,736	4,736	0	
Capital Reserves							
Capital Reserve	18,419	0	1,147	19,566	19,566	0	This reserve has been established for the purpose of financing capital expenditure in future years. Contribution of £1.147m from the Waste Management Reserve relates to the waste recycling strategy and the of EfW architectural enhancements due to revised planning conditions.
Rolling Fund Reserve	1,559	0	491	2,050	2,050	0	This reserve has been established to facilitate, through forward funding, the timely provision of infrastructure that supports planned growth.
Prudential Borrowing Reserve	6,326	0	950	7,276	7,276	0	This reserve was created as part of the 2008/09 budget setting process to meet the costs of borrowing for increased funding for the capital programme. Similar contributions are to be made each year with draw downs being required as costs are incurred.
Total Capital Reserves	26,304	0	2,588	28,892	28,892	0	
Cash Flow Reserves							
Budget Reserve - 2009/10 to 2013/14	3,341	-3,341	0	0	0	0	The creation of a budget reserve was agreed as part of the 2009/10 budget setting process. This sum will be available to spend on a one-off basis in future years when there are limited resources available to allocate in the Medium Term Financial Plan.
Budget Reserve - 2013/14 to 2016/17	17,211	-10,730	11,377	17,858	17,858	0	This reserve is being used to manage the cash flow implications of the variations to the Medium Term Financial Plan.
Total Cash Flow Reserves	20,552	-14,071	11,377	17,858	17,858	0	
Total Other Reserves	51,592	-14,071	13,965	51,486	51,486	0	
Total Reserves	135,667	-56,973	30,587	109,281	102,961	6,375	

Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014
Year End Revenue Balances

	Forecast 2013/14		Budget 2013/14
	£m	£m	£m
Outturn 2012/13	18.733		16.193
County Fund Balance		18.733	16.193
Planned Contribution to Balances		3.000	3.000
Planned Contribution from Balances		-1.500	-1.500
Original forecast outturn position 2012/13		20.233	17.693
Additions			
		0.000	
Calls on balances deducted			
Increased Flood Defence Levy in 2013/14	-0.053		
Total calls on balances		-0.053	-2.000
Automatic calls on/returns to balances			
Additional Strategic Measures			
		0.000	
Other items			
		0.000	
Net Balances		20.180	15.693
Total Gross Expenditure Budget		972.873	408.616
Balances as a % of Gross Expenditure		2.07%	3.84%
Net Balances		20.180	
Calls on / returns to balances agreed but not yet actioned (*)			
Bagley Wood Capital Contribution	-0.150		
Children's Social Care	-1.200		
Adult Social Care	-0.540		
		-1.890	
Calls on / returns to balances expected at year end			
Forecast contribution from Strategic Measures	0.400		
		0.400	
Forecast Overspend			
Forecast directorate overspend (as set out in Annex 1)	-0.825		
Less assumed Supplementary Estimates for Children's Social Care and Adult Social Car included above	1.740		
Forecast Underspend if Supplementary Estimates are actioned up to the agreed totals		0.915	
Revised Outturn Position		19.605	

(*) These were considered at the February Cabinet Meeting for which the call in period extended until after 28 February. The Adult Social Care & Children's Social Care requests were approved up to the amount shown and will be finalised in the Provisional Outturn Report to Cabinet in June.

Summary

Directorate	Latest Approved Capital Programme (Council 18 February 2014)			Latest Forecast			Variation			Current Year Expenditure Monitoring				Performance Compared to Original Programme (Council February 2013)		
	Current Year	Future Years	Total	Current Year	Future Years	Total	Current Year	Future Years	Total	Actual expenditure to date	Commitments	Expenditure Realisation Rate	Actuals & Commitments	Current Year	Variation	Use of Resources Variation
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	%	%	£'000s	£'000s	%
Children, Education & Families 1 - OCC	30,687	144,984	175,671	30,314	145,257	175,571	-373	273	-100	19,008	7,075	63%	86%	34,821	-4,507	-13%
CEF Reductions to be identified	0	-18,421	-18,421	0	-18,421	-18,421	0	0	0	0	0	0%	0%	0	0	0%
Social & Community Services	4,310	32,863	37,173	4,595	32,578	37,173	285	-285	0	2,781	1,295	61%	89%	12,730	-8,135	-64%
Environment & Economy 1 - Transport	26,002	98,773	124,775	24,823	99,920	124,743	-1,179	1,147	-32	14,724	10,084	59%	100%	20,665	4,158	20%
Environment & Economy 2 - Other Property Development Programmes	1,838	26,788	28,626	1,838	26,788	28,626	0	0	0	253	537	14%	43%	6,378	-4,540	-71%
Chief Executive's Office	906	1,408	2,314	929	1,385	2,314	23	-23	0	381	118	41%	54%	576	353	61%
Total Directorate Programmes	63,743	286,395	350,138	62,499	287,507	350,006	-1,244	1,112	-132	37,147	19,109	59%	90%	75,170	-12,671	-17%
Schools Local Capital	3,846	5,741	9,587	3,846	5,741	9,587	0	0	0	3,000	0	78%	78%	3,881	-35	-1%
Earmarked Reserves	0	53,132	53,132	0	53,352	53,352	0	220	220	0	0	0%	0%	1,000	-1,000	-100%
OVERALL TOTAL	67,589	345,268	412,857	66,345	346,600	412,945	-1,244	1,332	88	40,147	19,109	61%	89%	80,051	-13,706	-17%

CAPITAL FINANCIAL MONITORING - CABINET 15 APRIL 2014
CAPITAL PROGRAMME: 2013/14 TO 2017/18

In-year Expenditure Forecast Variations

Project / Programme Name	Previous 2013/14 Forecast* £'000s	Revised 2013/14 Forecast £'000s	Variation £'000s	Comments
Children, Education & Families Capital Programme				
Existing Demographic Pupil Provision (Basic Needs Programme)	1,883	1,803	-80	} Draw down of budget provision for the project below.
Bletchingdon - Relocate School & Expansion to 0.5FE (ED841)	0	80	80	
Schools Access Initiative	500	400	-100	} Stage 2 approved.
Schools Accommodation Intervention & Support Programme	100	0	-100	Returned to the capital programme.
Loans to Foster/Adoptive Parents (Prudentially Funded)	90	0	-90	Reprofiled to future years.
Other small variations			-83	No loans are forecast to be made in this financial year so reprofiled over future years.
CE&F TOTAL IN-YEAR VARIATION			-373	
Social And Community Services Capital Programme				
Fire Equipment (SC112)	275	150	-125	Reprofiled to future years
ECH - New Schemes & Adaptations to Existing Properties	803	313	-490	Amount drawn down for grant to Yarnton scheme shown below.
ECH - Yarnton	0	900	900	Capital grant to 50 flat scheme at Yarnton, now completed.
S&CS TOTAL IN-YEAR VARIATION			285	
Environment & Economy - Highways & Transport Capital Programme				
Carriageway Schemes (non-principal roads)	3,066	2,707	-359	Scheme at Sonning postponed due to impact of flooding. Thame Park Rd (part of 4 schemes being combined) now to start in April and needs to be carried forward.
Surface Treatments	3,741	3,288	-453	£0.203m saving on 12/13 routine SD and pre patching programme returned to the capital programme. £0.250m structural patching now to be funded from revenue and will be requested to be carried forward.
A420 Shrivenham Bypass	200	92	-108	Reprofiled to next year - construction dates not impacted.
Other Small variations			-259	
TRANSPORT TOTAL IN-YEAR VARIATION			-1,179	
Chief Executive's Office Capital Programme				
Other Small variations			23	
CEO TOTAL IN-YEAR VARIATION			23	
CAPITAL PROGRAMME TOTAL IN-YEAR VARIATION			-1,244	

*As approved by Council 18 February 2014

CAPITAL FINANCIAL MONITORING - CABINET 15 APRIL 2014
CAPITAL PROGRAMME: 2013/14 TO 2017/18

New Schemes & Budget Changes

Project / Programme Name	Previous Total Budget* £'000s	Revised Total Budget £'000s	Variation £'000s	Comments
Children, Education & Families Capital Programme				
Existing Demographic Pupil Provision (Basic Needs Programme)	34,934	33,940	-994	} Draw down of budget provision for the project below. } Stage 2 approved. } Returned to the capital programme.
Bletchington - Relocate School & Expansion to 0.5FE (ED841)	24	1,018	994	
Schools Access Initiative	3,338	3,238	-100	
CE&F TOTAL PROGRAMME SIZE VARIATION			-100	
Social And Community Services Capital Programme				
ECH - New Schemes & Adaptations to Existing Properties	8,008	7,108	-900	} Amount drawn down for grant to Yarnton scheme shown below. } Capital grant to 50 flat scheme at Yarnton, now completed.
ECH - Yarnton	0	900	900	
S&CS TOTAL PROGRAMME SIZE VARIATION			0	
Environment & Economy - Highways & Transport Capital Programme				
Bicester Town Station (EWR)	0	120	120	NEW PROJECT Stage 0b approval at C&APB 10/3/14
East-West Rail (contribution)	2,948	2,798	-150	2014/15 contribution reduced to offset an earlier contribution being higher than required.
Surface Treatments	19,009	18,806	-203	£0.203m saving on 12/13 routine SD and pre patching programme returned to the capital programme.
A420 Cumnor embankment works	0	263	263	NEW PROJECT approved by C&APB 10/3/14. Funding from earmarked reserve for subsidence sites.
Other small variations			-62	
TRANSPORT TOTAL PROGRAMME SIZE VARIATION			-32	
CAPITAL PROGRAMME TOTAL PROGRAMME SIZE VARIATION			-132	

*As approved by Council 18 February 2014

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**Financial Monitoring and Business Strategy Delivery Report
CABINET - 15 April 2014**

CABINET IS RECOMMENDED TO APPROVE THE 2014/15 VIREMENTS AS DETAILED BELOW:

Directorate	Month of Cabinet meeting	Narration	Budget book line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
SCS	Apr	Move SHT216 Cost centre into the Mental Health Pool.	SCS1-3A	Non-Pool Services	P	-1,700.9	0.0
			SCS1-3B	Pooled Budget Contributions	P	1,700.9	0.0
SCS & CEF	Apr	Allocation of the the Oxfordshire Support Fund resources to individual budgets for 2014/15	SCS3-6	Oxfordshire Support Fund	T	-395.5	
			CEF2-3	Children's Social Care	T	302.2	
			SPB1	Older People's Pooled Budget	T	14.6	-14.6
			SCS1-4	Services for All Client Groups	T	58.4	
			SPB4	Learning Disabilities Pooled Budget	T	4.2	-4.2
			SCS1-3B	Mental Health Pooled Budget Contribution	T	16.0	
			SCS1-1E	Older People Pooled Budget Contribution	T	14.6	
			SCS1-2C	Learning Disabilities Pooled Budget Contributions	T	4.2	
Public Health	Apr	One - off contribution of £2.000m from the unspent 2013/14 Public Health Grant Funding towards the Capital Programme for the provision of children's homes.	PH1	Public Health	T	2,000.0	
			Capital Programme	Capital Programme Funding	T		-2,000.0
Grand Total						2,018.8	-2,018.8

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**Financial Monitoring and Business Strategy Delivery Report
CABINET – 15 April 2014
2014/15 Fees & Charges**

1. A Government enquiry into the causes of the 2007 floods concluded that Sustainable Drainage Systems (SuDS) were an effective way to reduce the risk of 'flash-flooding'.
2. Schedule 3 of the Flood and Water Management Act 2010 establishes a SuDS Approving Body (SAB) in each county or unitary authority in England; and puts in place a new statutory approval and adoption regime for sustainable drainage systems making the existing right to connect surface water drainage to the public sewer conditional on the SAB approving the drainage plans.
3. The Department for Environment, Food and Rural Affairs (DEFRA) is now implementing Schedule 3, through which the Council will have a duty to:
 - (a) approve drainage systems before construction begins, according to the new SuDS Standards and
 - (b) adopt and maintain approved SuDS that serve more than one property.
4. Cabinet are recommended to approve the following fees, as determined by DEFRA, to be charged to developers by the Council in the first three years of implementation as follows:

Size of Development	Charge
Less than or equal to 0.5 hectares	£350 + £70 for each 0.1 hectare
Greater than 0.5 and less than or equal to 1 hectares	£700 + £50 for each 0.1 hectare
Greater than 1 and less than or equal to 5 hectares	£950 + £20 for each 0.1 hectare
Greater than 5 hectares	£1,750 + £10 for each 0.1 hectare up to a maximum of £7,500

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Division(s):

CABINET – 15 APRIL 2014

CITY DEAL – OVERVIEW & DELIVERY OF TRANSPORT SCHEMES

Report by Director for Environment & Economy

Introduction

1. The Oxford and Oxfordshire City Deal was signed on 30th January 2014. The deal was agreed with the government and leaders from the county's business community alongside the county council and other local authorities, universities, colleges, and the science and technology facilities. Ultimately it is expected to be worth over £1.2 billion when private sector investment is taken into account.
2. Our City Deal submission is the first phase of achieving our long term ambition which will be fully set out in the forthcoming Strategic Economic Plan and further developed through the Local Growth Deal.
3. The City Deal is focused on the delivery of an ambitious Knowledge Economy centred on our major economic growth centres: Bicester, Oxford and Science Vale including the Enterprise Zone (Harwell, Oxford and Milton Park).
4. The City Deal represents an opportunity to ensure Oxford and Oxfordshire overcomes the historic barriers to innovation and enterprise through a transformational network of connected hubs, creating an ecosystem where research, innovation, investment and enterprise meet and flourish. This will be supported by an integrated transport network along the Knowledge Economy Spine which will directly support the innovation hubs.
5. The transport packages, which are a priority for both the county council and the Local Enterprise Partnership, submitted as detailed City Deal business cases are set out overleaf.

Oxford Northern Gateway	Cutteslowe Roundabout
	Wolvercote Roundabout
	A40-A44 Loop Farm Link Road
Oxford Science Transit Stage 1	Hinksey Hill Southbound
	Hinksey Hill Roundabout
	Kennington Roundabout
	Hinksey Hill Northbound bus lane
Access to EZ	Harwell Oxford Entrance
	Access to Harwell Link Road (phase 1)
	Featherbed Lane and Stevenson Lights
	Rowstock Roundabout

Oxford Northern Gateway

6. The regeneration of Oxford's Northern Gateway and the A40 approaches to Oxford will address a critical transport barrier to the efficient economic functioning of the area and to its potential for future growth. Delivering a programme of schemes to relieve existing congestion and create spare capacity in the network to enable growth to be delivered at the Northern Gateway Development site. The schemes will unlock congestion along the strategic A40 east-west corridor around the north of Oxford, and enhance connectivity to the north-south A34 corridor. As part of the Northern Gateway Package we will deliver a new link road between the strategic A40 east-west route to the A44 (at Loop Farm roundabout) making a new connection to the A34 at Peartree Interchange.
7. Work is underway to develop the schemes at the Northern Gateway. The package of options includes the reconfiguration of the Wolvercote Roundabout junction, including the addition of signalisation, and severing of Godstow Road and Five Mile Drive. Signalisation of Cutteslowe junction with banned right-turn scheme is also part of the package of options – any junction improvements taken forward will create the required extra capacity satisfying future growth demands. The improvements will result in less queuing in the area with resultant improvements in air quality.
8. The total scheme cost is £17.3 million. City Deal allocation for Northern Gateway is set at £7.3million. Oxfordshire LTB Local Major Transport Scheme funding allocation announced by DFT, on 23rd December 2013, confirmed an allocation of £3.8 million for A40/Northern Gateway Cutteslowe Junction. £1.6million of funding is available from S106 funding. A business case will need to be presented to the LEP to meet the remainder of funding for the Northern Gateway schemes from retained business rates, although there will be a need for the Council to borrow with the business rates meeting the borrowing costs.

Science Transit Stage 1

9. The Oxford Science Transit is an integrated transport system that forms the infrastructure backbone to the Science Vale –Oxford – Bicester Knowledge Economy 'spine'. The Oxford Science Transit System will link the network of science and research hubs across our region as well as key areas of growth, tourism, housing and retail.
10. These improvements include rail upgrades (infrastructure and services) and enhancement of strategic bus network operating as a single high quality public transport system. Phase 1 of the Oxford Science Transit as identified in the City Deal provides a strong platform to deliver the wider ambition. The bid focuses on one of the major pinch points in the Science Transit network Hinksey Hill Interchange: the A34 between Abingdon and south Oxford and the access into Oxford from the A34 along the Oxford Southern Bypass. The scheme comprises an additional lane constructed into the verge of the section of A34 to the south of Hinksey Hill interchange – the section most frequently subject to congestion delays – together with bus priority lanes on the slip road approach to the signal controlled circulatory roundabout together with a capacity enhancement around the junction for all traffic and on the southern bypass linking the junction to Old Abingdon Road.
11. Infrastructure improvements at this interchange combined with committed investment on Hinksey Hill roundabout and Kennington will provide a key to unlocking the link between innovation centres in Science Vale Oxfordshire and Oxford. Providing enhanced high quality bus connections, direct services between hubs and key centres of growth, linking seamlessly into the rail network.
12. Science Transit package of Phase 1 infrastructure improvements is £13.017 million. The City Deal allocation for Oxford Science Transit Phase 1 is £8.7 million. With £4.317 million which is already allocated in the Capital Programme as part of the Kennington Roundabout improvements.

Access to Enterprise Zone

13. The package of schemes proposed as part of the Access to Enterprise Zone collectively provide enhanced connectivity of the Science Vale Enterprise Zone to the national and local road network by increasing the capacity and improving the operation at a number of pinch points within the area. This will provide confidence and reliability in the transport network to attract and secure business investment in the Enterprise Zone and provide the good accessibility required to attract high-end employees for high-spec jobs. These schemes compliment the Milton Interchange and Chilton Slips schemes on the A34.
14. All schemes within the Science Vale City Deal bid are within the priority one package that the Local Enterprise Partnership (LEP) has identified for the Science Vale area. The City Deal Access to EZ schemes total £28.8 million. The City Deal allocation for the identified schemes is £6.1 million. Enterprise Zone Business Rate returns for the priority one schemes (which City Deal EZ include)

will contribute to the short fall in funding for Access to EZ schemes. The intention is to use EZ Local Infrastructure Funding (LIF) to finance these schemes until the EZ business Rate retention income is received. This bid application was made by the Vale of White Horse District Council and is currently going through due diligence. The LIF loan covers Harwell Oxford Entrance, Access to Harwell phase 1 (Hagbourne Hill and Link Rd between B4493 & A417) and Featherbed Lane/Steventon Lights. If this doesn't come to fruition then other mechanisms to forward fund these schemes will need to be explored.

Business Case Summary

15. Annexes 1-5 contain location plans for each package of schemes.
16. A high level cost benefit analysis of each package of schemes has been undertaken using the Central Oxfordshire Transport Model. The assessment identified a good Benefit Cost Ratio for all City Deal schemes:
 - Northern Gateway: 3.64 BCR
 - Science Transit: 2.9 BCR
 - Access to Enterprise Zone: 8.6 BCR
17. The preferred procurement option is to use the Skanska framework for the design of the schemes, project management and site supervision with the construction element being tendered through OJEU due to the value of the scheme. As the value of the works is over the EU threshold, a competitive tendering exercise will be necessary for the construction stage.

Milestones

18. The key milestones for completion of each package are detailed below – please note that the timescales relate to completion of the package of works, schemes within the package will be delivered before the final completion dates.

Northern Gateway

	Activity	Date
Design	Select preferred scheme	Spring 2014
	Planning Permission	Autumn 2014
	Orders Publication	Summer 2015
	Public inquiry	Summer 2016
	Decision	Autumn 2016
Procurement & Construction	Procurement process starts	Spring 14/15
	Mobilisation	Autumn 2015
	Start of works	Autumn 2015
	Completion	Spring 2019

Science Transit

	Activity	Date
Design	Finalise Preliminary Design	Spring 2014
	Highways Agency Approval & Signoff	Summer 2014
	Commence procurement	Autumn 2014
Procurement & Construction	Start of works	Spring 2015
	Completion	Spring 2016

Access to Enterprise Zone

	Activity	Date
Design	Prelim design (including site surveys and investigations)	November 2013 – June 2014
Procurement & Construction	Prelim design (including site surveys and investigations)	November 2013 – June 2014
	Land Acquisitions	October 2014 – June 2014
	Planning (through process to determination)	December 2013 – October 2014
	Detailed Design	July 2014 – November 2014
	Procurement	November 2014 – February 2015
	Start of works	March 2015
	Completion	March 2017

Financial and Staff Implications

19. The total estimated cost of these work packages are £59.6 million which includes an allowance for contingency, optimism bias and risk.
20. The City Deal grant funding total for the transport schemes is £22.1 million with £1 million in financial year 2013/14 and £21.1 million in 2014/15. The Department for Transport have stated that they will not be able to provide any funding in 2015/16. This presents a risk of a funding deficit if there is slippage in the programme.
21. As the work will be tendered the final costs may differ from the ones that are in this forecast. It is also possible that as detailed design progresses the scope of the scheme may need to be altered due to unforeseen constraints or local consultation. Any changes and their implications will be set out in the Stage 2 Business Case prior to the award of any contract.

22. It should be noted that the LEP's contribution from business rates income of £26.8 million will be required to be forward funded through borrowing with the cost of this borrowing met from business rates income over time. The total cost of this level of borrowing over 25 years would be approximately £43.1 million. The Vale of White Horse District Council will meet the majority of this through a LIF loan, however the County Council will be required to take prudential borrowing to meet the remainder in advance of receiving business rates income.

23. The proposed capital financial profile is below:

Northern Gateway Package	£000s	2013-14	2014-15	2015-16	2016-17	Total
	DfT – City Deal	0	7,300	0	0	7,300
	Local Transport Board	0	0	3,800	0	3,800
	Local Authority borrowing met from business rates income	0	0	0	5,100	5,100
	Private/CIL/S106/other	0	0	0	1,600	1,600
	TOTAL	0	7,300	3,800	6,700	17,800
Science Transit Hinskey Hill (phase 1)	DfT – City Deal	325	8,375	0	0	8,700
	Local Authority	500	500	3,317	0	4,317
	Total	825	8,875	3,317	0	13,017
Access to EZ	DfT: City Deal	675	5,425	0	0	6,100
	Local Authority borrowing met from business rates income	0	3,000	0	18,700	21,700
	Private/CIL/S106/other	0	1,000	0	0	1,000
	Total	675	9,425	0	18,700	28,800
Total Programme	DfT: City Deal	1,000	21,100	0	0	22,100
	Local Transport Board	0	0	3,800	0	3,800
	Local Authority Borrowing met from BR income	0	3,000	0	23,800	26,800
	County Council	500	500	3,317	0	4,317
	Private/CIL/S106/other	0	1,000	0	1,600	2,600
	Total	1,500	25,600	7,117	25,400	59,617

Scheme Progress

24. All scheme packages are undertaking design between January and March 2014, some of which is funded from the revenue budget.
25. Liaison with Highways Agency for Science Transit Phase 1 regarding potential A34 off-slip arrangements and roundabout signal phasing has taken place in February 2014. Further work on the strength of the roundabout over bridges and/or need to upgrade any infrastructure to accommodate additional general traffic is being undertaken.
26. We are ensuring there is coordination from a network management perspective between these schemes and the planned works across the County.
27. Skanska are setting up their own design capability and we have briefed them on the initial work programme which they have ensured we will get priority.
28. We are producing a new delivery structure that will be dedicated to the delivery of major projects and will look after managing, monitoring and reporting against the delivery of the schemes once they are handed over at the early stage of the gateway process. We are joining the Midlands Highway Alliance to enable faster procurement of schemes that cannot be delivered through our current contract vehicle and to give us further access to professional support.

Governance

29. The Oxfordshire Growth Board, a statutory committee, will provide the City Deal governance. The delivery of the transport schemes will be governed through the transport Programme Delivery group and the Capital & Asset Programme Board. The financial position will be reported through the Capital Programme as part of the 2014/15 Business Strategy & Financial Monitoring reports to Cabinet bi-monthly.

RECOMMENDATION

30. **The Cabinet is RECOMMENDED to**
 - (a) **approve the proposed schemes for inclusion into the Capital Programme, to note the progress of the business case for each scheme and to note that the detailed business cases will be submitted for approval, in accordance with the financial procedure rules; and**
 - (b) **approve the release of £1.5m project development budget for the Access to Enterprise Zone project under stage 0b of the capital governance procedures.**

SUE SCANE
Director for Environment & Economy

CA7

Contact Officer: Tom Flanagan, Service Manager – Planning, Environment & Transport Policy

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March 2014

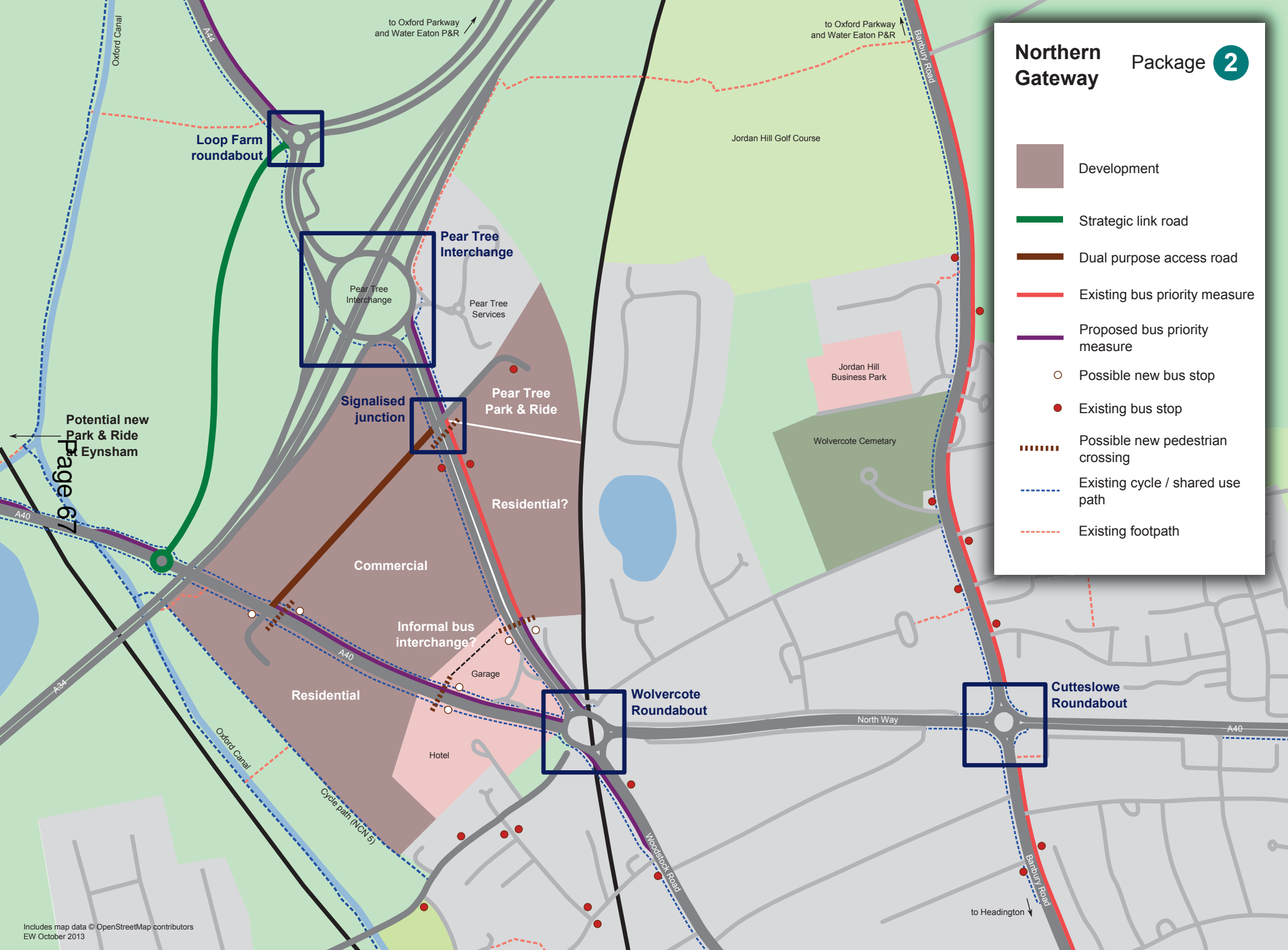
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Northern Gateway Package 2

- Development
- Strategic link road
- Dual purpose access road
- Existing bus priority measure
- Proposed bus priority measure
- Possible new bus stop
- Existing bus stop
- Possible new pedestrian crossing
- Existing cycle / shared use path
- Existing footpath



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Science Transit - Hinksey Hill

Package **3**

Existing bus lane

Priority at traffic signals for right turn when buses approach

Additional lane from roundabout to Abingdon Road

Overbridge widened to provide additional nearside lane

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Hinksey Hill roundabout scheme programmed for 2014/15

Kennington roundabout scheme programmed for 2014/15

Early call for buses at existing traffic signal installations

Sliproad A34 approach widened to provide bus lane

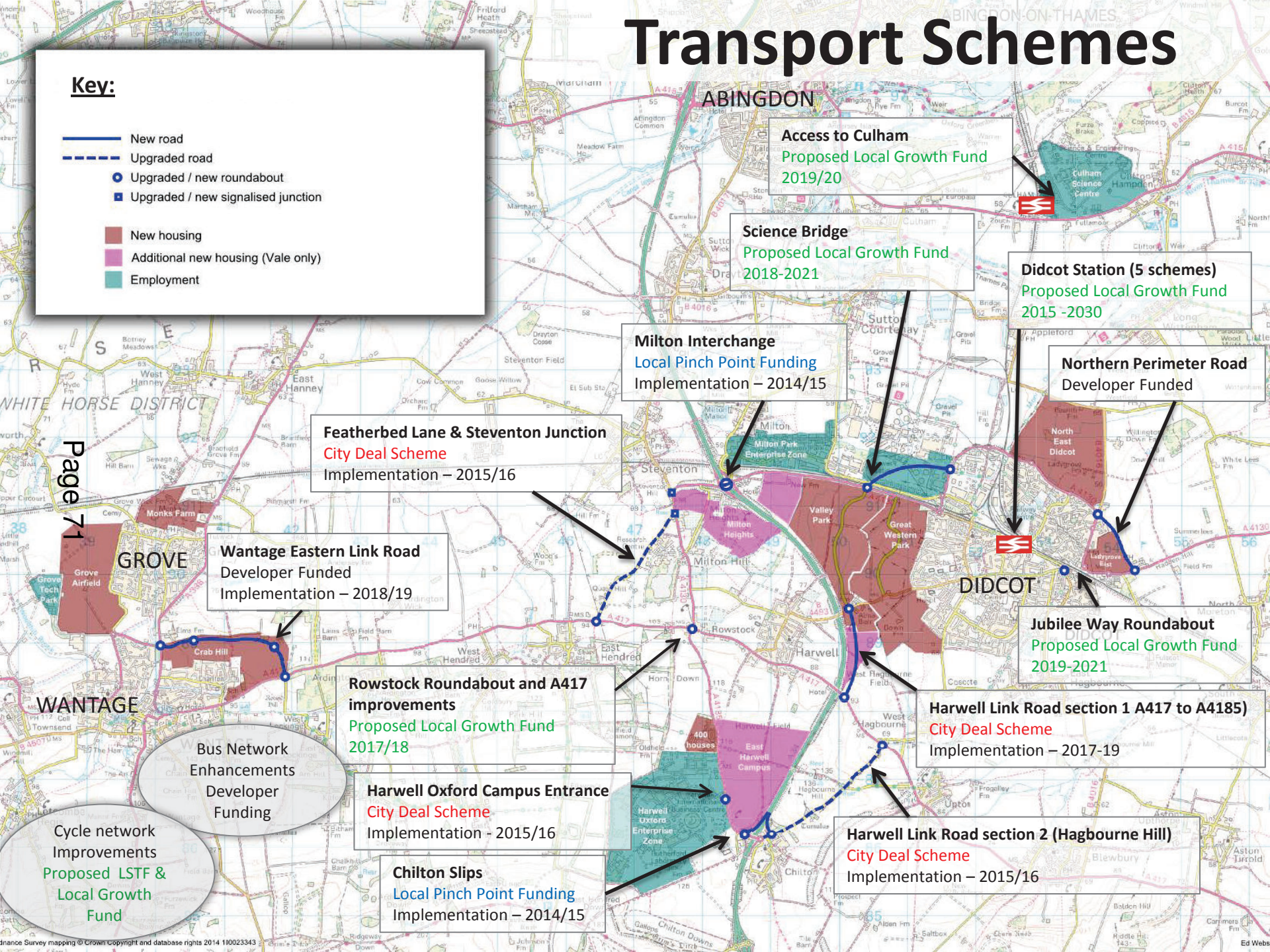
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Transport Schemes

Key:

-  New road
-  Upgraded road
-  Upgraded / new roundabout
-  Upgraded / new signalised junction
-  New housing
-  Additional new housing (Vale only)
-  Employment

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Access to Culham
Proposed Local Growth Fund
2019/20

Science Bridge
Proposed Local Growth Fund
2018-2021

Didcot Station (5 schemes)
Proposed Local Growth Fund
2015 -2030

Milton Interchange
Local Pinch Point Funding
Implementation - 2014/15

Northern Perimeter Road
Developer Funded

Featherbed Lane & Steventon Junction
City Deal Scheme
Implementation - 2015/16

Wantage Eastern Link Road
Developer Funded
Implementation - 2018/19

Jubilee Way Roundabout
Proposed Local Growth Fund
2019-2021

Rowstock Roundabout and A417 improvements
Proposed Local Growth Fund
2017/18

Harwell Link Road section 1 A417 to A4185)
City Deal Scheme
Implementation - 2017-19

Bus Network Enhancements
Developer Funding

Harwell Oxford Campus Entrance
City Deal Scheme
Implementation - 2015/16

Cycle network Improvements
Proposed LSTF & Local Growth Fund

Chilton Slips
Local Pinch Point Funding
Implementation - 2014/15

Harwell Link Road section 2 (Hagbourne Hill)
City Deal Scheme
Implementation - 2015/16

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CABINET – 15 APRIL 2014

EXTERNALISATION OF BACK OFFICE/SCHOOL FACING SERVICES

Report by the Chief Executive

Introduction

1. In October 2013, Cabinet considered options for externalisation of various services in both Oxfordshire Customer Services and in Children, Education and Families. Cabinet agreed a range of recommendations in respect of those services including; that a single major procurement exercise with multiple lots should be undertaken to address
 - A fully outsourced service to replace existing corporate facing HR and Finance back office services;
 - A joint venture with a national private provider or another public sector provider to cover school back office and schools learning and foundation years.

Progress to date

2. A prior indication notice was issued in January 2014 and further information has been obtained to shape a final OJEU notice. The results of the prior indication notice support the findings from the soft market testing exercise undertaken last summer. A formal OJEU notice is ready to be issued.
3. After the Cabinet decision in October 2013, the Programme Team were approached informally by Hampshire County Council who wanted to explore a potential partnership over back-office services. Hampshire's approach was based on their development, supported by Deloitte of an Integrated Business Centre (IBC) for Finance and HR Services. Hampshire's IBC goes live in April 2014 with two further partners, Hampshire Constabulary and Hampshire Fire & Rescue joining in the next six months. Hampshire is seeking a small number of additional Local Authority partners.
4. We already have a working ICT partnership with Hampshire and their support of SAP is a key element of the partnership. In addition to providing back office HR and Finance services, the Hampshire IBC model is also set up to deliver back office services to schools and academies. The opportunity to deliver the schools back office encouraged us to also explore with Hampshire the potential for a separate partnership for the delivery of Education services.
5. Hampshire has presented an outline business case for Oxfordshire to join the public partnership for the delivery of back office services. This proposal allows for a transfer of Oxfordshire staff in April 2015 and a fully operational service from June 2015. An initial assessment both internally

and with input from our Commercial advisers, KPMG has been undertaken. However, until a full business case is developed the full benefits and risks will not be quantified.

Next Steps

6. Whilst the soft market testing, the PIN notice and the Hampshire outline business case provide an evidence base as to the risks and benefits of each route, they do not provide sufficient information to enable a full commercial evaluation of each option. This is to be expected at this stage in the procurement/partnership negotiation process, as detailed commercial information is not disclosed until the final stages of each process.
7. Hampshire is not seeking to secure additional partners through a competitive process but through an unincorporated public/public partnership delivered through a 'co-operation arrangement'. It is not possible therefore for both options to proceed any further in parallel.
8. Consequently a decision is required now to:
 - **Either** continue with the scheduled procurement exercise and issue a formal tender
 - **Or** to suspend the procurement and to continue negotiations with Hampshire County Council to develop a full business case over the next few months with a view to joining the existing IBC partnership to deliver our back office requirements and to form an education improvement partnership.

Benefits of the Hampshire IBC

9. A public to public partnership has strategic advantages over a commercial provider. Central government is actively encouraging councils to share services in order to deliver efficiencies and an Oxfordshire/Hampshire partnership would be amongst the largest in recent years.
10. A private provider would typically look for an 8 – 10 year contract. The Hampshire partnership would require a 13 month notice period from any partner seeking to exit some or all services but no fixed term.
11. An Oxfordshire/Hampshire partnership for the back-office builds on an existing ICT partnership linked with a common use of SAP. Both organisations have employee self-service already in place. As public sector organisations there is an understanding of statutory requirements and requirements of local government Finance and HR operations.
12. An Oxfordshire/Hampshire partnership for Childrens Services offers advantages as follows:
 - Maintaining a close and active link between back office and school improvement actions (heavily valued by stakeholders)

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- Potential savings and/or reinvestment opportunity from merging delivery teams in a number of areas and building additional capacity to meet strategic needs
 - Building on the very similar vision and delivery for school improvement already being pursued by both authorities
13. The outline business case identified savings that are comparable to those that could be delivered through a private provider, with initial estimates being at the higher end of the savings spectrum. Whilst further work needs to be undertaken to clarify all costs and savings, the Hampshire proposal appears to stack up financially.

RECOMMENDATIONS

14. **The Cabinet is RECOMMENDED to:**
- (a) **Suspend the current procurement process for the Outsource of Finance and HR back-office services and the Joint Venture for School Improvement and related support services for schools (with the exception of Outdoor Education Centres);**
 - (b) **Commission a full business case for Oxfordshire with a view to joining the Hampshire IBC partnership and creation of a new partnership with Hampshire for Education services.**

JOANNA SIMONS
Chief Executive

Background papers: Cabinet 15 October 2013 – Item 8

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April 2014

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Division(s): All

CABINET – 15 APRIL 2014

CARE HOME FEES

Report by Director for Social & Community Services

Introduction

1. The services that care homes provide within Oxfordshire play an important role in helping to meet the needs of vulnerable adults. The Council has to ensure that there is sufficient capacity within the social care market to meet its current and future commissioning requirements.
2. The cost of adult social care and how it should be funded has for many years been the subject of discussion and much media attention. These discussions have taken place at both a national and a local level and in many respects have focused on the cost of care home services.
3. At a local level the Council has stated that we are keen to ensure the sustainability of care home services in Oxfordshire to meet the assessed needs of vulnerable adults. We have also said that we are committed to work alongside providers to ensure that services are of the highest quality. The Council is also working to support more people to live at home in the community so that they do not need to go into a residential care home. Working with the District/City Councils and Housing Associations, we have embarked on a major expansion of Extra Care Housing. We are also discussing other housing options which help support people to live in their own homes.
4. In relation to care homes services for older people it has largely been providers who have expressed concern that prices paid by local authorities do not reflect the true cost of care. They have also argued that there is a “cross-subsidy” from care funded privately by individuals and families. Disagreements over fee rates are not new however, over the last three years there have been a number of legal challenges made by care home providers against the way that some local authorities have undertaken their annual reviews of the rates they pay for the services delivered.
5. This report is brought to Cabinet to
 - (a) describe the process the Council has undertaken to review the amount it pays for care homes this year and
 - (b) agree the Target Banding Rates to be applied for 2014-15

The Council's Obligations

6. Under Section 21 of the National Assistance Act 1948 the Council has an obligation to make arrangements for providing "residential accommodation for persons aged 18 or over who by reason of age, illness, disability or any other circumstances are in need of care and attention which is not otherwise available to them;...."
7. Local Authority Circular LAC (2004) states that when councils with social services responsibilities make placements in care homes or care homes providing nursing care, that, within reason, individuals are able to exercise genuine choice over where they live. Individuals have the right to move in to more expensive accommodation than they would otherwise have been offered in certain circumstances (if they chose to pay a 'top-up'). Individuals can therefore express a preference for their "preferred accommodation".
8. One of the conditions associated with the provision of preferred accommodation is that such accommodation should not require the council to pay more than they would **usually expect to pay**, having regard to assessed needs (the 'usual cost').
9. If an individual requests it, the council must also arrange for care in accommodation more expensive than it would usually fund provided a third party or, in certain circumstances, the resident, is willing and able to pay the difference between the cost the council would usually expect to pay and the actual cost of the accommodation (to 'top up'). These are the only circumstances where either a third party or the resident may be asked to top up.
10. With regard to the usual cost the Guidance states that this cost should be set by councils at the start of a financial or other planning period, or in response to significant changes in the cost of providing care, to be sufficient to meet the assessed care needs of supported residents in residential accommodation.
11. Furthermore in setting and reviewing their usual costs, councils should have due regard to the actual costs of providing care and other local factors. Court cases elsewhere have reminded councils that as part of the fee setting process there is
 - (a) A need for councils to assess the actual cost of care in their local area.
 - (b) A need to consult with providers to hear their views on the same
 - (c) A need to consider local market factors
 - (d) A need to carry out an Impact Assessment as part of the decision making process.
12. In summary we have to provide residential or nursing care to those that need it. We have to meet individual preferences. People can chose to top up, or pay and additional amount, for a more expensive care home of their choice. Local Authorities have to set a rate for care annually. What we pay must be sufficient to meet assessed needs, and we must have due regard to the actual

costs of providing care and other local factors. A range of factors have to be considered in setting the rate including the cost of providing care and the resources available to the council. We are required to comply with Government guidance, consult with the sector and undertake an impact assessment when setting care home fees.

Purchasing Care Home Services for Older People in Oxfordshire

13. At the end of January 2014 Oxfordshire County Council funded 1,638 older people in care home placements. 489 of these were in placements covered by a block contract with The Orders of St John Care Trust and 1,149 were in spot placements.
14. 1,040 of the spot placements were permanent placements with 730 being in the nursing and 310 in the residential homes (a 70:30 split). The remaining spot placements were of a temporary or short-term nature.
15. There are 103 care homes in the county offering a total of c.4,200 placements. This means that 60% of places are occupied by private payers.
16. This Council has traditionally set Target Banding Rates on an annual basis in order to spot purchase care home placements for older people. The Target Banding Rates indicate the target funding level that the council will seek to pay for an individual person following an assessment of their needs. There is therefore a relationship between the rate paid (Target Banding Rate) and the level of need.
17. Officers from the council then use this guide to secure a care home placement at a funding level as close to the Target Banding Rate as possible. Within the process there is flexibility to fund above the Target Banding Rate should a person's assessed needs require additional funding. We also pay above the target Banding Rate where there is no alternative and we urgently need to find suitable accommodation that will meet someone's care needs. In this way the Council fulfils our obligation to ensure that the placement meets the individual's unique assessed needs.
18. The rates in place at 1st April 2013 covered 3 care categories.

Residential Care Home (Care without nursing)

Social Care - Extensive/Specialist	£452 per week
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Nursing Care Home (Care with nursing) *

Social Care - Extensive	£560 per week
Social Care - Specialist	£630 per week

(*The figures quoted for care with nursing include the single-rate Funded Nursing Care and Incontinence Payments)

19. Each year these banding rates are reviewed and decisions made about any change that should be made from one year to the next.
20. Our assessment is that we have Council funded placements in nearly all 103 care homes in Oxfordshire. However we estimate that only 22 care homes will accept people placed under spot arrangements and paid for at the level of our Target Banding Rates. This is a decrease from the 25 care homes that would accept the Council's Target Banding Rates at this time last year.
21. In summary the council purchases approximately 40% of the available care home places in Oxfordshire. We set a range of (target) rates to reflect different levels of need. In practice the actual amount paid can vary from these rates in order to meet the individual's assessed needs.

The Proposal for 2014-15

22. For 2014-15, the Council has again applied the Association of Directors of Adult Social Services (ADASS) cost model to calculate Target Banding Rates. This model was tested thoroughly for the 2013-14 Target Banding Rate setting and has been updated for 2014-15.
23. The reasons for using this model were covered in depth in the 2013-14 report but the key reason is that the model offers a cost of capital that reflects the Council's market view of no growth.
24. The Council has reviewed the banding rates generated by the model and applied an inflationary uplift to these rates, allowing for inflationary pressures. The composite inflation rate applied is 1.3%.
25. The ADASS model applies for Residential Care and makes the assumption that the allowance for Funded Nursing Care can cover the additional costs of a nursing establishment.
26. The Council has used the ADASS model with a £6.83 hourly rate for care staff to arrive at a weekly residential cost of £458. The Funded Nursing Care element of £109.79 is then applied to arrive at a Nursing Rate of £568.
27. The revised Target Banding Rates we have proposed were adjusted as follows:

Target Banding Rate	Current (less FNC) £	Inflation	Revised £	FNC* £	Target Banding Rate 2014-15
Residential	452	1.29%	458		458
Nursing Extensive	452	1.29%	458	109.79	568
Nursing Specialist	522	1.29%	529	109.79	639

*this is the 2013-14 rate and this will be revised on publication of the rate effective from April 2014

28. These Target Banding Rates will be used as the basis for agreeing the fee with the care home but, as stated above, the actual rate paid by the Council may differ in order to meet a person's specific or more complex needs.

Consulting with the Care Home Sector

29. As in the previous years, Oxfordshire County Council has carried out its own consultation with care home providers. In December 2013 the Council wrote to all contracted care homes to advise them of the proposed alteration to the Council's Target Banding Rates and invited comments.
30. At the same time and alongside this work to help identify provider operating costs we would consider a number of the usual associated market factors, including:
- (a) Market share
 - (b) New developments within the care home sector in Oxfordshire
 - (c) The financial health of the care homes sector
 - (d) The quality of care available
 - (e) Average length of stay
 - (f) The numbers of new placements that need support each year
 - (g) User experiences
31. To ensure that there were a number of opportunities to obtain feedback we
- (a) Embarked on an open consultation process that asked all care home providers to comment on our proposals and take part in a review of the cost of providing care home services in Oxfordshire. This formal consultation exercise was organised through the Council's website and ran from December 30th 2013 to January 31st 2014.
 - (b) Asked care home providers to upload (onto the website) their cost structures to support responses contained in the questionnaire; the format to be used being the industry recognised costing tool that has been used by Laing & Buisson (Healthcare consultants) for a number of years.
 - (c) Reminded providers of the consultation and the opportunity to take part.
 - (d) Offered to meet individual providers on a confidential basis to discuss operating costs and set up meetings at 3 venues (Oxford, Banbury and Abingdon) on 3 separate dates between 13th and 31st January in order to do the same.
 - (e) Reviewed the local market factors associated with care home provision in Oxfordshire.
32. The Council also contacted other stakeholders, including Age UK Oxfordshire, with an interest in Care Home placements to invite their comments on the Council's proposals.

Feedback from the Consultation Process

33. There has been a disappointing response to the consultation exercise.
34. There are 103 care homes that provide services for older people in Oxfordshire. 17 of these homes are operated by The Orders of St. John Care Trust and contracted to the Council through a long-term development arrangement that runs through to 2026. They, therefore, fall outside of this price review arrangement as provisions for price increases are contained within the contract in place. There are therefore 86 homes potentially affected by the Council banding rates.
35. Only 11 out of 86 providers responded to the web based consultation. 2 care home providers from Oxfordshire attended confidential individual meetings to discuss operating costs (one of which also completed the online consultation) Few providers were willing to share their costs. The Council has consequently received only 2 sets of operating costs.
36. Overall the general view from those providers that took part either through the consultation process or through individual meetings is that:
 - (a) The County Council's approach to consultation and the open dialogue is welcomed, but providers felt that in previous years the information supplied by providers had not been properly considered contributing to the disappointing response to this consultation.
 - (b) The Council should increase its Target Banding Rates. This is because providers feel there are cost pressures in all areas of their business and past fee decisions have not kept up with operating pressures.
 - (c) Our decisions have a much greater impact on those homes that are prepared to accept Council rates and those that have a high proportion of council funded residents in situ. The 2 sets of accounts received are from providers who accept a high proportion of Council residents. Both organisations feel that the Council should make a greater financial contribution to ensure quality and sustainability of these services.
 - (d) Providers are looking for ways to diversify their services. One provider raised with Council officers that they would like to increase the number of beds provided at their home, but without a higher income and earning potential from Council residents would not be pursuing this work.
 - (e) Concerns that historical increases in banding rates had been insufficient leading to an increasing shortfall in fees.
 - (f) Perceived unfairness that Council get the benefit of the increased client contributions (through increased pensions) but did not pass this on as part of the Target Banding Rate.
 - (g) Concerns that negotiating for fees above the Target Banding Rates (where the resident's needs warrant this) is time consuming, and therefore costly, for care homes. The two providers who met with Council officers stated that this process should be streamlined to reduce the staff time spent on these negotiations.

- (h) Comments that the withdrawal of free training for care providers is an added cost pressure and that providers must now fund training that was previously provided free of charge.
- 37. The Council has also received a response from the Oxfordshire Care Home Association regarding the Council's proposals.
- 38. The Association highlighted to officers their view that the ADASS model does not accurately reflect care home costs and that by using this model the Council does not seriously wish to engage in transparent consultation with providers. The Association also expressed a view that the care home market is diverging with homes that focus on privately funding residents prospering whilst homes that admit a higher proportion of Council funded residents do not prosper financially.
- 39. In summary, we carried out a consultation inclusive of all care home providers and conducted by letter, web based consultation and face to face meetings. In all, 11% of care home providers participated in the consultation and only 2 care home providers were willing to share their costs with us. Costs at those 2 homes appeared to be higher than either the banding rates of the County Council or the actual fees agreed by the Council.
- 40. Whilst we do not know why the majority of providers did not come forward with their costs, despite ample opportunity to do so in confidence, it is reported by those providers that did come forward that providers feel the Council has not fully considered information supplied by providers in previous years.

The Oxfordshire Care Home Market

- 41. As stated above, previous legal challenges elsewhere have also emphasised the need to take into account local market factors when considering price changes.
- 42. We already monitor closely developments within the Oxfordshire care homes market through regular reviews, performance information and on-going day-to-day contact with individual homes and organisations as part of our quality monitoring work. The following is a summary of our views:
 - (a) Firstly we expect to continue to purchase nursing care home services in the future. Alongside this we anticipate purchasing fewer residential care home services and instead we will look to alternatives such as extra-care housing and care at home. This is something that we have shared with the care homes sector on a number of occasions and has been set out in our Business Strategy for some time.
 - (b) In terms of **market share** we estimate that we purchase about one-third of all care home places in Oxfordshire. We estimate a further 9% of places are purchased by health partners or by other local authorities meaning that just under 60% of all places are purchased privately.

Whilst this means that we are in volume a minority purchaser of places it also suggests that the Council is the largest single purchaser.

- (c) **Changes within the care homes market** - Over the last few years there has been good interest in developing new care home services and extra-care housing in Oxfordshire. In respect of the latter the council already has 512 extra care housing flats available, plus schemes under construction which will increase overall supply to approximately 900 by December 2015.
43. The Council is aware that several planning applications for new care home developments are at various stages currently and it appears that there remains interest from private providers in developing new sites in Oxfordshire.
44. The County also experienced 3 care homes closures in 2013. This included the planned closure of Mayott House as part of The Orders of St John Care Trust redevelopment and the closure of 1 residential and 1 nursing home that were failing to meet Care Quality Commission standards.
45. The risk here is that if the supply of care home places outstrips demand then vacancies may increase creating an imbalance between expenditure and income for some care homes.
46. A further concern is that if the current trend of new developments concentrating on the private market continues, the proportion of the market that the Council can access to support its vulnerable adults may reduce.
47. The Council aims to share information with current and potential care home providers via Market Position Statements. We have already published Market position Statements for Home Support Services and one for Extra Care Housing. A Market Position Statement for Care Home services will be published in the coming month.
48. How we are purchasing - The following table shows the placements made from 1st April 2013 to 31st March 2014 and the average price paid. The table shows that we are paying above the target rate for all levels of need.

Category	Target Price	Band	Placements*	Average Purchase Price per week
Res Extensive/Specialist	£452	-	232	£580
Nursing - Extensive	£560		173	£644
Nursing - Specialist	£630		165	£705

* Includes placements for people who originally funded their own care but excludes placements where the Target Banding Rate is unknown.

49. The **financial health of the sector** is regularly checked by the Council as part of our response to managing risk and business continuity in the current

financial climate. In terms of sustainability our assessments suggest that the current financial health of the sector is similar to that of 12 months ago.

50. Our general view is that **the quality of care** in Oxfordshire is good and that there is a good foundation of quality care home providers in the county. We have reviewed the Care Quality Commission's latest checks on the Essential Standards of Care that are published on its website. These cover the areas of
 - (a) Treating people with respect and involving them in their care.
 - (b) Providing care, treatment and support which meets people's needs
 - (c) Caring for people safely and protecting them from harm
 - (d) Standards of staffing
 - (e) Standards of management.
51. In nearly all homes in Oxfordshire, the Care Quality Commission is reporting that when last checked all standards were being met.
52. The Council is concerned that **some people may be entering a care home setting too early in their life**. In 2013-14, the Council funded about 606 new permanent placements, 89 (15%) of these were people who had originally funded their own care but who now required support from the Council. Further analysis suggests that a number of these people may not have needed care home services when they first went into a care home as determined by our eligibility criteria for social care. With this in mind we are working with My Care My Home to provide independent advice for people who fund their own care about the best support options available to them. This service provides information and support for people regarding the alternatives to care homes and supports people to make the right decision for their own personal circumstances.
53. For Council funded residents the length of stay in a care home is approximately 2.60 years.
54. We are committed to help people stay in their own home.
55. Peoples' **experience in a care home** generally appears to be positive. Across Oxfordshire, people are generally happy with services they receive. Of a survey of 525 social care clients in February 2013 the questionnaires returned in respect of care home services indicated that overall 95% were satisfied with services (65% of them being extremely or very satisfied), and only 1% were dissatisfied.
56. In summary there is a thriving care home market in Oxfordshire with new entrants coming in all the time. Closures have been limited in number. The Council aims to place approximately 546 people in to care homes every year, although its strategy is to support more people at home or, for those that require it, nursing care. Currently supply and demand are reasonably well balanced. The quality of care is good and people are satisfied with the care that they receive.

Considerations

57. We find it disappointing that our consultation process has generated such a limited response. Indeed the low number submitting cost structure returns would in the Council's view not provide a robust argument for substantially increasing funding to the sector above that already given.
58. However the cost structures we did receive indicated cost of provision above that which the council currently pays.
59. The County Council's service and resource planning process has identified that there are significant pressures on the older people's budget. As a result we need to focus resources for the benefit of an increasing number of vulnerable people. Increasing our spending on care home services goes against our stated business strategy for the future.
60. However these are clearly challenging times for both providers and purchasers and it is important to the council to make sure that there is a sufficient provision to meet existing and increased future service demands. Sustainability appears to be the key but the care homes market is itself responding to demographic changes with new services being planned and developed.
61. One area of vulnerability may be some of our smaller homes as Laing & Buisson identify the operation of an efficient home starting at 48-50 beds capacity. But smaller more homely establishments clearly have a place in our commissioning strategy and they may be more viable if they have lower overheads and less debt due to how long they have operated.
62. The care home providers who met with Council officers represent a sector of the market that accept a high proportion of Council funded residents. These providers stated that they are disproportionately affected by the Council's funding decisions and that negotiating individual rates (where this is necessary) is extremely time consuming.
63. What this suggests is that we need to recognise that whatever cost model is used the resulting figure generated is only an aid to discussion about what is an appropriate banding level or price to pay and that the fee must reflect the needs of the person. In any model there are local variations that will inevitably be challenged by both sides as each drives to obtain the best outcome. In this respect the existence and use of a costing model does not in itself generate a solution to the question about what is the true cost of care.
64. Local market conditions in terms of supply and demand will have a legitimate impact on price. Local factors may also generate a situation that genuinely allows the local authority to purchase a service at a lower than cost price. If expansion outstrips placements then there may be an increase in the number of vacant beds available (unless these are taken up through demand resulting from demographic changes). Inevitably this will add to operating pressures for some providers as they experience vacancies and changing income levels.

65. The result may be that in the future the council may be able to more easily access beds at a lower than cost price as providers seek to generate income. The counter argument is that some homes will go out of business and the market may end up being dominated by providers aiming only at the private market.
66. The Service & Community Impact Assessment indicates that should a significant increase in the care homes budget be made then there will be less money available to spend within Adult Social Care. The impact on vulnerable people of having less money to spend on other types of support (including support to support people in their own homes) will have a greater negative impact on vulnerable and disabled people than a care home fee level increase.

Financial and Staff Implications

67. If the Council sets the residential banding rate at £458, then the cost to increase all Care Home placements below that rate to the new level is £1,229 per week or £64,000 per annum.
68. If the Council sets the lowest nursing banding rate at £568, then the cost of increasing all current placements below £560 to that level is £2,940 per week or £153,000 per annum.
69. If the Council were to accept the above recommendations the total cost therefore is £217,000 per annum.
70. In setting the 2014/15 budget and Medium Term Financial Plan no inflation allocation was made in respect of Care Homes as the outcome of the review was not known. Instead the corporate contingency set aside to meet pressures across the council in 2014/15 also included an element for inflation on Care Homes. If the recommendations on the Target Banding Rates are accepted, a virement of £217,000 will be required from the corporate contingency to meet the increased cost.
71. The Council will apply these revised banding rates to any provider currently being paid below the new Target Banding Rate.
72. Cabinet may wish to note that
 - (a) The revised basic wage rate we have used in the calculation is £6.83 per hour and this has been compared to local advertisements for Care Staff. The adverts range from £6.57 to £7.40 which would indicate that the model hourly rate applied is reflective of the labour market.
 - (b) We have reaffirmed our intention to maintain a significant level of investment in care homes for Older Persons as part of our Commissioning intentions. We aim to make 546 new placements a year most of which are likely to be for nursing care.

- (c) We are making available financial advice to self-funders so that their personal funds can be invested in such a way that it will sustain them for the rest of their time in care.
 - (d) Where a care home is experiencing particular hardship or financial problems we will review their financial standing as part of our Safeguarding and Business Continuity strategies to determine appropriate action.
73. We have been mindful of the above points when coming to a conclusion about Banding Rates for 2014/15.
74. We reaffirm our view that care homes in Oxfordshire have an important role to meet the needs of vulnerable adults. We also recognise that the Council has an important role to ensure that there is sufficient capacity within the social care market to meet its future commissioning requirements.

RECOMMENDATION

75. **The Cabinet is RECOMMENDED that in view of the above:**

- (a) for 2014/15 to:**

- **Revise our Target banding Rates from April 2014 and**
 - (i). Increase the Target Banding rate for the Residential-Extensive Specialist Category to £458 per week for new placements.**
 - (ii). Increase all existing weekly Residential payment rates that are currently paid below £452 per week to £458 per week**
 - (iii). Increase the Nursing-Extensive Target Banding Rate to £568 per week**
 - (iv). Increase all existing weekly Nursing Extensive and Substantial rates that are currently below £560 per week to £568 per week.**
 - (v). Increase the Nursing-Specialist Target Banding Rate to £639 per week**
 - (vi). Increase the above rates to reflect the increase in Funded Nursing Care once this is announced later in April 2014.**
 - (vii). Continue to use these rates as a guide to secure a care home placement at a funding level as close to the Target Banding Rate as possible.**
 - (viii). The above to apply from April 2014 and for care home placements in Oxfordshire.**
- (b) Cabinet are requested to approve a permanent virement of £217,000 from corporate contingency to fund the increase in the Target Banding Rate.**

JOHN JACKSON
Director for Social & Community Services

Background papers: None

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March 2014

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CABINET – 15 APRIL 2014

BUSINESS MANAGEMENT AND MONITORING REPORT QUARTER 3 2013-2014

Report by Head of Policy, Maggie Scott

Introduction

1. This paper provides details of performance for quarter three for Cabinet to consider. Performance dashboards are included at Annex 1 for information and discussion.
2. There have been many performance improvements across the quarter and overall performance across the Council is good. However, the key issues remain largely the same as in quarter two. Cabinet are asked to take particular note of three issues
 - Actions being proposed to resolve part of the delayed transfers of care performance concerns (paragraph 10).
 - Observations potentially relating to key stage four attainment (paragraph 19).
 - Actions being proposed to resolve part of the performance issues around strategic planning applications (paragraph 21).

Key Performance Issues

3. This section discusses the key performance issues that arise from the performance dashboards. The dashboards can be found in Annex 1. We continue to work on the way information is shown on the dashboards to ensure that they can be read more easily and conclusions about target performance clearly drawn.

Adult Social Care

4. Performance in Oxfordshire remains better than average. The national framework for social care monitors performance on 21 measures. On 13 of these we are above the national average, including having the highest proportion of people on direct payments in the country. Oxfordshire remain in the top 10 performing authorities in relation to the number of people in secondary mental health services also being in paid employment and reducing care home admissions of working age adults. In a national survey of people who use social care; 93% of people in Oxfordshire said they were satisfied with services compared to 90% elsewhere.
5. The information reported to Cabinet includes areas of concern from the national framework, plus key local areas of concern. Of the 22 measures reported 14 are on target, two are close to the target and 6 are off target. The

off target measures relate to reablement; delayed transfers of care; the number of people entering care homes and waiting lists.

6. Last quarter we reported concerns around the reablement service, growing waiting lists, delayed transfers of care and increasing care home places. These issues are interdependent and centred around two key principles:
- the demand for services is growing more than expected;
 - and*
 - the supply of care is not able to meet the growth in demand.

The overall impact being that it was harder to provide clients with an appropriate care package and the average time taken for a provider to pick up a care package had increased.

7. The same concerns remain in quarter three. The Council has introduced a range of measures to improve the availability of long term care packages and improve the supply of services. These measures include:
- setting up a new 24 hours fast response services, providing support to people who are leaving hospital while their long term care needs are assessed;
 - developing small block contracts in areas where there have been difficulties placing people;
 - setting up arrangements to purchase care from new care providers in addition to those currently used;
 - working with neighbouring authorities to identify agencies who provide care just outside Oxfordshire to see if they would be capable and willing to also provide care in Oxfordshire.;
 - implementing incentive payments to home care providers to ensure we have late week week-end pick-ups of cases, reducing the delay in people waiting for care packages at home;
 - introducing six day working for the back office staff who call round agencies to assess care availability and organize individual care packages. This will be reviewed at the end of January to see if we need to extend this to 7 day working;
 - attaching a social worker to people waiting to leave reablement to ensure that they are moved on in a timely manner;
 - reviewing clients receiving care packages to see if we can release hours for new clients.

Early indications in January are that these measures have already led to an increase in people receiving care; with 188 older people starting a new care package compared to 109 in December. This has had a consequent reduction in people waiting for care packages.

8. Over the quarter the **reablement** service provider has shown a general trend of increased activity and improved outcomes, although activity dipped in December and is still below target. The drop in December was partly due to a

drop in referrals over Christmas and a focus, by the service on picking up acute hospital cases to reduce delayed transfers of care. The inability to meet expected performance was exacerbated by the need for Post Reablement Domiciliary Care, for clients who are awaiting the start of longer term home care, as a result of the capacity issues already described (see Table 1). The actions, outlined above will continue to improve the availability of long term care and reduce pressure on the reablement service. Early indications show that, whilst there were 52 people in post reablement domiciliary care in December, there were only 7 at the end of January. As pressure reduces the introduction of daily multi agency patient flow action group meetings will ensure that better information is available so that reablement uptake can further improve.

Table 1: Number of Reablement Episodes per day

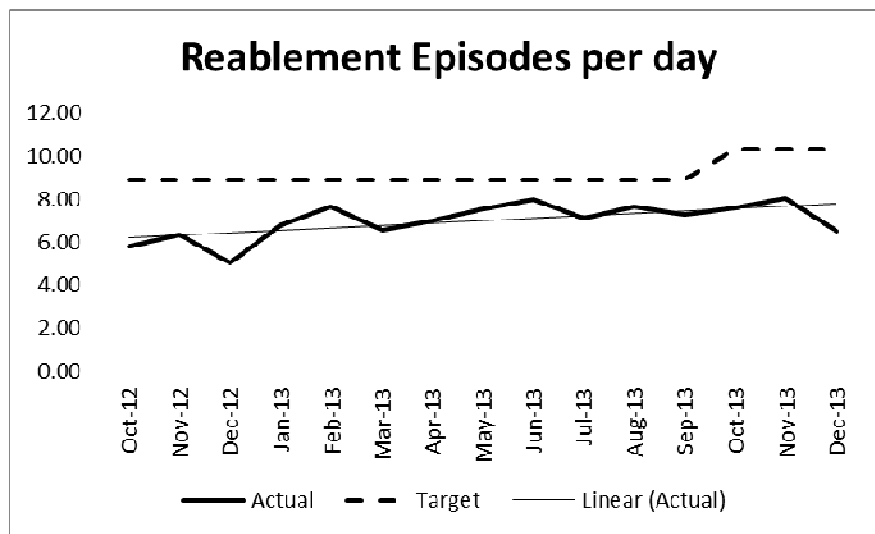


Table 2: Effectiveness of Reablement

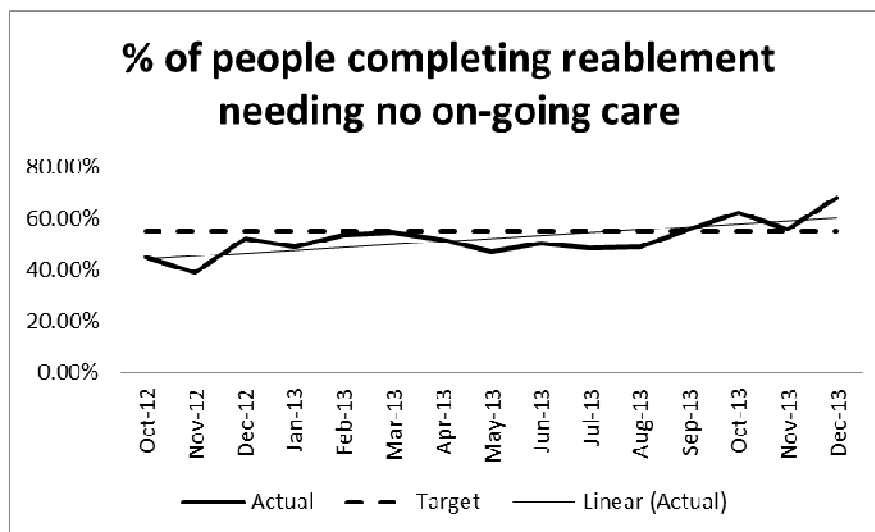
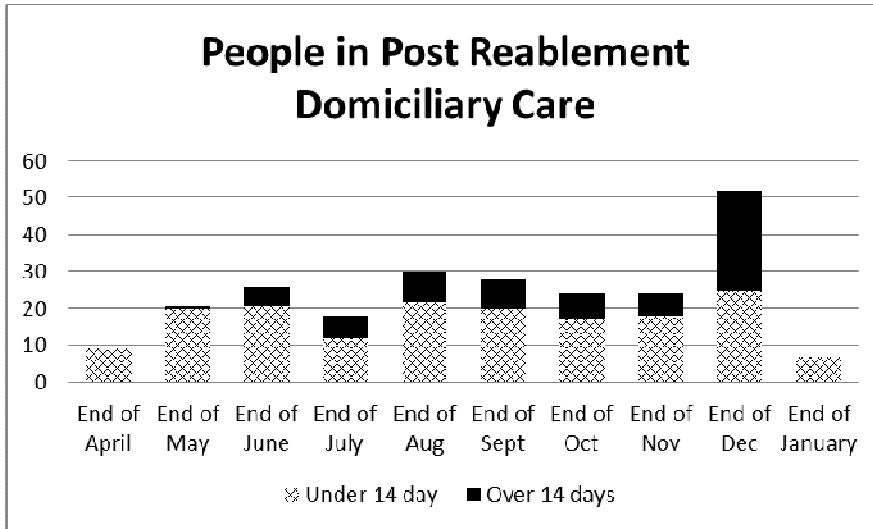
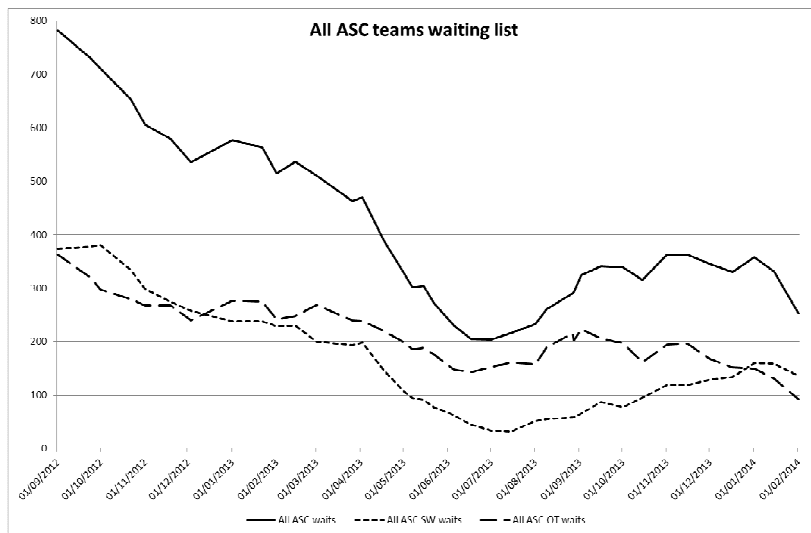


Table 3: Number of People in Post Reablement Domiciliary Care



- The **waiting list for assessments**, grew in the quarter, but has fallen by 30% in January. Occupational therapy staff have been recruited to alleviate the immediate assessment delays but there is concern that the social worker waiting list is also growing, as additional temporary staff employed to the end of the summer have now ended. An assessment process redesign will be completed by September, which should reduce waiting lists in the medium to long term. Teams are also producing action plans in the medium term to ensure the waiting does not rise

Table 4: Assessment Waiting Lists



- The difficulties in sourcing either reablement or long term care impacted on our performance in relation to **delayed transfers of care**. Although the delays have dropped over the quarter this is in line with the annual trend and remains outside the performance target. Whereas overall delays remain relatively constant, delays which are the responsibility of the council have dropped consistently since August this year and are in an improved position compared to last year (see Table 2 and 3). Actions taken to address delayed transfers of

care are managed by the multi-agency Chief Operating Officers Group and include a large range of different approaches, detailed performance management and challenge. Many of the delays are caused by patients who chose to stay in an acute hospital bed until a bed in the community hospital nearest to their home is available. There are concerns that this is unsustainable over the winter period, when pressure on acute hospitals is highest. A media campaign has been launched to reduce this type of delay.

Table 5: Delayed Transfers of Care (All Delays)

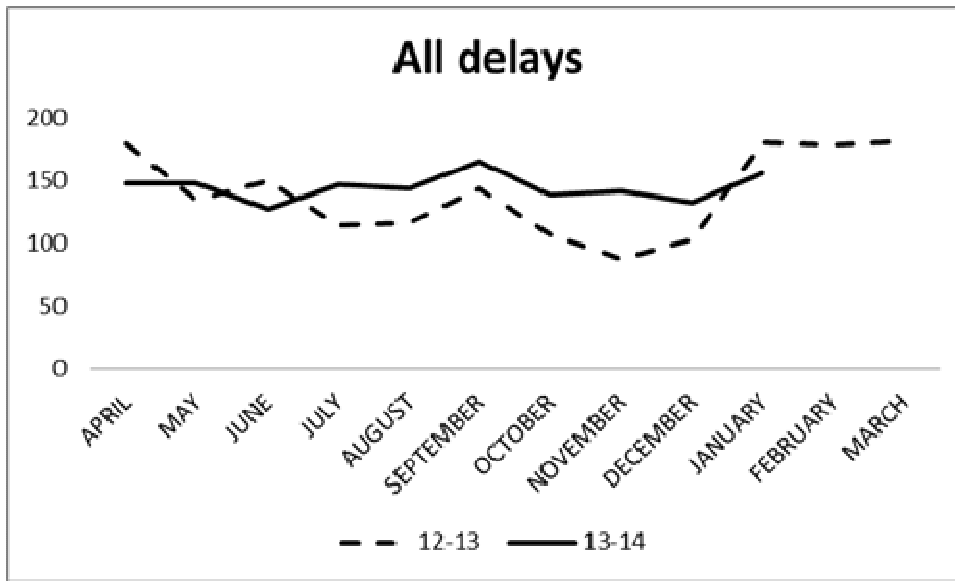
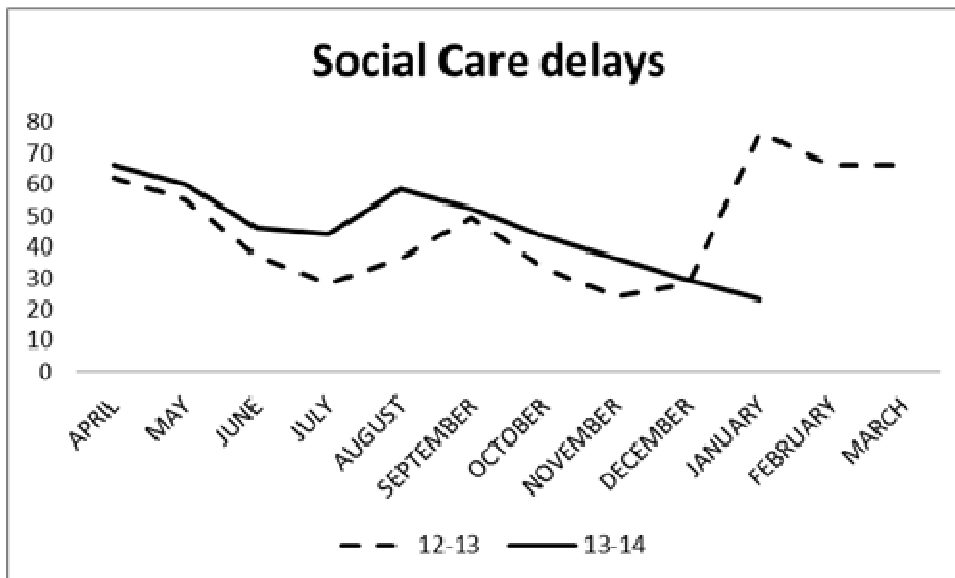


Table 6: Delayed Transfers of Care (Social Care Delays)



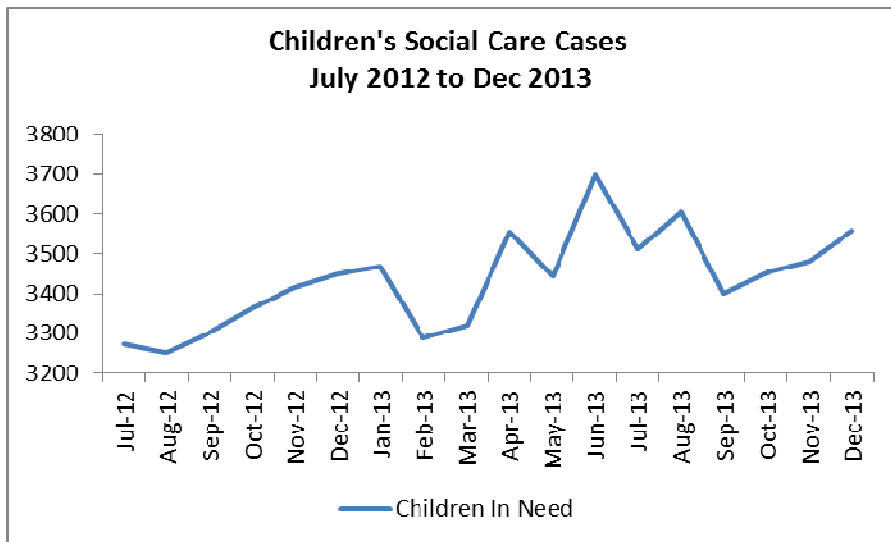
- The number of people being admitted to **care homes** is 9% higher than last year. This is contrary to the objective to reduce the number of care home placements and support more people to live independently in the community. Most people who are admitted to a care home, come from hospital. Delays in

hospital discharge mean fewer people are suitable for care at home and more care home placements are made. The work to reduce delayed transfers of care should therefore have a positive effect on the number of care home placements in the coming months. Despite the high number of care home admissions we are still placing relatively fewer people in care homes than other parts of the country and last year had the 28th lowest rate of admissions of all 152 authorities.

Children Education and Families

- 12. This quarter the key performance issues continue to be around the **high level of activity** within children’s social care (see Table 4). There is also a continued high number of referrals, especially those which result in no further social care action (see Annex 1 – p. 13).
- 13. The high level of activity is having an impact on the timeliness of some of our work, such as the number of social work visits to children on plans completed on time. The proportion of child protection reviews completed on time has started to improve but is still below the target level. The directorate has initiated a policy to escalate late visits to the directorate leadership team and to track reviews individually. Increased activity levels and appropriate case management are being actively managed within the directorate with additional recruitment, including a principal social worker to enable an independent challenge process to be put in place.

Table 7: Number of Children’s Social Care Cases



- 14. The percentage of children on a child protection plan that have previously been on a plan has risen in the quarter to over 20%. Of this 20% 33 children from 15 families became subject to a second plan within two years of the previous one ending. A review of these plans suggests that a common reason for a repeat plan is a new episode of domestic violence caused by a new partner. This learning is being used to shape decisions about plan cessation. However, further exploration of how our work with partners is providing support to protect children by working to reduce repeated incidents of domestic violence with new partners is also proposed.

15. The number of children placed out of county and not in neighbouring authorities presents a challenge to the way in which we **keep children safe**. Placement issues are managed by service teams through close senior manager monitoring and improved monitoring of risky behaviours by out of county children (e.g. reporting when they go missing). The development of a placement strategy to ensure more children can be placed within the county in appropriate settings will improve this performance issue in the medium term.
16. A further challenge to the Council's ability to safeguard children is presented in the growth of children who have gone missing from home more than twice. This figure has risen by 12.5% this year. Improvements to notification and monitoring systems have been made including the completion of multi-agency risk assessments, more timely return interviews and work to understand why children go missing.
17. There are areas of **educational attainment** which are highlighted as performance issues particularly around the number of primary schools below the floor standard and the numbers of children attending good or outstanding schools. The school improvement framework will ensure appropriate support and challenge is provide to ensure that the schools improve. Overall attainment has shown an encouraging trend this year. Validated data shows that Oxfordshire's performance at key stage four has risen to be in line with national performance for the first time. Performance at key stages one and two lies above the national average.
18. Overall attainment has shown an improvement, but there are a number of vulnerable groups in Oxfordshire that do not achieve as well as the rest of the cohort, or the same groups nationally. In particular the performance of children known to be eligible for free school meals (FSM), children supported at school action plus, and looked after children is of concern. Work has started to identify schools where good practice and intervention had had a marked impact on these groups. This good practice will then be transferred to schools where the gap is not improving. These issues are subject to exploration by the Education Scrutiny Committee who have set up a working party specifically to examine issues with educational attainment.
19. The information available around children's social care and educational attainment also shows that in Oxfordshire more looked after children enter care in years ten and eleven, with a higher level of need, than in any other area nationally. These years are key years for key stage four attainment.

Economy and Environment

20. Economy and Environment directorate is continuing to review the current performance reporting arrangements and is working, with the support of colleagues in the Chief Executive's Office, to develop an improved set of metrics.
21. Last quarter we reported an increase in number of **strategic planning applications** where detailed negotiations are required; together with

challenges to our performance responding to major planning applications from District Council's as a result of staffing pressures. This quarter the pressures in strategic planning have led to below target performance in the percentage of Council's own development applications decided within 13 weeks. The delays are largely due to the complexity of the applications dealt with during that period; the need to overcome the concerns raised by key statutory consultees; and a requirement to take a number of the applications to Planning & Regulation Committee for decision. Recent feedback from high performing county planning authorities suggests a close correlation between the speed of handling planning applications and the levels of delegated decisions. We are reviewing the current scheme of delegation with a view to ensuring that maximum use is being made of it. In doing this, the Directorate will identify whether there is a need for a change to the scheme of delegation to be considered.

22. Delivery of the current Asset Rationalisation Programme continues with the work underway in order to enable the exit from Clarendon House and the consolidation of activities in Abingdon at Abbey House. A concern remains that the current revenue forecast for the programme shows a £190k deficit for 2013/14. The **Asset Management** Strategy has been updated as part of the budget setting process. It is likely that the budget proposals will have implications for service delivery across the County Council. The implications of this for the County Council's operational bases will need to be considered over the coming months as individual Directorates develop their proposals in greater detail. This work will be prioritised as part of the 2014/15 strategy work programme.
23. The latest National Apprenticeship Service data shows that the growth in **16-18 year old apprenticeship starts** is 41. This is above the national average but below the stretching target of 100. This could also impact the City Deal apprenticeship target. This concern is being actively managed and addressed through; identifying increasing apprenticeships as a priority within the Oxfordshire Skills Strategy; additional funding for apprenticeship growth and greater control over the Skills Funding Agency provided by the City Deal; £500k per annum to 2020 notionally allocated through the European Structural & Investment Funds (ESIF) strategy to drive apprenticeship growth.

RECOMMENDATION

24. **Cabinet is RECOMMENDED to note and discuss the performance reported in the dashboards.**

Maggie Scott
Head of Policy

Contact Officer: Eira Hale, Senior Policy and Performance Officer x3969
 28th March 2014

ANNEX 1

SOCIAL AND COMMUNITY SERVICES

		Target	March Benchmark	Q3	On Target	Direction of travel	Lead Officer	Notes
Reablement Service								
1	Ensure all people wait no more than 5 days for their reablement service to start	100%	n/a	62%	R	↑	Sara Livadeas	
2	The number of people accessing reablement target to be set	9 per day 3250 pa	6 per day 2197 pa	7.6	R	↓	Sara Livadeas	
3	Increase the proportion of people completing the reablement service will have been sufficiently supported so they need no on-going care	55%	50%	62%	G	↑	Sara Livadeas	
Waiting lists								
4	Reduce the number of people not receiving a service who are waiting for more than 28 days for an assessment from 390 in March to zero from the end of June	0	390	358	R	↑	John Dixon	
5	Ensure the number of people waiting more than 28 days from assessment to receipt of services does not increase in the year (baseline 35)	35	35	6	G	↔	John Dixon	
5a	Older People waiting for a care home waiting more than 28 days	31	31	3	G		John Dixon	
5b	Older People waiting for a care package waiting more than 28 days	3	3	3	G	↑	John Dixon	
5c	Adults aged 18-64 with a physical disability waiting more than 28 days	1	1	0	G	↑	John Dixon	
6	Reduce the average time for an agency to start care from referral to start for packages in the community	10	10	13	R	↑	Sarah Livadeas	
Personalisation								
7	Ensure that at least 75% of eligible people remain on Self-Directed Support by April 2014	75%	71%	81%	G	↑	John Dixon	
8	Increase the proportion of people using social care who receive self-directed support, and those receiving direct payments	1350 people receiving a direct payment	1235	1447	G	↑	John Dixon	
9	% of service users who have had a review in the last 12 months	75%	73%	78%	G	↑	John Dixon	
Delayed transfers of Care								
10	Reduce delayed transfers of care by the end of March 2014.	Outside bottom quartile	182	128	R	↔	John Jackson	
10a	Reduce delayed transfers that are the responsibility of social care to 23 by the end of March 2014.	-	60	27	G	↑	John Jackson	
10b	Reduce delayed transfers that are the responsibility of both social care and both (social care & health) to zero by the end of March 2014.	-	30	28	A	↔	John Jackson	
Home Placements								
11	Place no more than 400 people in a care home in the year commencing October 2012	400	582	479	R	↑	John Jackson	
12	Increase the number of older people supported in the community with a personal budget for long term care	2410	2122	2267	A	↑	John Jackson	
Carers Services								
13	Increase the number of carers known and supported	15265	13877	15100	G	↑	Sara Livadeas	
14	Increase the number of carers accessing emergency support	2800	2564	3074	G	↑	Sara Livadeas	
15	Increase the number of carer's breaks jointly funded and accessed via GPs	880	881	721	G	↑	Sara Livadeas	
16	Increase the number of carers offered a Direct Payment	1900	1883	1351	G	↑	Sara Livadeas	
Contract Monitoring								
17	All contracts reviewed in a timely way to ensure compliance with Contract Procedure Rules and minimise the number of exemption requests	100%	n/a	100%	G	↔	Sara Livadeas	
Financial Performance								
		Target	Financial Monitoring Report 12/13	On Target	Direction of travel	Lead Officer	Notes	
21	Forecast/actual expenditure for Adult Social Care and Joint Commissioning is in line with the latest agreed budget	< 2.0% of net budget	+£1.818m or +1.0%	Yes	Overspend reduced	John Dixon	Overspends on the Older People, Equipment and Learning Disabilities Pooled Budgets. Forecast underspend on the Physical Disability Pooled Budget and Joint Commissioning.	
22	Forecast/actual expenditure Fire and Rescue and Community Safety is in line with the latest agreed budget	<2.0% of net budget	+£0.036m or 0.1%	Yes	Overspend increased	David Etheridge		
23	Forecast Pooled Budget Reserves as at 31 March 2014	-	£3.202m	-	↓	John Jackson		
24	Other Directorate Reserves (forecast as at 31 March 2014)	-	£0.698m	-	↓	David Etheridge	Fire Control and other Fire & Rescue and Community Safety Reserves are forecast to reduce by £0.355m by 31 March 2014.	
25	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	1	-	n/a	John Jackson	Virements transferring further expenditure and income budgets to the Older People Pooled Budget were agreed by Council on 9 July 2013.	
26	Planned savings for 2013/14 assumed in the MTFP are expected to be achieved	100% achieved	83.4%	No	% expected to be achieved is unchanged	John Jackson	The on-going effect of pressures on the Older People's Pooled Budget has been considered as part of the 2014/15 S&RP process. Additional funding has been allocated to the Equipment Pool.	

CHILDREN EDUCATION AND FAMILIES

		Target	March Benchmark	Q2	On Target	Direction of travel	Lead Officer	Notes
Keeping Children Safe								
1	Number of referrals to children's social care (broken down by referring agency)	Data reported in Table 1.						
2	% of referrals to children's social care that result in no further social care action (broken down by referring agency)							
3	% of Child Protection reviews completed on time	>98%	96.3%	96.10%	A	↔	Lucy Butler	All late reviews monitored individually
4	% of visits to children on child protection plans completed in line with the plan and within the Council's 28 day standard	90%	64.6%	85.70%	A		Lucy Butler	December cohort run
5	% of children starting a plan who have previously been on a plan	<15%	4.7%	20.90%	A	↓	Lucy Butler	
6	% of Looked after reviews completed on time	>90.5%	83.5%	93.00%	G	↓	Lucy Butler	
7	% of visits to looked after children completed in line with the plan and within the Council's 90 day standard	90%	76.2%	91.40%	G	↓	Lucy Butler	Latest figure taken from episodes/forms started not those completed and signed off by manager
8	% of cases without an allocated social worker (CP Plans)	0%	1.4%	0.00%	G	↔	Lucy Butler	Monitored daily
9	% of cases without an allocated social worker (Looked after)	0%	2.90%	0.00%	G	↔	Lucy Butler	Monitored daily
10	Short term looked after placement stability (less than 3 moves in a year)	<8%	0%	6.30%	G	↓	Lucy Butler	
11	Long term looked after placement stability (same for 2.5 years)	73%	72.3%	67.00%	A	↓	Lucy Butler	
12	Per cent of looked after children who have had a change in social worker	No target	n/a	38.00%	-	↓	Lucy Butler	
13	Number of children adopted as a per cent of all children who ceased to be looked after	14%	14.4%	15.20%	G	↔	Lucy Butler	Numbers of children currently placed for adoption will allow year-end target to be reached
14	The number of children who go missing from home	>12.2%	n/a	12.60%	A	↓	Jim Leivers	
15	The number of children placed out of county and not in neighbouring authorities	50	48	55	R	↓	Lucy Butler	To be addressed by placement strategy.
Raising Attainment								
16	% children attending primary schools judged good or outstanding by Ofsted	70%	59%	74%	G	↑	Frances Craven	
17	% children attending secondary schools judged good or outstanding by Ofsted	75%	65%	80%	A	↓	Frances Craven	
18	Number of schools judged inadequate by Ofsted	8	11	11	A	↓	Frances Craven	HMI have reported positively on the support provided to these schools
Narrowing the Gap								
19	Primary school persistent absence rate	2.57%	3.0%				Frances Craven	Term 1 data not available due to systems issues
20	Secondary school persistent absence rate	7.2%	8.0%			↓	Frances Craven	Term 1 data not available due to systems issues
21	Overall Permanent exclusions	39	30 10/11 ac yr		A	↔	Frances Craven	Exclusions for Term 1 are in line with last year. Behaviour strategy consultation has just closed with the aim of being reintroduced in ??
22	Overall Fixed Term exclusions	<3200	3870 10/11 ac yr		G	↑	Frances Craven	Fixed term exclusions are lower than the same period last academic year
23	Proportion of young people Not in Education, Employment or Training (NEET)	5%	5.4%	4.8% Dec	G	↑	Frances Craven	NEET performance is below target and is the lowest rate it has been for a number of years. The numbers of young people whose status is unknown also continues to decrease due to a range of measures introduced.
24	Proportion of young people whose NEET status is 'not known'	5%	33%	20.6% Dec	A	↑	Frances Craven	
25	Reducing rate of first time entrants to criminal justice per 100,000 10-17 year olds	260 (rate) 421 (no.)	32.0 (rate) 198 (no.)	26 (ytd 115)	G	↑	Frances Craven	
26	Free school mean pupils persistent absence rate (Primary)	6.1%	6.8%			-	Frances Craven	Not yet available due to system issues
27	Free school mean pupils persistent absence rate (Secondary)	9.1%	11.1%			-	Frances Craven	Not yet available due to system issues
28	School Action Plus pupils persistent absence rate (Primary)	9.9%	10.8%			-	Frances Craven	Not yet available due to system issues
29	Looked after children overall absence rate	3%	4.6% 11/12	3.7%	A	↑	Frances Craven	Term 1 3.7% reported cohort 5.6% whole cohort
30	Looked after children persistent absence rate	Remain <5%	<5%	5.7%	A	↑	Frances Craven	Term 1 5.7% (9 pupils) reported cohort. 11.3% (27 pupils whole cohort)
31	Looked after children permanent exclusions	0	0	0	G	↔	Frances Craven	
Financial Performance								
		Target	Financial Monitoring Report 12/13	On Target	Direction of travel	Lead Officer	Notes	
32	Forecast/actual expenditure for Education & Early Intervention is in line with the latest agreed budget	< 2.0% of net budget	-£0.355m or -0.7%	Yes	Underspend decreased	Frances Craven	Includes an overspend of +£1.218m on Home to School Transport offset by underspends elsewhere.	
33	Forecast/actual expenditure for Children's Social Care is in line with the latest agreed budget	<2.0% of net budget	+£1.880m or +4.0%	No	Overspend increased	Lucy Butler	Reflects an increase in the number of support days along with an increase in the number of support days in higher cost placements and the potential cost of 20 new placements.	
34	Forecast/actual expenditure Children, Education & Families Central costs is in line with the latest agreed budget	<2.0% of net budget	+£0.124m or +2.0%	Yes	Overspend increased	Sara Livadeas/Jim Leivers		
35	School Reserves (forecast as at 31 March 2014)	-	£20.664m	-	↓	Jim Leivers	The forecast reduction from £27.235m as at 1 April 2013 reflects schools' budget monitoring and balances being transferred to schools which have converted to academy status.	
36	Directorate Reserves (forecast as at 31 March 2014)	-	£4.047m	-	↓	Jim Leivers	Forecast to decrease by £2.565m during 2013/14. Reserves that remain unspent at the 31 March 2014 will be used during 2014/15.	
37	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	0	-	n/a	Jim Leivers		

CHILDREN EDUCATION AND FAMILIESAuxiliary Table 1: Referrals to Children's Social Care

This table shows the number of referrals to children's social care and the percentage of referrals to children's social care that result in no further social care action (broken down by referring agency)

Referrals by Source - April to December 2013

Agency	Referrals	% Referrals	No. Assessments	NFA after referral	% NFA after referral
Anonymous	367	9.1%	110	257	70.0%
Education	539	13.4%	425	114	21.2%
Health Services	693	17.2%	471	222	32.0%
Housing	38	0.9%	23	15	39.5%
Individual	292	7.2%	187	105	36.0%
LA	368	9.1%	281	87	23.6%
Other	327	8.1%	206	121	37.0%
Police	1326	32.9%	818	508	38.3%
Unknown	79	2.0%	35	44	55.7%
Grand Total	4029	100.0%	2556	1473	36.6%

CHILDREN EDUCATION AND FAMILIES
ANNUAL ACHIEVEMENT AND ATTAINMENT INDICATORS

		Target	2011/12 Benchmark	2012/13	On Target	Direction of travel	Lead Officer	Notes
Raising Attainment								
1	EYFS - % reaching a good level of development (indicator redefined from 2013)	New measure	New measure	48%	-		Frances Craven	This was a newly defined measure this year. Performance has fallen below national average (52%)
2	KS1 - % level 2b+ reading	80%	78%	81%	G	↑	Frances Craven	
3	KS1 - % level 2+ reading	90%	88%	89%	A	↑	Frances Craven	
4	KS1 - % level 2+ writing	81%	83%	86%	G	↑	Frances Craven	
5	KS1 - % level 2+ maths	91%	91%	93%	G	↑	Frances Craven	
6	KS2 - % level 4+ reading, writing & maths (indicator redefined from 2013)	80%	77%	78%	A	↑	Frances Craven	Validated figures show an increase in performance compared with last year.
7	Oxfordshire's rank nationally for KS2 Level 4+ reading, writing & maths	Top quartile by 2014	2nd quartile	2 nd quartile (39 th)	A	↑	Frances Craven	
8a	% making expected 2 levels of progression KS1-2 reading	77%	92%	90%	G	↓	Frances Craven	
8b	% making expected 2 levels of progression KS1-2 writing	87%	92%	93%	G	↑	Frances Craven	
8c	% making expected 2 levels of progression KS1-2 maths	88%	88%	89%	G	↑	Frances Craven	
9	Number of primary schools below KS2 Floor Standard	2	1	7	R	↓	Frances Craven	
10	KS4 - % 5A*-C including English & maths	61%	57.9%	60.6%	A	↑	Frances Craven	Updated with validated figures
11	Oxfordshire's rank nationally for KS4 – 5A*-C including English and maths	Top quartile by 2014	3 rd quartile (88 th)	3 rd quartile (80 th)	A	↑	Frances Craven	Updated with validated figures. Oxfordshire was only 0.3%points away from being in the second quartile. In order to be in the top quartile this year you needed to reach 63.8%
12a	% making expected 3 levels of progression KS2-4 – English	70%	65%	71%	G	↑	Frances Craven	Updated with validated figures
12b	% making expected 3 levels of progression KS2-4 – Maths	72%	71%	72%	G	↔	Frances Craven	Updated with validated figures
13	Number of secondary schools below KS4 Floor Standard	0	1	0	G	↑	Frances Craven	
Narrowing the Gap								
14a	FSM pupils - % making expected progress KS1-2 Reading	90%	87%	84%	R	↓	Frances Craven	
14b	FSM pupils - % making expected progress KS1-2 Writing	91%	89%	89%	A	↔	Frances Craven	
14c	FSM pupils - % making expected progress KS1-2 Maths	85%	82%	82%	A	↔	Frances Craven	
15a	FSM pupils - % making expected progress KS2-4 English	54%	46%	43%	R	↓	Frances Craven	
15b	FSM pupils - % making expected progress KS2-4 Maths	51%	43%	45%	R	↑	Frances Craven	
16	School Action Plus pupils - % 5A*-C GCSEs including English & Maths	15%	7%	10%	R	↑	Frances Craven	National figures have increased to 23%.
17a	School Action Plus pupils - % making expected progress KS1-2 reading	77%	75%	75%	A	↔	Frances Craven	
17b	School Action Plus pupils - % making expected progress KS1-2 writing	87%	85%	86%	A	↑	Frances Craven	
17c	School Action Plus pupils - % making expected progress KS1-2 maths	70%	68%	73%	G	↑	Frances Craven	
18a	School Action Plus pupils - % making expected progress KS2-4 English	35%	33%	33%	A	↔	Frances Craven	
18b	School Action Plus pupils - % making expected progress KS2-4 maths	30%	25%	24%	R	↓	Frances Craven	
19	Looked After Children - % 5A*-C GCSEs including English & maths	14% (reported cohort)	9.1% (4/44) reported cohort 4.3% (2/47) whole cohort	supressed	R	↓	Frances Craven	Figures supressed due to small numbers. Figure is below the set target
20a	Looked After Children - % making expected progress KS2-4 English	No target set		31% (9/35) reported cohort 30% (11/47) whole cohort	-		Frances Craven	
20b	Looked After Children - % making expected progress KS2-4 maths	No target set		26% (8/35) reported cohort 21% (8/47) whole cohort	-		Frances Craven	

ECONOMY AND ENVIRONMENT:

		Target	Benchmark	Q3	On Target	Direction of travel	Lead Officer	Notes
Maintaining and improving our roads								
1a	Percentage of Category 1A defects made safe within two hours.	98%	2012-2013: 98%	99.4%	G	↓	Mark Kemp	
1b	Percentage of Category 1B defects repaired within 24 hours.	99%	2012-2013: 98%	100%	G	↔	Mark Kemp	
1c	Percentage of Category 2 defects repaired within 28 calendar days.	80%	2012-2013: 75%	91.7%	G	↓	Mark Kemp	
2	Number of highway defects (in comparison to same quarter in previous years)	Maintain levels	Q2 2012-2013: 10291	9092 3.17% increase	G	↔	Mark Kemp	
3	Public satisfaction with the highways service	50%	2011: 49%	50.2%	G	↔	Mark Kemp	
4a	Percentage of principle (A roads) network in need of structural (requiring capital spend) maintenance	5%	Annual indicator based on survey using nationally set methodology	Results due Q4	G	↔	Mark Kemp	
4b	Percentage of non-principle (B + C roads) network in need of structural maintenance	10%	Annual indicator based on survey using nationally set methodology	Results due Q4	G	↔	Mark Kemp	
4c	Percentage of unclassified roads in need of structural maintenance	15%	Annual indicator based on survey using nationally set methodology	Results due Q4	G	↔	Mark Kemp	
5	Percentage of highways maintenance schemes delivered against programme	80%	This figure will be based on progress against agreed definitive programme	100%	G	↑	Mark Kemp	
6	Improve the traffic flow into Oxford (reducing congestion – measured in seconds per mile for the average weighted journey time)	339	Average speed (seconds) on key strategic routes in Oxford using ANPR technology	376	A	↓	Mark Kemp	The trends for journey times for winter quarter are typically longer than for other quarters and the variance from Q2 is not considered exceptional. Target is unlikely to be met but will be close to average journey times over previous years.
Protecting and enhancing the environment through strategy and infrastructure planning								
7	Percentage of minerals and waste applications decided within 13 weeks	70%	National Average 55%	72%	G	↑	Martin Tugwell/Chris Kenneford	
8	Percentage of Council's own development applications decided within 13 weeks	80%	-	66%	R	↓	Martin Tugwell/Chris Kenneford	See Main Report. Overall performance in 13-14 currently 87.5%
9	Percentage of major District Council applications responded to within deadline	80%	-	91%	G	↑	Martin Tugwell/Chris Kenneford	
Reducing the amount of waste going to landfill								
10	Percentage of household waste reused, recycled and composted across the county	61%	First Quartile – 1st	61%	G	↔	Mark Kemp/Trevor Askew	
Providing excellent customer experience through our customer service centre								
11	Customer Service advisors answer calls within 20 seconds	80%	Bucks - 70% in 45 secs Cams - 70% in 20 secs Northants - 80% in 20 secs	84%	G	↑	Graham Shaw/Mark Peet	
12	Percentage of customers that telephone the customer service centre that hang up before the call could be answered	5%	Bucks C/C - 8% Cams C/C - 15% Northants C/C - 5%	5%	G	↓	Graham Shaw/Mark Peet	
13	Customer needs (phone, email, face to face, letters) are dealt with at the first point of call	80%	-	98%	G	↑	Graham Shaw/Mark Peet	
14	Percentage of blue badge applications processed within 20 working days	95%	-	100%	G	↑	Graham Shaw	
15	Maintain a monthly average of 2500 for booked dial-a-ride journey's	Increasing	-	2775	G	↓	Graham Shaw	
16	Percentage of Social Care Assessments completed within 5 workings days	90%	-	96%	G	↓	Graham Shaw	
17	Concessionary fare applications processed within 10 working days	95%	-	95%	G	↓	Graham Shaw	
Effectively managing our property assets								
18	All capital programmes developed and delivered to time and budget	95%	-	88%	G	↔	Mark Kemp/Trevor Askew	
Contract Monitoring								
19	All contracts monitored within the agreed timescales	100%	-	100%	G	↔	Mark Kemp/Trevor Askew	
Financial Performance								
		Target	Financial Monitoring Report (Date)	On Target	Direction of travel	Lead Officer	Notes	
20	Forecast/actual expenditure for Strategy and Infrastructure is in line with the latest agreed budget	< 2.0% of net budget	-£0.309m or - 3.5%	Yes	Underspend increased	Peter Lerner (interim)	Slippage on planned energy reduction projects and underspends on staffing costs.	
21	Forecast/actual expenditure for Commercial Services is in line with the latest agreed budget	<2.0% of net budget	+£0.146m or +0.2%	Yes	Overspend decreased	Mark Kemp	Overspend of £0.811m for Highways Maintenance, offset by underspends on Waste Management, Concessionary Fares and the energy costs of street lighting.	
22	Forecast/actual expenditure for Oxfordshire Customer Services is in line with the latest agreed budget	< 2.0% Of net budget	+£0.019m or +0.02%	Yes (*)	Overspend decreased	Graham Shaw	*% is distorted as budget is net of recharges to other Directorates.	
23	Directorate Reserves (forecast as at 31 March 2014)	-	£7.295m	-	↓	Sue Scane	E&E directorate reserves are forecast to decrease by £6.661m during 2013/14.	
24	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	0	-	n/a	Sue Scane		
25	Planned savings for 2013/14 assumed in the MTFP are expected to be achieved	100% achieved	82.8% achieved	No	% expected to be achieved unchanged	Sue Scane	Where savings are forecast not to be achieved the Directorate is working to find alternatives. The on-going effect has been considered as part of the 2014/15 S&RP process.	

PUBLIC HEALTH

		Target	National Benchmark	Q3	On Target	Direction of travel	Lead Officer	Notes	
NHS Healthchecks									
1	Number of people offered a health check	19557	n/a	20329	G	↑	Val Messenger	-	
2	% uptake of health checks offered	50%	n/a	46%	A	↑	Val Messenger		
National Children's Measurement Programme									
4	% of all children measured in Reception	90%	n/a	93.5%	G	↔	Val Messenger	-	
5	% of all children measured in Year 6	90%	n/a	90.5%	G	↔	Val Messenger	-	
Sexual Health									
6a	Number of staff trained with Safeguarding training (GUM Services)	Level 2	90%	n/a	100%	G	↔	Val Messenger	-
		Level 3	90%	n/a	100%	G	↔		
6b	Number of staff trained with Safeguarding training (CASH Services)	Level 1	90%	n/a	100%	G	↔	Val Messenger	-
		Level 2	90%	n/a	88%	A	↑		
7	Percentage of appointments offered within 48 hours (GUM Services)	99%	n/a	99.8%	G	↓	Val Messenger	-	
8	Percentage of appointments where client is seen within 48 hours of first contact (GUM Services)	85%	n/a	85%	G	↓	Val Messenger	-	
Financial Performance									
		Target	Financial Monitoring Report (Date)	On Target	Direction of travel	Lead Officer	Notes		
9	Forecast/actual expenditure is in line with the latest agreed budget	< 2.0% of gross budget	-£2.386m or -9.4%	No (*)	Underspend increased	Jonathan McWilliam	Funded by a ring-fenced grant. The underspend will be placed in the Grants and Contributions Reserve (Part of Cross Directorate reserves below) for use for Public Health purposes in future years.		
10	Directorate Reserves (forecast as at 31 March 2014)	-	n/a	-	-	Jonathan McWilliam			
11	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	0	-	-	Jonathan McWilliam			
12	Planned savings for 2013/14 assumed in the MTFP are expected to be achieved	n/a	n/a	n/a	n/a	Jonathan McWilliam	Public Health do not have any savings to achieve in 2013/14		
9	Forecast/actual expenditure is in line with the latest agreed budget	< 2.0% of gross budget	-£2.386m or -9.4%	No (*)	Underspend increased	Jonathan McWilliam	Funded by a ring-fenced grant. The underspend will be placed in the Grants and Contributions Reserve (Part of Cross Directorate reserves below) for use for Public Health purposes in future years.		
		-	n/a	-	-	Jonathan McWilliam			

FIRE SERVICE

		Target	National Benchmark	Q3	On Target	Direction of travel	Lead Officer	Notes
1	Number of lives saved per year against the OFRS 10 year 365Alive target through our emergency response and preventative activity concerning fires and road traffic collisions.	37	n/a	51	G	↑	Stuart Garner	Already exceeded 10 year target
2	Amount of money saved to the economy per year from reductions in fires involving homes, business and road traffic collisions	£10,000,000	n/a	£16,548,648	G	↑	Stuart Garner	Already exceeded 10 year target
3	Number of citizens provided with safety advice / education per year	84,000	n/a	239,033	G	↑	Stuart Garner	Already exceeded 10 year target
4	Amount of time fire stations in Oxfordshire are available for emergency response	100%	n/a	91.99%	A	↑	Nigel Wilson	
5	Percentage of vulnerable clients referred from Adult Social Care offered a Home Fire Risk Check	100%	n/a	-	-	-	Stuart Garner	Outturn not available until end of financial year
6	Percentage of Key Stage 4 students offered young driver awareness education programme within academic year	100%	n/a	-	-	-	Pete Cleary	Outturn not available until end of academic year

TRADING STANDARDS

		Target	2012/13 Benchmark	Q3	On Target	Direction of travel	Lead Officer	Notes
1	Money saved for consumers as a result of our interventions	n/a	£424,549	£111,457	N/A	↑	Richard Webb	
2	Consumer Complaint workloads	New indicator	New measure	Priority 1 complaints closed- 45 Priority 2 complaints closed- 369	N/A	Priority 1: ↓ Priority 2: ↑	Richard Webb	
3	Success rate at resolving complaints	TBC	New measure	40%	N/A	↓	Richard Webb	
4	Consumer and business satisfaction levels (3 months in arrears)	-	Consumer 87% Business 96%	Consumer 90% Business NYA	G	↑	Richard Webb	

IMPLEMENTATION OF COMMUNITY LIBRARY MODEL

		Target	National Benchmark	Q3	On Target	Direction of travel	Lead Officer	Notes
	Number of community libraries fully implemented	21 (by April 2015)	n/a	0	G	↔	Karen Warren	-
	Number of community libraries in negotiation period	-	n/a	14	G	↑	Karen Warren	Risen from 11 libraries in Q2

CORPORATE FINANCIAL PERFORMANCE:

		Target	Based on position at end of December 2013 – Reported to Cabinet on 25 February 2014	On Target	Direction of travel	Lead Officer	Notes
1	Forecast/actual expenditure for the Council is in line with the latest agreed budget	< 2.0% of net budget	+£3.021m or +0.7%	Yes	Overspend has reduced since Q2	CCMT	
2	Cross Directorate Reserves (forecast as at 31 March 2014)	-	£11.697m	-	-	CCMT	Includes the Grants and Contributions Reserve, Vehicle and Equipment Reserve and the ICT Projects Reserve. The forecast balance at March 2014 includes £4.897m Dedicated Schools Grant.
3	Corporate Reserves (forecast as at 31 March 2014)	-	£1.560m	-	-	Lorna Baxter	Forecast balance at 31 March 2014 relates to the Efficiency Reserve which will be used to support the Medium Term Financial Plan.
4	Capital Reserves (forecast as at 31 March 2014)	-	£28.892m	-	-	Lorna Baxter	Will be used to finance capital expenditure in future years.
5	Cash Flow Reserves (forecast as at 31 March 2014)	-	£17.858m	-	-	Lorna Baxter	Being used to manage the cash flow implications of the variations to the Medium Term Financial Plan
6	Forecast general balances as a proportion of the original gross budget	-	£17.409m or 1.98%	-	n/a	Lorna Baxter	
7	Forecast total revenue reserves as a proportion of the original gross budget	-	£102.961m or 11.7%	-	n/a	Lorna Baxter	
8	Capital programme use of resources	90%	110% (*)	Yes	Use of resources was 105% (*) in Q2	Sue Scane	(*) Additional schemes have been added to the programme in 2013/14.
9	Capital programme expenditure realisation rate		49%	-	Actual expenditure was 22% of the total forecast expenditure in Q2	Sue Scane	Committed Spend is 79% of the forecast
Chief Executive's Office							
		Target	Based on position at end of December 2013 – Reported to Cabinet on 25 February 2014	On Target	Direction of travel	Lead Officer	Notes
10	Forecast/actual expenditure is in line with the latest agreed budget	< 2.0% of net budget	-£0.338m or -1.6%	Yes (*)	Underspend has increased since Q2	Joanna Simons	Underspend relates to renegotiation of the mortuary contract under Law and Culture. *% is distorted as budget is net of recharges to other Directorates
11	Directorate Reserves (forecast as at 31 March 2014)	-	£2.317m	-	↓	Joanna Simons	Forecast to reduce by £0.584m by 31 March 2014.
12	Number of 2013/14 budget virements requested requiring Council approval as they are a change in policy	-	0	-	n/a	Joanna Simons	
13	Planned savings for 2013/14 assumed in the MTFP are expected to be achieved	100% achieved	100% achieved	Yes	-	Joanna Simons	

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Division(s): N/A

CABINET – 15 APRIL 2014

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref
Cabinet, 13 May 2014	
<ul style="list-style-type: none"> ▪ Flood Risk Management Strategy To seek members approval of the draft Flood Risk Management Strategy prior to formal public consultation. 	Cabinet, Deputy Leader 2013/079
<ul style="list-style-type: none"> ▪ Staffing Report - Quarter 4 - 2013 Quarterly staffing report providing details of key people numbers and analysis of main changes since the previous report. 	Cabinet, Deputy Leader 2013/180
<ul style="list-style-type: none"> ▪ Oxfordshire Growth Board To seek approval of the Constitution of the Oxfordshire Growth Board. 	Cabinet, Deputy Leader 2014/052
<ul style="list-style-type: none"> ▪ Section 75 Agreement To approve amendments to the agreement that governs the pooled budget arrangements between health and social care. 	Cabinet, Adult Social Care 2014/013
<ul style="list-style-type: none"> ▪ Equality Policy 2012-17: Annual Update for 2013/14 and Action Plan for 2014/15 To set out the Council's progress in the second year of the "Equality Policy 2012-2017", approved by Cabinet on 13 March 2012. To seek approval for an updated Action Plan for 2014/15. 	Cabinet, Policy Co-ordination 2014/051

Cabinet Member for Children, Education & Families, 19 May 2014

<ul style="list-style-type: none"> ▪ School Specification for New Primary School for West Witney To seek approval of school specification for new primary school in Witney. 	Cabinet Member for Children, Education & Families, 2014/041
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Cabinet Member for Environment, 15 May 2014

- **SVUK Winnaway Cycle Improvement Project** Cabinet Member
Report on results of public consultation and seek approval to for Environment,
proceed with conversion and construction. Consultation will 2013/184
include three sub-schemes:

 - Winnaway Bridleway
 - A4185 Shared-Use Path
 - A417 Junctions, Harwell

- **Proposed Disabled Persons Parking Places - Oxford City and West Oxfordshire** Cabinet Member
To seek approval to the proposals. for Environment,
2014/031

- **Proposed Traffic Calming and Puffin Crossing - Middleton Stoney Road, Bicester** Cabinet Member
To consider objections to the proposals. for Environment,
2014/040

Cabinet Member for Policy Co-ordination, 19 May 2014

- **Enforcement Policy for Weight Restriction Enforcement in Oxfordshire** Cabinet Member
To seek approval of the prosecution policy relating to the for Policy Co-
breaches of weight restrictions in Oxfordshire. ordination,
2013/156

- **Provision of Gypsy and Traveller Services to Ealing Council** Cabinet Member
To seek approval to enter into an agreement with Ealing Council for Policy Co-
for the provision of traveller site management services to that ordination,
Council. 2014/047

Cabinet Member for Public Health & the Voluntary Sector, 14 May 2014

- **Local Residential Detoxification Project (Howard House)** Cabinet Member
To seek approval of the incurring expenditure for the for Public Health &
commissioning of the Local Residential Detoxification Project Sector,
(Howard House) and to delegate to the Director of Public Health, 2014/048
following consultation with the Cabinet Member for Public Health
& the Voluntary Sector, the authority to determine tenders and
contracts in order to secure provision of services.

▪ **Chill Out Fund 2014/15 - May 2014**

To consider applications received (if any) from the Chill Out for Public Health & Fund.

Cabinet Member
for Public Health &
the Voluntary
Sector,
2013/183

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