OXFORDSHIRE COUNTY COUNCIL
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To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 16 March 2010 at 2.00 pm

County Hall, Oxford, OX11ND

Joanna Simons

Joanna Simons
Chief Executive   March 2010

Contact Officer: **Sue Whitehead**
                              Tel: (01865) 810262; E-Mail: sue.whitehead@oxfordshire.gov.uk

Membership

Councillors

Keith R. Mitchell CBE	-	*Leader*
David Robertson	-	*Deputy Leader of the Council*
Jim Couchman	-	*Cabinet Member for Adult Services*
Ian Hudspeth	-	*Cabinet Member for Growth & Infrastructure*
Louise Chapman	-	*Cabinet Member for Children, Young People & Families*
Michael Waine	-	*Cabinet Member for Schools Improvement*
Rodney Rose	-	*Cabinet Member for Transport*
Mrs J. Heathcoat	-	*Cabinet Member for Safer & Stronger Communities*

*The Agenda is attached. Decisions taken at the meeting
will become effective at the end of the working day on 24 March 2010
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: 20 April 2010

Declarations of Interest

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

The duty to declare …
You must always declare any "personal interest" in a matter under consideration, ie where the matter affects (either positively or negatively):
(i)   any of the financial and other interests which you are required to notify for inclusion in the statutory Register of Members' Interests; or
(ii)   your own well-being or financial position or that of any member of your family or any person with whom you have a close association more than it would affect other people in the County.

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

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

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

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

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

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

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

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

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1. Apologies for Absence

2. Declarations of Interest

- guidance note opposite

3. Minutes (Pages 1 - 6)

To confirm the minutes of the meeting held on 16 February 2010 (**CA3**) and to receive for information any matters arising therefrom.

4. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am on the working day 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. Financial Monitoring - March 2010 (Pages 7 - 78)

Cabinet Member: Leader
Forward Plan Ref: 2009/202
Contact: Kathy Wilcox, Principal Financial Manager Tel: (01865) 323981

Report By: Assistant Chief Executive & Chief Finance Officer

This is the tenth financial monitoring report (**CA6**) for the 2009/10 financial year and covers the period up to the end of January 2010. It includes projections for revenue, balances, reserves and capital monitoring.

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The report sets out explanations where the forecast revenue outturn is significantly different from the budget along with proposals to recover the position where appropriate.

The total in – year Directorate forecast is an overspend of +£4.459m or +1.19% of the latest budget.   After taking into account supplementary estimates requested in this report, those agreed in February but not yet reflected in the forecast plus the supplementary estimate for ICT which requires Council approval in April, the overspend reported this month will reduce to +£1.484m or +0.4% of the budget.

The current position for general balances is set out in Annex 5 and shows a forecast of £10.638m after taking account of agreed and proposed requests for supplementary estimates.   After taking into account the forecast Directorate overspend adjusted for supplementary estimates requested to date the consolidated revenue balances forecast is £9.154m.

The capital monitoring position set out in the report shows forecast expenditure for 2009/10 of £88.4m (excluding schools), a decrease of £1.4m compared to the latest capital programme.

The Cabinet is RECOMMENDED to:

(a)   *note the report; and*

(b)   *approve the supplementary estimate request of £0.425m in relation to winter maintenance in Annex 2f and paragraph 45 and 46.*

7.   Local Transport Plan 2011-2030 Draft Policies (Pages 79 - 92)

Cabinet Member:	*Transport Implementation*
Forward Plan Ref:	*2010/017*
Contact:	*Joanne Clegg, Project Manager (Local Transport Plan) Tel: (01865) 815546*

*Report By: Head of Transport (**CA7**)*

Oxfordshire County Council is required to produce a new Local Transport Plan (LTP3) by April 2011.   LTP3 will help shape Oxfordshire over a 20 year horizon rather than 5 years as in previous LTPs.   This will enable the Plan to encompass the 2026 regional planning horizon and also bring the LTP into line with the county's Sustainable Community Strategy, 'Oxfordshire 2030'.

The purpose of this report is to outline the progress that is being made in developing the LTP3 and inform members of the results of the consultation that has taken place on the draft policies for inclusion in the Plan.   These policies will form the basis on which a draft Plan will be prepared for public consultation.

It was considered the inclusion within the new Plan of a set of explicit transport policies would significantly increase the value of the new Plan.   These policies would be of value in taking and justifying investment decisions, making responses to external

consultation (for instance on government policies and Local Development Frameworks), as support for making recommendations on planning matters and in the preparation of evidence for public inquiries. Consultation was held in January and February 2010 into a draft set of policies and the results of this consultation will be reported to the meeting.

The Cabinet is RECOMMENDED to

(a)   *approve the list of policies set out in Annex 2 to this report, as amended in the light of any further changes agreed resulting from comments made by Stakeholders (as identified in the addendum to this report), as the basis for the development of a draft Local Transport Plan; and*

(b)   *note the timetable for the completion of the Plan.*

8.   Homes & Communities Agency Single Conversation: Local Investment Plan (Pages 93 - 100)

Cabinet Member: Growth & Infrastructure
Forward Plan Ref: 2010/005
Contact: Ian Walker, Spatial Planning Manager Tel: (01865) 815588

Report By: Head of Sustainable Development

This report (**CA8**) outlines the ongoing work with the Homes and Communities Agency to develop a Local Investment Plan (LIP) and Local Investment agreement (LIA) for Oxfordshire. The aim is to produce a final LIP signed off by the Oxfordshire local authorities by 31 March 2010.

The Cabinet is RECOMMENDED to delegate to the Head of Sustainable Development in consultation with the Cabinet Member for Growth & Infrastructure authority to agree to and sign off the final Local Investment Plan.

9.   Wood Farm Primary School and Slade Nursery School (Pages 101 - 112)

Cabinet Member: Children, Young People & Families and Schools Improvement

Forward Plan Ref: 2009/239
Contact: Kevin Griffin, Service Manager - School Organisation & Planning Tel: (01865) 816457

Report By: Director for Children, Young People & Families (**CA9**)

This is a Project Appraisal for one of 2 projects in Oxfordshire to be funded from the first wave of the Department for Children, Schools and Families (DCSF) Primary Capital Programme (PCP). The PCP was established to support the transformation of education, including raising standards and improving the life chances and well being of

children. The government aim is to renew at least half of all primary school buildings by 2022-23 and to create primary schools that are equipped for 21st-century teaching and learning, and are at the heart of their communities with children's services in reach of every family.

This project will completely replace the existing Wood Farm Primary School, Slade Nursery/Children's Centre and community buildings with a new integrated facility for the two schools and the Children's Centre as well as providing space to support community use. The new building will be used to provide a range of accessible services supporting children and families in Wood Farm.

The total estimated cost of the project, inclusive of professional fees and client contingency is £11,750,000. This cost will be met from a variety of funding sources, including the Primary Capital Programme.

The Cabinet is RECOMMENDED to approve Project Appraisal ED749 for replacement of existing buildings at Wood Farm Primary School and The Slade Nursery School & Children's Centre, Oxford as part of the Primary Capital Programme.

10. **Proposal to Expand Larkrise Primary School, Oxford** (Pages 113 - 132)

Cabinet Member:	Schools Improvement
Forward Plan Ref:	2009/190
Contact:	Barbara Chillman, Principal Officer - School Organisation and Planning Tel: (01865) 816459

Report By: Director for Children, Young People & Families (**CA10**)

Larkrise Primary School has a published admission number of 45 children. Due to rising numbers across Oxford City, 60 places were allocated to the school for September 2009. The school now has more than 45 children per year from the Foundation to Year 3 inclusive. Primary Care Trust records and the annual census of local children in early years settings show that the demand for primary school places in Oxford is rising, and schools in this area will not have enough room in future years

Larkrise Primary School has been identified as a high priority school through the Primary Capital Programme locality review process, which also recommended that options should be explored to accommodate the rising numbers of statutory age range pupils in the Cowley/Iffley locality.

This report considers a proposal to increase the admission number from 45 to 60 children, on a permanent basis from September 2010. This will eventually increase the school's total roll from its current 349 children in Years F-6 (September 2009 pupil census) to a maximum of 420. This expansion has been the subject of an informal consultation in south east Oxford.

A decision is sought as to whether to proceed to issuing a statutory notice to expand the school, in accordance with The Education and Inspections Act 2006 (EIA 2006) and The School Organisation (Prescribed Alterations to Maintained Schools)(England)

Regulations 2007 (as amended by The School Organisation and Governance (Amendments)(England) Regulations 2007 which came into force on 21 January 2008).

The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of Larkrise Primary School, Oxford.

11. The Cooper School, Bicester (Pages 133 - 140)

Cabinet Member:	Schools Improvement
Forward Plan Ref:	2009/238
Contact:	Kevin Griffin, Service Manager - School Organisation & Planning Tel: (01865) 816457

Report By: Director for Children, Young People & Families (**CA11**)

This Project Approval Report is for the construction of a new Sixth Form Centre at The Cooper School, Bicester. Cabinet approved a statutory proposal to extend the age range of The Cooper School to include a new sixth form at its meeting 26 May 2009. The new sixth form is required to be operational from 1 September 2011.

The addition of a Sixth Form at The Cooper School is part of a broader 14 - 19 strategy in Bicester. The Cooper School will continue to work closely with the other secondary school in the town, Bicester Community College, Bardwell Special School and Oxford and Cherwell Valley College to jointly offer a wide range of academic and vocational courses. The addition of a sixth form at The Cooper school will provide an additional educational opportunity in a town which currently offers little choice post-16.

The sixth form centre will be housed in a new purpose built building. To ensure that sufficient accommodation is in place to support the change in age range at the school the project also includes an extension to the school's science faculty to provide 2 additional science laboratories and alterations to the Design & Technology area to create an engineering workshop.

The Cabinet is RECOMMENDED to approve Project Appraisal ED747 for the provision of new Sixth Form Accommodation at Cooper School, Bicester.

12. City Centre Street Scene Manual (Part One) (Pages 141 - 174)

Cabinet Member:	Growth & Infrastructure
Forward Plan Ref:	*2010/003*
Contact:	Martin Kraftl, Senior Transport Planner Tel: (01865) 815786

Report By: Head of Transport (**CA12**)

The purpose of this report is to update members on progress in producing the Oxford city centre street scene manual: part one, and to seek approval of the manual. The manual has been jointly produced by Oxford City Council and Oxfordshire County Council, with support from the West End Partnership. The report also seeks approval for officers to start work on some immediate actions that flow from the manual.

The Cabinet is RECOMMENDED to

(c) *endorse the Oxford city centre street scene manual: part one as the basis for the design, maintenance and management of streets in Oxford city centre;*

(d) *authorise the Head of Transport, in consultation with the Cabinet Members for Growth and Infrastructure and Transport Implementation, to make minor amendments to the document;*

(e) *instruct officers to continue to work with Oxford City Council to develop subsequent parts of the manual; and*

(f) *instruct officers to work on the proposed immediate actions at Annex* Error! Reference source not found.Error! Reference source not found. *and report to the Cabinet Member for Transport Implementation.*

13. IRMP Action Plan - final (Pages 175 - 206)

Cabinet Member	Safer & Stronger Communities
Forward Plan Ref:	Ref: 2009/151
Contact:	Martin Crapper, Community Safety Service Delivery Manager Tel: (01865) 852171 *Ref: 2009/:*

Report By:	Head of Community Safety & Chief Fire Officer

This report (**CA13**) proposes the projects to be included within the Fire Authority's Integrated Risk Management (IRMP) Action Plan for the fiscal year 2010-11. The proposals summarise those areas where the Service's Strategic Leadership Team believe service improvements should be made. To meet the requirements of the IRMP process, each proposal is supported by robust evidence, validating both their inclusion and their contribution to improved community safety and/or firefighter safety. Similarly, each proposal is cognisant of the prevailing economic constraints.

The proposals for the 2010-11 Action Plan are as follows:-

Project 1: Day crewing review at Abingdon and Didcot Fire Stations.

Project 2: Special appliance review, including a review of aerial rescue appliances and specialist rescue capability.

Project 3: Use of operational staff to deliver our obligations under the Fire Safety Order.

Project 4: Review of our co-responder arrangements with South Central Ambulance Service.

Project 5: Review prevention and risk reduction.

Project 6: Operational resilience review.

Project 7:   Further development of the Services approach to the Equality framework for Local Government.

The above proposals have been subject to a 12 week public consultation period during which stakeholders (internal and external) have had the opportunity to comment and pass observations either through e-mail, OCC Consultation Portal or directly by letter. In addition to the electronic availability of the proposals, the Cabinet Member for Safer and Stronger Communities and Fire and Rescue Service (FRS) managers held four public meetings; two meetings at Service Headquarters Kidlington and two further meetings, one in Abingdon and one in Didcot. Overall some 3,000 replies have been received primarily objecting to Project 1 – Day crewing review at Abingdon and Didcot Fire Stations.

The above proposals, if approved by Cabinet, will be included in the final version of the IRMP Action Plan 2010-11. Each project will be subject to close monitoring and reviewed every quarter through the Project Implementation Team (PIT). Progress will be reported to the Cabinet Member for Safer and Stronger Communities (SSC) and copied to the chairman of the Safer & Stronger Communities Scrutiny Committee every quarter.

The Cabinet is RECOMMENDED:

(a)   **to approve all seven of the proposed projects for inclusion in the IRMP action plan 2010/11;**

(b)   **in light of the concerns expressed through the extensive internal and external consultation, to instruct the Chief Fire Officer to mitigate as far as practicable concerns raised when considering any future duty system;**

(c)   **in recognising the public concern around the potential impact of project one on attendance times to incidents during specific short periods, to instruct the Chief Fire Officer to report to the Cabinet Member for Safer and the related Scrutiny Committee on a four monthly basis in the first twelve months after implementation. This report to also include details of the beneficial elements to RDS stations from the staff redeployment of the four Watch Managers; and**

(d)   **to instruct the Chief Fire Officer to provide performance data relating to the implementation of project one to the South and Vale of White Horse District Councils and Abingdon and Didcot Town Councils.**

14.   Oxfordshire Economic Assessment (Pages 207 - 326)

Cabinet Member:	*Growth & Infrastructure*
Forward Plan Ref:	2010/026
Contact:	Dave Waller, Economy Spatial Planning & Climate Change Manager Tel: (01865) 810813

Report By: Head of Sustainable Development (**CA14**)

To approve the draft of the Oxfordshire Economic Assessment for wider consultation. This consultation will seek the views from partners on how the assessment could be improved.

The Cabinet is RECOMMENDED to approve the two reports, the first a summary of findings and the second the full economic assessment as the basis for consultation with Oxfordshire Partnership members and others.

15. **Performance Management: 3rd Quarter Progress Report Against Priorities and Targets** (Pages 327 - 328)

Cabinet Member: Deputy Leader
Forward Plan Ref: 2009/204
Contact: Alexandra Bailey, Corporate Performance and Review Manager Tel: (01865) 816384

Report By: County Council Management Team

The report (**CA15**)shows the council's performance in the four key areas of: customer, projects, finance, and people. Progress against targets is shown by directorate, including a summary of what is going well, what needs to develop, and what requires attention. This is the performance report for Q3 2009/2010.

The Cabinet is RECOMMENDED to note this report.

16. **Establishment Review - March 2010** (Pages 329 - 334)

Cabinet Member: Deputy Leader
Forward Plan Ref: Ref: 2009/203
Contact: Sue Corrigan, Strategic HR Manager Tel: (01865) 810280

Report By: Head of Human Resources

This report (**CA16**) gives an update on activity since the implementation of the Establishment Review and associated Recruitment Approval process on 1 August 2005. It provides detail on the overall objectives of the review and summarises progress made against the targets which were agreed to ensure delivery of those objectives. Details of the agreed establishment figure at 31 December 2009 in terms of Full Time Equivalents is provided, together with the detailed staffing position at 31 December 2009. These are shown in the report by directorate and service area.

The report also provides information on current activity and in addition there is information on grant funded posts and those vacancies which are being covered by agency staff and at what cost.

The Cabinet is RECOMMENDED to:

(a)   note the report;

(b)   confirm that the Establishment Review continues to meet the Cabinet's

requirements in reporting and managing staffing numbers.

17. **Forward Plan and Future Business** (Pages 335 - 338)

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 **CA17.** 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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CABINET

MINUTES of the meeting held on Tuesday, 16 February 2010 commencing at 2.00 pm and finishing at 2.30 pm

Present:

Voting Members: Councillor Keith R. Mitchell CBE – in the Chair
                              Councillor David Robertson (Deputy Chairman)
                              Councillor Jim Couchman
                              Councillor Ian Hudspeth
                              Councillor Louise Chapman
                              Councillor Rodney Rose
                              Councillor Mrs J. Heathcoat

Other Members in Attendance:

Officers:

Whole of meeting   Chief Executive, S. Whitehead (Democratic Services)

Part of Meeting
Agenda Item   **Officer Attending**
6.   L. Baxter (Financial Planning)
7.   C. Phillips (Partnerships)

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, together with a schedule of addenda tabled at the meeting, and decided as set out below. Except insofar as otherwise specified, the reasons for the decisions are contained in the agenda, reports and schedule, copies of which are attached to the signed Minutes.

14/10 APOLOGIES FOR ABSENCE
(Agenda Item. 1)

Apologies for absence were received from Councillor Michael Waine.

15/10 MINUTES
(Agenda Item. 3)

The minutes of the meeting held on 19 January 2010 were approved and signed.

16/10 QUESTIONS FROM COUNTY COUNCILLORS
(Agenda Item. 4)

Councillor Fooks had given notice of the following question to the Deputy Leader:

"Now that a new phone system has been installed in County Hall, can we be updated with the improvements or otherwise to customer service at the reception area? Has the number of calls dropped been logged to compare with previous statistics? Are the staff now better equipped with team numbers to help them find a staff member on request?"

Councillor Robertson:

"The receptionists now have five information sources to help them direct customers currently –

- The intranet
- MyConnections staff directory
- Avaya phone user listing
- A local phone directory they can add their own numbers to
- A list of frequently used numbers such as district councils, key teams like Access, Admissions etc.

These latter four sources are available directly in the new console, so they can look up a number and transfer the call.

MyConnections is maintained by individual members of staff. We have put frequent reminders on the intranet news page to get people to update their own details, and to remind colleagues to do likewise. The vast majority of people have updated their details, so this information is more current than the directory they had on the old console.

The console gets a copy of MyConnections every day, so it's currency really depends on people taking responsibility for updating their own details.

Current reporting situation

We can now produce reports on how many calls are coming in, how many are abandoned, and the length of time before they are abandoned.

The new console has a message for callers queuing (activates after 30 seconds) saying reception are busy, and asking people to hold or to look at the website for information.

Future Plans

In the future this switchboard number will be developed and supported with a new knowledge management system and performance reporting, so that more queries can be answered rather than transferred and improved call handling data will be available. There will also be a larger number of staff taking central ownership for MyConnections – encouraging colleagues to make sure that their profiles on the staff database are up to date, which includes their team contact details, for when transfers are necessary.

Supplementary question:

Councillor Fooks stated that all the sources of information took time to look up. She was concerned that calls were being lost as those being called were on voice mail. She asked whether the Cabinet Member would consider having someone to observe the receptionists so that he could see the conflicting demands made on them.

Councillor Robertson replied that the additional method of information had been available for two years. People would be reminded again about the need for photos and to update information. He agreed that voice mail was frustrating and that he would arrange for instructions to be given to staff. Monitoring of the switchboard happened on a regular basis.

17/10 FINANCIAL MONITORING - FEBRUARY 2010
(Agenda Item. 6)

Cabinet received the ninth financial monitoring report for the 2009/10 financial year and covers the period up to the end of December 2009. It included projections for revenue, balances, reserves and capital.

The in – year Directorate forecast was an overspend of £4.305m.

The current position for general balances as set out in the addenda showed a forecast of £11.063m after taking account of agreed and proposed requests for supplementary estimates. After taking into account the forecast Directorate overspend, adjusted for the supplementary estimates for ICT and Southwark Judgement requested in this report, the consolidated revenue balances forecast was £9.308m.

The Leader highlighted continuing pressures relating to young unaccompanied asylum seekers, children's placements and pooled budgets. A supplementary estimate would address the ICT overspend. He commended the transport budget that was on track. The capital programme was also on track. Cabinet noted the action being taken as detailed by individual Cabinet Members.

RESOLVED: to:

(a) note the report;

(b) approve the virements as set out in Annex 2a;

(c) approve the proposed new music service charges as set out in Annex 8;

(d) note the addition to the Older People & Physical Disabilities Pooled Budget of £0.320m extra residential and Fairer Charging income in 2009/10;

(e) approve the supplementary estimate request of £0.300m for costs relating to the Southwark Judgement as set out in paragraph 11 and Annex 2f;

(f) agree to recommend Council to approve the supplementary estimate request of £2.250m for ICT as set out in paragraph 57 and Annex 2f, at their meeting on 6 April 2010; and

(g) approve the write off of the bad debt of £13,000 as set out in paragraph 71.

18/10 ENDORSEMENT OF THE CHERWELL SUSTAINABLE COMMUNITY STRATEGY, OUR DISTRICT, OUR FUTURE
(Agenda Item. 7)

Cabinet considered the Cherwell Sustainable Community Strategy, Our District, Our Future. The county council was a key partner in the Cherwell LSP and was involved in the development of the strategy and consultation on its priorities. Cabinet had endorsed the other four district strategies last year.

RESOLVED: to endorse the Cherwell sustainable community strategy and commit its support to delivery of the priorities identified.

19/10 REVIEW OF DELEGATION TO CABINET MEMBERS
(Agenda Item. 8)

Cabinet considered a report reviewing the working of the Transport Decisions Committee now it had been operating for six months, and to consider future arrangements including any necessary changes to the delegation to the relevant Cabinet Members.

RESOLVED*:*   to:

(a)   note the Leader of the Council's decision that the Cabinet Member for Transport Implementation be re-designated as Cabinet Member for Transport;

(b)   note the Leader of the Council's decision to wind up the Transport Decisions Committee with effect from 1 March 2010 and to authorise the discharge of its functions to be exercised by the Cabinet Members for Transport and Growth & Infrastructure as set out in their respective portfolios; and

(c)   authorise the Assistant Head of Legal & Democratic Services to take all necessary steps to bring the arrangement at (b) into effect from that date, including:

     (i)   the setting of provisional dates and venues for delegated decision sessions for the Cabinet Member for Transport, in consultation with the Cabinet Member for Transport and the Director for Environment & Economy; and

     (ii)   making the arrangements known to other members and to officers.

20/10   FORWARD PLAN AND FUTURE BUSINESS
(Agenda Item. 9)

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   2010
       ....

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Division(s): N/A

CABINET – 16 MARCH 2010

FINANCIAL MONITORING

Report by the Assistant Chief Executive & Chief Finance Officer

Introduction

1.   This report sets out the Council's forecast financial position for the 2009/10 financial year based on ten months of actuals to the end of January 2010. It includes projections for revenue, balances, reserves and capital and a capital programme update. The report sets out explanations where the forecast revenue outturn is significantly different from the budget along with proposals to recover the position where appropriate.

2.   The total in – year Directorate forecast is an overspend of +£4.459m or +1.19% of the latest budget.   After taking into account supplementary estimates requested in this report, those agreed in February but not yet reflected in the forecast plus the supplementary estimate for ICT which requires Council approval in April, the overspend reported this month will reduce to +£1.484m or +0.4% of the budget.

Original Budget 2009/10 £m		Latest Budget 2009/10 £m	Forecast Outturn 2009/10 £m	Variance Forecast Jan 2010 £m [1]	Variance Forecast Jan 2010 % [1]
98.277	Children, Young People & Families	96.988	98.251	+1.263	+1.30
166.800	Social & Community Services	167.113	167.911	+0.798	+0.48
68.631	Environment & Economy	70.329	70.673	+0.344	+0.49
29.908	Community Safety & Shared Services	30.656	30.316	-0.340	-1.11
9.426	Corporate Core	10.165	12.559	+2.394	+23.55
373.042	**In year Directorate total**	**375.251**	**379.710**	**+4.459**	**+1.19**

Plus: City Schools Reorganisation	+0.775	
Plus: Reallocation of Dedicated Schools Grant (see paragraph 23)	+2.101	
Plus: City Council Contract ICT Refresh	+1.500	
Total Variation	**+8.835**	

3.   The current position for general balances is set out in Annex 5 and shows a forecast of £10.638m after taking account of requests for supplementary estimates.   After taking into account the forecast Directorate overspend

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[1] The variance has been calculated as the difference between the latest budget and forecast outturn. The percentage is a measure of variance to latest budget. Variations are shown as overspend (+) or underspend (-).

adjusted for supplementary estimates requested to date the consolidated revenue balances forecast is £9.154m. [2]

4.   Figures for each Directorate are summarised within the Annexes and individual Directorate reports setting out the detail have been placed in the Members' Resource Centre.

5.   The following Annexes are attached:

Annex 1 (a-e)   Forecast Revenue Outturn by Directorate
Annex 2 (a-f)   Virements and Supplementary Estimates
Annex 3 (a-b)   Specific grants monitoring
Annex 3c   Area Based Grants
Annex 4   Forecast earmarked reserves
Annex 5   Forecast general balances
Annex 6 (a-g)   Capital monitoring
Annex 7   Treasury Management Lending List

Part 1 - Revenue

6.   The forecast revenue outturn by Directorate based on the position to the end of January 2010 is set out below. Significant issues or movement in the variances are commented on below along with the management action being taken.

Children Young People & Families: £1.263m or +1.30% in-year Directorate overspend (£4.139m total overspend including £0.775m relating to the City Schools Reorganisation and £2.101m on services funded by Dedicated Schools Grant (DSG)).

Young People & Access to Education

7.   The overall forecast for Young People & Access to Education is an underspend of -£0.024m, a reduction of £0.133m since the last report. Within this there are a number of offsetting variations.

8.   An overspend of £0.107m on Services to Disabled Children is now expected, a decrease of £0.054m since the last report. This is a result of a more detailed review of future commitments being undertaken. Although the position has improved, there are a number of cases where the funding which is split between the council and the Primary Care Trust has not been finalised. This means the position is likely to change again before the year end.

9.   The underspend of -£0.188m on Connexions is virtually unchanged since the last report. This will need to be carried forward to 2010/11 to fulfil the contract commitments in place.
Children and Families

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[2] The consolidated revenue balances forecast is the forecast general balances less the forecast Directorate in-year overspend adjusted for supplementary estimates requested to date.

10.   Children & Families remains the most significant area of overspending for the Directorate with a forecast overspend of £3.608m. However, the forecast has decreased by £0.484m since last month. The forecast overspend for the Service Area assumes that £0.523m carry forward from 2008/09 which was placed in reserves to offset pressures will be utilised in this area on a one off basis.

11.   The anticipated overspend on Placements is forecast to be £1.817m, compared to £1.807m last month. There has been a 22% rise in the number of children entering care this year, although this is still under the average figures for our statistical neighbours[3]. Additionally, in line with the Children Act 2008, children and young people aged 16 plus are staying in care for longer periods with more participating in further and higher education. Another particular pressure this year has been the increased demand for secure placements for children with complex mental health needs, 636 days this year compared to zero last year. At present there are 107 placements as compared to 111 at the end of December 2009. In January 3 placements started and 7 placements ended, of which 3 were very high cost. Although the number of placements has decreased this month the actual number of placement days required was higher than originally forecast in January, which has also had an impact on the forecast for the remainder of the year.

12.   There is no change to the forecast costs relating to the Southwark Judgement where authorities now have to consider homeless children as looked after children. A supplementary estimate of £0.300m was requested in the last report to cover the forecast costs, which was agreed by Cabinet on 16 February 2010. This will be reflected in the position as at the end of February in the next report.

13.   The forecast overspend on Services for Asylum Seekers is now £1.019m, compared to £1.519m last month. The forecast still assumes that £1.000m of the overspend will be funded from the reserve created at the end of 2008/09 for anticipated future pressure. Of the total overspend, £0.590m relates to the overspend carried forward from 2008/09 and the remaining £0.429m relates to this financial year. Agreement has now been reached with UK Border Agency on a number of disputed cases and the service is expected to receive income of £0.442m. The forecast has also been updated to reflect new cases and the expected income for these clients. Currently the forecast does not include any Special Circumstances Grant for 2009/10. An update on the potential for receiving this grant will be provided in the next report following the joint councils meeting on 25 February 2010.

14.   Transport costs associated with Children Looked After continue to forecast an overspend of £0.360m as a result of an increase in the number of family visits required. The ongoing effect of this has been recognised as part of the 2010/11 budget agreed by Council in February 2010. Foster care placements are forecast to overspend by £0.070m, whilst legal fees in this area are forecast to overspend by £0.110m. In addition, Adoption and Special Guardianship Orders are forecast to overspend by £0.394m.   Of this, £0.289m relates to Special Guardianship Orders where the service has been

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[3] Based on April 2009 figures

experiencing increased demand as noted previously. As reported previously, there is also a pressure of £0.850m arising from pressures and savings that were not reallocated to the appropriate Service Area.

Raising Achievement Service

15.   The Raising Achievement Service (RAS) is now reporting an overspend of £0.012m compared to £0.203m last month. The Outdoor Education Centres are forecasting an overspend of £0.162m offset by an underspend of -£0.150m within other RAS services, of which -£0.115m relates to an underspend on staffing within Special Educational Needs.

16.   Earlier in the year it was reported that there was a pressure within this service area resulting from changes made to schools subscriptions (OQSA) meaning the income target of £0.970m was no longer achievable. In 2009/10 on a one-off basis the service is now able to meet this pressure itself as a result of utilising underspends on Area Based Grant, through some income generation and underspends on staffing. The impact on future years has been addressed through the 2010/11 – 2014/15 Service & Resource Planning process and the financial restructuring exercise that has been carried out in 2009/10.

Commissioning, Performance & Quality Assurance (CPQA)

17.   The total underspend for CPQA has decreased by £0.076m to -£0.790m. Within the total, Home to School Transport is now projecting an underspend of -£1.129m. Extended Rights to Free Travel, which is funded from Area Based Grant, continues to forecast an underspend of -£0.300m.

18.   The Children's Information & Integration Programme (ChIIP) which will provide improved information about the children in our care, is projecting an overspend of £0.326m.

19.   There are a number of cross-directorate issues totalling £0.471m that need to be addressed by the whole directorate rather than just CPQA. The ongoing effect has been addressed in the 2010/11 budget through the Service & Resource Planning Process.

20.   An overspend of £0.399m was brought forward from 2008/09 in respect of costs relating to the restructuring of the Directorate. In 2009/10 it is currently forecast that £0.202m of this overspend will be met from savings resulting from the restructure. If this trend continues the carry forward should be repaid by the end of 2010/11.

21.   In respect of the Premature Retirement Compensation budget, there is currently £0.343m left to spend on new cases before the year end which is currently not committed. This may change before the year-end depending upon any new cases being brought to the severance panel.

Dedicated Schools Grant (DSG) Funded Services

22.   The total overspend on DSG funded services is £0.558m. Out of County Placements is now predicted to overspend by £0.027m, a decrease of £0.209m since the last report due to changes made in forecast commitments. Nursery Education Funding is continuing to project an overspend of £0.504m. Statementing is now projecting to break-even due to staff appointments falling into 2010/11.

23.   As noted previously the allocation of DSG across non-school services has been reviewed. The total available to reallocate to County Council funded areas to reduce the overspend now stands at £2.101m, a decrease of £1.221m since last month. It was previously anticipated that £0.871m would be recouped from schools in 2009/10 in relation to some of their repair and maintenance costs. In addition it has been noted previously that £0.350m of may be required for Early Years Development projects. As commitments have now been made against this sum it has been excluded from the amount available. £1.471m of the total available relates to one - off carry forward from 2008/09 so is not recurring funding that will be available in future years, whilst the remainder is ongoing. The first call on this amount will be to offset the overspend of £0.558m.

Action Plan – Overall Plan for CYP&F Directorate

24.   The forecast in-year overspend of £1.263m assumes the reallocation of DSG to core areas (£2.101m) and also the use of the CYP&F reserve created from 2008/09 underspends carried forward (£1.523m). It also assumes that the reported underspends will offset overspends in other service areas.

Social & Community Services: £0.798m overspend

25.   Social & Community Services are forecasting an overspend of £0.798m against a budget of £167.113m, a variation of +0.48%. The overspend has increased by £0.320m since the last report. The movement reflects the use of £0.720m underspends and additional income received in 2009/10 in Social Care for Adults to increase the Council's contribution to the Older People and Physical Disabilities Pooled Budget as set out in the previous report. This is offset by an increase of £0.400m in client income and Older People Fairer Charging Income.

Community Services

26.   The forecast overspend for Adult Learning has decreased from £0.323m to £0.265 due to a variation in Learning and Skills Council (LSC) grant. As reported previously radical changes in the Service are required as part of a four year action plan to balance the service to the funding available and repay supplementary estimates of £0.181m. The final overspend at year end will be carried forward to 2010/11 and recovered in line with the plan.

27.   The Music Service forecast overspend remains at £0.126m. A four year Music Service Change Programme has been drawn up to bring the service to a break-even position over this period.
Social Care for Adults

28. The overspend in Social Care for Adults is now £0.330m. This has increased by £0.328m since the last report.

29. The forecast underspend for Services for all Client Groups has decreased by £0.369m to -£0.037m. This is largely due to the agreed transfer of £0.150m to the Older People and Physical Disabilities (OP&PD) Pooled Budget and £0.051m to Learning Disabilities (LD) Pooled Budget. £0.145m of Carers' Grant funding has been transferred from this budget to the OP & PD Pooled Budget (£0.105m) and the LD Pooled Budget (£0.040m).

30. Within Older People and Physical Disabilities the overachievement of client income is now forecast to give an underspend of -£0.706m compared to -£0.506m last month. The increase in client income is due to the increased numbers of clients using the services. As previously reported £0.150m has been used to increase the contribution to the OP & PD Pooled Budget to help reduce the forecast overspend.

31. Offsetting that, the Older People Care Management Teams are now forecasting an overspend of £0.543m. This is associated with costs of additional staff required for safeguarding work, to reduce waiting lists and delayed transfers of care and to meet other key performance targets. Based on current activity levels Older People fairer charging income is forecast to be overachieved by -£0.130m.

32. The pressure within Learning Disabilities Internal Services is forecast at £0.458m compared to £0.448m last month. The Integrated Mental Health Services contribution to the Mental Health pooled budget is now forecasting to overspend by £0.150m due to an increase in client numbers. Strategy & Transformation are now forecasting an overspend of £0.050m.

Pooled Budgets

Older People, Physical Disabilities & Equipment Pool

33. The forecast outturn on the Older People and Physical Disabilities Pooled Budget is an overspend of £5.399m as shown in the table below. This has decreased by £2.838m since last month. The main reason for the reduction is due to additional contributions to the pool made by the Council and Primary Care Trust (PCT). The forecast also takes account of the use of the Older People Pooled Budget Reserve of £1.130m created in 2008/09 to fund the extra commitments in 2009/10 resulting from the Continuing Care Framework and additional placements.

34. The Council element of the Pool is forecast to overspend by £0.791m, a decrease of £1.797m from last month. The reduction is mostly due to the increased contributions of £1.220m as agreed in the previous report, the transfer of £0.105m of Carers Grant into the pool and reductions of £0.217m on the forecast spend on residential and nursing services and £0.255m on External Home Support.

35.   The forecast overspend on the PCT element of the pool reflects the estimated year end position on Continuing Health Care. The forecast includes an additional contribution of £2m which was made by the PCT in January 2010. A further contribution of £2m has subsequently been made in February, with a further amount expected in March. The February and March contributions are not reflected in the forecast as at the end of January.

36.   The Continuing Health Care assessments provision of £1.893m that was set up is 2008/09 is no longer required in full. £0.742m of this provision has been released to fund other pressures within the PCT pooled budget this month. Work associated with this provision is continuing and thus may result in further amounts being made available before the year end to offset some of the overspend.

37.   The forecast overspend on the PCT elements have only reduced by £0.960m despite the additional contribution of £2m. This reflects the continued slower than expected reduction in numbers of clients currently qualifying for Continuing Health Care resulting from the on-going reviews. The slower reductions in the number of new placements are also affecting the position. The forecast will continue to be monitored monthly to take account of the actual activity levels. The PCT is responsible for any financial risk arising if the predicted savings are not achieved.

Latest Budget		Forecast Variance January 2010			Forecast Variance December 2009	Change in Variance
2009/10 £m		OP £m	PD £m	Total £m	Total £m	Total £m
88.970	**OCC Elements** Forecast in-year variance	0.246	0.545	0.791	2.588	-1.797
26.880	**PCT elements** Forecast in-year variance	2.183	2.065	4.248	5.208	-0.960
116.850	**Total Older People & Physical Disabilities**	**2.429**	**2.610**	**5.039**	**7.796**	**-2.757**
1.658	Equipment Pool	0.360	0	0.360	0.441	-0.081
118.508	**Total - Older People, Physical Disabilities & Equipment Pool**	**2.789**	**2.610**	**5.399**	**8.237**	**-2.838**

38.   An overspend of £0.360m is forecast on equipment, a reduction of £0.081m since last month. This is the fourth month when the forecast has been reduced. This reflects work commissioned to identify the reasons for the over spend and to develop an action plan to reduce the level of overspending.

Learning Disabilities Pool

39. As shown in the table below the Learning Disabilities Pooled Budget is currently forecasting an over spend of £0.506m, a decrease of £0.395m from the previous report.

40.

Latest Budget £m		Variance January 2010 £m	Variance December 2009 £m	Change in Variance £m
42.903	**OCC contribution**	0.352	0.522	-0.170
31.261	**PCT contribution**	0.154	0.379	-0.225
74.164	**Total - Learning Disabilities**	**0.506**	**0.901**	**-0.395**

41. The Learning Disabilities Pooled Budget has increased by £0.259m due to an additional contribution of £0.168m from the PCT and an additional £0.091m transferred from other OCC budgets as reported in the previous report. This has contributed to the reduction in the forecast overspend.

42. Further efficiency savings of £0.330m have been brought into the budget this month together with a reduction of £0.009m on In-Patient Service Contract. These savings have been partially offset by increased spends on Out of Area Treatments and increased commitments resulting from the January Panel decisions. The forecast does not take into account future panel decisions which could result in additional spending in the region of £0.120m by year end.

43. The forecast includes the efficiency savings identified in the 2009/10 budget process which have already been achieved. Further efficiency savings of £0.650m have not yet been delivered; £0.300m is likely to be achieved. This is due to an income shortfall from changed patterns of service provision, the unsuccessful outcome of a Housing Benefits Tribunal and revised forecast start dates for funding responsibility transfers. Work is continuing to contain spending in this financial year by identifying any over-commitment in budgets, minimising spend and maximising savings and checking detailed Independent Living Fund income against forecasts. However pressures resulting from the underachievement of efficiency targets and potential pressures from future panel decisions could result in an overspend in the region of £0.326m at year end.

Environment & Economy: £0.344m overspend

44. The overall position for Environment & Economy is a forecast overspend of £0.344m, or 0.49%, of the latest budget of £70.329m. This has decreased by £0.138m since the last report.

45. The net overspend position across Transport is now £0.470m, a decrease of £0.097m since last month. The final cost of additional winter maintenance reflecting the bad weather up to the end of January 2010 is valued at £0.425m. This is £0.045m lower than reported in the addenda to the Service & Resource Planning report to Cabinet on 19 January 2010.

46. Cabinet are recommended to approve a supplementary estimate of £0.425m to cover these costs in line with Council policy. If there is further bad weather in March 2010 a further supplementary estimate request will be made.

47. The underlying underspend in Sustainable Development is -£0.658m. However, as noted last month the forecast assumes that £0.500m of the underspend will be transferred to reserves to support the funding of the Waste Recycling Strategy along with £0.695m budget set aside for the purchase of Landfill Allowance Trading Scheme (LATS) allowances which will not be needed in 2009/10. After these adjustments have been taken into account the forecast underspend remaining in Sustainable Development is –£0.280m. -£0.153m of this relates to the contribution the Council would have made to enhance the infrastructure of the project team for the West End Project and was reliant on the other partners contributing a similar amount.

48. Property Services is expected to come in on budget. However, within this forecast is a forecast overspend of £0.160m on repairs and maintenance off-set by an underspend on rents budgets. The position is also based on a number of assumptions. The overspend of £0.200m relating to the Better Offices Programme will be funded from balances if it cannot be managed within the Directorate as this is a Corporate pressure (if required, a supplementary estimate request will be made in the report to Cabinet on 20 April 2010). An overspend of £0.113m on non – domestic rates will also be a call on balances at year end in line with Council policy.

49. Business Support is forecast to overspend by £0.156m as a result of increased legal recharges and other pressures.

Community Safety & Shared Services: £0.340m underspend

50. Community Safety is forecasting an underspend of £0.340m, or -1.11%, compared to an overspend of £0.049m last month, a decrease of £0.389m. The main areas of movement relate to the Fire & Rescue Service who are reporting a reduction of -£0.189m. Shared Services are now reporting an underspend of -£0.300m compared to -£0.100m as previously reported.

51. Within Fire & Rescue the forecast overspend on retained fire-fighters has reduced by £0.028m to £0.197m. In previous years, any variances against this budget have been met from / transferred to Council balances in line with Council policy. The service is proposing that this year £0.100m of the overspend is met from balances at year end with the remainder offset from underspends elsewhere in Fire & Rescue.

52. The budget for ill health retirements is now expected to underspend by £0.040m compared to break-even last month. As this is an uncontrollable budget the underspend will be returned to balances at year end. Some Health and Safety related training £0.050m that was scheduled to take place this year will now slip into next year.

53.   Safer Communities continues to forecast an underspend of £0.020m. Of the total underspend before offsetting the Safer Communities Unit overspend of £0.010m there is £0.030m of funding earmarked for the purchase of safer communities software and training which is now expected to slip into 2010/11.

54.   The Gypsy & Traveller Service continues to report an underspend of £0.060m.   It plans to underspend its budget for the Oxfordshire sites by £0.050m. This will be transferred to an earmarked reserve and will be used in 2010/11 to provide the Council's contribution to grant funded capital work at the Redbridge site.   The contract for the management of the gypsy and traveller sites in Buckinghamshire is forecast to make a contribution towards overheads of approximately £0.060m.

55.   Trading Standards continues to report an overspend of £0.030m which will be managed using part of the underspend in the Gypsy and Traveller Service.

56.   As noted in previous reports Shared Services will deliver the remaining business case savings of £0.422m by the end 2009/10.   The cash flow forecast continues to show the full business case being delivered nine months later than originally planned. The forecast includes a provision for a possible business rate revaluation of Unipart House which was not in the original business case. If this provision is excluded, the delay reduces to four months.

57.   School meal sales for Food with Thought remain above target.   Food with Thought and QCS Cleaning Services are forecasting a combined surplus in the region of £0.200m. The surplus will be added to the £1.203m currently held in reserve by the service at year-end.

58.   A one off budget of £0.250m was approved for this year to cover the cost of implementing International Financial Reporting Standards (IFRS), a project spanning two financial years.   Approximately £0.150m will be spent this year and the remaining £0.100m will be required next year.

59.   The Corporate Learning & Development Plan is forecasting an underspend of £0.200m due to a lower take up than forecast on courses and training provision. It is proposed that the underspend is carried forward to be used for training in 2010/11.   This will be subject to approval through the Provisional Outturn Report along with any other requests for carry forwards.

Corporate Core: £2.394m in year Directorate overspend

60.   Corporate Core is forecasting an overspend of £2.394m. This has increased by £0.144m since last month.

61.   The forecast overspend for ICT has increased by £0.400m to £2.650m. This increase is with respect to the one off redundancy costs of Phase 1 of the establishment review.   The current estimated cost is £0.385m for redundancies plus £0.254m pension costs. Most of the pension costs will be amortised over the next five years, leaving a redundancy and pension cost this year of approximately £0.4m.

62. Cabinet has agreed to recommend Council to approve a supplementary estimate request of £2.250m for ICT at their meeting on 6 April 2010; if agreed this will be reflected in the final accounts for 2009/10. The first call on underspends reported by other services within Corporate Core will be to offset part of the remaining ICT overspend unless a service can make a case to carry it forward to fund service pressures or commitments next year. Currently, the level of uncommitted underspend is very low. The efficiencies reserve may make a contribution to redundancy costs, subject to approval. Any remaining overspend will be carried forward to be managed by ICT next year.

63. Strategic Human Resources & Organisation Development are forecasting an underspend of -£0.206m compared to break-even last month. The apprenticeship scheme is expected to underspend by £0.076m as a result of a six month delay in it starting. The scheme has funding for two years but this will be required to cover costs in the first half of 2011/12. Subject to approval of the carry forward the service also plans to spend the £0.130m in the new financial year on the Council's organisational development programme and One HR agenda.

Virements and Supplementary Estimates

64. Virements previously approved are shown in Annex 2b and 2c and temporary virements to note in Annex 2d. Annex 2e shows the cumulative total virements to date. There are no new virement requests this month.

65. Annex 2f shows supplementary estimates agreed previously, and a new request of £0.425m relating to the costs of additional winter maintenance incurred as a result of the bad weather in December 2009 and January 2010.

Grants Monitoring

66. Annex 3a and 3b set out the movement on specific grants since the original estimate, along with a forecast of the grant funded expenditure in year. Annex 3c details the Area Based Grant. As shown in Annex 3a additional grant of £0.052m for Aids and HIV training and £0.026m National Dementia Strategy has now been notified.

Bad Debt Write Offs

67. During the first nine months of 2009/10 there were 163 debts written off totalling £12,162. The largest debt was £1,266 so most were very small and uneconomical to recover through the courts. In addition Client Finance wrote off 82 debts in relation to charges for care totalling £31,912. The largest of those was £4,116.

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Strategic Measures

68.   Whilst the total cost of Strategic Measures is expected to be within budget, there are a number of variations making up this forecast. Interest earned on cash balances is expected to be £0.092m more than budgeted. In addition income from the externally-managed funds is forecast to be £0.256m higher than budget due to a better than benchmarked performance from Scottish Widows Investment Partnership (SWIP), one of the Council's external fund managers. In relation to expenditure, total interest payments for the year in respect of internally held funds are forecast to be underspent by -£0.440m due to the interest rate on which the transfers are calculated being significantly lower than budgeted. Debt management costs are also forecast to be underspent by -£0.149m due to some borrowing for 2009/10 being funded through internal balances, in line with the Treasury Management Strategy.

69.   These underspends are offset by the estimated interest due to be paid on developer contributions, which is forecast to be overspent by £0.955m. This is due to the Baxter Index, on which the interest is calculated, currently being 5.46% rather than the budgeted 2%. This reflects plant, material (including bitumen which is affected by oil prices) and labour prices. Interest is applied at the end of the financial year and as the rate fluctuates monthly, the position may change.

70.   The average cash balance during January 2010 was £182.42m and the average rate of return was 0.765%.

71.   The Treasury Management lending list is included at Annex 7. The following have been removed from the lending list; Northern Rock Plc, Bradford and Bingley plc and EFG Bank SA (ex-EFG Private Bank).

Part – 2 Balance Sheet

Reserves

72.   Annex 4 shows the forecast movement on earmarked reserves. Changes since last month total £1.330m. Of the total movement, £1.758m relates Corporate Core. £1.511m relates to the Learning Platform Project which is now expected to continue into 2010/11 and 2011/12. Previously it was assumed that the balance would be fully spent in 2009/10. £0.106m relates to revisions to the costs associated with Council Elections following feedback from the District Councils.

Balances

73.   Annex 5 sets out the current position for general balances taking into account known changes. Taking into account the request for a supplementary estimate of £0.425m for winter maintenance, balances at the end of January are £10.638m. As noted throughout the report a number of further calls on/additions to balances are expected by year end. The table on the next page shows the position if they are approved.

Potential calls on balances:	£m
Balances at 31 January 2010	10.638
CS&SS: Retained Fire Fighters overspend (paragraph 50)	-0.100
Ill Health (paragraph 51)	0.040
E&E: BOP Property Services (paragraph 47)	-0.200
Non Domestic rates (paragraph 47)	-0.113
Corporate Core: Legal[4]	-0.025
Total forecast balances at 31 March 2010 before taking account of the revenue variation at year end	**10.240**

Part 3 – Capital Programme and Monitoring

Capital Monitoring

74. The capital monitoring position set out in Annex 6, shows the forecast expenditure for 2009/10 is £88.4m (excluding schools), a decrease of £1.4m compared to the latest capital programme. The table below summarises the variations by directorate and the main variations by scheme are explained in the following paragraphs.

Directorate	Latest Capital Programme Budget (Position as at end of December 2009. Approved February 2010)	Forecast Expenditure (Position as at end of January 2010)	Forecast Variation January 2010
Children, Young People & Families	£38.8m	£38.3m	-£0.5m
Social & Community Services	£6.0m	£5.7m	-£0.3m
Environment & Economy	£41.1m	£40.5m	-£0.6m
Community Safety & Shared Services	£1.0m	£1.0m	£0.0m
Corporate Core	£2.9m	£2.9m	£0.0m
Sub-total	**£89.8m**	**£88.4m**	**-£1.4m**
Schools Capital/ Devolved Formula	£12.1m	£12.1m	£0.0m
Earmarked Reserves	£2.0m	£2.0m	£0.0m
Total	**£103.9m**	**£102.5m**	**-£1.4m**

[4] To be confirmed in a later report. It is anticipated that more than one legal case will exceed £0.025m.

Children, Young People & Families

75.   The Children, Young People & Families directorate is forecasting to spend £38.3m in 2009/10, a decrease of £0.5m when compared to the latest capital programme.

76.   £0.3m of Back on Track funding is now being used to fund existing schemes; therefore the funding that was going to be used on these schemes has been released back to the CYP&F programme.

77.   £0.2m of funding has been transferred to Environment & Economy for the Woodeaton Manor scheme as this will be delivered as part of the Backlog Maintenance Programme.

Social & Community Services

78.   The forecast spend for Social & Community Services is £5.7m, a decrease of £0.3m when compared to the latest capital programme.

79.   £0.1m of expenditure on Library Refurbishment has been re-profiled to 2010/11. There are a number of other small variations that are under £0.05m.

Environment & Economy

80.   The forecast spend for 2009/10 for Environment and Economy is £40.5m, which is a decrease of £0.6m when compared to the latest capital programme.

81.   There is a £0.542m variation on Bridges Structural Maintenance, £0.274m of this variation arises from underspends on individual projects and £0.268m has been slipped into 2010/11 as projects have been delayed. The underspend has been reallocated to other areas within the Transport Capital Programme.

Actual Expenditure

82.   As at the end of January actual capital expenditure was £59.7m, this is 58% of the total forecast expenditure of £102.5m. This represents a £5.3m increase from last month and is consistent with the position for the same period last year. Total commitments were a further £22.0m; therefore total committed expenditure was 78% of the total planned expenditure.

5-year Capital Programme

83.   The forecast expenditure for the 5-year capital programme is £501.1m (excluding schools). This is a decrease of £0.4m compared to the capital programme update approved by Council in February 2010. The table below summarises the variations by directorate and the main variations by scheme are explained in the following paragraphs.

84.   The variation for Children, Young People & Families is explained in paragraphs 75 and 76 above.

Directorate	Latest Capital Programme Budget (Position as at end of December 2009. Approved February 2010) £m	Forecast Expenditure (Position as at end of January 2010) £m	Forecast Variation January 2010 £m
Children, Young People & Families	281.8	281.3	-0.5
Social & Community Services	47.5	47.5	0.0
Environment & Economy	162.5	162.6	0.1
Community Safety & Shared Services	3.8	3.8	0.0
Corporate Core	5.9	5.9	0.0
Sub-total	**501.5**	**501.1**	**-0.4**
Schools Capital/Devolved Formula	64.0	64.0	0.0
Earmarked Reserves	7.8	7.8	0.0
Total	**573.4**	**572.9**	**-£0.4**

RECOMMENDATIONS

85.   **The Cabinet is RECOMMENDED to:**

(a)   **note the report; and**

(b)   **approve the supplementary estimate request of £0.425m in relation to winter maintenance in Annex 2f and paragraph 45 and 46.**

SUE SCANE
Assistant Chief Executive & Chief Finance Officer

Background papers: Directorate reports

Contact Officer: Kathy Wilcox, Principal Financial Manager
Tel: (01865) 323981

March 2010

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Ref	Directorate	Original Budget £000	Brought Forward from 2008/09 Surplus + Deficit - £000	Virements to Date £000	Supplementary Estimates to Date £000	Latest Estimate £000	Outturn Forecast Year end Spend/Income £000	Projected Year end Variation underspend - overspend + £000	Profiled Budget (Net) January 2010 £000	Actual Expenditure (Net) January 2010 £000	Variation to Budget January 2010 underspend - overspend + £000	Projected Year end Variance Traffic Light Indicator
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
	Children, Young People & Families											
	Gross Expenditure	502,002	-867	16,392	0	517,527	521,666	4,139	437,565	460,733	22,716	G
	Gross Income	-403,725	0	-17,029	215	-420,539	-420,539	0	-356,748	-442,233	-85,485	G
	Net Expenditure	98,277	-867	-637	215	96,988	101,127	4,139	80,817	18,500	-62,769	A
	Social & Community Services											
	Gross Expenditure	212,820	1,094	-1,446	0	212,468	213,239	771	177,338	187,396	1,073	G
	Gross Income	-46,394	0	664	0	-45,730	-45,730	0	-38,352	-48,451	-1,114	G
	Net Expenditure	166,426	1,094	-782	0	166,738	167,509	771	138,986	138,945	-41	G
	Supporting People											
	Gross Expenditure	12,571	0	125	0	12,696	12,723	27	10,642	11,412	770	G
	Gross Income	-12,197	0	-125	0	-12,322	-12,322	0	-10,268	-12,751	-2,483	G
	Net Expenditure	374	0	0	0	374	401	27	374	-1,339	-1,713	R
	Environment & Economy											
	Gross Expenditure	98,435	966	1,683	160	101,244	103,844	2,600	84,393	81,215	-3,178	A
	Gross Income	-29,804	0	-1,110	0	-30,914	-33,170	-2,256	-25,785	-22,599	3,186	R
	Net Expenditure	68,631	966	573	160	70,330	70,674	344	58,608	58,616	8	G
	Community Safety & Shared Services											
	Gross Expenditure	54,024	820	659	0	55,503	55,163	-340	46,254	47,610	1,356	G
	Gross Income	-24,116	0	-731	0	-24,847	-24,847	0	-20,706	-25,583	-4,877	G
	Net Expenditure	29,908	820	-72	0	30,656	30,316	-340	25,548	22,027	-3,521	A
	Corporate Core											
	Gross Expenditure	35,212	352	-156	0	35,408	39,302	3,894	29,508	41,309	11,801	R
	Gross Income	-25,786	0	543	0	-25,243	-25,243	0	-21,037	-26,784	-5,747	G
	Net Expenditure	9,426	352	387	0	10,165	14,059	3,894	8,471	14,525	6,054	R
	Less recharges to other Directorates	-61,489	0	0	0	-61,489	-61,489	0	-35,869	0	769	G
		61,489	0	0	0	61,489	61,489	0	35,869	0	0	G
	Directorate Expenditure Total	853,575	2,365	17,257	160	873,357	884,448	11,091	749,831	829,675	35,307	A
	Directorate Income Total	-480,533	0	-17,788	215	-498,106	-500,362	-2,256	-437,027	-578,401	-101,412	G
	Directorate Total Net	373,042	2,365	-531	375	375,251	384,086	8,835	312,804	251,274	-66,105	A

Less: DSG funded services overspend (included — -558
Less: DSG reallocation to core areas — -1,543
Directorate variation net of reallocated DSG — 381,985 — 6,734

Less: City Schools Reorganisation — -775
Less: City Council Contract - ICT Refresh — -1,500
In-Year Directorate Variation — 381,985 — 4,459

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CA6

	Budget				Revised	CA6	Variance
Contributions to (+)/from (-)reserves	2,082	693	-2,365		410	-3,348	-3,758
Contribution to (+)/from(-) balances	-5,131			-375	-5,506	-6,693	-1,187
Capital Financing	37,161				37,161	35,811	-1,350
Interest on Balances	-1,034	-65			-1,099	-1,099	0
Strategic Measures Budget	33,078	628	-2,365	-375	30,966	24,671	-6,295
Area Based Grant (income)	-26,950	-97			-27,047	-27,047	0
Budget Requirement	379,170	0	0	0	379,170	379,609	439

Total External Financing to meet Budget Requirement

	Budget				Revised	CA6	Variance
Revenue Support Grant	19,657				19,657	19,657	0
Business rates	85,163				85,163	85,163	0
Council Tax	274,350				274,350	274,350	0
Other grant income (e.g. LABGI)					0	439	439
External Financing	379,170	0	0	0	379,170	379,609	439

Consolidated revenue balances position

Forecast County Fund Balance net of City Schools (Annex 5)		13,613
In-year directorate variation to be met from (-) or transferred to (+) Carry Forward Reserve		-4,459
		9,154

KEY TO TRAFFIC LIGHTS
Balanced Scorecard Type of Indicator

Budget	On track to be within +/- 1% 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

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Ref	Division of Service	Original Budget £000	Brought Forward from 2008/09 Surplus + Deficit - £000	Virements to Date £000	Supplementary Estimates to date £000	Latest Estimate £000	Outturn Forecast Year end Spend/Income £000	Projected Year End Variation underspend - overspend + £000	Profiled Budget (Net) January 2010 £000	Actual Expenditure (Net) January 2010 £000	Variation to Budget January 2010 underspend - overspend + £000	Projected Year end Variance Traffic Light Indicator
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
CY1	**Young People and Access to Education**											
	Gross Expenditure	43,068	598	-202		43,464	43,494	30	36,176	35,791	-385	G
	Gross Income	-20,539		892		-19,647	-19,647	0	-16,372	-5,615	10,757	G
		22,529	**598**	**690**	**0**	**23,817**	**23,847**	**30**	**19,804**	**30,176**	**10,372**	**G**
CY2	**Children and Families**											
	Gross Expenditure	63,859	-872	4,492		67,479	71,591	4,112	55,493	58,155	2,662	R
	Gross Income	-35,773		-4,682		-40,455	-40,455	0	-32,906	-18,983	13,923	G
		28,086	**-872**	**-190**	**0**	**27,024**	**31,136**	**4,112**	**22,587**	**39,172**	**16,585**	**R**
CY3	**Raising Achievement Service**											
	Gross Expenditure	35,433	196	7,276		42,905	42,917	12	35,707	36,691	984	G
	Gross Income	-25,798		-7,390		-33,188	-33,188	0	-27,609	-54,553	-26,944	G
		9,635	**196**	**-114**	**0**	**9,717**	**9,729**	**12**	**8,098**	**-17,862**	**-25,960**	**G**
CY4	**Commissioning, Performance and Quality Assurance**											
	Gross Expenditure	46,488	580	1,260		48,328	47,538	-790	40,238	35,997	-4,241	A
	Gross Income	-8,680		-2,323		-11,003	-11,003	0	-9,164	-274,515	-265,351	G
		37,808	**580**	**-1,063**	**0**	**37,325**	**36,535**	**-790**	**31,074**	**-238,518**	**-269,592**	**A**
	Subtotal Non Delegated Budgets	*98,058*	*502*	*-677*	*0*	*97,883*	*101,247*	*3,364*	*81,563*	*-187,032*	*-268,595*	*A*
CY5	**Schools**											
	Gross Expenditure	321,151		3,566		324,717	324,717	0	270,403	294,099	23,696	G
	Gross Income	-321,526		-3,526	215	-324,837	-324,837	0	-270,697	-88,567	182,130	G
	Less City Schools Reorganisation	594	-1,369			-775	0	775	-452	0	0	R
		219	**-1,369**	**40**	**215**	**-895**	**-120**	**775**	**-746**	**205,532**	**205,826**	**R**
	Less recharges within directorate	-8,591				-8,591	-8,591	0	0	0	0	G
		8,591				8,591	8,591	0	0	0	0	G
	Directorate Total Expenditure	**502,002**	**-867**	**16,392**	**0**	**517,527**	**521,666**	**4,139**	**437,565**	**460,733**	**22,716**	**G**
	Directorate Total Income	**-403,725**	**0**	**-17,029**	**215**	**-420,539**	**-420,539**	**0**	**-356,748**	**-442,233**	**-85,485**	**G**
	Directorate Total	**98,277**	**-867**	**-637**	**215**	**96,988**	**101,127**	**4,139**	**80,817**	**18,500**	**-62,769**	**A**

Less: City Schools Reorganisation   -775
Less: DSG funded services overspend (included above)   -558
Less: DSG reallocation to core areas   -1,543
In-Year Directorate Variation   **1,263**

CA6

DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)

CY1	Children & Young People	14,524			14,524	14,578	54
CY2	Early Years & Family Support	17,310			17,310	17,814	504
CY3	Educational Effectiveness	1,620			1,620	1,620	0
CY4	Strategy & Performance	4,934			4,934	4,934	0
CY5	Schools (incl Non Devolved Schools Costs)	278,766			278,766	276,665	-2,101
	Total Gross	**317,154**	**0**	**0**	**317,154**	**315,611**	**-1,543**

KEY TO TRAFFIC LIGHTS
Balanced Scorecard Type of Indicator

Budget		G
	On track to be within +/- 1% of year end budget	
	On track to be within +/- 5% of year end budget	A
	Estimated outturn showing variance in excess of +/- 5% of year end budget	R

Ref	Division of Service	Original Budget £000 (3)	Brought Forward from 2008/09 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)	Outturn Forecast Year end Outturn £000 (8)	Projected Year End Variation underspend - overspend + £000 (9)	Profiled Budget (Net) January 2010 £000 (10)	Actual Expenditure (Net) January 2010 £000 (11)	Variation to Budget January 2010 underspend - overspend + £000 (12)	Projected Year end Variance Traffic Light Indicator (13)
(1)	(2)											
SC1	**Community Services**											
	Gross Expenditure	22,704	88	-840		21,952	22,343	391	18,312	18,745	433	A
	Gross Income	-10,117		838		-9,279	-9,279		-7,725	-8,166	-441	G
		12,587	88	-2	0	12,673	13,064	391	10,587	10,579	-8	A
SC2	**Social Care for Adults**											
	Gross Expenditure	171,891	843	360		173,094	173,424	330	144,507	145,569	1,062	G
	Gross Income	-42,898		-572		-43,470	-43,470		-36,475	-37,746	-1,271	G
		128,993	843	-212	0	129,624	129,954	330	108,032	107,823	-209	G
SC3	**Major Projects (excl Supporting People)**											
	Gross Expenditure	357		-47		310	310	0	258	238	-20	G
	Gross Income	-190		47		-143	-143	0	-119	-11	108	G
		167	0	0	0	167	167	0	139	227	88	G
SC4	**Strategy and Transformation**											
	Gross Expenditure	28,650	163	-919		27,894	27,944	50	23,246	22,844	-402	G
	Gross Income	-3,971		351		-3,620	-3,620	0	-3,018	-2,528	490	G
		24,679	163	-568	0	24,274	24,324	50	20,228	20,316	88	G
	Less recharges within directorate	-10,782				-10,782	-10,782	0	-8,985			G
		10,782				10,782	10,782	0	8,985			G
	Directorate Total Expenditure	**212,820**	**1,094**	**-1,446**	**0**	**212,468**	**213,239**	**771**	**177,338**	**187,396**	**1,073**	G
	Directorate Total Income	**-46,394**	**0**	**664**	**0**	**-45,730**	**-45,730**	**0**	**-38,352**	**-48,451**	**-1,114**	G
	Directorate Sub-Total	**166,426**	**1,094**	**-782**	**0**	**166,738**	**167,509**	**771**	**138,986**	**138,945**	**-41**	G
SC3_4	**Supporting People**											
	Gross Expenditure	12,571		125		12,696	12,723	27	10,642	11,412	770	G
	Gross Income	-12,197		-125		-12,322	-12,322	0	-10,268	-12,751	-2,483	G
		374	0	0	0	374	401	27	374	-1,339	-1,713	R
	Directorate Total	**166,800**	**1,094**	**-782**	**0**	**167,112**	**167,910**	**798**	**139,360**	**137,606**	**-1,754**	G

Pooled Budget Memorandum Accounts

CA6

	OCC Contribution	Health Contribution	Gross Budget	Brought Forward from 2008/09	Net Budget	Forecast Outturn	Projected year-end variation	Projected variation OCC	Projected variation PCT
Older People's Pooled Budgets	82,442	22,316	104,758	1,130	105,888	108,317	2,429	246	2,183
Physical Disabilities Pooled Budget	7,144	3,818	10,962	0	10,962	13,572	2,610	545	2,065
Equipment Pooled Budget	1,346	312	1,658	0	1,658	2,018	360	94	266
Older People's, Physical Disabilities and Equipment Pooled Budget	90,932	26,446	117,378	1,130	118,508	123,907	5,399	885	4,514
Learning Disabilities Pooled Budget	42,903	31,261	74,164	0	74,164	74,670	506	352	154

KEY TO TRAFFIC LIGHTS
Balanced Scorecard Type of Indicator

Budget	On track to be within +/- 1% 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

Ref	Directorate	BUDGET 2009/10					Outturm Forecast Year end Spend/Income	Projected Year end Variation underspend - overspend +	Profiled Budget (Net) January 2010	Actual Expenditure (Net) January 2010	Variation to Budget January 2010 underspend - overspend +	Projected Year end Variance Traffic Light Indicator
		Original Budget	Brought Forward from 2007/08 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
EE1	**Transport**											
	Gross Expenditure	49,704	108	1,473		51,285	51,665	380	42,738	42,799	61	G
	Gross Income	-9,687		-784		-10,471	-10,381	90	-8,726	-5,228	3,498	G
		40,017	**108**	**689**	**0**	**40,814**	**41,284**	**470**	**34,012**	**37,571**	**3,559**	A
EE2	**Sustainable Development**											
	Gross Expenditure	27,556	739	128		28,423	28,180	-243	23,709	18,752	-4,957	G
	Gross Income	-2,763		-348		-3,111	-3,148	-37	-2,616	-2,678	-62	A
		24,793	**739**	**-220**	**0**	**25,312**	**25,032**	**-280**	**21,093**	**16,074**	**-5,019**	A
EE3	**Property Services**											
	Gross Expenditure	18,293	115	90		18,658	18,619	-39	15,548	15,189	-359	G
	Gross Income	-19,584		20	160	-19,564	-19,527	37	-16,303	-14,580	1,723	G
		-1,291	**115**	**110**	**160**	**-906**	**-908**	**-2**	**-755**	**609**	**1,364**	G
EE4	**Business Support**											
	Gross Expenditure	5,224	4	-8		5,220	5,380	160	4,350	4,475	125	A
	Gross Income	-112		2		-110	-114	-4	-92	-113	-21	A
		5,112	**4**	**-6**	**0**	**5,110**	**5,266**	**156**	**4,258**	**4,362**	**104**	A
	Less recharges within directorate	-2,342				-2,342		2,342	-1,952		1,952	R
		2,342				2,342		-2,342	1,952		-1,952	R
	Directorate Expenditure Total	**98,435**	**966**	**1,683**	**160**	**101,244**	**103,844**	**2,600**	**84,393**	**81,215**	**-3,178**	A
	Directorate Income Total	**-29,804**	**0**	**-1,110**	**0**	**-30,914**	**-33,170**	**-2,256**	**-25,785**	**-22,599**	**3,186**	R
	Directorate Total Net	**68,631**	**966**	**573**	**160**	**70,330**	**70,674**	**344**	**58,608**	**58,616**	**8**	G

KEY TO TRAFFIC LIGHTS
Balanced Scorecard Type of Indicator

Budget		
	G	On track to be within +/- 1% of year end budget
	A	On track to be within +/- 5% of year end budget
	R	Estimated outturn showing variance in excess of +/- 5% of year end budget

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COMMUNITY SAFETY & SHARED SERVICES
CABINET - 16 March 2010
Budget Monitoring

Ref (1)	Directorate (2)	Original Budget £000 (3)	Brought Forward from 2008/09 Surplus + Deficit - £000 (4)	Virements to Date £000 (5)	Supplementary Estimates to Date £000 (6)	Latest Estimate £000 (7)	Outturn Forecast Year end Spend/Income £000 (8)	Projected Year end Variation underspend - overspend + £000 (9)	Profiled Budget (Net) January 2010 £000 (10)	Actual Expenditure (Net) January 2010 £000 (11)	Variation to Budget January 2010 underspend - overspend + £000 (12)	Projected Year end Variance Traffic Light Indicator (13)
CS1	**Fire & Rescue Service**											
	Gross Expenditure	24,174	279	-30		24,423	24,433	10	20,353	19,648	-705	G
	Gross Income	-616		1		-615	-615	0	-513	-774	-261	G
	Net Expenditure	**23,558**	**279**	**-29**	**0**	**23,808**	**23,818**	**10**	**19,840**	**18,874**	**-966**	**G**
CS2	**Emergency Planning Service**											
	Gross Expenditure	384	15	-1		398	398	0	332	284	-48	G
	Gross Income							0	0		0	G
	Net Expenditure	**384**	**15**	**-1**		**398**	**398**	**0**	**332**	**284**	**-48**	**G**
CS3	**Safer Communities Unit**											
	Gross Expenditure	886	15	-1		900	880	-20	750	789	39	A
	Gross Income							0	0	-90	-90	A
	Net Expenditure	**886**	**15**	**-1**		**900**	**880**	**-20**	**750**	**699**	**-51**	**A**
CS4	**Traveller Sites**											
	Gross Expenditure	496		452		948	888	-60	790	600	-190	R
	Gross Income	-283		-453		-736	-736	0	-613	-604	9	G
	Net Expenditure	**213**	**0**	**-1**		**212**	**152**	**-60**	**177**	**-4**	**-181**	**R**
CS5	**Trading Standards**											
	Gross Expenditure	2,656	75	-11		2,720	2,750	30	2,267	2,332	65	A
	Gross Income	-206				-206	-206	0	-172	-220	-48	G
	Net Expenditure	**2,450**	**75**	**-11**		**2,514**	**2,544**	**30**	**2,095**	**2,112**	**17**	**A**
CS6	**Shared Services**											
	Gross Expenditure	28,956	436	250		29,642	29,342	-300	24,702	23,957	-745	A
	Gross Income	-26,539		-279		-26,818	-26,818	0	-22,348	-23,895	-1,547	G
	Net Expenditure	**2,417**	**436**	**-29**		**2,824**	**2,524**	**-300**	**2,354**	**62**	**-2,292**	**R**
	Less recharges within directorate	-3,528				-3,528	-3,528	0	-2,940	-2,940	2,940	G
		3,528				3,528	3,528	0	2,940	2,940	-2,940	G
	Directorate Expenditure Total	**54,024**	**820**	**659**	**0**	**55,503**	**55,163**	**-340**	**46,254**	**47,610**	**1,356**	**G**
	Directorate Income Total	**-24,116**	**0**	**-731**	**0**	**-24,847**	**-24,847**	**0**	**-20,706**	**-25,583**	**-4,877**	**G**
	Directorate Total Net	**29,908**	**820**	**-72**	**0**	**30,656**	**30,316**	**-340**	**25,548**	**22,027**	**-3,521**	**A**

KEY TO TRAFFIC LIGHTS
Balanced Scorecard Type of Indicator

Budget	On track to be within +/- 1% 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

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Ref	Directorate	BUDGET 2009/10					Outturn Forecast Year end Spend/Income	Projected Year end Variation underspend - overspend +	Profiled Budget (Net) January 2010	Actual Expenditure (Net) January 2010	Variation to Budget January 2010 underspend - overspend +	Projected Year end Variance Traffic Light Indicator
		Original Budget	Brought Forward from 2007/08 Surplus + Deficit -	Virements to Date	Supplementary Estimates to Date	Latest Estimate						
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
	TRANSFORMATION											
CC1	**Business Support**											
	Gross Expenditure	1,361	32	-6		1,387	1,367	-20	1,156	1,107	-49	A
	Gross Income	-179				-179	-179	0	-149	-150	-1	G
		1,182	**32**	**-6**	**0**	**1,208**	**1,188**	**-20**	**1,007**	**957**	**-50**	**A**
CC2	**ICT**											
	Gross Expenditure	18,428		-30		18,398	22,548	4,150	15,332	22,402	7,070	R
	Gross Income	-18,783		339		-18,444	-18,444	0	-15,370	-15,847	-477	G
		-355	**0**	**309**	**0**	**-46**	**4,104**	**4,150**	**-38**	**6,555**	**6,593**	**R**
CC3	**Strategic Human Resources & Organisational Development**											
	Gross Expenditure	2,657	17	2		2,676	2,470	-206	2,230	2,244	14	R
	Gross Income	-2,622		221		-2,401	-2,401	0	-2,001	-2,261	-260	G
		35	**17**	**223**	**0**	**275**	**69**	**-206**	**229**	**-17**	**-246**	**R**
CC4	**Finance & Procurement**											
	Gross Expenditure	3,555	44	105		3,704	3,704	0	3,087	2,784	-303	G
	Gross Income	-3,499		-17		-3,516	-3,516	0	-2,930	-2,840	90	G
		56	**44**	**88**	**0**	**188**	**188**	**0**	**157**	**-56**	**-213**	**G**
	Gross Expenditure	26,001	93	71	0	26,165	30,089	3,924	21,805	28,537	6,732	
	Gross Income	-25,083	0	543	0	-24,540	-24,540	0	-20,450	-21,098	-648	
	SUBTOTAL TRANSFORMATION	**918**	**93**	**614**	**0**	**1,625**	**5,549**	**3,924**	**1,355**	**7,439**	**6,084**	

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(1) Ref	(2) Directorate	BUDGET 2009/10					(8) Outturn Forecast Year end Spend/Income £000	(9) Projected Year end Variation underspend - overspend + £000	(10) Profiled Budget (Net) January 2010 £000	(11) Actual Expenditure (Net) January 2010 £000	(12) Variation to Budget January 2010 underspend - overspend + £000	(13) Projected Year end Variance Traffic Light Indicator
		(3) Original Budget £000	(4) Brought Forward from 2007/08 Surplus + Deficit - £000	(5) Virements to Date £000	(6) Supplementary Estimates to Date £000	(7) Latest Estimate £000						
	STRATEGY											
CC5	**Legal & Democratic Services**											
	Gross Expenditure	5,546	102	-2		5,646	5,646	0	4,705	5,955	1,250	G
	Gross Income	-2,522				-2,522	-2,522	0	-2,102	-2,901	-799	G
		3,024	**102**	**-2**	**0**	**3,124**	**3,124**	**0**	**2,603**	**3,054**	**451**	**G**
CC6	**Partnerships**											
	Gross Expenditure	913	66	34		1,013	1,013	0	844	765	-79	G
	Gross Income	-833				-833	-833	0	-694	-700	-6	G
		80	**66**	**34**	**0**	**180**	**180**	**0**	**150**	**65**	**-85**	**G**
CC7	**Policy Unit**											
	Gross Expenditure	1,652	64	127		1,843	1,843	0	1,536	1,661	125	G
	Gross Income	-1,472				-1,472	-1,472	0	-1,227	-1,380	-153	G
		180	**64**	**127**	**0**	**371**	**371**	**0**	**309**	**281**	**-28**	**G**
CC8	**Communication & Public Affairs**											
	Gross Expenditure	844	27	138		1,009	979	-30	841	769	-72	A
	Gross Income	-824				-824	-824	0	-687	-705	-18	G
		20	**27**	**138**	**0**	**185**	**155**	**-30**	**154**	**64**	**-90**	**R**
	Gross Expenditure	8,955	259	297	0	9,511	9,481	-30	7,926	9,150	1,224	
	Gross Income	-5,651	0	0	0	-5,651	-5,651	0	-4,710	-5,686	-976	
	SUBTOTAL STRATEGY	**3,304**	**259**	**297**	**0**	**3,860**	**3,830**	**-30**	**3,216**	**3,464**	**248**	

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Ref	Directorate	Original Budget £000	Brought Forward from 2007/08 Surplus + / Deficit - £000	Virements to Date £000	Supplementary Estimates to Date £000	Latest Estimate £000	Outturn Forecast Year end Spend/Income £000	Projected Year end Variation underspend - / overspend + £000	Profiled Budget (Net) January 2010 £000	Actual Expenditure (Net) January 2010 £000	Variation to Budget January 2010 underspend - / overspend + £000	Projected Year end Variance Traffic Light Indicator
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
CC9	**Change Fund**											
	Gross Expenditure	806		-546		260	260	0	217		-217	G
	Gross Income					0	0	0	0	0	0	G
		806	**0**	**-546**	**0**	**260**	**260**	**0**	**217**	**0**	**-217**	
CC10	**Corporate & Democratic Core**											
	Gross Expenditure	4,398		22		4,420	4,420	0	3,683	3,622	-61	G
	Gross Income					0	0	0	0	0	0	G
		4,398	**0**	**22**	**0**	**4,420**	**4,420**	**0**	**3,683**	**3,622**	**-61**	
	Less recharges within directorate	-4,948 / 4,948				-4,948 / 4,948	-4,948 / 4,948	0 / 0	-4,123 / 4,123		4,123 / -4,123	G / G
	Directorate Expenditure Total	35,212	352	-156	0	35,408	39,302	3,894	29,508	41,309	11,801	R
	Directorate Income Total	-25,786	0	543	0	-25,243	-25,243	0	-21,037	-26,784	-5,747	G
	Directorate Total Net	9,426	352	387	0	10,165	14,059	3,894	8,471	14,525	6,054	R

City Council Contract - ICT Refresh -1,500 -1,500
In-Year Directorate Variation 12,559 2,394

KEY TO TRAFFIC LIGHTS
Balanced Scorecard Type of Indicator

Budget		
G	On track to be within +/- 1% of year end budget
A	On track to be within +/- 5% of year end budget
R	Estimated outturn showing variance in excess of +/- 5% of year end budget

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Shared Services: Cash Flow Forecast (2009/10 Prices)
January 2010

Latest Position (2008/09 prices)

	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	Total £000
Budget Savings	0	1,281	3,752	4,551	4,599	4,599	4,599	4,599	4,599	32,579
Project Costs	1,189	2,453	614	1,053	349					5,658
Additional Operating Costs	264	1,118	1,595	1,970	2,491	2,003	1,990	1,993	1,993	15,417
Net Saving / (Cost)	-1,453	-2,290	1,543	1,528	1,759	2,596	2,609	2,606	2,606	11,504
Cumulative Net Saving / (Cost)	-1,453	-3,743	-2,200	-672	1,087	3,683	6,292	8,898	11,504	

Budget Savings - Business Case (2005/06 prices)

	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15* £000	Total £000	Total 2009/10 Prices
Budget Savings	724	2,592	3,808	4,001	4,001	4,001	4,001	4,001		27,129	29,653
Project Costs	4,303	1,693	54							6,050	6,050
Additional Operating Costs	806	1,483	1,572	1,569	1,569	1,569	1,569	1,569		11,706	12,612
Net Saving / (Cost)	-4,385	-584	2,182	2,432	2,432	2,432	2,432	2,432		9,373	10,991
Cumulative Net Saving / (Cost)	-4,385	-4,969	-2,787	-355	2,077	4,509	6,941	9,373			

	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15* £000
Variance	2,932	1,226	587	-317	-990	-826	-649	-475	11,504

	Total £000	Total 2009/10 Prices
Original Business Case (revised 2009/10 prices)	10,991	10,991
Variance at comparable prices (2009/10 prices)	-2,093	513

On-going annual savings of £2.6m
Savings per Business Case achieved by Dec 2014, target March 2014

* original business case only went up to 2013/14

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Virements

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Permanent/ Temporary (P/T)	Council Approval Required (✓)	Details	Expenditure		Income	
							From / Decrease (-) £000	To / Increase (+) £000	From / Decrease (+) £000	To / Increase (-) £000
			VIREMENTS RECOMMENDED THIS REPORT **Intradirectorate Virements**							
						Total Intradirectorate Virements Recommended	0	0	0	0
			Interdirectorate Virements							
						Total Interdirectorate Virements Recommended	0	0	0	0
						TOTAL VIREMENTS RECOMMENDED THIS REPORT	0	0	0	0

Virements requiring Cabinet approval are:
1. All permanent virements.
2. Temporary virements between £250,000 and £500,000.

NB: All virements greater than £500,000 and deemed to constitute a change in policy, will be recommended by Cabinet for approval by Council. This includes the cumulative total of virements that have previously been

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Virements

VIREMENTS REQUIRING CABINET APPROVAL ACTIONED THIS REPORT

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Permanent/ Temporary (P/T)	Details	Expenditure		Income	
						From / Decrease (-)	To / Increase (+)	From / Decrease (+)	To / Increase (-)
						£000	£000	£000	£000
			Intradirectorate Virements **Children, Young People & Families**						
	Jan-10	CYPF1-13	SEN Support Service	P	Budget Tidy with SENSS across expendiutre & income gl codes. NB: incorrectly shown as a change of £5m in the November report.	-5		5	0
			Social & Community Services						
	Jan-10	SC2_2F	Internal Day Centres	P	Rent income budget moved into the OPPD pool.			5	
	Jan-10	SC2_2A	Contribution to OP Pooled Budget	P	Rent income budget moved into the OPPD pool.				-5
					Total Intradirectorate Virements	**-5**	**0**	**10**	**-5**
			Interdirectorate Virements						
					Total Interdirectorate Virements	**0**	**0**	**0**	**0**
					TOTAL VIREMENTS approved and on SAP	**-5**	**0**	**10**	**-5**

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Annex 2c

Virements

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

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Permanent/ Temporary (P/T)	Details	Expenditure From / Decrease (-) £000	Expenditure To / Increase (+) £000	Income From / Decrease (+) £000	Income To / Increase (-) £000
			Intradirectorate Virements						
			Children, Young People & Families						
	Feb-10	CYPF2-11	Educational Achievement (CLA)	P	Budget correction - from place and family support		50		
	Feb-10	CYPF2-12	Residential	P	Budget correction - to placement duty	-50			
			Social & Community Services						
	Feb-10	SC2_4A	Commissioning and Contracts	P	Restructuring of budgets for salary re-charge to the Ridgeway Partnership		165		
	Feb-10	SC2_4A	Commissioning and Contracts	P	Restructuring of budgets for salary re-charge to the Ridgeway Partnership				-165
	Feb-10	SC4_3	Directorate Leadership Team	T	Additional contribution to the Older Peoples and Physical Disabilities Pooled Budget from the provision for the roll out of the Bicester Resource Centre model.	-250			
	Feb-10	SC2_2a	OCC Contributiom to OP Pooled Budget	T	Additional contribution to the Older Peoples and Physical Disabilities Pooled Budget from the provision for the roll out of the Bicester Resource Centre model.		250		
	Feb-10	SC2_1e	Adult Placement Service	T	Transfer budget on Adult Placement Service Older People into the Older People Pool to ease budget pressures.	-100			
	Feb-10	SC2_2a	OCC Contribution to OP Pooled Budget	T	Transfer budget on Adult Placement Service Older People into the Older People Pool to ease budget pressures.		100		
	Feb-10	SC2_1g	Direct Payment	T	Transfer budget on Direct Payments into the Older People Pool to ease budget pressures.	-50			
	Feb-10	SC2_2a	OCC Contribution to OP Pooled Budget	T	Transfer budget on Direct Payments into the Older People Pool to ease budget pressures.		50		
			Community Safety & Shared Services						
	Feb-10	CS6.1.2	Shared Services - Financial Services	P	Recharge and Expenditure budget for the contribution from the Older Peoples Pool Budget		54		-54
			Corporate Core						
	Feb-10	CC3-3	Strategic HR & OD - Unison	P	Recharge and Expenditure budget for the contribution from FWT/QCS to the cost of unison		3		-3
			Total Intradirectorate Virements			-450	672	0	-222
			Interdirectorate Virements						
	Feb-10	CC7-3	Policy - Scrutiny	P	New burden's funding for Scrutiny support - Community Call for Action		11		
	Feb-10	SM	Strategic Measures	P	New burden's funding for Scrutiny support - Community Call for Action	-11			
			Total Interdirectorate Virements			-11	11	0	0
			TOTAL VIREMENTS approved but not on SAP			-461	683	0	-222

Virements requiring Cabinet approval are:
1. All permanent virements.
2. Temporary virements between £250,000 and £500,000.

NB: All virements greater than £500,000 will be recommended by Cabinet for approval by Council. This includes the cumulative total of virements that have previously been reported and approved.

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Virements

NEW VIREMENTS FOR CABINET TO NOTE AND VIREMENTS NOTED IN PREVIOUS REPORTS

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Permanent/ Temporary (P/T)	Details	Expenditure		Income	
						From / Decrease (-) £000	To / Increase (+) £000	From / Decrease (+) £000	To / Increase (-) £000
			VIREMENTS TO NOTE THIS REPORT						
			Intradirectorate Virements						
			Children Young People & Families						
	Mar-10	CYPF4-2	Commissioning & Partnerships	T	Child trust fund budget correction	-6			
	Mar-10	CYPF2-15	Agency Residential Placements	T	Child trust fund budget correction		6		
			Social & Community Services						
	Mar-10	SC1_3	Cultural and Community Development	T	Transfer of carers monies for Ethnic Communities		4		
	Mar-10	SC4_3	Directorate Leadership Team	T	Transfer of carers monies for Equalities and Diversity		38		
	Mar-10	SC2_2a	Contribution to OP Pool	T	Transfer of carers monies for OP Respite		75		
	Mar-10	SC2_2i	Contribution to PD Pool	T	Transfer of carers monies for PD Respite		30		
	Mar-10	SC2_4F	Contribution to LD Pool	T	Transfer of carers monies for OP Respite		40		
	Mar-10	SC2_1i	One-Off Funding Projects	T	Transfer of Carers monies for Respite, Equalities and Diversity and Ethnic Communities	-187			
	Mar-10	SC2_2A	Contribution to OP Pool	T	Reduction in Income contribution	-6		6	
	Mar-10	SC3_2	Major Projects	T	Transforming Adult Social Care recharge	-47		47	
			Total Intradirectorate Virements			**-246**	**193**	**53**	**0**
			Interdirectorate Virements						
	Mar-10	CYPF3-24	Outdoor Educ Dev Fnd	T	Vehicle purchase		30		
	Mar-10	EE1.1	Transport	T	Return unspent budget to CYP&F outdoor centres	-30			
			Total Interdirectorate Virements			**-30**	**30**	**0**	**0**
			TOTAL VIREMENTS TO NOTE THIS REPORT			**-276**	**223**	**53**	**0**

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Cumulative Virements to Date

Budget Book Ref		Total Temporary Virements Previously Approved (on SAP) £000	Temporary Virements Approved in Last Report (not on SAP) £000	Temporary Virements Requested this Report £000	Cumulative Total of Temporary Virements Approved and Requested £000	Total Permanent Virements Previously Approved (on SAP) £000	Permanent Virements Approved in Last Report (not on SAP) £000	Permanent Virements Requested this Report £000	Cumulative Total of Permanent Virements Approved and Requested £000	Total virements £000	Virements already approved by council £000	Virements not deemed to be policy changes £000	Reset total £000	Traffic Light Indicator - positive	Traffic light indicator - negative
Children, Young People & Families															
CYPF1-13	Expenditure	0	0	0	0	-8	-8	0	-8		0	0			
CYPF1-13	Income	0	0	0	0	8	8	0	8		0	0			
CYPF1-13	Net	0	0	0	0	0	0	0	0	0	0	0	**0**		
CYPF1-14	Expenditure	0	0	0	0	-42	-42	0	-42		0	0			
CYPF1-14	Income	0	0	0	0	37	37	0	37		0	0			
CYPF1-14	Net	0	0	0	0	-5	-5	0	-5	-5	0	0	**-5**	G	G
CYPF1-21	Expenditure	0	0	0	0	0	0	0	0		0	0			
CYPF1-21	Income	0	0	0	0	-37	-37	0	-37		0	0			
CYPF1-21	Net	0	0	0	0	-37	-37	0	-37	-37	0	0	**-37**	G	G
CYPF1-22	Expenditure	0	0	0	0	257	257	0	257		0	0			
CYPF1-22	Income	0	0	0	0	-262	-262	0	-262		0	0			
CYPF1-22	Net	0	0	0	0	-5	-5	0	-5	-5	0	0	**-5**	G	G
CYPF1-25	Expenditure	0	0	0	0	-1	-1	0	-1		0	0			
CYPF1-25	Income	0	0	0	0	0	0	0	0		0	0			
CYPF1-25	Net	0	0	0	0	-1	-1	0	-1	-1	0	0	**-1**	G	G
CYPF1-26	Expenditure	0	0	0	0	42	42	0	42		0	0			
CYPF1-26	Income	0	0	0	0	0	0	0	0		0	0			
CYPF1-26	Net	0	0	0	0	42	42	0	42	42	0	0	**42**	G	G
CYPF1-3	Expenditure	291	0	0	291	-611	0	0	-611		0	0			
CYPF1-3	Income	-278	0	0	-278	461	0	0	461		0	0			
CYPF1-3	Net	13	0	0	13	-150	0	0	-150	-137	0	0	**-137**	G	G
CYPF1-41	Expenditure	0	0	0	0	-455	0	0	-455		0	0			
CYPF1-41	Income	0	0	0	0	0	0	0	0		0	0			
CYPF1-41	Net	0	0	0	0	-455	0	0	-455	-455	0	0	**-455**	G	A
CYPF1-51	Expenditure	0	0	0	0	194	0	0	194		0	0			
CYPF1-51	Income	0	0	0	0	-207	0	0	-207		0	0			
CYPF1-51	Net	0	0	0	0	-13	0	0	-13	-13	0	0	**-13**	G	G
CYPF2-11	Expenditure	-101	0	0	-101	-28	50	0	22		0	0			
CYPF2-11	Income	101	0	0	101	28	0	0	28		0	0			
CYPF2-11	Net	0	0	0	0	0	50	0	50	50	0	0	**50**	G	G
CYPF2-12	Expenditure	0	0	0	0	-10	-50	0	-60		0	0			
CYPF2-12	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-12	Net	0	0	0	0	-10	-50	0	-60	-60	0	0	**-60**	G	G
CYPF2-13	Expenditure	100	0	0	100	-8	0	0	-8		0	0			
CYPF2-13	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-13	Net	100	0	0	100	-8	0	0	-8	92	0	0	**92**	G	G
CYPF2-14	Expenditure	-125	0	0	-125	-11	0	0	-11		0	0			
CYPF2-14	Income	-104	0	0	-104	0	0	0	0		0	0			
CYPF2-14	Net	-229	0	0	-229	-11	0	0	-11	-240	0	0	**-240**	G	G
CYPF2-15	Expenditure	31	0	0	31	0	0	0	0		0	0			
CYPF2-15	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-15	Net	31	0	0	31	0	0	0	0	31	0	0	**31**	G	G
CYPF2-21	Expenditure	15	0	0	15	793	0	0	793		0	0			
CYPF2-21	Income	-15	0	0	-15	-973	0	0	-973		0	0			
CYPF2-21	Net	0	0	0	0	-180	0	0	-180	-180	0	0	**-180**	G	G
CYPF2-22	Expenditure	0	0	0	0	45	0	0	45		0	0			
CYPF2-22	Income	0	0	0	0	-68	0	0	-68		0	0			
CYPF2-22	Net	0	0	0	0	-23	0	0	-23	-23	0	0	**-23**	G	G
CYPF2-23	Expenditure	176	0	0	176	-9	0	0	-9		0	0			
CYPF2-23	Income	-72	0	0	-72	8	0	0	8		0	0			
CYPF2-23	Net	104	0	0	104	-1	0	0	-1	103	0	0	**103**	G	G
CYPF2-24	Expenditure	3,407	0	0	3,407	141	0	0	141		0	0			
CYPF2-24	Income	-3,407	0	0	-3,407	-9	0	0	-9		0	0			
CYPF2-24	Net	0	0	0	0	132	0	0	132	132	0	0	**132**	G	G
CYPF2-31	Expenditure	0	0	0	0	-2	0	0	-2		0	0			
CYPF2-31	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-31	Net	0	0	0	0	-2	0	0	-2	-2	0	0	**-2**	G	G
CYPF2-32	Expenditure	0	0	0	0	64	0	0	64		0	0			
CYPF2-32	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-32	Net	0	0	0	0	64	0	0	64	64	0	0	**64**	G	G

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Budget Book Ref		Total Temporary Virements Previously Approved (on SAP) £000	Temporary Virements Approved in Last Report (not on SAP) £000	Temporary Virements Requested this Report £000	Cumulative Total of Temporary Virements Approved and Requested £000	Total Permanent Virements Previously Approved (on SAP) £000	Permanent Virements Approved in Last Report (not on SAP) £000	Permanent Virements Requested this Report £000	Cumulative Total of Permanent Virements Approved and Requested £000	Total virements £000	Virements already approved by council £000	Virements not deemed to be policy changes £000	Reset total £000	Traffic Light Indicator - positive	Traffic light indicator - negative
CYPF2-33	Expenditure	0	0	0	0	-27	0	0	-27		0	0			
CYPF2-33	Income	0	0	0	0	18	0	0	18		0	0			
CYPF2-33	Net	0	0	0	0	-9	0	0	-9	-9	0	0	-9		G
CYPF2-34	Expenditure	0	0	0	0	-1	0	0	-1		0	0			
CYPF2-34	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-34	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1	G	G
CYPF2-4	Expenditure	0	0	0	0	155	0	0	155		0	0			
CYPF2-4	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-4	Net	0	0	0	0	155	0	0	155	155	0	0	155	G	G
CYPF2-5	Expenditure	-150	0	0	-150	-205	0	0	-205		0	0			
CYPF2-5	Income	0	0	0	0	0	0	0	0		0	0			
CYPF2-5	Net	-150	0	0	-150	-205	0	0	-205	-355	0	0	-355	G	G
CYPF3-12	Expenditure	8	0	0	8	-1	0	0	-1		0	0			
CYPF3-12	Income	0	0	0	0	0	0	0	0		0	0			
CYPF3-12	Net	8	0	0	8	-1	0	0	-1	7	0	0	7	G	G
CYPF3-13	Expenditure	0	0	0	0	24	0	0	24		0	0			
CYPF3-13	Income	0	0	0	0	0	0	0	0		0	0			
CYPF3-13	Net	0	0	0	0	24	0	0	24	24	0	0	24	G	G
CYPF3-21	Expenditure	0	0	0	0	-428	0	0	-428		0	0			
CYPF3-21	Income	0	0	0	0	0	0	0	0		0	0			
CYPF3-21	Net	0	0	0	0	-428	0	0	-428	-428	0	0	-428	G	A
CYPF3-22	Expenditure	25	0	0	25	-231	0	0	-231		0	0			
CYPF3-22	Income	-25	0	0	-25	41	0	0	41		0	0			
CYPF3-22	Net	0	0	0	0	-190	0	0	-190	-190	0	0	-190	G	G
CYPF3-23	Expenditure	0	0	0	0	-622	0	0	-622		0	-622			
CYPF3-23	Income	0	0	0	0	0	0	0	0		0	-622			
CYPF3-23	Net	0	0	0	0	-622	0	0	-622	-622	0	0	0	G	G
CYPF3-24	Expenditure	30	0	0	30	-433	0	0	-433		0	0			
CYPF3-24	Income	0	0	0	0	41	0	0	41		0	0			
CYPF3-24	Net	30	0	0	30	-392	0	0	-392	-362	0	0	-362	G	G
CYPF3-25	Expenditure	0	0	0	0	-530	0	0	-530		0	-530			
CYPF3-25	Income	0	0	0	0	0	0	0	0		0	-530			
CYPF3-25	Net	0	0	0	0	-530	0	0	-530	-530	0	0	0	G	G
CYPF3-31	Expenditure	-8	0	0	-8	2,179	0	0	2,179		0	2,171			
CYPF3-31	Income	0	0	0	0	-90	0	0	-90		0	-90			
CYPF3-31	Net	-8	0	0	-8	2,089	0	0	2,089	2,081	0	2,081	0	G	G
CYPF4-1	Expenditure	0	0	0	0	384	0	0	384		0	0			
CYPF4-1	Income	0	0	0	0	-351	0	0	-351		0	0			
CYPF4-1	Net	0	0	0	0	33	0	0	33	33	0	0	33	G	G
CYPF4-2	Expenditure	158	0	0	158	241	0	0	241		0	0			
CYPF4-2	Income	-164	0	0	-164	-11	0	0	-11		0	0			
CYPF4-2	Net	-6	0	0	-6	230	0	0	230	224	0	0	224	G	G
CYPF4-3	Expenditure	0	0	0	0	-40	0	0	-40		0	0			
CYPF4-3	Income	0	0	0	0	0	0	0	0		0	0			
CYPF4-3	Net	0	0	0	0	-40	0	0	-40	-40	0	0	-40	G	G
CYPF4-4	Expenditure	51	0	0	51	-42	0	0	-42		0	0			
CYPF4-4	Income	0	0	0	0	0	0	0	0		0	0			
CYPF4-4	Net	51	0	0	51	-42	0	0	-42	9	0	0	9	G	G
CYPF4-5	Expenditure	48	0	0	48	-141	0	0	-141		0	-493			
CYPF4-5	Income	-69	0	0	-69	6	0	0	6		0	-493			
CYPF4-5	Net	-21	0	0	-21	-135	0	0	-135	-156	0	0	337	G	G
CYPF4-7	Expenditure	0	0	0	0	-143	0	0	-143		0	0			
CYPF4-7	Income	0	0	0	0	0	0	0	0		0	0			
CYPF4-7	Net	0	0	0	0	-143	0	0	-143	-143	0	0	-143	G	G
CYPF4-10	Expenditure	150	0	0	150	271	0	0	271		0	0			
CYPF4-10	Income	0	0	0	0	-183	0	0	-183		0	0			
CYPF4-10	Net	150	0	0	150	88	0	0	88	238	0	0	238	G	G
CYPF5-1	Expenditure	0	0	0	0	-262	0	0	-262		0	0			
CYPF5-1	Income	0	0	0	0	262	0	0	262		0	0			
CYPF5-1	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
CYPF5-2	Expenditure	0	0	0	0	-797	0	0	-797		0	0			
CYPF5-2	Income	0	0	0	0	797	0	0	797		0	0			
CYPF5-2	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
Total CYP&F	**Expenditure**	**4,106**	**0**	**0**	**4,106**	**-298**	**0**	**0**	**-298**	**3,808**	**0**	**526**			
	Income	**-4,033**	**0**	**0**	**-4,033**	**-484**	**0**	**0**	**-484**	**-4,517**	**0**	**-90**			
	Net	**73**	**0**	**0**	**73**	**-782**	**0**	**0**	**-782**	**-709**	**0**	**436**	**-1,145**		

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Social and Community Services															
SC1_1	Expenditure	41	0	0	41	-30	0	0	-30		0	0			
SC1_1	Income	-1	0	0	-1	0	0	0	0		0	0			
SC1_1	Net	40	0	0	40	-30	0	0	-30	10	0	0	10		
SC1_2	Expenditure	0	0	0	0	-220	0	0	-220		0	0		G	G
SC1_2	Income	0	0	0	0	209	0	0	209		0	0			
SC1_2	Net	0	0	0	0	-11	0	0	-11	-11	0	0	-11		
SC1_3	Expenditure	24	0	0	24	-6	0	0	-6		0	0		G	G
SC1_3	Income	0	0	0	0	0	0	0	0		0	0			
SC1_3	Net	24	0	0	24	-6	0	0	-6	18	0	0	18		
SC1_4	Expenditure	0	0	0	0	-10	0	0	-10		0	0		G	G
SC1_4	Income	0	0	0	0	0	0	0	0		0	0			
SC1_4	Net	0	0	0	0	-10	0	0	-10	-10	0	0	-10		
SC1_5	Expenditure	0	0	0	0	-1	0	0	-1		0	0		G	G
SC1_5	Income	0	0	0	0	0	0	0	0		0	0			
SC1_5	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1		
SC1_6	Expenditure	0	0	0	0	-6	0	0	-6		0	0		G	G
SC1_6	Income	0	0	0	0	0	0	0	0		0	0			
SC1_6	Net	0	0	0	0	-6	0	0	-6	-6	0	0	-6		
SC2_1a	Expenditure	0	0	0	0	-3	0	0	-3		0	0		G	G
SC2_1a	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1a	Net	0	0	0	0	-3	0	0	-3	-3	0	0	-3		
SC2_1b	Expenditure	0	0	0	0	-10	0	0	-10		0	0		G	G
SC2_1b	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1b	Net	0	0	0	0	-10	0	0	-10	-10	0	0	-10		
SC2_1c	Expenditure	258	0	0	258	0	0	0	0		0	0		G	G
SC2_1c	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1c	Net	258	0	0	258	0	0	0	0	258	0	0	258		
SC2_1d	Expenditure	18	0	0	18	344	0	0	344		0	0		G	G
SC2_1d	Income	0	0	0	0	-347	0	0	-347		0	0			
SC2_1d	Net	18	0	0	18	-3	0	0	-3	15	0	0	15		
SC2_1e	Expenditure	-51	-100	0	-151	-3	0	0	-3		0	0		G	G
SC2_1e	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1e	Net	-51	-100	0	-151	-3	0	0	-3	-154	0	0	-154		
SC2_1g	Expenditure	-50	-50	0	-50	-30	0	0	-30		0	0		G	G
SC2_1g	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1g	Net	-50	-50	0	-50	-30	0	0	-30	-80	0	0	-80		
SC2_1h	Expenditure	0	0	0	0	150	0	0	150		0	0		G	G
SC2_1h	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1h	Net	0	0	0	0	150	0	0	150	150	0	0	150		
SC2_1i	Expenditure	-208	0	0	-208	1,188	0	0	1,188		0	505		G	G
SC2_1i	Income	1	0	0	1	-684	0	0	-684		0	0			
SC2_1i	Net	-207	0	0	-207	504	0	0	504	297	0	505	-208		
SC2_1j	Expenditure	0	0	0	0	-3	0	0	-3		0	0		G	G
SC2_1j	Income	0	0	0	0	0	0	0	0		0	0			
SC2_1j	Net	0	0	0	0	-3	0	0	-3	-3	0	0	-3		
SC2_2a	Expenditure	69	400	0	469	-1,642	0	0	-1,642		0	-505		G	G
SC2_2a	Income	6	0	0	6	679	0	0	679		0	0			
SC2_2a	Net	75	400	0	475	-963	0	0	-963	-488	0	-505	17		
SC2_2b	Expenditure	0	0	0	0	-555	0	0	-555		0	-555		G	G
SC2_2b	Income	0	0	0	0	0	0	0	0		0	0			
SC2_2b	Net	0	0	0	0	-555	0	0	-555	-555	0	-555	0		
SC2_2f	Expenditure	-258	0	0	-258	5	0	0	5		0	0		G	G
SC2_2f	Income	0	0	0	0	0	0	0	0		0	0			
SC2_2f	Net	-258	0	0	-258	5	0	0	5	-253	0	0	-253		
SC2_2i	Expenditure	30	0	0	30	0	0	0	0		0	0		G	G
SC2_2i	Income	0	0	0	0	0	0	0	0		0	0			
SC2_2i	Net	30	0	0	30	0	0	0	0	30	0	0	30		
SC2_2j	Expenditure	0	0	0	0	-4	0	0	-4		0	0		G	G
SC2_2j	Income	0	0	0	0	0	0	0	0		0	0			
SC2_2j	Net	0	0	0	0	-4	0	0	-4	-4	0	0	-4		
SC2_3a	Expenditure	0	0	0	0	767	0	0	767		0	767		G	G
SC2_3a	Income	0	0	0	0	0	0	0	0		0	0			
SC2_3a	Net	0	0	0	0	767	0	0	767	767	0	767	0		

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SC2_3b	Expenditure	0	0	0	0	14	0	0	14		0	0			
SC2_3b	Income	0	0	0	0	16	0	0	16		0	0			
SC2_3b	Net	0	0	0	0	30	0	0	30	30	0	0	30		G
SC2_4a	Expenditure	0	0	0	0	49	165	0	214		0	0			
SC2_4a	Income	0	0	0	0	-30	-165	0	-195		0	0			
SC2_4a	Net	0	0	0	0	19	0	0	19	19	0	0	19	G	G
SC2_4b	Expenditure	0	0	0	0	-61	0	0	-61		0	0			
SC2_4b	Income	0	0	0	0	61	0	0	61		0	0			
SC2_4b	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
SC2_4d	Expenditure	51	0	0	51	-19	0	0	-19		0	0			
SC2_4d	Income	31	0	0	31	0	0	0	0		0	0			
SC2_4d	Net	82	0	0	82	-19	0	0	-19	63	0	0	63	G	G
SC2_4e	Expenditure	0	0	0	0	-8	0	0	-8		0	0			
SC2_4e	Income	0	0	0	0	8	0	0	8		0	0			
SC2_4e	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
SC2_4f	Expenditure	40	0	0	40	-50	0	0	-50		0	0			
SC2_4f	Income	-31	0	0	-31	0	0	0	0		0	0			
SC2_4f	Net	9	0	0	9	-50	0	0	-50	-41	0	0	-41	G	G
SC3_2	Expenditure	-47	0	0	-47	0	0	0	0		0	0			
SC3_2	Income	47	0	0	47	0	0	0	0		0	0			
SC3_2	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
SC4_1a	Expenditure	113	0	0	113	-623	0	0	-623		0	-510			
SC4_1a	Income	0	0	0	0	0	0	0	0		0	0			
SC4_1a	Net	113	0	0	113	-623	0	0	-623	-510	0	-510	0	G	G
SC4_1b	Expenditure	0	0	0	0	-4	0	0	-4		0	0			
SC4_1b	Income	0	0	0	0	0	0	0	0		0	0			
SC4_1b	Net	0	0	0	0	-4	0	0	-4	-4	0	0	-4	G	G
SC4_1c	Expenditure	0	0	0	0	-15	0	0	-15		0	0			
SC4_1c	Income	0	0	0	0	0	0	0	0		0	0			
SC4_1c	Net	0	0	0	0	-15	0	0	-15	-15	0	0	-15	G	G
SC4_2a	Expenditure	0	0	0	0	-4	0	0	-4		0	0			
SC4_2a	Income	0	0	0	0	0	0	0	0		0	0			
SC4_2a	Net	0	0	0	0	-4	0	0	-4	-4	0	0	-4	G	G
SC4_2c	Expenditure	0	0	0	0	-4	0	0	-4		0	0			
SC4_2c	Income	0	0	0	0	0	0	0	0		0	0			
SC4_2c	Net	0	0	0	0	-4	0	0	-4	-4	0	0	-4	G	G
SC4_3	Expenditure	-2	-250	0	-252	-31	0	0	-31		0	0			
SC4_3	Income	0	0	0	0	0	0	0	0		0	0			
SC4_3	Net	-2	-250	0	-252	-31	0	0	-31	-283	0	0	-283	G	G
Total SCS	**Expenditure**	**78**	**0**	**0**	**78**	**-830**	**165**	**0**	**-665**	**-587**	**0**	**-298**		**G**	**G**
Total SCS	**Income**	**53**	**0**	**0**	**53**	**-83**	**-165**	**0**	**-248**	**-195**	**0**	**0**		**G**	**G**
Total SCS	**Net**	**131**	**0**	**0**	**131**	**-913**	**0**	**0**	**-913**	**-782**	**0**	**-298**	**-484**	**G**	**G**
Environment and Economy															
EE1.1	Expenditure	404	0	0	404	-60	0	0	-60		0	350			
EE1.1	Income	0	0	0	0	0	0	0	0		0	0			
EE1.1	Net	404	0	0	404	-60	0	0	-60	344	0	350	-6	G	G
EE1.2	Expenditure	414	0	0	414	50	0	0	50		0	398			
EE1.2	Income	0	0	0	0	0	0	0	0		0	0			
EE1.2	Net	414	0	0	414	50	0	0	50	464	0	398	66	G	G
EE1.2.1	Expenditure	0	0	0	0	493	0	0	493		0	493			
EE1.2.1	Income	0	0	0	0	0	0	0	0		0	0			
EE1.2.1	Net	0	0	0	0	493	0	0	493	493	0	493	0	G	G
EE1.3	Expenditure	141	0	0	141	0	0	0	0		0	141			
EE1.3	Income	0	0	0	0	0	0	0	0		0	0			
EE1.3	Net	141	0	0	141	0	0	0	0	141	0	141	0	G	G
EE1.4	Expenditure	-905	0	0	-905	21	0	0	21		0	-889			
EE1.4	Income	0	0	0	0	0	0	0	0		0	0			
EE1.4	Net	-905	0	0	-905	21	0	0	21	-884	0	-889	5	G	G
EE2.1	Expenditure	23	0	0	23	-19	0	0	-19		0	0			
EE2.1	Income	0	0	0	0	0	0	0	0		0	0			
EE2.1	Net	23	0	0	23	-19	0	0	-19	4	0	0	4	G	G
EE2.3.1	Expenditure	148	0	0	148	0	0	0	0		0	0			
EE2.3.1	Income	-148	0	0	-148	0	0	0	0		0	0			
EE2.3.1	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
EE2.4	Expenditure	0	0	0	0	-223	0	0	-223		0	0			
EE2.4	Income	0	0	0	0	223	0	0	223		0	0			
EE2.4	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G

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EE2.5	Expenditure	0	0	0	0	209	0	0	209		0	0			
EE2.5	Income	0	0	0	0	-209	0	0	-209		0	0			
	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
EE3.1.1	Expenditure	13	0	0	13	-12	0	0	-12		0	0			
EE3.1.1	Income	0	0	0	0	0	0	0	0		0	0			
	Net	13	0	0	13	-12	0	0	-12	1	0	0	1	G	G
EE3.1.3	Expenditure	0	0	0	0	33	0	0	33		0	0			
EE3.1.3	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	33	0	0	33	33	0	0	33	G	G
EE3.1.4	Expenditure	0	0	0	0	-21	0	0	-21		0	0			
EE3.1.4	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-21	0	0	-21	-21	0	0	-21	G	G
EE4.1	Expenditure	2	0	0	2	-6	0	0	-6		0	0			
EE4.1	Income	2	0	0	2	0	0	0	0		0	0			
	Net	4	0	0	4	-6	0	0	-6	-2	0	0	-2	G	G
Total EE	Expenditure	240	0	0	240	465	0	0	465	705	0	493			
	Income	-146	0	0	-146	14	0	0	14	-132	0	0			
	Net	94	0	0	94	479	0	0	479	573	0	493	80		

Budget Book Ref		Total Temporary Virements Previously Approved (on SAP) £000	Temporary Virements Approved in Last Report (not on SAP) £000	Temporary Virements Requested this Report £000	Cumulative Total of Temporary Virements Approved and Requested £000	Total Permanent Virements Previously Approved (on SAP) £000	Permanent Virements Approved in Last Report (not on SAP) £000	Permanent Virements Requested this Report £000	Cumulative Total of Permanent Virements Approved and Requested £000	Total virements £000	Virements already approved by council £000	Virements not deemed to be policy changes £000	Reset total £000	Traffic Light Indicator - positive	Traffic light indicator - negative
Community Safety & Shared Services															
CS1.1	Expenditure	0	0	0	0	-13	0	0	-13		0	0			
CS1.1	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-13	0	0	-13	-13	0	0	-13		G
CS1.2	Expenditure	0	0	0	0	-820	0	0	-820		0	-820			
CS1.2	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-820	0	0	-820	-820	0	-820	0	G	G
CS1.3	Expenditure	0	0	0	0	8	0	0	8		0	0			
CS1.3	Income	0	0	0	0	-8	0	0	-8		0	0			
	Net	0	0	0	0	0	0	0	0	0	0	0	0	G	G
CS1.4	Expenditure	0	0	0	0	-345	0	0	-345		0	-568			
CS1.4	Income	0	0	0	0	9	0	0	9		0	0			
	Net	0	0	0	0	-336	0	0	-336	-336	0	-568	232	G	G
CS1.5	Expenditure	0	0	0	0	1,140	0	0	1,140		0	1,388			
CS1.5	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	1,140	0	0	1,140	1,140	0	1,388	-248	G	G
CS3	Expenditure	0	0	0	0	-1	0	0	-1		0	0			
CS3	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1	G	G
CS4	Expenditure	4	0	0	4	447	0	0	447		0	0			
CS4	Income	-4	0	0	-4	-449	0	0	-449		0	0			
	Net	0	0	0	0	-2	0	0	-2	-2	0	0	-2	G	G
CS5	Expenditure	0	0	0	0	-11	0	0	-11		0	0			
CS5	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-11	0	0	-11	-11	0	0	-11	G	G
CS6.1	Expenditure	0	0	0	0	-2	0	0	-2		0	0			
CS6.1	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-2	0	0	-2	-2	0	0	-2	G	G
CS6.1.1	Expenditure	0	0	0	0	322	0	0	322		0	0			
CS6.1.1	Income	0	0	0	0	-215	0	0	-215		0	0			
	Net	0	0	0	0	107	0	0	107	107	0	0	107	G	G
CS6.1.2	Expenditure	0	0	0	0	6	54	0	60		0	0			
CS6.1.2	Income	0	0	0	0	59	-54	0	5		0	0			
	Net	0	0	0	0	65	0	0	65	65	0	0	65	G	G
CS6.1.3	Expenditure	-6	0	0	-6	-95	0	0	-95		0	0			
CS6.1.3	Income	0	0	0	0	-1	0	0	-1		0	0			
	Net	-6	0	0	-6	-96	0	0	-96	-102	0	0	-102	G	G
CS6.1.4	Expenditure	-185	0	0	-185	303	0	0	303		0	0			
CS6.1.4	Income	-37	0	0	-37	-85	0	0	-85		0	0			
	Net	-222	0	0	-222	218	0	0	218	-4	0	0	-4	G	G
CS6.2	Expenditure	0	0	0	0	-93	0	0	-93		0	0			
CS6.2	Income	0	0	0	0	0	0	0	0		0	0			
	Net	0	0	0	0	-93	0	0	-93	-93	0	0	-93	G	G
Total CS&SS	**Expenditure**	**-187**	**0**	**0**	**-187**	**846**	**54**	**0**	**900**		**0**	**0**			
	Income	**-41**	**0**	**0**	**-41**	**-690**	**-54**	**0**	**-744**		**0**	**0**			
	Net	**-228**	**0**	**0**	**-228**	**156**	**0**	**0**	**156**	**-72**	**0**	**0**	**-72**		

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Budget Book Ref		Total Temporary Virements Previously Approved (on SAP) £000	Temporary Virements Approved in Last Report (not on SAP) £000	Temporary Virements Requested this Report £000	Cumulative Total of Temporary Virements Approved and Requested £000	Total Permanent Virements Previously Approved (on SAP) £000	Permanent Virements Approved in Last Report (not on SAP) £000	Permanent Virements Requested this Report £000	Cumulative Total of Permanent Virements Approved and Requested £000	Total virements £000	Virements already approved by council £000	Virements not deemed to be policy changes £000	Reset total £000	Traffic Light Indicator - positive	Traffic light indicator - negative
Corporate Core															
CC1.1	Expenditure	79	0	0	79	-91	0	0	-91		0	0			
CC1.1	Income	0	0	0	0	0	0	0	0		0	0			
CC1.1	Net	79	0	0	79	-91	0	0	-91	-12	0	0	-12	G	G
CC2.1	Expenditure	0	0	0	0	-22	0	0	-22		0	0			
CC2.1	Income	0	0	0	0	0	0	0	0		0	0			
CC2.1	Net	0	0	0	0	-22	0	0	-22	-22	0	0	-22	G	G
CC2.2	Expenditure	0	0	0	0	5	0	0	5		0	0			
CC2.2	Income	0	0	0	0	0	0	0	0		0	0			
CC2.2	Net	0	0	0	0	5	0	0	5	5	0	0	5	G	G
CC2.7	Expenditure	0	0	0	0	-2	0	0	-2		0	0			
CC2.7	Income	0	0	0	0	0	0	0	0		0	0			
CC2.7	Net	0	0	0	0	-2	0	0	-2	-2	0	0	-2	G	G
CC2.8	Expenditure	0	0	0	0	0	0	0	0		0	0			
CC2.8	Income	0	0	0	0	95	0	0	95		0	0			
CC2.8	Net	0	0	0	0	95	0	0	95	95	0	0	95	G	G
CC2.9	Expenditure	0	0	0	0	0	0	0	0		0	0			
CC2.9	Income	0	0	0	0	-868	0	0	-868		0	-868			
CC2.9	Net	0	0	0	0	-868	0	0	-868	-868	0	-868	0	G	G
CC2.10	Expenditure	0	0	0	0	-3	0	0	-3		0	0			
CC2.10	Income	0	0	0	0	0	0	0	0		0	0			
CC2.10	Net	0	0	0	0	-3	0	0	-3	-3	0	0	-3	G	G
CC2.11	Expenditure	0	0	0	0	-1	0	0	-1		0	0			
CC2.11	Income	0	0	0	0	0	0	0	0		0	0			
CC2.11	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1	G	G
CC2.12	Expenditure	0	0	0	0	0	0	0	0		0	0			
CC2.12	Income	0	0	0	0	1,112	0	0	1,112		0	868			
CC2.12	Net	0	0	0	0	1,112	0	0	1,112	1,112	0	868	244	G	G
CC3.1	Expenditure	0	0	0	0	-63	0	0	-63		0	0			
CC3.1	Income	0	0	0	0	0	0	0	0		0	0			
CC3.1	Net	0	0	0	0	-63	0	0	-63	-63	0	0	-63	G	G
CC3.2	Expenditure	0	0	0	0	-224	0	0	-224		0	0			
CC3.2	Income	0	0	0	0	221	0	0	221		0	0			
CC3.2	Net	0	0	0	0	-3	0	0	-3	-3	0	0	-3	G	G
CC3.3	Expenditure	0	0	0	0	108	0	0	108		0	0			
CC3.3	Income	0	0	0	0	0	0	0	0		0	0			
CC3.3	Net	0	0	0	0	108	0	0	108	108	0	0	108	G	G
CC3.4	Expenditure	-65	0	0	-65	48	0	0	48		0	0			
CC3.4	Income	0	0	0	0	0	0	0	0		0	0			
CC3.4	Net	-65	0	0	-65	48	0	0	48	-17	0	0	-17	G	G
CC3.5	Expenditure	0	0	0	0	-2	0	0	-2		0	0			
CC3.5	Income	0	0	0	0	0	0	0	0		0	0			
CC3.5	Net	0	0	0	0	-2	0	0	-2	-2	0	0	-2	G	G
CC4.1	Expenditure	50	0	0	50	-23	0	0	-23		0	0			
CC4.1	Income	0	0	0	0	47	0	0	47		0	0			
CC4.1	Net	50	0	0	50	24	0	0	24	74	0	0	74	G	G
CC4.2	Expenditure	0	0	0	0	103	0	0	103		0	0			
CC4.2	Income	0	0	0	0	-39	0	0	-39		0	0			
CC4.2	Net	0	0	0	0	64	0	0	64	64	0	0	64	G	G
CC4.3	Expenditure	-18	0	0	-18	-4	0	0	-4		0	0			
CC4.3	Income	0	0	0	0	-13	0	0	-13		0	0			
CC4.3	Net	-18	0	0	-18	-17	0	0	-17	-35	0	0	-35	G	G
CC4.4	Expenditure	0	0	0	0	-3	0	0	-3		0	0			
CC4.4	Income	0	0	0	0	-12	0	0	-12		0	0			
CC4.4	Net	0	0	0	0	-15	0	0	-15	-15	0	0	-15	G	G
CC5.1	Expenditure	0	0	0	0	-8	0	0	-8		0	0			
CC5.1	Income	0	0	0	0	-57	0	0	-57		0	0			
CC5.1	Net	0	0	0	0	-65	0	0	-65	-65	0	0	-65	G	G
CC5.2	Expenditure	20	0	0	20	-38	0	0	-38		0	0			
CC5.2	Income	0	0	0	0	57	0	0	57		0	0			
CC5.2	Net	20	0	0	20	19	0	0	19	39	0	0	39	G	G
CC5.5	Expenditure	0	0	0	0	2	0	0	2		0	0			
CC5.5	Income	0	0	0	0	0	0	0	0		0	0			
CC5.5	Net	0	0	0	0	2	0	0	2	2	0	0	2	G	G
CC5.6	Expenditure	0	0	0	0	-1	0	0	-1		0	0			
CC5.6	Income	0	0	0	0	0	0	0	0		0	0			
CC5.6	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1	G	G

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Budget Book Ref		Total Temporary Virements Previously Approved (on SAP) £000	Temporary Virements Approved in Last Report (not on SAP) £000	Temporary Virements Requested this Report £000	Cumulative Total of Temporary Virements Approved and Requested £000	Total Permanent Virements Previously Approved (on SAP) £000	Permanent Virements Approved in Last Report (not on SAP) £000	Permanent Virements Requested this Report £000	Cumulative Total of Permanent Virements Approved and Requested £000	Total virements £000	Virements already approved by council £000	Virements not deemed to be policy changes £000	Reset total £000	Traffic Light Indicator - positive	Traffic light indicator - negative
CC6.1	Expenditure	21	0	0	21	406	0	0	406						
CC6.1	Income	0	0	0	0	0	0	0	0						
CC6.1	Net	21	0	0	21	406	0	0	406	427	0	0	427	A	G
CC6.2	Expenditure	0	0	0	0	-194	0	0	-194						
CC6.2	Income	0	0	0	0	0	0	0	0						
CC6.2	Net	0	0	0	0	-194	0	0	-194	-194	0	0	-194		G
CC6.3	Expenditure	0	0	0	0	157	0	0	157						
CC6.3	Income	0	0	0	0	0	0	0	0						
CC6.3	Net	0	0	0	0	157	0	0	157	157	0	0	157	G	
CC6.4	Expenditure	15	0	0	15	-211	0	0	-211						
CC6.4	Income	0	0	0	0	0	0	0	0						
CC6.4	Net	15	0	0	15	-211	0	0	-211	-196	0	0	-196		G
CC6.5	Expenditure	0	0	0	0	-160	0	0	-160						
CC6.5	Income	0	0	0	0	0	0	0	0						
CC6.5	Net	0	0	0	0	-160	0	0	-160	-160	0	0	-160		G
CC7.1	Expenditure	0	0	0	0	-43	0	0	-43						
CC7.1	Income	0	0	0	0	0	0	0	0						
CC7.1	Net	0	0	0	0	-43	0	0	-43	-43	0	0	-43		G
CC7.2	Expenditure	101	0	0	101	136	0	0	136						
CC7.2	Income	0	0	0	0	0	0	0	0						
CC7.2	Net	101	0	0	101	136	0	0	136	237	0	0	237	G	
CC7.4	Expenditure	51	0	0	51	-43	0	0	-43						
CC7.4	Income	0	0	0	0	0	0	0	0						
CC7.4	Net	51	0	0	51	-43	0	0	-43	8	0	0	8	G	
CC7.5	Expenditure	22	0	0	22	-96	0	0	-96						
CC7.5	Income	0	0	0	0	0	0	0	0						
CC7.5	Net	22	0	0	22	-96	0	0	-96	-74	0	0	-74		G
CC7.6	Expenditure	0	0	0	0	-1	0	0	-1						
CC7.6	Income	0	0	0	0	0	0	0	0						
CC7.6	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1		G
CC8.1	Expenditure	0	0	0	0	139	0	0	139						
CC8.1	Income	0	0	0	0	0	0	0	0						
CC8.1	Net	0	0	0	0	139	0	0	139	139	0	0	139	G	
CC8.2	Expenditure	0	0	0	0	-1	0	0	-1						
CC8.2	Income	0	0	0	0	0	0	0	0						
CC8.2	Net	0	0	0	0	-1	0	0	-1	-1	0	0	-1		G
CC9	Expenditure	-346	0	0	-346	0	0	0	0						
CC9	Income	0	0	0	0	0	0	0	0						
CC9	Net	-346	0	0	-346	0	0	0	0	-346	0	0	-346	G	
CC10.1	Expenditure	0	0	0	0	14	0	0	14						
CC10.1	Income	0	0	0	0	0	0	0	0						
CC10.1	Net	0	0	0	0	14	0	0	14	14	0	0	14	G	
CC10.2	Expenditure	0	0	0	0	7	0	0	7						
CC10.2	Income	0	0	0	0	0	0	0	0						
CC10.2	Net	0	0	0	0	7	0	0	7	7	0	0	7	G	
Total CC	**Expenditure**	**-70**	**0**	**0**	**-70**	**-109**	**0**	**0**	**-109**	**-179**	**0**	**0**	**-179**		
	Income	**-70**	**0**	**0**	**0**	**543**	**0**	**0**	**543**	**543**	**0**	**0**	**543**		
	Net	**-70**	**0**	**0**	**-70**	**434**	**0**	**0**	**434**	**364**	**0**	**0**	**364**	**G**	

Total Directorate Virements	Expenditure	4,167	0	0	4,167	74	219	0	293	4,460	0	721	0
	Income	-4,167	0	0	-4,167	-700	-219	0	-919	-5,086	0	-90	0
	Net	0	0	0	0	-626	0	0	-626	-626	0	631	-1,257

Transfers from Strategic Net: 626 / 0

KEY TO TRAFFIC LIGHTS

Cumulative	Cumulative virements (permanent and temporary) below £400,000	G
Permanent	Cumulative virements (permanent and temporary) above £400,000 - close to requiring Council approval	A
Virements	Cumulative virements (permanent and temporary) above £500,000 - requires Council approval	R

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December Financial Monitoring Report
CABINET - 16 March 2010

Supplementary Estimates

Report Paragraph Reference	Cabinet Date	Budget Book Ref	Service Area	Details	£000	Repayable/Non-repayable
			SUPPLEMENTARY ESTIMATES PREVIOUSLY REPORTED			
13	Jul-09	CYFP5-2	Non devolved school costs	DSG inflation imbalance	215	Non-repayable
4 & 16b	Sep-09	EE3	Property Services	Third Party legal costs	160	Non-repayable
				TOTAL SUPPLEMENTARY ESTIMATES PREVIOUSLY REPORTED	375	
			SUPPLEMENTARY ESTIMATES ACTIONED THIS REPORT			
				TOTAL SUPPLEMENTARY ESTIMATES THIS REPORT	0	
				TOTAL SUPPLEMENTARY ESTIMATES ANNEX 1 (Col 6)	375	
			SUPPLEMENTARY ESTIMATES REQUESTED THIS REPORT			
3	Mar-10	EE1	Oxfordshire Highways	Additional cost of winter maintenance	425	
				TOTAL SUPPLEMENTARY ESTIMATES THIS REPORT	425	

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

	Jan-10	EE1	Oxfordshire Highways	Cost of defect repair for road maintenance	475	
	Feb-10	CYPF2-15	Agency Residential Placements	Southwark Judgement	300	
	Feb-10	CC2	ICT	A supplementary estimate of up to £2.25m is requested to cover this year's forecast ICT overspend.	2,250	
					2,550	

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December Financial Monitoring Report
CABINET - 16 March 2010
Specific Grants Monitoring 2009/10

Ringfenced	Notification	Directorate	Unused Grant Income carried forward from 2008/09 £000	2009/10 Grant Income per Budget Book Original Estimate £000	Previously Reported changes to existing grants £000	New Grants/ Changes to existing grants this MMR £000	Total Grant Funding Available in 2009/10 £000	Total variation to 2009/10 Grant Income per Budget Book £000	Grant Funded Expenditure to Date £000	Balance Remaining £000	% Remaining £000	Forecast Expenditure to 31 March 2010 £000	Balance that can be carried forward (subject to approval from grant body) £000
		Children, Young People & Families											
R	F	Dedicated Schools Grant (DSG)	1,188	317,154	4,523		322,865	5,711	269,054	53,811	17%	322,865	0
R	P	Standards Fund	3,461	18,555	7,725		29,741	11,186	24,784	4,957	17%	29,519	-222
R	P	School Standards	0	12,298	5,406		17,704	5,406	14,753	2,951	17%	17,704	0
R	F C	Sure Start General	28	14,706	-2,067		12,667	-2,039	10,556	2,111	17%	12,667	0
R	F	Pathfinder	0	0	776		776	776	647	129	17%	776	0
OS	F	Learning & Skills Council	541	28,919	-41		29,419	500	7,151	22,268	76%	29,419	0
R	P	Asylum Seekers		1,285			1,285	0	902	383	30%	1,627	342
		Transformation Fund		211			211	0	176	35	17%	211	0
		Workforce Modernisation & Development		183	1		184	1	46	138	75%	184	0
R	P	School Support Staff training and qualifications		0	210		210	210	20	190	90%	210	0
R	P	Golden hellos for newly qualified teachers		0	341		341	341	302	39	11%	341	0
R	P	DCSF - National College for Leadership of Schools		0	65		65	65	0	65	100%	32	-33
		Parenting Strategy Support Grant	17	353			370	17	171	199	54%	352	-18
		Contact Point	263	230			493	263	242	251	51%	313	-180
		Youth Opportunity Fund	37	346			383	37	365	18	5%	366	-17
		Youth Justice Board		943	183		1,126	183	895	231	21%	1,126	0
R	FC	DCSF - Family Intervention project		0	132		132	132	29	103	78%	125	-7
R	FC	DCSF - MTFC-P	379	0	305		684	684	140	544	80%	400	-284
R	C	DCSF - KEEP PROJECT	30	0			30	30	0	30	100%	30	0
		Environmental arts project	11	0			11	11	9	2	18%	11	0
		CLG - PSA Pump Priming Grant	105	0			105	105	88	17	16%	105	0
R	P C	Leaving Care, Unaccompanied Asylum Seekers		427			427	0	80	347	81%	598	171
R	F	Probation (Home Office)	57	0	99		156	156	156	0	0%	156	0
R	F	DFCA - Young Victims	63	0			63	63	63	0	0%	63	0
R	F	Huntercombe Young Offenders Institution	0	0	150		150	150	150	0	0%	150	0
R	F	Thames Valley Police	0	0	145		145	145	145	0	0%	145	0
R	F	Oxford PCT Partnership Funding	0	0	15		15	15	15	0	0%	15	0
R	F	DCSF - Play Pathfinder	0	0	162		162	162	76	86	53%	162	0
R	F	DCSF - V Programme	0	0	143		143	143	82	61	43%	143	0
		Social & Community Services											
R	F C	AIDS & HIV Training	63	132		52	247	115	63	184	74%	172	75
OS	P	Learning & Skills Council - Adult Education	344	4,241	-628		3,957	-284	3,298	659	17%	3,957	0
U	C	New Deal		135	-135		0	-135	0	0	0%	0	0
R	F	Social Care Reform Grant	454	1,853			2,307	454	1,202	1,105	48%	1,416	891
OS	C	General Registrars Office			8		8	8	7	1	13%	8	0
R	P	Standards Fund (Music Service)		736			736	0	613	123	17%	736	0
R	F	Supporting People	1,364	17,019			18,383	1,364	15,104	3,279	18%	18,383	0
OS	C	Workstep		312	-64		248	-64	159	89	36%	248	0
R	F	LD Campus Closure			29		29	29	24	5	17%	29	0
U	C	Information Advice Guidance			12		12	12	10	2	17%	12	0
R	F	Adult Stroke Services	102		111		213	213	124	89	42%	143	70
R	F	Minor Repairs and Adaptations "Handyperson" Funding			125		125	125	0	125	100%	125	0
R	F	National Dementia Strategy			39	26	65	65	14	51	78%	47	18
		Environment & Economy											
OS	P C	Countryside Agency	23	234			257	23	214	43	17%	257	0
		Community Safety & Shared Services											
R	C	New Burdens Grant*	144	107	8		259	152	216	43	17%	259	0
		Milk Grant		25			25	0	21	4	16%	25	0
		Corporate Core											
		MKOB Improvement Grant	36		232		268	268	217	51	19%	268	0
		TOTAL SPECIFIC GRANTS	8,710	420,404	18,010	78	447,202	26,798	352,383	94,819	21%	445,900	806

* The timing of when New Burdens Grant is spent is dependent on the progress of the Regional Fire Control project

Ringfenced
R   Ringfenced
U   Un-ringfenced
OS   Outside Aggregate External Finance therefore R/U not applicable.   Assume conditions attached therefore ringfenced

Notification
P   Provisional Notification Received
F   Final Notification Received
C   Claim Required

CHANGES TO SPECIFIC GRANTS FOR CABINET TO NOTE

Cabinet Date	Notification	Ringfenced	Budget Book Ref	Service Area	Details	Expenditure		Income	
						From / Decrease (-) £000	To / Increase (+) £000	From / Decrease (+) £000	To / Increase (-) £000
					TOTAL CHANGES TO SPECIFIC GRANTS	0	0	0	0

Ringfenced
R   Ringfenced
U   Un-ringfenced
OS   Outside Aggregate External Finance therefore R/U not applicable. Assume conditions attached therefore ringfenced

Notification
P   Provisional Notification Received
F   Final Notification Received
C   Claim Required

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December Financial Monitoring Report
CABINET - 16 March 2010
Area Based Grant Monitoring 2009/10

Ringfenced	Notification	Directorate	Grant Income per Budget Book Original Estimate £000	Previously Reported £'000	New Grants/Changes to Existing Grants this MMR £'000	Current Grant Amount Revised Estimate £'000	Current Variation to Budget Book Original Estimate £'000	Grant Expenditure to Date £'000	Balance Remaining £'000	% Remaining £'000	Forecast Expenditure to 31 March 2010 £'000
		Children, Young People & Families									
U	F	Child & Adolescent Mental Health Grant	739			739	0	0	739	100%	739
U	F	Carers Grant (Children)	449			449	0	331	118	26%	449
U	F	Children's Fund	869			869	0	912	-43	-5%	869
U	F	Connexions	4,669			4,669	0	3709	960	21%	4,481
U	F	Positive Activities for Young People	306			306	0	306	0	0%	306
U	F	Young People Substance Mis-Use	107			107	0	107	0	0%	107
U	F	Young People Substance Mis-Use Partnership Grant	81			81	0	80	1	1%	81
		Former Standards Fund:									
U	F	School Development Grant - LA element	1,835			1,835	0	29	1,806	98%	1,835
U	F	Extended Schools Start Up costs	1,593			1,593	0	98	1,495	94%	1,593
U	F	School Improvement Partners	289			289	0	166	123	43%	289
U	F	Education Health Partnerships	120	42		162	42	38	124	77%	162
U	F	Choice Advisers	37			37	0	5	32	86%	37
U	F	School Intervention	189			189	0	53	136	72%	189
U	F	Flexible 14-19 Partnership Funding	159			159	0	95	64	40%	159
U	F	Extended Rights to Free Travel	329			329	0	0	329	100%	329
U	F	Sustainable Travel	52			52	0	0	52	100%	52
U	F	Secondary National Strategy - Behaviour & Att	183			183	0	53	130	71%	183
U	F	Secondary National Strategy - Central Co-ordination	267			267	0	105	162	61%	267
U	F	Primary National Strategy - Central Co-ordination	320			320	0	172	148	46%	320
U	F	Teenage Pregnancy	160			160	0	155	5	3%	160
U	F	Care Matters White Paper	345	9		354	9	195	159	45%	354
U	F	Child Death Review Processes	56			56	0	47	9	16%	56
U	F	Child Trust Fund	6			6	0	0	6	100%	6
U	F	Designated Teacher Funding		44		44	44	0	44	100%	44
		Social & Community Services									
U	F	Carers Grant	1,795			1,795	0	1549	246	14%	1,795
U	F	Mental Health Advocacy grant	283			283	0	236	47	17%	283
U	F	Mental Health Grant	1,233			1,233	0	1028	205	17%	1,233
U	F	Preserved Rights	2,794			2,794	0	2328	466	17%	2,794
U	F	Supporting People Adminisatration	374			374	0	325	49	13%	374
U	F	Learning Disabilities Development Fund	367			367	0	306	61	17%	367
U	F	Local Involvement Networks	223			223	0	186	37	17%	223
U	F	Social Care Checks		2		2	2	2	0	0%	2
		Environment & Economy									
U	F	Rural Bus Services Grant	1,634			1,634	0	1362	272	17%	1,634
U	F	School Travel Advisers Grant	92			92	0	77	15	16%	92
U	F	Detrunking of Non-Core Routes	1,703			1,703	0	1419	284	17%	1,703
U	F	Road Safety Partnerships	1,190			1,190	0	992	198	17%	1,190
		Community Safety									
U	F	Stronger Safer Communities Fund	652			652	0	488	164	25%	652
U	F	Adult Social Care Workforce (transferred from S&CS to Shared Services)	1,312			1,312	0	1,093	219	17%	1,312
U	F	Children's Social Care Workforce	138			138	0	115	23	17%	138
		Corporate Core									
U	F	Community Call for Action	11	11		11	11	11	11	100%	11
		Total Area Based Grants	**26,950**	**108**	**0**	**27,058**	**108**	**18,162**	**8,896**	**33%**	**26,570**

	Balance at 1 April 2009 £000	2009/2010 as at January-10 Forecast Movement		Forecast Balance at 31 March 2010 £000	December-09 Forecast Balance at 31 March 2010 £000	Change in closing balance forecast £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000				
Children Young People & Families							
Primary	9,097	-4,541		4,556	4,556	0	
Secondary	2,515	-2,878		-363	-363	0	
Special	1,827	-1,259		568	568	0	
Sub total schools' revenue reserves	**13,439**	**-8,678**	**0**	**4,761**	**4,761**	**0**	
School Loans	-1,488			-1,488	-1,488	0	
Capital	770			770	770	0	
Total schools' reserves	**12,721**	**-8,678**	**0**	**4,043**	**4,043**	**0**	
Food with Thought/Quest	1,203			1,203	1,203	0	Now part of Shared Services.
Schools Contingency	-24			-24	-24	0	
Schools Partnerships	805			805	805	0	
Schools Insurance	265			265	265	0	
Youth Management Committee	374			374	374	0	
Supply Cover	2,800			2,800	2,800	0	
Maternity Leave	-2,892			-2,892	-2,892	0	
CYP&F general reserve	1,000	-1,523	523	0	0	0	Remainder of carry forward placed in CYP&F Reserve to cover directorate pressures
Building Schools for the Future				0	0	0	New reserve to contain balance of BSF funding.
Joint use				0	0	0	New reserve to contain any excess balances at year-end.
Oxfordshire Rural Children Centre				0	0	0	New reserve for vehicle replacement.
Children & Families Reserve	0			0	0	0	
Directorate Total	**16,252**	**-10,201**	**523**	**6,574**	**6,574**	**0**	
Social & Community Services							
Registration Service	115			115	115	0	
Cultural Services General	106	-140	59	165	165	0	
ICT/Digitisation projects	707		131	698	709	-11	
Vehicle Renewals	119	-64	52	107	107	0	
Donations	25			25	25	0	
Adult Learning (CECs accumulated Surplus)	117	-117		0	0	0	
Materials Development Reserve	76			76	76	0	
Learning Disabilities Pooled Budget	-480	480		0	0	0	Transfer of 2008/09 LD Pool Budget overspend
Older People Pooled Budget Reserve	1,130	-1,130		0	0	0	Transfer of 2008/09 OP Pool Budget underspend
OSJ Client Income	64			64	64	0	
S117 Reserve	760	-500		260	260	0	Additional Contribution to the OP & PD Pooled Budget
Directorate Total	**2,739**	**-1,471**	**242**	**1,510**	**1,521**	**-11**	

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	Balance at 1 April 2009 £000	2009/2010 as at January-10 Forecast Movement		Forecast Balance at 31 March 2010 £000	December-09 Forecast Balance at 31 March 2010 £000	Change in closing balance forecast £000	Commentary
		Contributions from Reserve £000	Contributions to Reserve £000				
Environment & Economy							
Countryside Ascot Park	16			16	16	0	
Countryside Publications	0			0	0	0	
Highways Winter Maintenance	18			18	18	0	
Dix Pit WRC Development	13			13	13	0	
Landfill Allowance Trading Scheme	0			0	0	0	
Vehicle Renewals	61			61	61	0	
On Street Car Parking	1,847	-1,038	623	1,432	1,432	0	
Dix Pit Engineering Works	532	-65	167	634	634	0	
Waste Management	835		1,195	2,030	2,030	0	This reserve will increase by £1,195k (£500k + £695k) if the forecast reported can be realised by year end. Funding will be used to support the enhanced Waste Recycling Strategy.
Better Working Initiatives	69	-43		26	29	-3	
Oxfordshire Waste Partnership Joint Reserve	487			487	487	0	
Directorate Total	**3,878**	**-1,146**	**1,985**	**4,717**	**4,720**	**-3**	
Community Safety							
Fire & Rescue							
Protective Clothing	38	-33		5	5	0	
Breathing Apparatus Equipment	76			76	76	0	
Rescue Equipment	33	-10		23	23	0	
Communications Fund	59	-50		9	9	0	
Vehicles	368	-725	815	458	458	0	
IT	35	-35	131	131	91	40	Budget for asset management system transferred to the reserve
Fire Control/Fire Link	532	-65		467	467	0	
Emergency Planning	20			20	20	0	
Trading Standards							
Vehicles	7			7	7	0	
Trainee Reserve	12			12	12	0	
Gypsy & Traveller Services - Refurbishment	73		50	123	123	0	
Shared Services							
Shared Services Funding Reserve	2,024	-3,023	4,551	3,552	3,552	0	Reduction in estimated project spend this year (see Annex 1f)
Money Management Reserve	20			20	20	0	
Directorate Total	**3,297**	**-3,941**	**5,547**	**4,903**	**4,863**	**40**	

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	Balance at 1 April 2009 £000	Forecast Movement Contributions from Reserve £000	Contributions to Reserve £000	Forecast Balance at 31 March 2010 £000	December-09 Forecast Balance at 31 March 2010 £000	Change in closing balance forecast £000	Commentary
Corporate Core							
Change Fund	1,055	-1,055		0	0	0	Assumes the balance currently unallocated (£0.194m) will be used this year
SAP for Schools	332	-332		0	0	0	
Council Elections	356	-250		106	0	106	Revised estimated cost of election
FMSIS Audit	132	-132		0	0	0	
Schools ICT	1,811	-300		1,511	0	1,511	Learning Platform Project will continue into 10/11 and 11/12
Sims Support Service	81	0	60	141	0	141	SIMS Support - Replacement Server and additional software will not be purchased until 10/11
SAP Competency Centre	298	-298		0	0	0	
IT Development Fund	807	-807		0	0	0	
Directorate Total	**4,872**	**-3,174**	**60**	**1,758**	**0**	**1,758**	
Corporate							
Insurance Reserve	4,604			4,604	4,604	0	
Carry Forward Reserve	2,535	-9,099		-6,564	-6,110	-454	Carry forwards from 2007/08 and 2008/09 agreed for use in 2009/10 by Cabinet on 23 June 2009.
Capital Reserve	8,027			8,027	8,027	0	
Other Reserves	-2			-2	-2	0	
LABGI Reserve	944	-629	439	754	754	0	
Budget Reserve - Agreed 2007	3,849	-3,849		0	0	0	
Budget Reserve - Agreed 2009	0		5,931	5,931	5,931	0	
Efficiency Savings Reserve			1,880	1,880	1,880	0	Transfer excess over £19.0m at 2008/09 year end to Efficiency Savings Reserve in 2009/10
Prudential Borrowing Reserve	1,350		1,350	2,700	2,700	0	
Corporate Total	**21,307**	**-13,577**	**9,600**	**17,330**	**17,784**	**-454**	
Total	**52,345**	**-33,510**	**17,957**	**36,792**	**35,462**	**1,330**	

Date		Forecast 2009/10		Budget 2009/10
		£m	£m	£m
	Provisional outturn 2008/09 net of City Schools	20.187		19.000
	City Schools Reorganisation brought forward from 2008/09	1.369		1.369
	County Fund Balance		**21.556**	**20.369**
	Planned Use of Balances		-5.131	**-5.131**
	Less City Schools Reorganisation to be carried forward		-0.775	**-0.775**
	Original forecast outturn position 2009/10		**15.650**	**14.463**
	Additions			
May-09	Surplus grant repaid in May 2009 in respect of a company liquidation	0.078		
Oct-09	Correction to grant repayment - this is a capital grant	-0.078		
			0.000	0.000
	Calls on balances deducted			
Apr-09	Transfer excess over £19.0m at 2008/09 year end to Efficiency Savings Reserve in 2009/10	-1.187		
May-09	Supplementary Estimate for DSG inflation imbalance	-0.215		
Jul-09	Supplementary Estimate for third party legal fees	-0.160		
Jan-10	Supplementary Estimate for cost of defect repair for road maintenance (as shown in the addenda to the Service & Resource Planning report to Cabinet)	-0.475		
			-2.037	-2.000
	Net forecast		**13.613**	**12.463**
	Total budget requirement		**379.170**	**379.170**
	Provisional balances as a % of budget requirement		**3.59%**	**3.29%**
	Net Forecast		**13.613**	
	Calls on balances agreed but not actioned			
Feb-10	Agency residential placements	-0.300		
Feb-10	ICT overspend	-2.250		
			-2.550	
	Calls on balances requested in this report			
	Winter Maintenance	-0.425		
			-0.425	
	Revised forecast position		**10.638**	

Consolidated Revenue Balances

Provisional outturn 2008/09 net of City Schools	20.187
Less forecast year end balances as at January 2010 net of City Schools	-13.613
Add supplementary estimates included above but not actioned on SAP	-0.475
Add 2009/10 City Schools repayment	0.594
Forecast movement on County Fund Balance	6.693

Capital Monitoring Report
Consolidation
January 2010

Ref (1)	Scheme (2)	Budget				Forecast				Variations		Comments (15)
		Budget (as per February capital programme) 2009/10 (3) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total Cost (7) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Revised Total Cost (12) £'000	Variation on Current year budget (13) £'000	Total Cost Variation (14) £'000	
	CYP&F Main Programme	38,605	37,035	62,767	99,802	21,524	37,169	67,609	104,778	134	4,976	
	CYP&F Forward Plan	1,290	1,750	180,240	181,990	487	1,150	175,395	176,545	-600	-5,445	
	Sub-total CYP&F	39,895	38,785	243,007	281,792	22,011	38,319	243,004	281,323	-466	-469	
	Social & Community Services	7,946	6,065	41,473	47,538	3,217	5,710	41,828	47,538	-355	0	
	Environment & Economy	41,491	41,081	121,457	162,538	25,671	40,457	122,123	162,580	-624	42	
	Community Safety & Shared Services	243	989	2,764	3,753	501	989	2,764	3,753	0	0	
	Corporate Core	1,000	2,887	3,000	5,887	1,887	2,887	3,000	5,887	0	0	
	Total Directorate Capital Programme	**90,575**	**89,807**	**411,701**	**501,508**	**53,287**	**88,362**	**412,719**	**501,081**	**-1,445**	**-427**	
	CYP&F Schools Capital	1,392	2,542	3,692	6,234	0	2,542	3,692	6,234	0	0	
	Devolved Formula Schools Capital	9,867	9,564	48,256	57,820	6,450	9,564	48,256	57,820	0	0	
	Earmarked Reserve Allocations	286	2,035	5,749	7,784	0	2,035	5,749	7,784	0	0	
	Total Capital Programme	**102,120**	**103,948**	**469,398**	**573,346**	**59,737**	**102,503**	**470,416**	**572,919**	**-1,445**	**-427**	

NOTE: the scheme totals represent the value of schemes from 2009/10.

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Capital Monitoring Report
Children, Young People & Families - Main
January 2010

Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
	Primary Capital Programme													
1	Combe - Hall & Classrooms	350	934	241	0	**1,175**	934	162	241	0	**1,175**	0	0	Complete Aug 09.
2	Charlton-on-Otmoor - Repl of Temporary Classrooms	400	23	600	582	**1,205**	23	223	600	582	**1,205**	0	0	On-site. 3 week slippage due to weather.
3	Thame, Barley Hill - Repl of Temporary Classrooms	300	37	630	733	**1,400**	37	265	630	733	**1,400**	0	0	On-site.
4	Marcham (Phase 2) - Classrooms	350	0	344	0	**344**	0	344	344	0	**344**	0	0	Complete Sept 09.
5	Launton - Hall & Classroom	900	0	250	625	**875**	0	6	250	625	**875**	0	0	Anticipated start Feb 10.
6	Harwell - 2 Classroom extension	350	0	200	550	**750**	0	31	200	550	**750**	0	0	On-site.
7	Tackley - 2 Classroom extension & Pre-School Accommodation	0	0	0	0	**0**	0	126	150	890	**1,040**	150	1,040	Project Approval ED734.
	Secondary Capital Programme													
8	Wantage, Fitzwaryn - Phase 1	1,725	472	1,756	0	**2,228**	472	1,646	1,756	0	**2,228**	0	0	Complete Jan.
9	Woodstock, Marlborough - Science & Repl Temporary Buildings	2,978	220	1,700	1,395	**3,315**	220	945	1,700	1,395	**3,315**	0	0	On-Site, includes Phase 2 & 3. Forecast completion date extended. Weather coditions have delayed progress on site.
10	Witney, Wood Green - Changing Rooms	0	135	157	0	**292**	135	148	157	0	**292**	0	0	Complete May 09.
11	Oxford Academy Project	12,700	705	15,000	17,645	**33,350**	705	10,060	15,000	17,645	**33,350**	0	0	On-Site.
12	Oxford Academy Project - Environmental Works	0	146	0	0	**146**	146	0	0	0	**146**	0	0	Complete.
13	Chipping Norton - Science	1,200	12	450	3,538	**4,000**	12	192	450	3,538	**4,000**	0	0	Anticipated start Mar 10.
14	Burford Community College - 8 Classroom Block & Drama Studio	350	0	200	2,300	**2,500**	0	107	200	2,300	**2,500**	0	0	Anticipated start Mar 10.
15	Wantage, Fitzwaryn - Phase 2 (Modernisation & Post 16)	600	0	100	3,100	**3,200**	0	2	100	3,100	**3,200**	0	0	Anticipated start Aug 10.
	Provision of School Places													
16	Banbury, Hanwell Fields - Extensions	643	1,355	722	0	**2,077**	1,355	623	722	0	**2,077**	0	0	Complete Sept 09.
17	Witney, Tower Hill - Extensions	569	104	565	0	**669**	104	486	565	0	**669**	0	0	Complete Sept 09.
18	Cutteslowe - Foundation Stage Classroom	0	0	250	0	**250**	0	247	250	0	**250**	0	0	Complete Sept 09.
19	Witney, Henry Box - Music	600	22	780	604	**1,406**	22	447	780	604	**1,406**	0	0	On-Site.
20	Carterton CC - Extension to hall	350	0	0	0	**0**	0	29	50	575	**625**	50	625	Project Approval ED719.
21	Oxford, St Nicholas - 2 additional classrooms & extension to hall	0	0	0	0	**0**	0	32	50	650	**700**	50	700	Project Approval ED720.

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Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
	Children's & Family Centres													
22	Flexibility of Childcare 08/09 - 10/11	2,900	117	1,200	6,455	7,772	117	576	1,200	6,255	7,572	0	-200	Grant provision up to 31st March 2011. Budget provision of £200k transferred towards Tackley.
23	Children Centres 08/09 - 10/11 Phase 3	1,000	6	260	4,852	5,118	6	161	160	3,666	3,832	-100	-1,286	Grant provision up to 31st March 2011. Budget provision transferred towards Eynsham & Bampton.
24	North East Abingdon - Children's Centre	0	16	424	0	440	16	159	424	0	440	0	0	On site - forecast completion Feb 10.
25	Bloxham - Children's Centre	0	0	200	252	452	0	21	200	252	452	0	0	Anticipated start Mar 10.
26	Chalgrove - Children's Centre (P1 & P2)	0	1	400	143	544	1	163	400	143	544	0	0	Phase 1 Complete, Phase 2 Anticipated Start Jan 10.
27	Bampton - Children's Centre	0	0	0	0	0	0	0	100	600	700	100	700	Project Approval ED721. Transfer from Phase 3 Programme.
28	Eynsham - Children's Centre	0	0	0	0	0	0	0	0	613	613	0	613	Project Approval ED722. Transfer from Phase 3 Programme.
	Improvements to Young People's Centres													
29	Faringdon Young People's Centre	0	105	120	0	225	105	93	120	0	225	0	0	Complete Nov 09.
30	Wallingford Young People's & Children Centres	190	22	50	1,135	1,207	22	20	50	1,135	1,207	0	0	Anticipated start April 10.
31	Witney Young People's Centre (Phase 1)	145	92	8	0	100	92	16	8	0	100	0	0	Complete.
32	Berinsfield Young People's Centre	175	6	200	44	250	6	68	200	44	250	0	0	On-site. Forecast completion Feb 10.
33	Chill Out / Youth Capital Fund	399	528	470	399	1,397	528	447	470	399	1,397	0	0	
34	Witney Young People's Centre (Phase 2)	250	0	75	1,045	1,120	0	0	75	1,045	1,120	0	0	Anticipated start June 10.
35	Kidlington Young People's Centre	0	0	250	48	298	0	16	250	48	298	0	0	On-site.
36	Back on Track - Mill & Vehicles	400	19	381	0	400	19	65	65	0	84	-316	-316	Revised Programme.
37	Banbury New Futures Centre	0	0	0	0	0	0	38	100	2,900	3,000	100	3,000	Project Approval ED735.
	Children Homes Development													
38	Thornbury House Children's Home - Repl of building	750	31	300	1,123	1,454	31	88	300	1,123	1,454	0	0	Anticipated Start April 10. Latest cost report identifies potential £140k pressure. Office move to be undertaken in 10/11.
	Annual Programmes													
39	Schools Access Initiative	1,042	825	1,008	4,408	6,241	825	416	1,008	4,408	6,241	0	0	
40	Health & Safety - CYP&F	285	331	119	1,265	1,715	331	68	119	1,265	1,715	0	0	
41	Kilvrough Manor	0	74	241	0	315	74	216	241	0	315	0	0	
42	Health & Safety - Corporate	554	270	300	1,500	2,070	270	0	300	1,500	2,070	0	0	
43	Temporary Classrooms - Relocation & Removal	500	302	548	2,460	3,310	302	567	648	2,460	3,410	100	100	Urgent replacement due to Health & Safety conditions.
44	Cropredy - Refurbishment & Extensions	0	0	0	356	356	0	0	0	356	356	0	0	

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Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
	Other Schemes / Programmes													
45	Small Projects	1,296	0	1,099	1,031	2,130	0	808	1,099	1,031	2,130	0	0	See table below.
46	Minor Works	165	150	181	0	331	150	101	181	0	331	0	0	
47	Loans to Foster/Adoptive Parents	150	158	90	652	900	158	0	90	652	900	0	0	
48	Special Schools (16-19)	0	567	453	0	1,020	567	463	453	0	1,020	0	0	Waiting for grant provider to approve £270k carry forward.
49	14 - 19 Rural Areas	0	0	120	480	600	0	0	120	480	600	0	0	
50	14-19 Diploma	415	0	355	836	1,191	0	309	355	836	1,191	0	0	Release of grant to related partners including district & parish councils.
51	Play Pathfinder	0	291	955	864	2,110	291	497	955	864	2,110	0	0	
52	Short Breaks (AHDC)	0	0	299	698	997	0	165	299	698	997	0	0	On-site.
53	Woodlands Outdoor Education Centre	375	76	190	119	385	76	76	190	119	385	0	0	
	ICT													
54	Harnessing Technology Grant	1,283	944	1,283	1,225	3,452	944	0	1,283	1,225	3,452	0	0	£600k from the 2010/11 allocation may be spent this financial year.
55	Home Access for Targeted Groups	0	0	213	0	213	0	226	213	0	213	0	0	Complete.
	Retentions & Oxford City School Reorganisation													
56	Retentions	576	0	1,240	305	1,545	0	-435	1,240	305	1,545	0	0	
57	Oxford City Schools Reorganisation	0	0	58	0	58	0	-5	58	0	58	0	0	
	Sub-Total CYP&F	37,215	9,096	37,035	62,767	108,898	9,096	21,524	37,169	67,609	113,874	134	4,976	
	School Capital													
58	Devolved Formula	9,867	0	9,564	48,256	57,820	0	6,450	9,564	48,256	57,820	0	0	40% of accelerated funding (£3.8m) available to schools still shown in 10/11. Expenditure relates to SAP schools only.
59	Harnessing Technology Grant	1,392	0	1,392	2,465	3,857	0	0	1,392	2,465	3,857	0	0	
60	Specialist Sports College	0	0	350	0	350	0	0	350	350	350	0	0	
61	Kitchen & Dinning improvements	0	0	200	318	518	0	0	200	318	518	0	0	
62	14-19 Diploma	0	0	600	909	1,509	0	0	600	909	1,509	0	0	
	Sub-Total Schools	11,259	0	12,106	51,948	64,054	0	6,450	12,106	51,948	64,054	0	0	

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Capital Adjustments & Funding Provisions

Ref (1)	Scheme (2)	Budget — Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
63	Efficiency Savings	300	140	0	0	**140**	140	0	0	0	**140**	0	0	
64	Property Client Fee	640	560	0	0	**560**	560	0	0	0	**560**	0	0	
65	Fees	324	0	0	0	**0**	0	0	0	0	**0**	0	0	
66	Tugwell	126	0	0	0	**0**	0	0	0	0	**0**	0	0	
	Sub-Total Other	**1,390**	**700**	**0**	**0**	**700**	**700**	**0**	**0**	**0**	**700**	**0**	**0**	
	Total	49,864	9,796	49,141	114,715	173,652	9,796	27,974	49,275	119,557	178,628	134	4,976	

Ref (1)	Scheme (2)	Budget — Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
40	Small Projects	1,296	0	1,099	1,031	**2,130** **0**	0		1,099	1,031 **0**	**2,130** **0**	0 0	0 0	
	Revised - Small Projects	1,296	0	1,099	1,031	**2,130**	0	0	1,099	1,031	**2,130**	0	0	

Capital Monitoring Report
Children, Young People & Families - Forward Plan
January 2010

Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
(1)	**Primary Capital Programme**													
	Primary School Review	0	0	0	33,502	33,502	0	0	0	33,502	33,502	0	0	
	- Bayards	300	0	300	7,900	8,200	0	73	300	7,900	8,200	0	0	Planning objection from Sport England, planning committee April 10, seeking agreement to refer to Secretary of State for determination.
	- Wood Farm	0	0	300	11,450	11,750	0	197	300	11,450	11,750	0	0	Draft Project Approval ED749
	- Rose Hill							6							
	- St Andrew's, Chinnor														
	- ICT Programme														
	Primary Replacement of Temps														
	- The Grange	0	0	100	1,900	2,000	0	37	100	1,900	2,000	0	0	Draft Project Approval ED739
	- Great Milton	0	0	25	575	600	0	0	25	575	600	0	0	
	- Tackley	0	0	200	550	750	0		0	0	0	-200	-750	Transferred to main programme.
	- Mill Lane							9							
	- Cumnor														
	- Garsington							6							
	Eynsham	100	0	0	0	0	0	0	0	0	0	0	0	Provision moved to Provision of School Places as subject to future growth in Eynsham.
	Peppard	200	0	50	550	600	0	0	50	550	600	0	0	
(2)	**Secondary Capital Programme**													
	Faringdon Community College - Phase 3	0	0	0	1,500	1,500	0	0	0	1,500	1,500	0	0	
	Warriner	0	0	0	250	250	0	9	0	250	250	0	0	
	Secondary Schools Modernisation	0	0	0	1,500	1,500	0	0	0	1,500	1,500	0	0	
	- Bartholomew														
	- Henry Box														

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Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
	Special Schools Modernisation													
	- Northern House	0	0	0	1,450	1,450	0	0	0	1,450	1,450	0	0	
	- Woodeaton Manor	200	0	200	0	200	0	0	0	0	0	-200	-200	Funding to E&E as part of Backlog Maintenance Programme.
	Lord Williams - Autism Unit	50	0	50	1,370	1,420	0	1	50	1,370	1,420	0	0	
	St Birinus - Food Technology	100	0	0	300	300	0	4	0	300	300	0	0	
	Iffley Mead - Food Technology	0	0	50	250	300	0	49	50	250	300	0	0	
	Secondary Modernisation	0	0	0	4,338	4,338	0	0	0	4,338	4,338	0	0	
(3)	**Provision of School Places**													
	Didcot, Great Western Park - Primary No.1	0	0	0	6,250	6,250	0	0	0	6,250	6,250	0	0	
	Didcot, Great Western Park - Primary No.2	0	0	0	6,250	6,250	0	0	0	6,250	6,250	0	0	
	Didcot, Great Western Park - Secondary (Phase 1)	0	0	0	20,800	20,800	0	0	0	20,800	20,800	0	0	
	Didcot, Ladygrove (New Primary) - 7 classroom	0	0	0	3,000	3,000	0	0	0	3,000	3,000	0	0	
	Carterton Community College - Hall	0	0	50	575	625	0	0	0	0	0	-50	-625	Transferred to main programme.
	Bodicote, Bankside - 10 classroom	0	0	0	4,000	4,000	0	0	0	4,000	4,000	0	0	
	Bicester, Gavray Drive - 7 classroom	0	0	0	4,000	4,000	0	-18	0	4,000	4,000	0	0	
	Bicester - Secondary P1 (incl existing schools)	0	0	0	11,000	11,000	0	0	0	11,000	11,000	0	0	
	Bicester - Secondary P2 (including existing schools)	0	0	0	11,000	11,000	0	0	0	11,000	11,000	0	0	
	Bicester, South West - 14 Classroom	0	0	0	6,250	6,250	0	0	0	6,250	6,250	0	0	
	Upper Heyford	0	0	0	6,250	6,250	0	0	0	6,250	6,250	0	0	
	Wantage / Grove - Secondary (option c)	0	0	0	14,000	14,000	0	0	0	14,000	14,000	0	0	
	Witney, Madley Brook - 3 classroom extension	0	0	50	825	875	0	0	50	825	875	0	0	

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Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
	Existing demographic pupil provision - The Cherwell Primary Areas - Oxford	40	0	0	3,351	3,351	0	0	0	3,381	3,381	0	30	
	St Nicholas	0	0	50	650	700				0	0	-50	-700	Transferred to main programme.
	SS Philip & James	0	0	0	75	75				75	75	0	0	
	- Henley													
	- Faringdon													
	- Wantage													
	- Wallingford													
	Secondary - Bicester, Cooper	200	0	150	3,850	4,000		73	150	3,850	4,000	0	0	Draft Project Approval ED747
	- Wheatley Park (Hall)							15						
	- Cherwell (Hall)													
	Risk / Contingency - General Programme	0	0	0	1,974	1,974	0	0	0	1,774	1,774	0	-200	To Balance Programme. £100k to Temporary Classroom programme & £100k to Tackley.
(5)	**Children's & Family Centres**													
(6)	**Early Years Development Funding**													
(7)	**Halls & Kitchens** Hornton - Hall	0	0	0	750	750	0	4	0	750	750	0	0	
(8)	**Special Education Needs**													
(9)	**Locally Co-ordinated Voluntary Aided Programme**													
(10)	**Risk Management Programme**													
(11)	**Opportunity Development** Larkmead - AWP & Sports Facilities	0	0	0	600	600	0	0	0	600	600	0	0	Awaiting DCSF approval and linked to BSF.

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Ref (1)	Scheme (2)	Budget					Expenditure					Variations		Comments (15)
		Budget (as per February capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	
(12)	**Outdoor Education Service**													
(13)	**Improvement of Young People's Centres**													
	Abingdon (incl BoT Grant £250k)	0	0	0	400	400	0	0	0	400	400	0	0	
	Didcot (incl BoT Grant £350k)	300	0	0	550	550	0	0	0	550	550	0	0	
	Banbury New Futures Centre	0	0	100	2,900	3,000	0	0	0	0	0	-100	-3,000	Transferred to main programme.
	Chipping Norton Young People & Adult Learning Centre	0	0	25	975	1,000	0	5	25	975	1,000	0	0	
(14)	**Children Homes Development**													
(15)	**Annual Programmes**													
(16)	**Specific / Delegated Funding**													
	Targeted Capital - SEN	0	0	50	2,580	2,630	0	17	50	2,580	2,630	0	0	
(17)	**ICT**													
	Total	**1,290**	**0**	**1,750**	**180,240**	**181,990**	**0**	**487**	**1,150**	**175,395**	**176,545**	**-600**	**-5,445**	

All schemes are subject to feasibility, option appraisal and formal project approval.
Capital allocations only announced for 08/09 to 10/11, 11/12 to 13/14 allocations are notional.

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Capital Monitoring Report
Social & Community Services
January 2010

Ref (1)	Scheme (2)	Budget				Original Total scheme cost (7) £'000	Expenditure				Total Revised scheme costs (12) £'000	Variations		Comments (15)
		Budget (as per February capital programme) 2009/10 (3)	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000		Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000		Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	
	Community Services													
	Libraries													
1	Banbury Library & Arts Centre	50	0	25	5,760	5,785	0	0	25	5,760	5,785	0	0	Part of town centre redevelopment.
2	Bicester Library	20	16	20	834	870	16	0	20	834	870	0	0	Part of shopping centre redevelopment. Further funding from S106 & capital receipts.
3	Central Library Refurbishment	69	268	20	0	288	268	8	20	0	288	0	0	Budget reduced - Capital Priorities 10/11 to 14/15.
4	Chalbury Library	0	0	0	0	0	0	0	0	0	0	0	0	Part of larger scheme with Skills Centre. Budget joined up with other funding provision and transferred to Property Services.
5	Headington Library	196	7	20	219	246	7	3	20	219	246	0	0	Awaiting for lease agreement, anticipated start May 2010.
6	Thame Library	1,344	145	1,290	257	1,692	145	662	1,290	257	1,692	0	0	On-site.
7	Watlington Library	450	130	500	140	770	130	135	500	140	770	0	0	On-site.
8	Library Refurbishment Programme	250	102	220	0	322	102	93	100	120	322	-120	0	Budget reduced - Capital Priorities 10/11 to 14/15.
9	RFID (Radio Frequency Identification) - Self service in Libraries	0	0	0	1,260	1,260	0	0	0	1,260	1,260	0	0	
	County Heritage & Arts													
10	Abingdon Museum (Contribution)	100	0	0	300	300	0	0	0	300	300	0	0	Anticipated start May 2010.
11	Museums Resource Programme	423	41	100	494	635	41	48	100	494	635	0	0	Subject to development agreement.
12	Development Project - SOFO	0	0	15	15	30	0	15	15	15	30	0	0	
13	Pegasus Theatre (Contributions)	541	335	540	0	875	335	307	540	0	875	0	0	Subject to creation of Trust & trust agreement.
14	Cogges Manor Farm	65	0	65	185	250	0	0	65	185	250	0	0	
15	Oxfordshire Records Office	0	0	0	430	430	0	0	0	430	430	0	0	
		3,508	1,044	2,815	9,894	13,753	1,044	1,271	2,695	10,014	13,753	-120	0	
	Social Care for Adults													
	Mental Health													
16	Mental Health Projects	177	177	177	177	531	177	125	177	177	531	0	0	Reviewing possibility of linking this to MH accommodation strategy
	Residential													
17	Bicester Care Home (Forward Funding)	895	1,007	500	274	1,781	1,007	293	500	274	1,781	0	0	Phase 2 start Sept 09. Potential £100k pressure.
18	HOPs Phase 1 - New Builds	0	0	0	13,108	13,108	0	0	0	13,108	13,108	0	0	
19	HOPs Phase 2 Strategy	0	0	0	5,330	5,330	0	0	0	5,330	5,330	0	0	
20	Deficit Funding Agreement	0	0	0	1,169	1,169	0	0	0	1,169	1,169	0	0	Ending of agreement and lease for residential care & day service.
21	Homes for Older People - Extra Care Housing	250	14	50	836	900	14	0	50	836	900	0	0	Pending acquisition of sites and funding of core and cluster developments. Currently nominally allocated to Greater Leys scheme
22	Homes for Older People - Extra Care Housing (Banbury)	0	0	675	675	1,350	0	675	675	675	1,350	0	0	Grant received from DoH to be issued to bpha.

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Ref (1)	Scheme (2)	Budget (as per February capital programme) 2009/10 (3)	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	Comments (15)
23	ECH - Care Facilities Additions Programme	0	0	0	900	900	0		0	900	900	0	0	To enable existing sheltered housing to become core and cluster ECH
24	ECH - Land Acquisition Programme	0	0	0	4,700	4,700	0		0	4,700	4,700	0	0	To acquire land/sites to increase ECH supply.
25	Learning Disabilities - Supported Living	480	4	240	956	1,200	4	0	227	969	1,200	-13	0	Revised Programme 2009/10 to 2012/13.
Day Centres														
26	Abingdon, Resource Centres (Phase 1-3)	997	208	622	420	1,250	208	525	580	462	1,250	-42	0	Phase 2 completed. Phase 3 with contractors for costing. Estimate showing £50K pressure.To be dealt with from within SCS programme. Phase 3 anticipated start April 2010.
27	Banbury Day Centre (OP)	50	4	50	546	600	4	0	50	546	600	0	0	
28	Rural Day Centres (OP)	30	81	30	0	111	81	3	5	25	111	-25	0	
29	Wantage Day Centre (OP & LD)	0	0	0	0	0	0	0	0	0	0	0	0	
30	Day Centre (OP)	100	0	0	0	0	0	0	0	0	0	0	0	
31	Day Centres (LD)	100	0	50	0	50	0	0	5	45	50	-45	0	
		3,079	1,495	2,394	29,091	32,980	1,495	1,621	2,269	29,216	32,980	-125	0	
	Strategy & Transformation													
	ICT													
32	Supporting People	48	81	48	0	129	81	0	0	48	129	-48	0	
33	Time to Change	0	2,074	57	0	2,131	2,074	15	15	42	2,131	-42	0	
34	Adult Social Care - IT Infrastructure	268	0	100	363	463	0	4	100	363	463	0	0	
35	New Adult ICT Services System	580	0	50	1,950	2,000	0	33	35	1,965	2,000	-15	0	
36	Mobile Working Project	50	26	24	50	100	26	3	19	55	100	-5	0	
		946	2,181	279	2,363	4,823	2,181	55	169	2,473	4,823	-110	0	
	Retentions (Including Fees) & Minor													
37	Retentions	201	0	183	0	183	0	146	183	0	183	0	0	
38	Minor Works	202	0	319	50	369	0	139	319	50	369	0	0	
39	HOP's Externalisation	0	11,915	75	75	12,065	11,915	-15	75	75	12,065	0	0	
		403	11,915	577	125	12,617	11,915	270	577	125	12,617	0	0	
40	Property Client Fees	10	0	0	0	0	0	0		0	0	0	0	
	SERVICES	**7,946**	**16,635**	**6,065**	**41,473**	**64,173**	**16,635**	**3,217**	**5,710**	**41,828**	**64,173**	**-355**	**0**	

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Capital Monitoring Report
Environment & Economy - Transport
January 2010

Scheme (2)	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Budget				Expenditure				Variations		Comments (16)
		Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Retentions from LTP1 schemes		0	197	0	197	10	197	0	197	0	0	
LTP2												
Network Development												
Thornhill P & R	15	2,918	26	0	2,944	-13	26	0	2,944	0	0	
A40 Green Road Roundabout		5,396	15	0	5,411	14	15	0	5,411	0	0	
Congestion Monitoring ANPR		794	2	0	796	2	2	0	796	0	0	
TNR Routeing	62	13	50	0	63	1	50	0	63	0	0	
Oxford VMS	250	441	200	0	641	55	200	0	641	0	0	
Chipping Norton AQMA	290	76	129	250	455	31	40	339	455	-89	0	
Wangford AQMA	248	0	22	34	56	16	22	34	56	0	0	Tender delayed.
Thornhill P & R extensions (project development)		277	82	140	499	25	82	140	499	0	0	
TMC Network Improvements	0	72	103	0	175	34	103	0	175	0	0	
Access to Oxford												
Access to Oxford - Remaining Programme	450	0	0	5,730	5,730	0	0	5,730	5,730	0	0	Initial estimate of the spend profile for programme development costs now included (excluding £62m DFT major project funding - subject to approval of full business case).
Oxford Rail Station	0	0	0	500	500	0	0	500	500	0	0	
Road Safety	965	0	677	616	1,293	611	686	616	1,302	9	9	
Oxford Transport Strategy												
High St (contribution to HM scheme)	229											
Summertown	34	1,291	50	0	1,341	38	38	12	1,341	-12	0	
Fairfax Rd/Purcell Rd Cycle Link	205	5	0	180	185	1	0	180	185	0	0	
Old Rd/Windmill Rd Cycle Link	0	9	35	91	135	4	35	91	135	0	0	
Other Cycle Improvement schemes	30	0	3	30	33	2	3	30	33	0	0	
Controlled Parking Zones	376	134	138	235	507	97	138	235	507	0	0	
Highfield Area Traffic Management	116	0	5	130	135	0	1	134	135	-4	0	

| Scheme (2) | Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000 | Budget | | | | Expenditure | | | | Variations | | Comments (16) |
		Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Central AQMA	100	31	53	0	84	0	0	0	31	-53	-53	Expenditure is revenue in nature therefore has been funded form the revenue budget. Budget requested to be transferred to Transform Oxford.
London Rd corridor - phase 2	554	1,746	600	0	2,346	557	600	0	2,346	0	0	
London Rd corridor - phase 3	520	112	180	1,743	2,035	159	180	1,743	2,035	0	0	
New Inn Hall Street (West End)	164	128	466	0	594	437	466	0	594	0	0	
Speedwell Street/St Aldate's (West End)		85	121	0	206	122	121	0	206	0	0	
Horspath Driftway/The Slade crossing & cycl/ped improvements			0	150	150	0	0	150	150	0	0	
Transform Oxford		9	0	588	597	0	0	534	543	0	-54	
Queens Street	825	0	985	0	985	1,048	1,063	31	1,094	78	109	£60k additional cost of resurfacing the carriageway £20k increase in cost of bus stops £30k proposed increase in scope of bus stops.
Frideswide Square (project development)	135	64	136	450	650	12	46	540	650	-90	0	Validation of modelling work has taken longer than anticipated therefore delayed the start of the detailed design process.
St Giles	0	0	0	90	90	0	0	90	90	0	0	
Towns Programme												
Abingdon												
Abingdon Town Centre	540	2,491	540	150	3,181	187	540	150	3,181	0	0	
Abingdon secondary cycle routes		3	11	0	14	8	11	0	14	0	0	
Marcham Rd Ph 2	185	95	210	0	305	54	210	0	305	0	0	
Banbury												
Western Corridor		261	1	0	262	2	1	0	262	0	0	
Merton Street One way scheme		6	41	0	47	37	41	0	47	0	0	
Hanwell Fields Mineral Railway		0	0	150	150	0	0	150	150	0	0	
Merton Street One way scheme 2			0	130	130	0	0	130	130	0	0	
Henley												
Town Centre	134	1,164	280	0	1,444	241	280	0	1,444	0	0	
Witney												
Cogges Link Road	1,033	1,541	790	15,783	18,114	574	790	15,783	18,114	0	0	£99k funding shortfall remains. A review by a specialist consultant is taking place and significant savings are expected to be made on utility costs.
Woodgreen/West End Ped Cycle Route		25	0	90	115	0	0	90	115	0	0	
Woodford Mill Pedestrian Cycle Route		59	1	0	60	13	13	0	72	12	12	

Scheme (2)	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Budget				Expenditure				Variations		Comments (16)
		Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Downs Road		43	9	50	102	44	23	50	116	14	14	The total cost of this scheme is estimated at £3.4m, funded by developer contributions. Remaining spend profile to be confirmed (delivery planned for 2013/14)
Bicester												
Bicester central area improvement		0		1,000	1,000	0	0	1,000	1,000	0	0	
Roman Road			2	98	100	2	2	98	100	0	0	
Rapid schemes -ECO Town (project development)			0	25	25	0	0	25	25	0	0	
Wantage/Grove												
Limborough Road			0	45	45	0	0	45	45	0	0	
Carterton												
NE Carterton Cycle Links		34	5	0	39	5	5	0	39	0	0	
Carterton B4477 upgrade		2	23	0	25	2	23	0	25	0	0	
Carterton further cycle schemes			0	10	10	0	0	10	10	0	0	
Other Towns												
Drosden pedestrian refuge		36	3	0	39	3	3	0	39	0	0	
Sutton Courtney Footpath			15	0	15	13	15	0	15	0	0	
Adderbury, Twyford crossing			0	55	55	0	0	55	55	0	0	
Kidlington, Exeter Hall cycle route			0	20	20	0	0	20	20	0	0	
Chipping Norton, Oxford Road			0	85	85	0	0	85	85	0	0	
Locality Initiatives			0	410	410	0	0	410	410	0	0	
Didcot Cow Lane			0	100	100	0	0	100	100	0	0	
Public Transport												
Yarnton-Pear Tree Bus Priority	33											
Premium Routes upgrade	421	0	437	414	851	80	437	414	851	0	0	Risk of slippage due to the cold weather.
Iffley Rd donnington bridge jn		1	226	0	227	214	226	0	227	0	0	
Oxford, Garsington Rd/Cowley Rd signalled rdbt improvements			0	120	120	0	0	120	120	0	0	
Public Transport Information Project	288	671	288	278	1,237	156	288	278	1,237	0	0	
Rail Station Development	176	0	125	134	259	71	150	109	259	25	0	
Didcot Station Forecourt	3,943	943	536	4,150	5,629	315	536	4,150	5,629	0	0	

Scheme (2)	Budget					Expenditure				Variations		Comments (16)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Smarter Choices (BWTS)	850	0	716	512	1,228	354	716	512	1,228	0	0	
Salaries	638	0	632	635	1,267	0	632	635	1,267	0	0	
Abbey Centre (Abingdon Depot)	100											
Tugwell Field Access Road	0	0	224	0	224	218	224	0	224	0	0	
Integrated Transport Forward Programme			0	13,561	13,561	0	0	13,561	13,561	0	0	
Preparation Pool	0	0	0	500	500	0	0	500	500	0	0	
TOTAL LITS	**13,909**	**20,976**	**9,390**	**49,462**	**79,828**	**5,857**	**9,280**	**49,609**	**79,865**	**-110**	**37**	
Structural Maintenance						-8						
Carriageways	1,630	0	1,771	7,350	9,121	1,131	1,777	7,350	9,127	6	6	£40k increase in M40 J11 safety resurfacing scheme to include works required to the adjacent area following severe weather.
Footways	2,100	0	2,257	6,500	8,757	1,741	2,266	6,500	8,766	9	9	
Surface Treatments	3,021	0	3,202	13,510	16,712	2,645	3,229	13,510	16,739	27	27	
Structural Patching	0	0	368	1,836	2,204	155	373	1,836	2,209	5	5	
Bridges	2,800	0	2,031	14,731	16,762	812	1,489	14,999	16,488	-542	-274	£97k Shillingford Bridge: delay in formal approvals of planning pre-requisites and access have delayed start of works. £88k Shrivenham Station Vehicle Incursion & £83k Lower Bourton Bridge: 5-6 month delay due to design changes. £210k Lower Heyford Railway: final account now settled at a lower amount than allowed for. £64k various other changes in forecasts
Drainage	168	0	806	3,153	3,959	577	806	3,153	3,959	0	0	
St Lighting Column replacement	491	0	550	2,080	2,630	363	550	2,080	2,630	0	0	
Rights of Way Bridges				500	500			500	500	0	0	
Thames Towpath				350	350			350	350	0	0	

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Scheme (2)	Budget					Expenditure				Variations		Comments (16)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Cumnor Hill	450	418	350	0	768	350	376	0	794	26	26	
A420 Lower Bourton Junction		0	620	0	620	556	610	0	610	-10	-10	
A40 (Headington - M40)		0	100	835	935	21	83	852	935	-17	0	
A422 Ruscote Avenue, Banbury			90	600	690	36	85	605	690	-5	0	
A4158 Oxford Iffley Road (design)			30	90	120	0	30	90	120	0	0	
St Aldates Phase 2	113	873	100	0	973	103	110	0	983	10	10	
High Street Phase 3	1,262	377	1,878	178	2,433	1,196	1,837	219	2,433	-41	0	
Principle Roads		0	23	2,736	2,759	23	23	2,736	2,759	0	0	
Other HQ Items	462	0	393	578	971	196	375	802	1,177	-18	206	Bridges underspend to be reallocated
Capital funding of capitalisable HM		0	850	0	850	0	850	0	850	0	0	
TOTAL STRUCTURAL MAINTENANCE	**12,497**	**1,668**	**15,419**	**55,027**	**72,114**	**9,897**	**14,869**	**55,582**	**72,119**	**-550**	**5**	
TOTAL E&E (TRANSPORT)	**26,406**	**22,644**	**24,809**	**104,489**	**151,942**	**15,754**	**24,149**	**105,191**	**151,984**	**-660**	**42**	

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Capital Monitoring Report
Environment & Economy
Janaury 2010

Scheme (2)	Budget					Expenditure					Variations		Comments (16)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Property Services													
Carbon Management													
Energy Conservation (Prudentially funded)	200	341	150	1,033	1,524	341	96	150	1,033	1,524	0	0	
Street Lighting (Prudentially funded)	300	226	0	0	226	226	35	0	0	226	0	0	
SALIX		291	323	0	614	291	158	323	0	614	0	0	
Carbon Management Fund	100	0	0	160	160	0	0	0	87	87	0	-73	Allocation to 2 new projects
Energy Bus		0	102	0	102	0	82	102	0	102	0	0	
Automated Monitoring & Targeting		61	68	0	129	61	68	68	0	129	0	0	
Solar Panels, County Hall		0	0	0	0	0	0	0	50	50	0	50	
Carbon Reduction Programme (Property)				465	465	0	0	0	465	465	0	0	
Carbon Reduction Programme (Street Lighting)			0	550	550	0	0	0	550	550	0	0	
BOP													
Southern Area Offices		269	0	0	269	269	1	0	0	269	0	0	
Storage		225	0	0	225	225	0	0	0	225	0	0	
Banbury Office	3,108	2,796	3,320	0	6,116	2,796	2,511	3,320	0	6,116	0	0	An overspend is likely due to delays caused by the weather and relocation of the electricity sub station
County Hall	1,526	1,463	1,318	0	2,781	1,463	1,399	1,454	0	2,917	136	136	Final Project Cost. Overspend due to £92k for works/fees (including changes to the CEO area and upgrades to the reception area), £15k for furniture and £29k for removals.
East Oxford Office - Knights Court		742	84	0	826	742	60	84	0	826	0	0	
Oxford Options	1,091	85	826	39	950	85	262	826	39	950	0	0	
Oxford Options - Laundry	0	9	148	0	157	9	135	148	0	157	0	0	
Youth Offending Service	150	0	0	150	150	0	0	0	150	150	0	0	
Trading Standards		0	405	75	480	0	17	405	75	480	0	0	
Macclesfield House ICT node		0	0	500	500	0	0	0	500	500	0	0	
BOP Contingency		0	0	333	333	0	0	0	197	197	0	-136	Allocation to County Hall

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Scheme (2)	Budget					Expenditure					Variations		Comments (16)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Other Projects													
Contributions to Chipping Norton Town Partnership Programme	120	0	0	120	120	0	0	0	120	120	0	0	
Oxford Castle Education Centre	66	0	0	0	0	0	0	0	0	0	0	0	
Redbridge Hollow - Fly Tipped Waste	1,170	12	427	741	1,180	12	102	427	741	1,180	0	0	
Relocation of Countryside Services	500	2	237	121	360	2	3	237	121	360	0	0	
Bampton Community Facility		0	20	888	908	0	1	20	888	908	0	0	
Chipping Norton Access Road		0	283	147	430	0	0	283	147	430	0	0	
Charlbury Skills Centre & Library (Spendlove Centre)		0	0	1,085	1,085	0	0	0	1,085	1,085	0	0	
Annual Programmes													
Backlog Maintenance (Prudentially funded)	4,653	17,352	5,385	2,168	24,905	17,352	4,175	5,385	2,168	24,905	0	0	
Minor Works (2011/12 onwards professional approval)	500	0	468	1,590	2,058	0	135	403	1,655	2,058	-65	0	Three projects now to be delivered as part of the 2010/11 programme
Health & Safety (Non-Schools)	28	0	28	120	148	0	0	28	120	148	0	0	
Contingency - staff delivery	50	0	0	150	150	0	0	0	150	150	0	0	
Opportunity Purchase Fund		0	0	0	0	0	0	0	0	0	0	0	
Whole Life Value Pool-Budget Provision	100	0	0	0	0	0	0	0	0	0	0	0	
Sub-Total Property Services	**13,662**	**23,874**	**13,592**	**10,435**	**47,901**	**23,874**	**9,240**	**13,663**	**10,341**	**47,878**	**71**	**-23**	
Waste Management													
Oakley Wood WRC Redevelopment	500	71	729	0	800	71	677	729	0	800	0	0	
Redbridge WRC	690	4	65	931	1,000	4	0	65	931	1,000	0	0	
Kidlington WRC		0	140	2,860	3,000	0	0	140	2,860	3,000	0	0	
Dean Pit WRC Relocation		0	100	900	1,000	0	0	100	900	1,000	0	0	
Waste Recycling Centre Infrastructure Programme (Phase 2)		0	0	1,189	1,189	0	0	0	1,189	1,189	0	0	
Oxford Waste Partnership PRG allocation		0	384	154	538	0	0	384	154	538	0	0	
Sub-Total Waste Management	**1,190**	**75**	**1,418**	**6,034**	**7,527**	**75**	**677**	**1,418**	**6,034**	**7,527**	**0**	**0**	

Scheme (2)	Budget					Expenditure					Variations		Comments (16)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Capital revenue switch adjustments													
BOP Capital Revenue Switch	233	0	795	280	1,075	0	0	795	280	1,075	0	0	
Carbon Management - EIE project		0	0	0	0	0	0	0	23	23	0	23	New project to provide one to one support for schools, including follow up visits and monitoring to ensure energy reductions. Training for governors and possibly an online training software.
Disposal costs		0	97	88	185	0	0	97	88	185	0	0	
Efficiency Savings		0	370	131	501	0	0	335	166	501	-35	0	Able to be funded from revenue in 2009/10.
Sub-Total Capital revenue switch adjustments	**233**	**0**	**1,262**	**499**	**1,761**	**0**	**0**	**1,227**	**557**	**1,784**	**-35**	**23**	
Sub-Total E&E	**15,085**	**23,949**	**16,272**	**16,968**	**57,189**	**23,949**	**9,917**	**16,308**	**16,932**	**57,189**	**36**	**0**	

Capital Monitoring Report
Community Safety & Shared Services
January 2010

Scheme (2)	Budget					Expenditure					Variations		Comments (16)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (15) £'000	
Fire & Rescue Service													
Banbury Fire Station - New Dimension	20	61	1	0	62	61	0	1	0	62	0	0	
Radio Replacement Scheme		144	14	0	158	144	14	14	0	158	0	0	
Critical Works - HQ Power Supply	59	50	0	0	50	50	0	0	0	50	0	0	
Critical Works - W.C/Shower Facilities			61	0	61		0	61	0	61	0	0	
Minor Works - Day Crewing Houses		0	30	0	30	0	0	30	0	30	0	0	
Flood Defence Works													
Minor Works - Slade incident Command Suite			32	0	32		2	32	0	32	0	0	
Bicester Fire Station Upgrade	35	26	20	389	435	26	1	20	389	435	0	0	
Bicester Fire Station		0	0	0	0	0	0	0	0	0	0	0	
Wangford Fire Station	10	12	10	0	22	12	0	10	0	22	0	0	
Thame Fire Station	50	0	25	2,275	2,300	0	0	25	2,275	2,300	0	0	
Gypsy & Traveller Sites													
Redbridge Hollow Additional Pitch			126	0	126	0	5	126	0	126	0	0	Project start date dependent on completion of project to clear fly tipped waste. Grant bid for £1.163m funding for a further 8 pitches was submitted in June (outcome was expected in October)
Redbridge Hollow Traveller Site Refurbishment of Amenity Units	69	0	69	0	69	0	0	69	0	69	0	0	Grant bid for further funding was submitted in June (outcome was expected in October).
Safer Stronger Communities													
Safer Stronger Communities Grant	201	201	201	0	402	201	151	201	0	402	0	0	
Shared Services - Food With Thought													
School Kitchen & Dining Improvements	400	0	400	100	500	0	328	400	100	500	0	0	
TOTAL COMMUNITY SAFETY & SHARED SERVICES	**243**	**494**	**989**	**2,764**	**4,247**	**494**	**501**	**989**	**2,764**	**4,247**	**0**	**0**	

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Capital Monitoring Report
Corporate Core
January 2010

Scheme (2)	Budget					Expenditure					Variations		Comments (15)
	Current Year Budget (as per Feb 09 capital programme) 2009/10 (3) £'000	Pre 2009/10 (4) £'000	Current Year Estimate (as per latest capital programme) 2009/10 (5) £'000	Post 2009/10 (6) £'000	Original Total scheme cost (7) £'000	Pre 2009/10 (8) £'000	Actual expenditure to date 2009/10 (9) £'000	Projected expenditure to year end 2009/10 (10) £'000	Revised Post 2009/10 (11) £'000	Total Revised scheme costs (12) £'000	Variation on Current year budget (13) £'000	Total Scheme variation (14) £'000	
ICT Hardware & Software	1000		1,000	3,000	4,000	0		1,000	3,000	4,000	0	0	
SAP Support Contract - Software licences	0	0	1,887	0	1,887	0	1,887	1,887	0	1,887	0	0	
TOTAL CORPORATE CORE	**1,000**	**0**	**2,887**	**3,000**	**5,887**	**0**	**1,887**	**2,887**	**3,000**	**5,887**	**0**	**0**	

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Oxfordshire County Council's Treasury Management Lending List
As at 25 February 2010

Counterparty Name	Lending Limits			
	Standard Limit	Overnight Limit	Group Limit	Period Limit
	£	£	£	
Call Accounts / Money Market Funds				
Santander UK plc - Capital A/c	22,000,000	5,000,000	27,000,000	3 years
Santander UK plc - Main A/c	22,000,000	5,000,000	27,000,000	3 years
Bank of Scotland Plc - Base Plus A/c	15,000,000	5,000,000	20,000,000	3 mths
Bank of Scotland Plc - Business Current A/c	15,000,000	5,000,000	20,000,000	3 mths
Clydesdale Bank Base Rate Tracker Plus A/c	10,000,000	0	27,000,000	3 mths
Lloyds TSB Bank plc - Callable Deposit A/c	15,000,000	5,000,000	20,000,000	3 mths
Royal Bank of Scotland - Call A/c	15,000,000	5,000,000	20,000,000	3 mths
Money Market Deposits				
Santander UK plc	22,000,000	5,000,000	27,000,000	3 years
Santander UK Time Deposit Facility	22,000,000	5,000,000	27,000,000	3 years
Alliance and Leicester plc	10,000,000	0	27,000,000	3 mths
Bank Nederlandse Gemeenten N.V.	30,000,000	5,000,000	0	3 years
Bank of New York Mellon	22,000,000	5,000,000	0	2 years
Bank of Nova Scotia	22,000,000	5,000,000	0	2 years
Bank of Scotland Plc	15,000,000	5,000,000	20,000,000	3 mths
Bank of Scotland Plc (Through Broker)	15,000,000	5,000,000	20,000,000	3 mths
Barclays Bank Plc	22,000,000	5,000,000		2 years
Barclays Bank Plc (Direct)	22,000,000	5,000,000		2 years
Bilbao Bizkaia Kutxa	10,000,000	0	0	3 mths
Clydesdale Bank	10,000,000	0	27,000,000	3 mths
Credit Industriel et Commercial (CIC)	15,000,000	0	0	364 days
Crown Agents Bank Ltd	10,000,000	0	0	3 mths
Debt Management Account Deposit Facility	100% Portfolio	0	0	6 mths
DnB NOR Bank	10,000,000	0	0	3 mths
DZ Bank AG Deutsche Zentral-Genossenschaftsbank	10,000,000	0	0	3 mths
English, Welsh and Scottish Local Authorities	30,000,000	5,000,000	0	3 years
HSBC Bank plc	22,000,000	5,000,000	0	3 years
JP Morgan Chase Bank	22,000,000	5,000,000	0	2 years
Lloyds TSB Bank plc	15,000,000	5,000,000	20,000,000	3 mths
National Australia Bank	22,000,000	5,000,000	27,000,000	3 years
National Bank of Canada	10,000,000	0	0	3 mths
Rabobank Group	30,000,000	5,000,000	0	3 years
Royal Bank of Canada	30,000,000	5,000,000	0	3 years
Royal Bank of Scotland	15,000,000	5,000,000	20,000,000	3 mths
Toronto-Dominion Bank	22,000,000	5,000,000	0	2 years

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Division(s): All

CABINET – 16 MARCH 2010

LOCAL TRANSPORT PLAN 2011-2030
DRAFT POLICIES

Report by Head of Transport

Introduction

1. The purpose of this report is to outline progress being made in developing the new third Local Transport Plan (LTP3) and inform members of the results of a Stakeholder consultation on the draft policies for inclusion in the Plan. These policies will form the basis on which a draft Plan will be prepared for public consultation later in the year.

2. Oxfordshire County Council is required to produce an LTP by April 2011. LTP3 will help shape Oxfordshire for the long term, with a 20 year horizon rather than 5 years as in previous LTPs. This will enable the Plan to encompass the 2026 regional planning horizon and also bring the LTP into line with the county's Sustainable Community Strategy, *'Oxfordshire 2030'*.

3. The plan will focus on attracting and supporting economic investment and growth and delivering transport infrastructure and services to tackle congestion and improve quality of life. In September 2009 Cabinet approved the goals and objectives for the LTP. The goals of LTP3 are:

   - To support the local economy and the growth and competitiveness of the county;
   - To make it easier to get around the county and improve access to jobs and services for all by offering real choice;
   - To reduce the impact of transport on the environment and help tackle climate change;
   - To promote healthy, safe and sustainable travel.

4. Annex 1 shows the LTP Objectives and also sets out how the LTP will contribute to delivering the council's strategic objectives of the economy, community, climate change and the cross-cutting theme of breaking the cycle of deprivation.

5. Whilst the objectives apply countywide, the priority given to each will depend to an extent on which of the four settlement types (Oxford, larger towns, smaller towns and rural Oxfordshire) they apply to, as the LTP objectives have been prioritised for each.

6. In November and December 2009 stakeholders were consulted upon a "long list" of potential schemes which should be considered for inclusion in the Plan. A total of 226 responses were received to this consultation. These responses are currently being compiled and an updated long list of schemes will be

produced soon. These schemes will then be assessed on a value for money basis against their ability to contribute to the approved LTP objectives. A prioritised list of schemes, including those received as a result of this consultation, will then be included in the draft Plan which will be subject to further public consultation later this year.

Draft Plan Policies

7. While not explicitly required in the LTP guidance, it was considered that a set of explicit transport policies would significantly increase the value of the Plan. These policies would help in taking and justifying investment decisions, responding to external consultation (for instance on government policies and Local Development Frameworks), as support for making recommendations on planning matters and in the preparation of evidence for public inquiries. These were not required in previous LTPs because transport policies were included in the Structure Plan. Since the introduction of the new development planning system this gap has become an increasing issue.

8. A list of 19 topics was identified as the basis for the development of policies. This list was designed to include the full range of transport issues that the LTP would need to cover. A policy statement was prepared setting out the background to each topic, how the topic is likely to affect, or be affected by, LTP and other objectives, and what problems and/or challenges are likely to occur over the course of the LTP period. Copies of the original full policy statements have been placed on deposit in the Members' Resource Centre. As part of these, a set of draft policies for each topic were agreed in consultation with Members and the County Council and Transport Management Teams. These were then consulted upon and a revised set of draft policies produced taking into account comments and recommendations made by the LTP Working Group of the Growth & Infrastructure Scrutiny Committee and the Council's Capital Investment Board. These revised draft policies are set out in Annex 2.

9. At the time of writing consultation on the policies was still taking place. Consultation took place from 11 January to 21 February 2010, although responses received up until 1 March were accepted. All Parish Councils and identified stakeholders were advised of the consultation and invited to take part. This included the stakeholders who were consulted on objectives plus additional stakeholders identified through an Equality Impact Assessment process and those who had contributed to the previous consultations. As of 22 February, 135 responses had been received.

10. Following the completion of the consultation, an addendum to this report will be prepared outlining the comments received on the policies and any changes considered appropriate to be made in the light of these comments.

11. As Annex 1 suggests, there is an opportunity to present the draft Policies in terms of how they directly contribute towards meeting LTP and Corporate objectives.

Timetable for completing the Plan

12.   Annex 3 shows an outline programme for work required to complete the Plan. This has been developed to avoid any potential conflict with the elections to be held in May and also to tie in with work to be carried out on the Access to Oxford and Science Vale UK projects. It should be noted that the programme as outlined does mean that there is likely to be a short gap between the end of the current LTP and the formal adoption of the new Plan by Council. It is not considered that this will present any serious problems but officers will be consulting with the Government Office for the South East on this matter and will report verbally on the outcome at the meeting.

13.   There will be two further consultations as part of this process. In May it is proposed that a stakeholder consultation takes place on "scenarios" – alternative strategies for meeting the Plan's goals and objectives in the four settlement types.   An innovative model developed to assess the overall transport impacts of different strategies on accessibility, climate change, economy (congestion), the local environment (air quality) and road safety will inform this consultation, together with an assessment of the environmental impact of the strategies in line with the Strategic Environmental Assessment requirements.

14.   In the autumn it is proposed that a full public consultation is carried out on a draft LTP. This will include the objectives and policies along with draft area strategies, which will take into account the work currently being undertaken for the district councils' Local Development Frameworks, the results of the scenarios consultation and the draft prioritised list of schemes which will form the basis of the first implementation programme for the Plan.

Financial and Staff Implications

15.   A team has been established to oversee the development of LTP3, drawn from existing staff within the Transport Service. In addition staff from across Environment & Economy and the Council have been contributing to the development of the Plan.

16.   Halcrow has been commissioned to undertake the work required for the Strategic Environmental Assessment and the Habitats Regulation Assessment. Their costs are being met from within existing budgets.

17.   There are no financial implications directly associated with this report.

Risks

18.   It is important that the approved policies are considered to be appropriate in order to avoid the risk of developing a draft Plan which is not supported at a later stage. This risk has been mitigated by involving stakeholders at this early stage but cannot be wholly eliminated.

19.   There is a risk of raising expectations of how much can be achieved through the Local Transport Plan, particularly in the early years. It is likely that the funding situation for LTP funded improvements will be very tight in the first years of the Plan. The relatively long-term nature of this Plan will mitigate against this risk but this limitation will need to be made explicit in the final document.

RECOMMENDATIONS

20.   **The Cabinet is RECOMMENDED to**

(a)   **approve the list of policies set out in Annex 2 to this report, as amended in the light of any further changes agreed resulting from comments made by Stakeholders (as identified in the addendum to this report), as the basis for the development of a draft Local Transport Plan; and**

(b)   **note the timetable for the completion of the Plan.**

STEVE HOWELL
Head of Transport
Environment & Economy

Background papers: LTP Policy Statements (19)
                          These documents will be placed on deposit in the Members' Resource Centre.

Contact Officers: John Disley,Tel 01865 5666
                          Roger O'Neill, Tel 01865 815659
                          Joanne Fellows, Tel 01865 815546

March 2010

LTP Objectives & Policies

Council Strategic Objectives	Local Transport Plan Objective	LTP Policies
Better Public Services Environment & Climate Change	Improve the condition of local roads, footways and cycleways, including resilience to climate change	• Highways Asset Management
World Class Economy Healthy and Thriving Communities	Reduce congestion	• Network Management • Highway Network Development • Travel Planning (TP1) • Parking • Freight & Distribution
Healthy and Thriving Communities	Reduce casualties and the dangers associated with travel	• Road Safety • Motorcycling
Better Public Services Breaking the Cycle of Deprivation	Improve accessibility to work, education and services	• Public Transport Services (PTS2, 10) • Disability • Taxis / Private Hire
World Class Economy Healthy and Thriving Communities	Secure infrastructure and services to support development	• Public Transport Infrastructure (PTI 4) • Highway Network Devel't (ND1) • Travel Planning (TP2) • Air Travel (AT1)
Environment & Climate Change	Reduce carbon emissions from transport	• Travel Planning (TP3) • Air Travel (AT2)
Environment & Climate Change Healthy and Thriving Communities	Improve air quality, reduce other environmental impacts and enhance the street environment	• Street Environment & Public Realm • Public Transport Services (PTS11)
World Class Economy Environment & Climate Change	Develop and increase the use of high quality, welcoming public transport	• Public Transport Infrastructure & Services • Rail • Network Management (NM2)
Environment & Climate Change Healthy and Thriving Communities	Develop and increase cycling and walking for local journeys, recreation and health	• Cycling • Walking • Public Rights of Way • Waterways

Draft LTP3 Transport Policies

Network Management

Policy NM1   Oxfordshire County Council will manage the road network efficiently to reduce congestion and minimise disruption and delays to the travelling public, whilst balancing the needs of different user groups.

Policy NM2   Oxfordshire County Council will ensure that public travel information is timely, accurate and consistent.

Policy NM3   Junctions and crossings on the network will be designed to operate as effectively as possible, taking into account the location, best use of shared space and the potential need to prioritise particular movements or type of users.

Policy NM4   Oxfordshire County Council will extend network management systems across the county over the course of the Plan.

Highways Asset Management

Policy HAMP1   Oxfordshire County Council will use a whole life approach in assessing its programmes and schemes for maintaining Oxfordshire's transport networks. *(A whole life approach looks at the overall costs of a scheme over its lifetime, rather than just the initial cost of construction.)*

Policy HAMP2   The annual programmes of schemes will be determined by using a system of prioritisation based on the whole life approach, together with a programme of community-led schemes (which would be subject to funding and assessment against agreed Council criteria). *(Community-led schemes are those identified by local people rather than the County Council's monitoring processes.)*

Policy HAMP3   Oxfordshire County Council will use best practice in developing drainage systems for roads and other transport assets including the use of Sustainable Drainage Solutions systems where appropriate.

Highway Network Development

Policy ND1   Oxfordshire County Council will work to ensure that the road network can meet the requirements of a growing county, and will put forward improvement proposals where these are needed.

Policy ND2   Where network development is identified as being required, Oxfordshire County Council will apply a sequential test in identifying the appropriate form of improvement. *(In a sequential test all types of solution are considered for a problem, with non-road building*

solutions considered first, followed by small scale and then large scale improvements.)

Public Transport Services

Policy PTS1   Oxfordshire County Council will create the conditions for effective and successful commercial bus operation, particularly on routes in and between Oxford and the larger towns, with the result that any available subsidy can then be focused on areas where commercial operation is much more unlikely.

Policy PTS2   Oxfordshire County Council will establish a three-tier hierarchy of bus services as the basis for the development of an appropriate network of services. This hierarchy will consist of:
- *Premium Routes* operating at turn up and go frequencies,
- *Hourly+* services operating at frequencies of at least once an hour during weekdays, and
- *Local Services* meeting local accessibility needs only.

Policy PTS3   Oxfordshire County Council will publish, and keep up-to-date, a separate Bus Services Funding Strategy. *(Publication of a Bus Services Funding Strategy is a legal requirement for transport authorities which they can choose to either include within their Local Transport Plan or publish separately.)*

Policy PTS4   Oxfordshire County Council will support the development of a network of community transport schemes to complement and supplement the county's network of scheduled bus services.

Policy PTS5   Oxfordshire County Council will work to ensure that all new developments in Oxfordshire are served by high quality public transport services.

Policy PTS6   Oxfordshire County Council will work with public transport operators and other partners, including meeting its commitments as part of the agreed Quality Bus Partnership, to:
- (i)   improve ticketing arrangements to make travel easier, particularly where these reduce boarding times.
- (ii)   ensure that good quality information is publicly available and that this contributes to increasing the attractiveness of public transport

Policy PTS7   Oxfordshire County Council will develop and manage a policy for managing the national Concessionary Fares scheme in Oxfordshire.

Policy PTS8   Opportunities for expansion and improvement of Park & Ride services and sites will be investigated across the county.

Policy PTS9   Oxfordshire County Council will assist in the development of coach services by providing facilities where justified by actual or potential demand, and will consider pump-priming funding for these where appropriate. *(Pump-priming is the use of subsidy support for a new bus service in order that it can build up sufficient passenger numbers for it to become commercially viable.)*

Policy PTS10   Oxfordshire County Council will work with the Health Trusts to identify how access to healthcare by bus can be improved.

Policy PTS11   Oxfordshire County Council will encourage the use of buses that meet high emissions standards, particularly on services passing through designated Air Quality Management Areas (AQMA).

Public Transport Infrastructure

Policy PTI1   A network of attractive, frequent, and reliable bus services will continue to be developed, operating on routes where delays are minimised by providing sections of segregated road and/or through giving priority to the movement of buses through congested junctions.

Policy PTI2   High quality, welcoming infrastructure for bus passengers at key interchanges, Park & Ride sites, main railway stations and other places where people might change from one mode of transport to another will be pursued.

Policy PTI3   Up-to-date, comprehensive information about bus services and links to ticketing technology will be made available at interchanges, bus stops and other places.

Policy PTI4   The location and layout of new developments will be influenced so that attractive, frequent and reliable bus services can be provided offering new residents and employees a real choice of using public transport.

Rail

Policy R1   Oxfordshire County Council will work with the rail industry and other partners to deliver improvements or upgrades to stations, possible new stations and rail services both within the county and linking Oxfordshire to a wider range of destinations.

Policy R2   Oxfordshire County Council will support the establishment of an Oxfordshire Quality Rail Partnership and support community involvement in rail issues through the development of Community Rail Partnerships.

Policy R3   Oxfordshire County Council will seek opportunities to integrate rail improvements with other local transport improvements to increase the use of rail for locally based journeys.

Policy R4   Oxfordshire County Council will generally support proposals for strategic enhancements to the rail network, and will work with the rail industry to facilitate these and secure funding as required, including:
(i)   the East West rail scheme
(ii)   the Chiltern Railways Evergreen 3 project
(iii)   electrification of the Great Western Line.

Cycling

Policy CY1   Journey origin and destination and other survey data will be used to identify where the greatest potential for increasing cycle use exists, to ensure that an effective, targeted and value for money approach is adopted.

Policy CY2   Oxfordshire County Council will develop programmes to improve facilities for cycling where this will effectively encourage more cycling trips.

Policy CY3   Oxfordshire County Council will ensure that the design of all transport improvements considers the needs of cyclists and helps to encourage more cycling.

Policy CY4   Oxfordshire County Council will promote responsible cycling as a healthy, convenient and mainstream mode of travel.

Policy CY5   Oxfordshire County Council will work closely with other interested groups to encourage greater levels of cycling

Walking

Policy W1   Oxfordshire County Council will promote walking as a healthy, attractive and fun mode of transport.

Policy W2   Oxfordshire County Council will develop networks of high quality pedestrian routes across Oxford and Oxfordshire's towns.

Policy W3   Oxfordshire County Council will use street audit processes to determine the nature of improvements to walking facilities. *(Street audits use the knowledge of local communities to evaluate the quality of the local area and propose improvements.)*

Policy W4   Improvements to walking facilities in rural areas will be investigated where this could lead to improved safety, encourage walking to school, provide better access to public transport or better integration with the Public Rights of Way network.

Road Safety

Policy RS1   Oxfordshire County Council will adopt the national casualty reduction targets and develop local indicators to reflect any additional local priorities.

Policy RS2   Road safety activity will continue to focus on analysing accident statistics and using key demographic analysis to identify and implement improvements to the highway network and effective means of influencing road user behaviour.

Policy RS3   Oxfordshire County Council will use a range of measures to reduce the number of casualties in road accidents, including engineering, speed management, education and training.

Motorcycling & Motorcycle Safety

Policy MCS1   Oxfordshire will be promoted as a safe and welcoming county for responsible motorcycling.

Policy MCS2   Reducing the current high casualty rate will be the main focus of motorcycle activities.

Travel Planning

Policy TP1   Oxfordshire County Council will continue working with and supporting schools to focus on reducing car use on the school run and congestion at and around schools by promoting alternatives such as walking.

Policy TP2   Oxfordshire County Council will extend travel planning to include working with local communities, key destinations (e.g. towns) and major developments.

Policy TP3   Oxfordshire County Council will develop workplace travel planning services which can be offered to external customers.

Parking

Policy P1   Oxfordshire County Council will manage the parking under its control in order to both maximise the transport and wider economic benefits in the local area.

Policy P2   Oxfordshire County Council will seek to control off-street parking to appropriate levels, taking into account the needs of development, congestion reduction and sustainability.

Policy P3   Oxfordshire County Council will introduce residents' parking schemes where these will contribute to meeting the Council's strategy for an area.

Street Environment and the Public Realm

Policy SEPR1   The street environment and public realm in urban areas will be improved by a programme of schemes developed by Oxfordshire County Council in association with District and local councils and other partners.

Policy SEPR2   Oxfordshire County Council will carry out a de-cluttering of the street environment, either as part of specific improvement schemes or in association with other improvement or maintenance schemes. *(De-cluttering is the removal of unnecessary street signs, traffic control equipment and other street furniture in order to produce a more attractive and efficient local environment.)*

Policy SEPR3   Street audit processes will be used to determine the nature of street environment and public realm improvements. *(Street audits use the knowledge of local people to evaluate the quality of the local area and propose improvements.)*

Disability

Policy D1   Consultation with disabled people and their representatives will take place at the earliest stage in the development of schemes and initiatives so that the needs of all groups are considered.

Policy D2   Oxfordshire County Council will provide disability awareness training for all appropriate staff.

Freight and Distribution

Policy FD1   Oxfordshire County Council will support moves to transfer freight movements from roads to rail or water, where this would not cause unacceptable local problems.

Policy FD2   Oxfordshire County Council will identify a network of routes suitable for freight movement into, out of, through and within the county and will ensure that this network remains suitable for freight movements.

Policy FD3   Oxfordshire County Council will support local strategies to ensure that businesses can make and receive necessary deliveries efficiently and effectively while balancing this with protection of the local environment.

Policy FD4   Oxfordshire County Council will generally support applications for the provision of new rest facilities for lorries, particularly overnight facilities, provided that they are located on or adjacent to major

routes and they do not cause unacceptable problems to local communities, the environment or road networks.

Policy FD5   Oxfordshire County Council will not support any increase in overall permitted size or weight of lorries.

Public Rights of Way and access to natural green space

Policy PROW1   Oxfordshire County Council will promote a Public Rights of Way network which enables access for all taking into account location and the potential need to prioritise particular users.

Policy PROW2   Public Rights of Way will be protected and well maintained.

Policy PROW3   Oxfordshire County Council will develop a more joined-up Public Right of Way network that meets the needs and demands of users whilst accommodating the interests of land managers, the natural environment and our cultural heritage.

Policy PROW4   The Rights of Way network will contribute towards a thriving countryside where residents and visitors are able to understand and enjoy their rights, in a responsible way.

Taxis and Private Hire Vehicles

Policy TPHV1   Oxfordshire County Council promotes the continued use and growth of taxis in order to meet local transport and accessibility needs.

Policy TPHV2   Oxfordshire County Council will liaise with licensing authorities on the provision of taxi rank capacity and minimising conflicts between taxis and buses.

Policy TPHV3   Oxfordshire County Council will keep the use of bus priority lanes by taxis under review.

Air Travel

Policy AT1   Oxfordshire County Council will encourage airfield and airport operators within the county to develop services and facilities which support the economic development of the County, whilst encouraging best use to be made of existing site, runway and terminal capacity before considering expansion proposals.

Policy AT2   Oxfordshire County Council will promote the use of more sustainable transport modes to access air travel.

Waterways

Policy WW1   Oxfordshire County Council will encourage the continued and increased use of the county's waterways, as well as support

opportunities for expanded freight transport on the waterways network where this would not cause unacceptable local problems.

Policy WW2   Oxfordshire County Council will seek opportunities for external funding for waterway schemes and improvements to the connecting networks.

Timetable for completion of the Local Transport Plan

10 May – 20 June	Consultation on scenarios
20 July	**Cabinet approval of preferred scenarios**
July – September	Preparation of draft Plan for consultation (including area strategies)
21 September	**Cabinet approval of draft Plan for consultation**
1 October 2010 – 2 January 2011	Consultation on draft Plan
January – March 2011	Preparation of final Plan
15 March 2011	**Cabinet Approval of final Plan**
April 2011	Adoption of final Plan by Council

Division(s): All

CABINET – 16 MARCH 2010

HOMES & COMMUNITIES AGENCY SINGLE CONVERSATION: LOCAL INVESTMENT PLAN

Report by Head of Sustainable Development

Introduction

1. This report outlines the ongoing work with the Homes and Communities Agency to develop a Local Investment Plan (LIP) and Local Investment Agreement (LIA) for Oxfordshire. The aim is to produce a final LIP signed off by the Oxfordshire local authorities by the 31 March 2010. The report recommends that agreement to and sign off of the LIP is delegated to the Head of Sustainable Development in consultation with the Cabinet Member for Growth and Infrastructure.

The Single Conversation

2. The Homes & Communities Agency (HCA) is involved in a "Single Conversation" process which over time is intended to involve all local authorities. Oxfordshire was selected by the Homes & Communities Agency last summer as one of three areas in the South East as a pilot for the process. The other two are east Kent and PUSH (Partnership for Urban South Hampshire).

3. The Single Conversation is a process of dialogue between the HCA, Oxfordshire local authorities and partners to set out investment priorities. The LIP will set out a shared vision and objectives for places within the area and identify priority investments linked to place making for the short, medium and longer term. The aim is to ensure that funds from a variety of sources, including partner organisations, are linked to achieve maximum impact and value for money. The LIP will cover a fifteen year time horizon with the first five years in detail.

4. The LIA will set out agreement, in principle, between the HCA and the Oxfordshire local authorities about the investments that will be funded and resources to be provided by HCA and the local authorities. The HCA now say there is no longer a requirement to complete the Local Investment Agreement (LIA) in the same timescale as the LIP.

5. The Oxfordshire Spatial Planning and Infrastructure Partnership (SPIP) is the partnership board for the project although individual councils retain the need to sign off the project through normal channels. The County Council is represented on the Partnership by the Cabinet Member for Growth & Infrastructure and the Director of Environment & Economy.

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6. At the SPIP meeting in December four cross cutting themes for the single conversation were endorsed as a focus of the preparation of the LIP:

    -   providing the economic drivers to support the Oxfordshire economy and support "Building the Future" of the economy;
    -   providing the housing, including affordable housing, to support the economy of Oxfordshire through the development of healthy and thriving communities;
    -   address the regeneration needs of the most deprived groups and communities/breaking the cycle of deprivation;
    -   providing the necessary infrastructure to support the development of thriving and healthy communities and planned growth in Oxfordshire.

7. Each district has undertaken a long term assessment of sites and schemes likely to come forward over the next 20 years. Work has progressed also on developing an understanding of County Council infrastructure requirements necessary both for the delivery of specific sites and in more strategic terms to support the overall delivery of growth in the county.

8. At the current time there is a lack of clarity about the amount of funding available to the HCA over the next five years. The work has progressed with the development of a priority list of projects and programmes (Annex 1). Each district council has a list of schemes which are deliverable in the next five years. From these lists the district councils have identified their top priority schemes (page 1 of Annex 1) and work is progressing to identify any implications for these in terms of strategic infrastructure.

Comments of Head of Sustainable Development

9. The aims of the single conversation process are consistent with the thinking behind the setting up of the SPIP. Although the short term aim for the Oxfordshire pilot is to produce a local investment plan, the single conversation is seen as an ongoing, iterative process, which includes building relationships with other delivery agencies including government departments. The LIP will be regularly reviewed and updated.

10. The HCA emphasise priorities around a place-based approach to delivering investment linked to regional priorities and wider objectives for places not just housing; and linkages and leverage with other programmes. This issue relates closely to this Council's developing approach to locality working through its Closer to Communities Strategy. The cross cutting themes for the LIP are consistent with the Council's overall priorities.

11. There is still a considerable amount of detailed work to be completed in drafting the final LIP document. It is intended that the SPIP endorse the substantive content at a meeting on 1 March; and that officers would then finalise the full write up of the document for submission to the HCA at end of March. The outcome of that meeting and development of the process through early March will be reported orally.

12.   A key issue is for the County Council is to ensure that appropriate priority is given to strategic infrastructure which is necessary to deliver the top priorities. The list of strategic infrastructure items included in the final section of annex 1 (Contributes to meeting strategic infrastructure needs) have been developed in detail using assessment forms that have been completed also for district council schemes. For transport, as Annex 1 shows there is an overall scheme to incorporate all schemes identified through the LTP process. For individually identified schemes, it will be important to consider how LIP priorities fit with the emerging Local Transport Plan 3, through which the County Council will be assessing and prioritising schemes and which is subject to Strategic Environmental Assessment regulations.

13.   As the final LIP will not be completed until late March I recommend that the County Council's agreement to and sign off of the document that is proposed for submission to the HCA is delegated to me in consultation with the Cabinet Member for Growth and Infrastructure . The approved LIP will be reported to the Capital Investment Board in due course so that Cabinet members will have the chance to see the final document.

Financial and Staff Implications

14.   Whilst the focus in preparing the LIP is around HCA investment, the objective is to identify and draw in a range of investments from different sources, including partner organisations within the sub-region. The LIP could provide an important element in the allocation of public funding for infrastructure. Work on the single conversation has been met out of existing resources. It has had a major impact on staff resources and input to other work areas which will continue through to the end of March this year. We are learning from the process and will take work forward on infrastructure planning in the next year but it is not anticipated that this will have any additional staffing implications

RECOMMENDATION

15.   **The Cabinet is RECOMMENDED to delegate to the Head of Sustainable Development in consultation with the Cabinet Member for Growth & Infrastructure authority to agree to and sign off the final Local Investment Plan.**

CHRIS COUSINS
Head of Sustainable Development

Background papers: Nil

Contact Officer: Ian Walker, Spatial Planning Manager
                             Tel: (01865) 815588
February 2010

Draft list of Oxfordshire Priority Projects
(As circulated to the Spatial Planning and Infrastructure Partnership 1 March 2010)

Top Priority Schemes:

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010 - 2015 (min)	Number of Affordable Homes 2010 - 2015 (min)
Oxford	Oxford Small and Medium Sites (including Blackbird/Greater Leys and windfalls) (HRA Land Capacity tbc)	n/a	3,222	1,344
ALL	Oxfordshire Rural Housing Schemes	n/a	1,498	1,023
Cherwell	NW Bicester Eco Town, Bicester	5,000	1,250	300
Cherwell	Banbury Canalside, Banbury	1,200	1,200	180
Cherwell	SW Bicester	1585	1000	476
ALL	Oxfordshire Extra Care Schemes	n/a	900	600
Oxford	Oxford West End Renaissance Project	830	830	415
South	Great Western Park, Didcot	2,700	700	210
West	Large Strategic Sites (North Carterton, West Witney/North Curbridge SDA and Chipping Norton)	n/a	700	280
Vale	Grove Airfield, Grove	2,500	650	260
Vale	Great Western Park, Didcot	600	600	180
Oxford	Barton (including regeneration of Barton and Northway Estates)	1,000	500	250
West	Small to medium sites in market towns of Witney, Carterton and Chipping Norton (including windfalls)	n/a	500	200
South	Fair Mile Hospital, Cholsey	353	353	106
Vale	Tilbury Lane and Lime Road, Botley	280	280	112
West	Carterton Expansion, Carterton	1,000	200	80
South	Chinnor Cement Works, Chinnor	178	178	71
Total: 17 Schemes (min)		**n/a**	**14,561**	**6,087**

Note: to be complete following agreement of top priorities - one example provided below**

Strategic Infrastructure to Deliver the top Priority Schemes:

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010 - 2015 (min)	Number of Affordable Homes 2010 - 2015 (min)
Cherwell	M40 Junction 9 Improvements	n/a	n/a	n/a

Total (min)				

Countywide Totals:

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010 - 2015 (min)	Number of Affordable Homes 2010 - 2015 (min)
ALL	**ALL**	**n/a**	**22,493**	**9,092**

Objective: Delivers new housing, including affordable housing (not including sites identified as a priority schemes)

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010 - 2015 (min)	Number of Affordable Homes 2010 - 2015 (min)
Cherwell	Subtotal: Bicester and Upper Heyford	8,160	3,825	1,226
	NW Bicester Eco Town, Bicester	*5,000*	*1,250*	*300*
	Former RAF Upper Heyford, Upper Heyford	*1,075*	*1,075*	*300*
	SW Bicester Urban Extension, Bicester	*1,585*	*1,000*	*476*
	Gavray Drive, Bicester	*500*	*500*	*150*
South / Vale	Subtotal: Didcot	5,750	1,800	560
	Great Western Park, Didcot (South)	*2,700*	*700*	*210*
	Great Western Park, Didcot (Vale)	*600*	*600*	*180*
	Ladygrove East, Didcot (South)	*650*	*300*	*90*
	Didcot Urban Extension, Didcot (South)	*1,800*	*200*	*80*
Cherwell	Subtotal: Banbury	1,580	1,180	354
	Bankside Urban Extension, Banbury	*1,470*	*1,070*	*321*
	Oxford and Cherwell College, Banbury	*110*	*110*	*33*
Vale	Subtotal: Wantage & Grove	4,000	840	336
	Grove Airfield, Grove	*2,500*	*650*	*260*
	NE Wantage, Wantage	*1,500*	*190*	*76*
Oxford	Oxford West End Renaissance Project	830	830	415

West	Large Strategic Sites (North Carterton, West Witney/North Curbridge SDA and Chipping Norton)	n/a	700	280
Vale	Subtotal: Harwell	670	545	179
	Northern part of Harwell Science and Innovation Campus, Harwell	*400*	*275*	*110*
	Chilton Field, Harwell	*270*	*270*	*69*
Oxford	Barton (including regeneration of Barton and Northway Estates)	1,000	500	250
Vale	Subtotal: Botley	472	472	189
	Timbmet, Botley	*192*	*192*	*77*
	Tilbury Lane, Botley	150	150	60
	Lime Road, Botley	130	130	52
Vale	Former Nursery and Cricket Ground, Farington	400	400	160
South	Fair Mile Hospital, Cholsey	353	353	106
South	Extension to Wallingford, Wallingford	500	250	100
South	Extension to Thame, Thame	700	200	80
West	Carterton Expansion, Carterton	1,000	200	80
South	Chinnor Cement Works, Chinnor	178	178	71
Vale	South of Park Road, Faringdon	400	100	40
South	Thame United Football Club, Thame	100	100	40
Vale	Old Gaol, Abingdon	62	62	24
Oxford	New Council House Building Programme, Oxford	58	58	58
Cherwell	Cherwell Small and Medium Sites (including windfalls)	n/a	854	490
Oxford	Oxford Small and Medium Sites (including Blackbird/Greater Leys and windfalls) (HRA Land Capacity tbc)	n/a	3,222	1,344
South	South Oxfordshire Small and Medium Sites (including windfalls)	n/a	200	70
West	Small to medium sites in market towns of Witney, Carterton and Chipping Norton (including windfalls)	n/a	500	200
Vale	Vale Small and Medium Sites	n/a	76	37
ALL	Oxfordshire Rural Housing Schemes	n/a	1,498	1,023
ALL	Oxfordshire Extra Care Schemes	n/a	900	600
ALL	Central Oxfordshire (no specific location(s))	4,000	1,250	500
ALL	Oxfordshire Gypsies, Travellers and Travelling Showpeople (GTTS)	n/a	tbc	tbc
Total: 39 Schemes (min)		**n/a**	**21,093**	**8,812**

Objective: Supports economic growth (not including sites identified as priority schemes)

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010 - 2015 (min)	Number of Affordable Homes 2010 - 2015 (min)
Cherwell	Bicester Business Park	n/a	n/a	n/a
Oxford	Northern Gateway (Mixed-use employment led development)	200	200	100
Vale	Science Vale UK	n/a	n/a	n/a
Total: 3 Schemes (min)		**n/a**	**200**	**100**

Objective: Achieves regeneration and / or tackles deprivation (not including sites identified as priority schemes)

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010-2015 (min)	Number of Affordable Homes 2010-2015 (min)
Cherwell	Banbury Canalside, Banbury	1,200	1,200	180
Oxford	Blackbird Leys and Greater Leys (numbers included with small & windfall sites)	n/a	n/a	n/a
Oxford	Homelessness Projects (The Old Fire Station, Wet Garden, Aspire Oxford, Steppin'Stone, The Gap)	n/a	n/a	n/a
Oxford	Regeneration Projects (Rosehill and Wood Farm)	n/a	n/a	n/a
Total: 4 Schemes (min)		**n/a**	**1,200**	**180**

Objective: Contributes to meeting strategic infrastructure needs (not including sites identified as priority schemes)

District	Scheme	Total Homes 2010 - 2030 (min)	Number of Homes 2010-2015 (min)	Number of Affordable Homes 2010-2015 (min)
ALL	Access to Oxford	n/a	n/a	n/a
ALL	Children and Family Centres	n/a	n/a	n/a
ALL	Chiltern Rail Ever-Green 3 Project (Part of East - West Rail)	n/a	n/a	n/a
ALL	Fire Stations (Bicester, Thame, Wallingford)	n/a	n/a	n/a
ALL	Green infrastructure Strategy	n/a	n/a	n/a
ALL	Infrastructure to meet existing deficits	n/a	n/a	n/a
ALL	Libraries (Banbury, Bicester, Didcot)	n/a	n/a	n/a
ALL	Primary schools to support growth (Cherwell 7, Oxford 2, SODC 5,Vale 3, West 1)	n/a	n/a	n/a
ALL	Primary & Secondary Capital Programmes	n/a	n/a	n/a
ALL	Resource/Day Care Centres	n/a	n/a	n/a
ALL	Schemes identified through LTP3 process 2011 to 2030	n/a	n/a	n/a
ALL	Secondary Education Schemes to support growth including Building Schools for the	n/a	n/a	n/a

	Future (Banbury, Iffley Mead, Cheney, one more tbc)			
ALL	Strategic Waste Management Sites	n/a	n/a	n/a
ALL	Young People's Centres	n/a	n/a	n/a
Cherwell	Banbury Flood Alleviation Scheme	n/a	n/a	n/a
Cherwell	M40 Junction 10 improvements	n/a	n/a	n/a
Cherwell	Bicester Community Hospital, Bicester	n/a	n/a	n/a
Cherwell	M40 Junction 9 Improvements	n/a	n/a	n/a
Cherwell	SW Bicester Perimeter Road and Park & Ride provision	n/a	n/a	n/a
Cherwell	Transport Improvements at and around Bicester	n/a	n/a	n/a
Cherwell	New Park and Ride Facilities (Bicester)	n/a	n/a	n/a
Oxford	Oxford Flood Risk Management Strategy	n/a	n/a	n/a
South	Didcot Northern Link Phase 3	n/a	n/a	n/a
South	Didcot Parkway (Foxhall Car Park Improvement and Station Interchange)	n/a	n/a	n/a
South	Townlands Hospital, Henley	n/a	n/a	n/a
South / Vale	Southern Central Oxfordshire (Science Vale) Transport Package	n/a	n/a	n/a
West	Cotswold Line Redoubling	n/a	n/a	n/a
West	Chipping Norton Communuty Hospital, Chipping Norton	n/a	n/a	n/a
West	Cogges Link Road and Witney Town Centre Enhancement , Witney	n/a	n/a	n/a
West	Witney Downs Road A40 Junction, Witney	n/a	n/a	n/a
West	Witney Community Hospital, Witney	n/a	n/a	n/a
Vale	Grove & Wantage Railway Station	n/a	n/a	n/a
Total: 32 Schemes (min)		**n/a**	**n/a**	**n/a**

**Note: All calculations are based on interpretations from the District 20 year templates. Further refinements may be necessary. **

DETAILED PROJECT APPRAISAL   **APPRAISAL NO. ED749**

NAME OF SCHEME: Wood Farm Primary School and The Slade Nursery School & Children's Centre, Oxford – Replacement of Existing Buildings as part of the Primary Capital Programme

START YEAR: 2010/11

BASIS OF ESTIMATE: Pre tender estimate

1.   **INTRODUCTION AND DESCRIPTION OF PROJECT**

This is one of 2 projects in Oxfordshire to be funded from the first wave of the Department for Children, Schools and Families (DCSF) Primary Capital Programme (PCP). The PCP was established to support the transformation of education, including raising standards and improving the life chances and well being of children. The government aim is to renew at least half of all primary school buildings by 2022-23 and to create primary schools that are equipped for 21st-century teaching and learning, and are at the heart of their communities with children's services in reach of every family.

Oxfordshire's *Primary Strategy for Change* outlined the County Council's aim of *Providing an excellent school in the heart of the community*, ensuring that schools will be places where:

- children and families can enjoy learning and achieve success in a safe, welcoming and stimulating environment
- all learning spaces are ICT rich
- both indoors and outdoors are used imaginatively so that learning can take place throughout the extended day – from morning breakfast clubs to after-school clubs and other activities
- family learning and community use can happen, contributing to the creation of full-service extended schools at the heart of every local community
- where possible families with children aged birth to 11 will be able access services on one site including children's centres, extended services, 'campus' models and partnership working arrangements
- access and inclusion are included from the outset – not as later 'add-ons'
- resource use and energy efficiency reflect the national and local priorities of sustainability and reduce the negative impact of human activity on the global climate, ensuring the best environment is available for teaching and learning

Wood Farm Primary School provides for children between the ages of 5 and 11 years of age. The current capacity of the school for years 1-6 is 270 with a further 45 places for F1 'Reception' children. The Slade Nursery currently provides 40 full time equivalent places for F1, F2 and F3 children and is a

designated Children's Centre responsible for delivering parent and family support services, health services, links with Job Centre Plus and a base for child minders. The provision of full-time childcare is integrated with nursery education and support services to families, including training for parents.

The 2 schools share a site on the Wood Farm estate in Headington. There is a strong commitment to the provision of community services with the location of community and Youth facilities on the site. The buildings were originally constructed in the early 1950s and have limiting factors in terms of the efficiency of the internal space, accessibility, quality and condition of the buildings and environmental performance. This project will completely replace the existing school and community buildings with a new integrated facility for the two schools and the Children's Centre as well as providing space to support community use. The new building will be used to provide a range of accessible services supporting children and families in Wood Farm.

There is a strategic need to provide additional pupil places across Oxford. The new building will include additional space to allow for a permanent increase in the Primary School's admission number in September 2012 from 45 to 60. This will eventually increase the primary school's total roll from its current 252 children in Years 1-6 (September 2009 pupil census) to a maximum of 360. As this would increase the size of the school by more than 25% this change is subject to statutory procedures.

This project will provide facilities that will meet the needs of the community so that educational attainment and aspirations improve, contributing to better outcomes for local people in terms of their social, economic and environmental well-being. In line with PCP principles the project will deliver facilities that can be used and managed in a variety of ways in the future in order to meet changing needs and contribute to:
- raising educational standards
- increasing community use of school facilities
- supporting wider local regeneration initiatives
- reducing emissions and other environmental impacts from buildings and their use

The County Council has been working with Oxford City Council and the Oxfordshire Primary Care Trust to maximise the opportunity provided by the redevelopment of the Wood Farm School site to improve outcomes for local people. This will ensure excellent educational facilities for a growing population and many more opportunities than are currently available for community needs to be met including; health, early years, youth and older people's services and activities, local clubs and groups, adult learning and leisure. Clear joint facilities management arrangements are being developed which will be based on an agreement defining the use of the site for educational and community services for the benefit of the whole community in Wood Farm.

2. **JUSTIFICATION AND ASSESSMENT OF NEED**

At the meeting 20 May 2008 Cabinet approved the consultation arrangements for the Primary Strategy for Change (PSfC) and detailed the long term aims

and initial investment priorities identified in the Primary Capital Strategy (report ref CA8). This report identified Wood Farm Primary School as one of the first two schools in Oxfordshire that could be rebuilt as part of the Primary Capital Programme.

At the delegated decisions meeting 10 June 2008 the Cabinet Member for Schools Improvement approved Oxfordshire's PSfC which identified Wood Farm Primary School as a priority investment project (report ref CMDS12). In May 2009 the DCSF confirmed that Oxfordshire's PSfC had been approved allowing entry in to the Primary Capital Programme.

In Oxfordshire the Primary Capital Programme has been prioritised using criteria developed in line with the five Every Child Matters (ECM) outcomes. These criteria measure the gap between the current position and the County Council's long term aim to provide *excellent schools in the heart of the community*.;
- Schools achieving below 65% level 4 KS2 in either English or maths in the last three years
- Schools scoring more than 50% using DCSF Deprivation index

In addition to the ECM criteria the following measures were used to asses asset management issues including the overall performance of the premises and the need to ensure the sufficient provision of pupil places to meet forecast demand:

Physical buildings:
- Condition: Schools with outstanding condition work equal to £200 per square metre or above
- Suitability: Schools with more than 25% of their classrooms in temporary accommodation
- Appropriateness of buildings: Schools without access to a school hall

Strategic asset issues - Matching demand to provision:
- Schools with over 25% surplus capacity in localities with over 12% surplus places (8% in urban areas)
- Schools which will need additional places to meet future growth requirements.

Using these criteria enabled the prioritisation of each locality in terms of its ability to deliver the key outcomes in the Children and Young People's Plan, the need to match demand and supply (given areas of housing and population growth) and the condition and suitability of the primary capital estate.

Wood Farm Primary School received the highest priority score in the county of 10, out of a possible maximum of 12. Key factors at Wood Farm considered as part of the review included:
- 44% of its teaching capacity is in temporary accommodation
- The total condition work required was equivalent to £1,282 per net capacity place
- The deprivation indicator (based on tax credits) is 62.83%, which is within the top 10 deprivation scores in the county.

- It was one of only 4 schools in the county which achieved less than 65% Level 4+ in Key Stage 2 tests for both English and maths in all of the previous three years.
- The school is in an area experiencing growth in pupil numbers, and more capacity is required across Oxford city.

The national Index of Multiple Deprivation shows that the wards of Churchill, Marston, Headington Hill and Northway, Headington, Barton & Sandhills, Quarry & Risinghurst are among the most deprived areas in the county in many domains including health, income, skills and attainment. Parts of this locality are in the most deprived 5% for the city and the most deprived 20% for the whole of England. Key social factors within the Churchill ward include:

- Ethnicity – highest 10% nationally and 7th highest in Oxfordshire.
- Children under 5 in low income households – highest 10% nationally and 7th highest in Oxfordshire.
- GCSE 5 A*-C (2004) – Lowest 10% nationally and locally
- Overcrowding – highest 10% nationally and locally
- Free School Meals – eligibility in highest 20% nationally and 10% in Oxfordshire
- Rented Housing - highest 10% nationally and 6th highest locally

The pupils at Wood Farm Primary School come from a wide range of social and cultural backgrounds, and about half are from minority ethnic groups. The proportion speaking English as an additional language is very much higher than the national average. The proportion of pupils who have difficulty with reading and writing is also very much higher than that found nationally. The proportion of pupils eligible for free school meals is high.

Pupils enter the school well below Oxfordshire and national averages as shown by the Foundation Stage Profile scores. Scores are particularly low in reading and writing. They make good start to education in the Foundation Stage and continue to make progress through Key Stage 1, with standards for 7 year olds showing an upward trend over 5 years despite high levels of identified special needs in some year groups. Standards remain low at age 11 but they have been rising. The senior leadership team at Wood Farm has worked very hard to ensure that pupils' progress is closely tracked and interventions take place at appropriate times. The most recent Ofsted inspection (March 2009) judged that the vast majority of pupils in Key Stage 2 make expected or better progress and meet their challenging targets. They also found that pupils who have difficulties with reading and writing, and those who speak English as an additional language are making expected or better progress.

The senior and middle leaders in the school, along with a supportive yet challenging governing body, have worked tirelessly to drive up standards in the school and to improve the educational and wider opportunities for the children at Wood Farm. There is a clear commitment from all involved to providing high quality education for some of the most vulnerable and disadvantaged pupils. The school has engaged with a wide range of partners, both within Oxfordshire and cross border, and these partnerships have produced clearly demonstrable benefits for the pupils. The leadership team

has proved open to new ideas and challenges and is keen to be in the forefront of curriculum development. The school is a member of the Oxfordshire Primary Extra Mile Cluster which is part of a national pilot project run by the DCSF. The school leadership has shown that continuous improvement is achievable, and many of the procedures used at Wood Farm will be encouraged in other Oxfordshire schools. The school also works hard to successfully include a minority of pupils with challenging behaviour, and to support them to succeed.

As part of a project to promote the effective use of performance data, the Fischer Family Trust (FFT) provides a range of educational performance and progress data. The key feature of the FFT analysis is the progress that pupils make from one key stage to the next and a comparison of a pupil with 'similar pupils in similar schools'. The FFT analysis includes a number of factors in the models used including free school meal eligibility, English as a second language, measures of deprivation and special educational needs. The most recent 3 year analysis for Wood Farm Primary identifies that overall actual attainment is still significantly below estimated achievement when averaged over the 3 year period. This is largely due to historic underachievement which is being successfully addressed and the schools' improvement steps are showing through clearly in pupil progress.

The existing building is seen as a barrier to effective teaching and learning and meeting the needs of the diverse pupil population. In particular the ability to deliver small group work, individual tuition and support and group interventions, alongside class teaching, are all severely compromised. The new building will provide more appropriate teaching spaces that can be used flexible and creatively to accommodate the pupils' needs. The project will also address the inadequacy of support spaces including lack of facilities such as small group rooms, library, studio and counselling/1:1 space.

The investment at Wood Farm supports the County Council's 4 corporate priorities of;
- *world class economy*
- *healthy and thriving*
- *better public services*
- *environment and climate chang*e

It is also fully in line with the Council's cross-cutting theme of Breaking the Cycle of Deprivation, which focuses on reducing the gap between the most and least affluent, targeting areas where resources are most needed, and co-location of services.

The project will contribute to the delivery of the three priorities in the *Oxfordshire Children and Young People's Plan 2010-2013;*
- Keeping all children and young people safe
- Raising achievement for all children and young people
- Narrowing the gap for our most disadvantaged and vulnerable groups

The project supports 4 of the County Council's 5 'Property Themes' outlined in the Corporate *Asset Management Plan 2010* approved by Cabinet 19 Jan 2010;

- Theme 2 - Changing the portfolio to support locality working
- Theme 3 - Increased co-location of services and sharing with partners and community organisations to improve service delivery and reduce costs
- Theme 4 - Property that is fit for purpose and supports corporate priorities and emerging service business models
- Theme 5 - Improved environmental performance of our buildings to contribute to targets to reduce carbon dioxide emissions

Implementation of this project addresses a number of CYP&F Asset Management Plan Priorities and the primary school's statement of identified needs including:

- Provision of suitable and sufficient spaces for the delivery of the curriculum including improved library and ICT, small group rooms and specialist areas.
- Provision of sufficient teaching spaces to accommodate the forecast increase in pupil numbers at the school and support the strategic need for places in Oxford
- Accommodating all of the primary school, Nursery School and Children's Centre accommodation in a single, fully accessible, building which will bring increased flexibility in terms of the use of space and economies of scale.
- Removal of prefabricated 'temporary' classroom buildings
- Improved sustainability and environmental performance

The Oxford City Council Regeneration Framework *"A Regeneration Framework for Oxford to 2026"* specifically identifies the replacement of the Wood Farm Primary School and Slade Nursery School as a key project in the regeneration of the City.

The County Council's *Draft Capital Strategy 2010/11-2014/15,* approved by Cabinet 19 January 2010, identifies that the education transformation agenda needs to be supported and facilitated by the creation of schools infrastructure for the 21st Century through the Primary Capital Programme.

3. OTHER OPTIONS

A number of options for replacing the existing buildings have been explored as part of establishing the site development strategy. This has included considering partial rebuild of the existing buildings but this would compromise the potential for future development and would not address the fundamental issues around the suitability of the existing spaces and the age and condition of the buildings.

The availability of significant funding through the Primary Capital Programme and other sources provides a unique opportunity for a major investment at Wood Farm. This has the potential to make a real difference for the school

and the wider community which could not be achieved through a piecemeal approach to capital investment on the site.

The only other option would be to retain all or part of the existing unsuitable accommodation and to continue to meet the ongoing repair and maintenance requirements. This would not provide the school with the necessary accommodation to support the Transformation agenda or provide the community with facilities to provide an integrated community facility.

4.   **FINANCIAL IMPLICATIONS**

(i)   **Capital**

Procurement for the project is being carried out under the Authority's Framework Contract arrangements; the Call-Off procedure in the contract was used to select a Framework Contractor at an early stage of the project. This early contractor involvement has enabled good input on buildability aspects of the design, construction access arrangements and the phasing of the work. Careful planning of the phasing of the work is particularly important to ensure that the two schools are able to continue to operate during the reconstruction of the entire site.

The total estimated cost of the project, inclusive of professional fees and client contingency is £11,750,000. This cost will be met from a variety of funding sources which have been combined to make the best use of the available resources. The funding includes £200,000 capital receipt from the disposal of the former Marywood House property at Wood Farm to support the provision of community facilities in the new building.

The funding for the project is already included within the County Council's Capital Programme Forward Plan.

	£
DCSF Primary Capital Programme	7,005,000
Sure Start Children's Centre	795,000
Extended School Funding	603,000
Sub-Total	8,403,000
Schools Devolved Formula Capital contribution	55,000
Oxford City Council Contribution	50,000
S106 Developer Funding (agreement ref OZ63, OZ87)	209,000
Sub-Total	314,000
OCC Capital Receipts (OCSR) (In Capital Reserve)	2,330,000
Early Years Funding (In Capital Reserve)	503,000
Sub-Total	2,833,000
OCC Capital Receipt (Marywood House)	200,000
Total	11,750,000

In addition to making a financial contribution towards the capital construction cost the 2 schools are also utilising Devolved Formula Capital funding to procure the necessary furniture and equipment (including ICT) requirements for the new accommodation.

The possibility of utilising DCSF Early Years Capital Grant to support the project is currently being explored. This could result in a reduction in the amount of Capital Receipts (OCSR) funding required.

(ii)   **Revenue**

The current Dedicated Schools Grant (DSG) funding formula to schools allows for property costs by allocating some funding by floor area, schools are expected to manage their budgets within overall funding levels and have delegated power over these budgets. A strategic review of funding is commencing to look into issues of sustainability and revenue in the context of current building plans. The results of this will be applied to formula development from 2011/12 onwards.

(iii)   **Risk**

An assessment of risk has been carried out by Property Services and Jacobs. A Risk Register is being maintained for the project.

(iv)   **Whole Life Appraisal**

The buildings at Wood Farm are a 1950s concrete framed structure and have been highlighted as 'very poor' within whole life appraisal through:
- Continuing repair and maintenance investment need
- Electric demands of average 49kw/m2 against a benchmark of 32* (154%)
- Gas demands of average 300kw/m2 against a benchmark of 164* (238%)

* the % consumption values are produced by comparing the actual consumption in recent years with 'typical' (i.e. average) national benchmark data provided by the Carbon Trust for similar buildings.

A number of identified delegated and non-delegated repair and maintenance priorities will be removed by replacing the existing buildings. The value of the works identified in the Required Maintenance Assessment is currently;

	£
Wood Farm Primary School	326,000
Slade Nursery/Children's Centre	52,500
	Total 378,500

The County Council's property consultant, Jacobs, has been required to utilise whole life appraisal techniques during the design phase for the new building and bring forward recommendations that take account of energy efficiency, repair and maintenance and durability.

5. **STAFFING IMPLICATIONS**

Any additional staffing requirements arising from the increase in the size of the school's and changing demographics will be met from the schools delegated budgets.

6. **ENVIRONMENTAL IMPLICATIONS**

It is a requirement of the Primary Capital Programme that new school buildings and refurbishment projects are required to achieve at least a 'Very Good' BREEAM (Building Research Establishment –Environmental Assessment Method) Schools rating. In addition, the DCSF expects all new school buildings to reduce carbon emissions by at least 60% relative to those constructed and designed to 2002 building regulations.

Creating a 'Low Carbon' building will be achieved by a significant improvement in insulation standards, far better air tightness of the building construction and low energy fittings and equipment including lighting. This would be combined with measures to displace the use of grid electricity which is inefficient due to generation and transmission losses. Local electrical generation will be by Photo Voltaic Cells, any electricity generated on site but not used by the school will be exported back to the national grid. An export tariff will provide an income stream to offset other energy costs.

Heating for the building and domestic hot water will be provided by high efficiency gas fired condensing boilers. Other sustainability options are currently being assessed for their potential impact on both the initial capital budget and on future revenue costs. The aim is to create a building that achieves Very Good under the standard BREEAM assessment method as well as reducing CO_2 emissions and reducing future revenue costs for the schools.

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SUE SCANE
Assistant Chief Executive & Chief
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March 2010

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Resource Appraisal

Status: Detailed
Appraisal Ref: ED749

Capital Project: Wood Farm Primary School and The Slade Nursery School & Children's Centre, Oxford
Replacement of Existing Buildings as part of the Primary Capital Programme

Price Base: 4 Q 09 BCIS TPI 213

Capital Expenditure and Financing

Cost of Project	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13	2013/14	Total
	£000	£000	£000	£000	£000	£000		£000
Purchase - Land & Buildings								-
Construction				3,090	3,365	3,076		9,531
Furniture/Equipment								-
Other works (Temp Classrooms)				300	175			475
Consultant Fees			250	300	319	126		995
Other Fees & Charges			74	49	-	2		125
Risk / Contingency							624	624
Total Estimated Payments	-	-	324	3,739	3,859	3,204	624	11,750

The Net Construction Cost per square metre is ; New Build £2173/m2   Refurbishment £-

Funding of Project	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13		Total
	£000	£000	£000	£000	£000	£000		£000
Credit Approval (Borrowing)								-
Capital Receipt(s)					200			200
Contribution From Third Parties				55	50	209		314
Grant(s)			324	3,684	2,956	1,439	-	8,403
Capital Reserve					653	1,556	624	2,833
Other								-
Total Financing	-	-	324	3,739	3,859	3,204	624	11,750

Revenue Implications
Corporate Costs

Capital Financing (Cost of borrowing)							

Service Implications

	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13		Total
	£000	£000	£000	£000	£000	£000		£000
Employees								-
Running Costs								-
Income								-
Less net current cost								-
Net Cost/(Saving) to Service	-	-	-	-	-	-		-

Staffing	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13		Total
	FTE	FTE	FTE	FTE	FTE	FTE		FTE
Additions/(Savings) resulting from the project								

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Division(s): Isis

CABINET -16 MARCH 2010

PROPOSAL TO EXPAND LARKRISE PRIMARY SCHOOL, OXFORD

Report by Director for Children, Young People & Families

Introduction

1. Larkrise Primary School has a published admission number of 45 children. Due to rising numbers across Oxford City, 60 pupils were admitted to the school in Foundation year for September 2008 and 2009. The school now has more than 45 children per year from the Foundation Year to Year 3 inclusive. Primary Care Trust records and the annual census of local children in early years settings show that the demand for primary school places in Oxford is rising, and schools in this area will not have enough places to meet anticipated demand in future years.

2. The locality reviews conducted in 2008 to inform the Primary Capital Programme recommended that options should be explored to accommodate rising numbers of statutory age range pupils in the Cowley/Iffley locality. The priority score for Larkrise Primary School, as calculated according to the approach set out in OCC's Primary Capital Programme Strategy for Change, (approved by the DCSF in March 2009) is 7 out of a possible maximum of 12 points, which places the school in the highest scoring seven in the county, behind Wood Farm Primary School and Bayards Hill Primary School. On 26th November 2009 the Primary Capital Board accepted a report including the extension of Larkrise Primary School in a list of the initial capital projects for the Primary Capital Programme (Annex 1 – full list of Primary Capital programme recommendations).

The Proposal

3. The proposal is to increase the admission number from 45 to 60 children, on a permanent basis from September 2010. This will eventually increase the school's total roll from its current 349 children in Years F-6 (September 2009 pupil census) to a maximum of 420.

4. To accommodate this growth in pupil numbers, a double temporary classroom unit will be available on site for September 2010, while a feasibility study identifies the school's long term permanent accommodation needs. This is in line with the authority's statutory duty to ensure sufficient school places are available to meet local needs and will take into account the issues raised as part of the informal consultation process.

Representations

5. During the informal consultation phase (27 November 2009 – 22 January 2010) a meeting was held at the school for parents and governors to discuss the plans with the headteacher and a County Council School Organisation officer. Two further meetings were held with the headteacher and sub-groups

of governors to discuss the implications of growth, and to start identifying the school's long-term accommodation needs.

6.   A consultation document (Annex 2) was sent to parents of children at Larkrise Primary School, as well as to local councillors, other primary schools and early years providers in the Isis area; it was also available on the OCC website. 18 written responses were received.

- 15 responses (83%) expressed support for the expansion. Of these, 5 responses (28% of the total) expressed support without reservations, while 10 (55% of the total) expressed support but also raised concerns.
- Reasons for supporting the expansion submitted by parents of children at Larkrise Primary School included:
  - "Larkrise is an excellent school and it would be very beneficial to the local community if it were to expand. I have every confidence that the leadership and staff of the school would manage the increased numbers successfully, maintaining the friendly, safe and supportive environment within the school."
  - "We think it is a wonderful school, and we are delighted that it is deservedly growing in popularity."
  - "Local residents want a good school nearby for their children. Intake of 60 allows 2 classes per year group instead of mixed year classes."
  - "I am very happy with the quality, spirit and approach of Larkrise School."
  - "It is great to expand the school so all youngsters can benefit from the amazing teaching and ethos of Larkrise."
- 13 written responses (72%) expressed concerns about the proposed expansion. These included:
  - Concern about whether sufficient and appropriate permanent accommodation can be guaranteed for the school, without undue delay. (7 responses)
  - Concern about traffic and parking: the school has insufficient parking space for the current number of staff, resulting in staff parking on the road outside. Local residents have complained about congestion at the start and end of the school day. An additional concern was that the proposed Magdalen Road Area controlled parking zone, which the school lies just outside, will divert parking onto the roads around the school, exacerbating traffic problems. (5 responses)
  - Concern that expanding the school might harm the atmosphere and ethos of the school. (5 responses)
  - 3 responses identified concerns about the school's current accommodation and facilities: "It is an excellent school with fantastic staff and a lovely location which is let down badly by the poor design, age and size of the buildings available" (parent of a child at Larkrise School). Particular criticisms have been raised by parents and governors about the size of the hall, the suitability of the ICT room, and the lack of changing facilities.
  - Additional concerns were raised about: whether the design of any new buildings would be sensitive to the character and ethos of the school; the disruption from building works to staff and pupils at the

school; and the possible loss of playground due to any building extensions.

- These concerns were also raised in the meetings with parents, governors, and the school's headteacher.

7. As objections in relation to the proposal have been received, the decision on whether to publish a formal statutory proposal is referred to the Cabinet rather than the Cabinet Member for Schools Improvement.

Making a Decision

8. As this is a proposal to increase the size of the school by more than 25%, it is subject to statutory procedures, as established by The Education and Inspections Act 2006 (EIA 2006) and The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended by The School Organisation and Governance (Amendments)(England) Regulations 2007 which came into force on 21 January 2008).

9. A decision is now required as to whether to publish formal proposals for this expansion. If approved, a statutory notice would be published, followed by a formal consultation period of four weeks. The decision-making power in terms of determining the notice will lie with the Cabinet, and a report will be put to the Cabinet Member for Schools Improvement if no representations are received, or to Cabinet if representations are received, for a final decision in due course.

10. The Cabinet must be satisfied that the statutory consultation has been carried out prior to the publication of the notice.

Financial and Staff Implications

11. The decision to proceed with the Statutory process to expand the school is normally done prior to detailed project and funding appraisal. Particularly where there is a demonstrable need as with this school. Capital funding forward plans include funds to assist with demographic issues on schools places. A further paper for decision paper will follow the statutory process as normal where further works are required and subject to the Capital policies and processes laid down. The costs of the statutory process recommended in this paper are planned for and met within the normal CYP&F budget provision. There are no significant financial implications or risks at this stage.

RECOMMENDATIONS

12. **The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of Larkrise Primary School, Oxford.**

MEERA SPILLETT
Interim Director for Children, Young People & Families

Background Papers: Primary Capital Programme Strategy for Change (available from the School Organisation & Planning team or from the OCC Intranet)

Contact Officer: Barbara Chillman, Principal Officer School Organisation, Commissioning, Performance and Quality Assurance, Tel: 01865 816459

February 2010

Primary Capital Programme – summary of recommendations

School	Type	DCSF	Partnership	No recommendations	Significant issues	Internal space	Temporary classrooms	Housing	Shortage of places	Surplus places	Federation	Catchment	Infant & Junior schools	Admission number review	Specific	Priority score - maximum 12	Priority rank (0/1 = "Low"; 2 = "Medium"; 3 = "High")	Capital project timescale - see Key
Wood Farm Primary School	COM	2589	Headington		■		■									10	High	2009 start
Bayards Hill Primary School	COM	2521	Headington		■											9	High	2009 start
East Oxford Primary School	COM	2525	Isis									■				7	High	2010 start
Larkrise Primary School	COM	2543	Isis						■					■		7	High	2009 start
Orchard Meadow Primary School	COM	2539	Oxford South East (EiC)		■			■								7	High	2010 start
Rose Hill Primary School	COM	2531	Oxford South East (EiC)					■						■		7	High	2009 start
Windale Primary School	COM	2606	Oxford South East (EiC)		■											7	High	2010 start
St John Fisher Catholic Primary School, Oxford	VA	3839	Oxford South East (EiC)			■				■						6	High	On hold
Berinsfield Community Primary School	COM	2461	Abingdon			■										5	High	Annual review
Church Cowley St James CE Primary School	VC	3210	Isis				■									5	High	Annual review
Dashwood Community School	COM	2592	Banbury					■		■	■					5	High	No current plans
Edith Moorhouse Primary School	COM	2255	Carterton							■		■			■	5	High	On hold
Hardwick Community School	COM	2060	Banbury							■						5	High	No current plans
Harriers Ground Community Primary School	COM	2053	Banbury					■				■				5	High	No current plans
Queen's Dyke Community Primary School	COM	2304	Witney				■	■								5	High	Annual review
Sunningwell Church of England Primary School	VC	3242	Abingdon					■			■					5	High	No current plans
Thameside Primary School	COM	2598	Abingdon					■		■						5	High	Annual review
Faringdon Junior School	COM	2562	Faringdon				■		■				■			4	High	2010 start
Launton Church of England School	VC	3085	Bicester		■									■		4	High	2009 start
New Marston Primary School	LEA	2529	Cherwell													4	High	2009 start
North Hinksey CE Primary School.	VC	3237	West Oxford (Cumnor)									■				4	High	On hold
Orchard Fields Community School	COM	2055	Banbury					■								4	High	No current plans
Our Lady's Catholic Primary School	VA	3836	Isis		■											4	High	On hold
Pegasus Primary School	COM	2593	Oxford South East (EiC)		■			■				■				4	High	2010 start
Queensway School	COM	2057	Banbury		■											4	High	Annual review
Sacred Heart Catholic Primary School, Henley-on-Thames	VA	3820	Henley					■								4	High	On hold
St Christopher's Church of England Primary School	VC	3252	Isis		■											4	High	2009 start
St Francis Church of England Primary School	VC	3253	Isis	■												4	High	No current plans
St John's Catholic Primary School	VA	3350	Banbury					■								4	High	No current plans
St Joseph's Catholic Primary School, Banbury	VA	3825	Banbury													4	High	Annual review

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School	Type	DCSF	Partnership	Specific	Admission number review	Infant & Junior schools	Catchment	Federation	Surplus places	Shortage of places	Housing	Temporary classrooms	Internal space	Significant issues	No recommendations	Priority score - maximum 12	Priority rank (0/1 = "Low"; 2 = "Medium"; 3 - "High")	Capital project timescale - see Key
St Leonard's Church of England Primary School	VC	3262	Banbury								■					4	High	No current plans
The John Henry Newman CE Primary School	COM	2612	Oxford South East (EiC)												■	4	High	No current plans
Valley Road School	COM	2512	Henley				■					■				4	High	No current plans
William Morris School	COM	2059	Banbury								■					4	High	Annual review
Witney Community Primary School	LEA	2302	Witney								■					4	High	On hold
All Saints Church of England (Aided) Primary School	VA	3859	Didcot				■									3	High	Annual review
Badgemore Primary School	COM	2513	Henley						■			■				3	High	No current plans
Barley Hill Primary School	COM	2463	Thame				■		■	■		■				3	High	2009 start
Brookside Primary School	COM	2202	Bicester						■							3	High	No current plans
Burford Primary School	COM	2251	Burford													3	High	No current plans
Carterton Primary School	COM	2252	Carterton	■											■	3	High	On hold
Clanfield Church of England Primary School	VC	3100	Burford					■	■	■		■				3	High	No current plans
Combe Church of England Primary School	VC	3142	Woodstock													3	High	No current plans
Faringdon Infant School	COM	2561	Faringdon			■				■						3	High	2010 start
Gateway Primary School	COM	2254	Carterton	■					■			■				3	High	No current plans
Great Milton Church of England Primary School	VC	3187	Wheatley				■	■		■	■	■				3	High	2009 start
Grove Church of England School	VC	3228	Wantage				■				■	■				3	High	On hold
Long Wittenham (Church of England) Primary School	VC	3233	Didcot				■				■	■				3	High	On hold
Northbourne Church of England Primary School	VA	3852	Didcot								■					3	High	No current plans
St Joseph's Catholic Primary School, Carterton	VA	3556	Carterton	■				■	■		■	■				3	High	No current plans
St Joseph's Catholic Primary School,Thame	VA	3826	Thame								■					3	High	On hold
The Grange Community Primary School	COM	2058	Banbury				■									3	High	2009 start
Tower Hill School	COM	2303	Witney								■	■				3	High	No current plans
Willowcroft Community School	COM	3912	Didcot												■	3	High	No current plans
Aston Rowant Church of England Primary School	VC	3180	Thame					■	■			■		■		2	Medium	Annual review
Beckley Church of England Primary School	VC	3256	Wheatley													2	Medium	No current plans
Bishop Loveday Church of England Primary School	VA	3351	Banbury								■	■				2	Medium	No current plans
Bletchingdon Parochial Church of England Primary School	VC	3141	Woodstock											■		2	Medium	2010 start
Bloxham Church of England Primary School	VC	3064	Warriner								■					2	Medium	2010 start
Brightwell-Cum-Sotwell CE (C) Primary School	VC	3221	Wallingford							■						2	Medium	On hold
Brize Norton Primary School	COM	2250	Burford							■						2	Medium	No current plans

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School	Type	DCSF	Partnership	Capital project timescale	Priority rank (0/1="Low"; 2="Medium"; 3="High")	Priority score (max 12)	Specific	Admission number review	Infant & Junior schools	Catchment	Federation	Surplus places	Shortage of places	Housing	Temporary classrooms	Internal space	Significant issues	No recommendations
Buckland Church of England Primary School	VC	3222	Faringdon	Annual review	Medium	2					■				■		■	
Bure Park Primary School	COM	2610	Bicester	No current plans	Medium	2												
Caldecott Primary School	COM	2605	Abingdon	No current plans	Medium	2				■								■
Chadlington Church of England Primary School	VC	3043	Chipping Norton	No current plans	Medium	2					■		■	■				
Charlton Primary School	COM	2573	Wantage	2010 start	Medium	2								■				
Chesterton Church of England Primary School	VA	3082	Bicester	No current plans	Medium	2		■			■			■				
Chilton Primary School	COM	2555	Didcot	On hold	Medium	2							■	■				
Cholsey Primary School	COM	2596	Wallingford	2010 start	Medium	2								■				
Crowmarsh Gifford Church of England School	VC	3200	Wallingford	On hold	Medium	2								■				
Culham Parochial Church of England School	VC	3190	Abingdon	Annual review	Medium	2					■	■					■	
Cutteslowe Primary School	COM	2522	Cherwell	2010 start	Medium	2												
Deddington Church of England Primary School	VA	3452	Warriner	2010 start	Medium	2							■					
Dr Radcliffe's Church of England (Aided) Primary School	VA	3828	Warriner	No current plans	Medium	2							■					■
Drayton Community Primary School	COM	2560	Abingdon	No current plans	Medium	2					■		■					
Dry Sandford Primary School	COM	2565	Abingdon	No current plans	Medium	2												
Dunmore Primary School	COM	3861	Abingdon	Annual review	Medium	2	■						■		■			
Enstone Primary School	COM	2103	Chipping Norton	No current plans	Medium	2												
Fir Tree Junior School	COM	2578	Wallingford	2010 start	Medium	2			■		■		■	■				
Five Acres Primary School	COM	2200	Bicester	On hold	Medium	2	■											
Fringford Church of England Primary School	VC	3083	Bicester	No current plans	Medium	2							■		■			
Glory Farm Primary School	COM	2211	Bicester	Annual review	Medium	2				■			■					
Goring Church of England Aided Primary School	VA	3803	Woodcote	No current plans	Medium	2							■				■	
Hagbourne Church of England Primary School	VC	3249	Didcot	Annual review	Medium	2				■								
Hanwell Fields Community School	COM	3837	Banbury	On hold	Medium	2							■	■				
Harwell Community Primary School	COM	2563	Didcot	2009 start	Medium	2				■			■	■				
Hill View Primary School	COM	2056	Banbury	No current plans	Medium	2		■						■	■			
Holy Trinity Catholic Primary School	VA	3420	Chipping Norton	No current plans	Medium	2							■	■				
Hook Norton Church of England Primary School	VC	3044	Chipping Norton	2010 start	Medium	2					■		■					
John Blandy Voluntary Controlled Primary School	VC	3230	Faringdon	2010 start	Medium	2								■		■		
John Hampden Primary School	COM	2591	Thame	Annual review	Medium	2				■								
King's Meadow School	COM	2210	Bicester	No current plans	Medium	2												

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School	Type	DCSF	Partnership	No recommendations	Significant issues	Internal space	Temporary classrooms	Housing	Shortage of places	Surplus places	Federation	Catchment	Infant & Junior schools	Admission number review	Specific	Priority score - maximum 12	Priority rank (0/1 = "Low"; 2 = "Medium"; .3 - "High")	Capital project timescale - see Key
Ladygrove Park Primary School	COM	2609	Didcot					■								2	Medium	No current plans
Langford Village Community Primary School	COM	2608	Bicester													2	Medium	No current plans
Lewknor (Church of England) Primary School	VC	3184	Watlington								■	■				2	Medium	Annual review
Little Milton Church of England Primary School	VA	3755	Wheatley		■		■									2	Medium	Annual review
Longfields Primary School	COM	2207	Bicester													2	Medium	On hold
Madley Brook Community Primary School	COM	2002	Witney						■			■		■		2	Medium	2009 start
Manor School	COM	2597	Didcot					■								2	Medium	Annual review
Marcham Church of England Primary School	VC	3235	Abingdon		■		■				■	■				2	Medium	On hold
Millbrook Primary School	COM	2603	Wantage					■								2	Medium	On hold
New Hinksey Church of England Primary School	VC	3213	Cherwell					■	■							2	Medium	On hold
North Leigh Church of England Primary School	VC	3128	Witney					■						■		2	Medium	Annual review
Our Lady Of Lourdes Catholic Primary School, Witney	VA	3822	Witney					■								2	Medium	No current plans
Peppard Church of England Primary School	VC	3205	Chiltern Edge/Sonning Common		■		■				■					2	Medium	2009 start
Sandhills Community Primary School	COM	2401	Wheatley													2	Medium	2010 start
Shrivenham Church of England (Controlled) Primary School	VC	3239	Faringdon	■												2	Medium	No current plans
Sonning Common School	COM	2506	Chiltern Edge/Sonning Common		■			■	■							2	Medium	On hold
South Stoke Primary School	COM	2507	Woodcote		■					■	■					2	Medium	No current plans
Southwold Primary School	COM	2607	Bicester		■							■				2	Medium	No current plans
SS Mary and John Church of England Primary School	VA	3834	Isis		■				■			■		■	■	2	Medium	2010 start
St Aloysius' Catholic Primary School	VA	3842	Cherwell		■											2	Medium	Annual review
St Andrew's Church of England Primary School	VC	3211	Headington													2	Medium	No current plans
St Andrew's Church of England Primary School, Chinnor	VC	3182	Thame					■	■							2	Medium	2009 start
St Barnabas' Church of England (Aided) Primary School	VA	3832	Cherwell					■								2	Medium	2010 start
St Ebbe's Church of England Primary School	VA	3833	Cherwell					■								2	Medium	2010 start
St Edburg's Church of England (VA) School, Bicester	VA	3505	Bicester					■				■				2	Medium	On hold
St Edmund's Catholic Primary School, Abingdon	VA	3856	Abingdon	■				■								2	Medium	No current plans
St John's Primary School	COM	2567	Wallingford					■								2	Medium	On hold
St Joseph's Catholic Primary School, Oxford	VA	3838	Cherwell						■							2	Medium	No current plans
St Mary's Catholic Primary School, Bicester	VA	3824	Bicester													2	Medium	No current plans
St Mary's CE Primary School, Chipping Norton	VA	3858	Chipping Norton					■								2	Medium	No current plans
St Mary's CE Infant School, Witney	VC	3207	Witney						■				■			2	Medium	Annual review

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School	Type	DCSF	Partnership	Specific	Admission number review	Infant & Junior schools	Catchment	Federation	Surplus places	Shortage of places	Housing	Temporary classrooms	Internal space	Significant issues	No recommendations	Priority score (max 12)	Priority rank	Capital project timescale
St Mary's CE Primary School, Banbury	VC	3022	Banbury				■				■					2	Medium	No current plans
St Michael's CE Primary School, Oxford	VA	3216	Cherwell							■	■					2	Medium	Annual review
St Nicholas CE Infants' School & Foundation Stage	VC	3244	Wallingford			■										2	Medium	2010 start
St Nicholas' Primary School	COM	2352	Cherwell							■						2	Medium	2009 start
St Nicolas Church of England Primary School, Abingdon	VC	3247	Abingdon							■						2	Medium	No current plans
St Philip and St James' CE Primary School	VA	3835	Cherwell	■						■						2	Medium	No current plans
St Swithun's Church of England Primary School	VC	3258	West Oxford (Cumnor)							■						2	Medium	No current plans
Stockham Primary School	COM	2583	Wantage													2	Medium	No current plans
Stoke Row Church of England Primary School	VA	3206	Woodcote				■				■					2	Medium	On hold
The Batt Church of England Aided Primary School, Witney	VA	3605	Witney					■			■			■		2	Medium	Annual review
The Blake Church of England (Aided) Primary School	VA	3600	Witney								■			■		2	Medium	No current plans
Trinity Church of England Primary School	VC	3254	Henley				■				■					2	Medium	2009 start
Wantage Church of England Primary School	VC	3246	Wantage								■					2	Medium	No current plans
Watchfield Primary School	COM	2572	Faringdon								■					2	Medium	On hold
Watlington Primary School	COM	2459	Watlington								■					2	Medium	On hold
West Oxford Community Primary School	COM	2533	West Oxford (Cumnor)	■						■		■				2	Medium	On hold
West Witney Primary School	COM	2601	Witney								■					2	Medium	No current plans
Whitchurch Primary School	COM	2208	Woodcote					■								2	Medium	No current plans
Windmill Primary School	COM	2527	Headington							■		■				2	Medium	2010 start
Wolvercote Primary School	COM	2534	Cherwell						■		■					2	Medium	No current plans
Woodstock Church of England Primary School	VC	3145	Woodstock					■		■	■					2	Medium	On hold
Wootton St Peter Church of England School	VA	3854	Abingdon					■	■							2	Medium	No current plans
Wootton-by-Woodstock CE Primary School	VA	3657	Woodstock					■	■							2	Medium	Annual review
Ashbury with Compton Beauchamp CE (A) Primary School	VA	3851	Faringdon													1	Low	No current plans
Charlton-On-Otmoor Church of England Primary School	VC	3081	Bicester													1	Low	2009 start
Clifton Hampden Church of England Primary School	VC	3183	Abingdon							■		■		■		1	Low	Annual review
Cumnor Church of England School	VC	3223	West Oxford (Cumnor)					■				■				1	Low	2009 start
Dr South's Church of England (Aided) Primary School	VA	3655	Kidlington					■								1	Low	No current plans
Freeland Church of England Primary School	VC	3208	Eynsham					■								1	Low	Annual review
Great Rollright Church of England (Aided) Primary School	VA	3408	Chipping Norton							■				■		1	Low	No current plans
Great Tew Primary School	COM	2104	Chipping Norton													1	Low	2010 start

Priority rank key: (0/1 = "Low"; 2 = "Medium"; 3 = "High")

Capital project timescale — see Key; Priority rank (0/1 = "Low"; 2 = "Medium"; .3 - "High"); Priority score — maximum 12

School	Type	DCSF	Partnership	Infant & Junior schools	Federation	Surplus places	Housing	Temporary classrooms	Internal space	Significant issues	No recommendations	Priority score	Priority rank	Capital project timescale
Longcot & Fernham Church of England School	VC	3232	Faringdon		■			■				1	Low	No current plans
Mill Lane Community Primary School	COM	2465	Thame					■				1	Low	2009 start
Shenington Church of England Primary School	VA	5200	Warriner		■	■						1	Low	No current plans
St Blaise Church of England Primary School	VC	3260	Abingdon		■	■						1	Low	No current plans
St Nicholas CE Primary School, East Challow	VC	3224	Wantage									1	Low	No current plans
St Peter's Church of England (VA) Infants' School	VA	3550	Burford	■	■			■		■		1	Low	Annual review
St Thomas More Catholic Primary School	VA	3823	Kidlington		■	■						1	Low	No current plans
Stadhampton Primary School	COM	2455	Watlington			■	■					1	Low	No current plans
Stephen Freeman Community School	COM	2594	Didcot					■				1	Low	No current plans
Stonesfield Primary School	COM	2353	Woodstock					■				1	Low	No current plans
Tackley Church of England Primary School	VC	3144	Woodstock									1	Low	2009 start
Tetsworth Primary School	COM	2456	Thame		■	■		■				1	Low	No current plans
The Hendreds Church of England Primary School	VA	3250	Wantage		■	■						1	Low	No current plans
Uffington Church of England Primary School	VC	3251	Wantage		■	■		■				1	Low	No current plans
West Kidlington Primary School	COM	2110	Kidlington		■	■						1	Low	Annual review
Wroxton Church of England Primary School	VA	3004	Warriner								■	1	Low	No current plans
Appleton Church of England (A) Primary School	VA	3850	West Oxford (Cumnor)		■							0	Low	No current plans
Aston & Cote Church of England Primary School	VC	3120	Witney		■				■			0	Low	No current plans
Bampton Church of England Primary School	VC	3131	Burford				■	■				0	Low	No current plans
Benson CE Primary School	VC	3181	Wallingford							■		0	Low	On hold
Bishop Carpenter Church of England Aided Primary School	VA	3302	Warriner				■					0	Low	Annual review
Bladon Church of England Primary School	VC	3146	Woodstock		■							0	Low	No current plans
Blewbury Endowed Church of England Primary School	VC	3248	Didcot				■					0	Low	Annual review
Botley Primary School	COM	2569	West Oxford (Cumnor)				■					0	Low	2010 start
Carswell Community Primary School	COM	2595	Abingdon		■							0	Low	Annual review
Chalgrove Community Primary School	COM	2452	Watlington									0	Low	On hold
Charlbury Primary School	COM	2100	Chipping Norton								■	0	Low	No current plans
Checkendon Church of England Primary School	VA	3801	Woodcote									0	Low	No current plans
Christopher Rawlins CE Primary School	VA	3453	Warriner							■		0	Low	No current plans
Cropredy Church of England Primary School	VC	3000	Banbury									0	Low	2009 start
Dorchester St Birinus Church of England School	VC	3186	Abingdon								■	0	Low	No current plans

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School	Type	DCSF	Partnership	No recommendations	Significant issues	Internal space	Temporary classrooms	Housing	Shortage of places	Surplus places	Federation	Catchment	Infant & Junior schools	Admission number review	Specific	Priority score - maximum 12	Priority rank (0/1 = "Low"; 2 = "Medium"; .3 - "High")	Capital project timescale - see Key
Ducklington Church of England Primary School	VC	3122	Witney	■												0	Low	No current plans
Edward Feild Primary School	COM	2590	Kidlington	■												0	Low	No current plans
Ewelme Church of England (Aided) Primary School	VA	3752	Watlington													0	Low	No current plans
Eynsham Community Primary School	COM	2209	Eynsham		■			■								0	Low	2009 start
Finmere Church of England Primary School	VC	3090	Bicester								■					0	Low	No current plans
Finstock Church of England Primary School	VC	3040	Witney				■									0	Low	No current plans
Fritwell CE Primary School	VC	3065	Bicester				■									0	Low	No current plans
Garsington Church of England Primary School	VC	3167	Wheatley								■					0	Low	2009 start
Hailey Church of England Primary School	VC	3123	Witney													0	Low	Annual review
Hanborough Manor Church of England School	VC	3147	Eynsham					■			■					0	Low	No current plans
Hornton Primary School	COM	2001	Warriner													0	Low	2009 start
Horspath Church of England Primary School	VC	3161	Wheatley	■	■											0	Low	Annual review
Kidmore End Church of England (Aided) Primary School	VA	3807	Chiltern Edge/Sonning Common				■				■					0	Low	No current plans
Kingham Primary School	COM	2106	Chipping Norton													0	Low	No current plans
Kirtlington Church of England School	VA	3500	Woodstock	■					■		■					0	Low	No current plans
Leafield Church of England (Controlled) Primary School	VC	3124	Burford													0	Low	No current plans
Long Furlong Primary School	COM	2602	Abingdon	■												0	Low	No current plans
Longworth Primary School	VC	3234	Faringdon													0	Low	No current plans
Marsh Baldon Church of England Controlled School	VC	3188	Wheatley	■				■			■					0	Low	No current plans
Middle Barton School	COM	2151	Chipping Norton						■							0	Low	No current plans
Nettlebed Community School	COM	2504	Woodcote													0	Low	On hold
North Kidlington School	COM	2357	Kidlington		■		■							■		0	Low	2010 start
Radley Church of England Primary School	VC	3238	Abingdon				■									0	Low	No current plans
Royal Air Force Benson Community Primary School	COM	2450	Watlington				■									0	Low	Annual review
Rush Common School	COM	2574	Abingdon				■									0	Low	Annual review
Shellingford Church of England (Voluntary Aided) School	VA	3853	Faringdon													0	Low	No current plans
Shiplake Church of England Primary School	VA	3810	Henley													0	Low	Annual review
Sibford Gower Endowed Primary School	VC	3005	Warriner		■						■					0	Low	Annual review
South Moreton School	COM	2566	Didcot													0	Low	No current plans
St Amand's Catholic Primary School, East Hendred	VA	3855	Wantage	■												0	Low	No current plans
St Christopher's CE Primary School, Langford	VA	3555	Burford	■												0	Low	No current plans

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School	Type	DCSF	Partnership	Specific	Admission number review	Infant & Junior schools	Catchment	Federation	Surplus places	Shortage of places	Housing	Temporary classrooms	Internal space	Significant issues	No recommendations	Priority score - maximum 12	Priority rank (0/1 = "Low"; 2 = "Medium"; .3 - "High")	Capital project timescale - see Key
St James Church of England Primary School, Hanney	VC	3225	Wantage					■								0	Low	No current plans
St John The Evangelist Church of England Primary School	VA	2613	Carterton	■												0	Low	No current plans
St Kenelm's Church of England (VC) Primary School	VC	3125	Burford					■								0	Low	No current plans
St Laurence Church of England Primary School	VA	3760	Wallingford					■								0	Low	No current plans
St Michael's Church of England Primary School, Steventon	VC	3241	Abingdon					■								0	Low	No current plans
St Peter's Church of England Primary School, Cassington	VA	3651	Eynsham					■								0	Low	No current plans
Standlake (Church of England) Primary School	VC	3127	Eynsham					■								0	Low	No current plans
Stanford-In-The-Vale Church of England Primary School	VC	3240	Wantage					■								0	Low	No current plans
Stanton Harcourt Church of England Primary School	VC	3130	Eynsham					■								0	Low	No current plans
Sutton Courtenay All Saints' CE Primary School	VC	3243	Abingdon													0	Low	No current plans
The Ridgeway CE Primary School, Childrey	VC	3231	Wantage													0	Low	No current plans
Thomas Reade Primary School	COM	2587	Abingdon								■			■		0	Low	No current plans
Wheatley Church of England (C) Primary School	VC	3165	Wheatley													0	Low	Annual review
William Fletcher Primary School	COM	2354	Woodstock					■			■					0	Low	2010 start
Woodcote Primary School	COM	2510	Woodcote												■	0	Low	No current plans
Wychwood Church of England Primary School	VC	3257	Burford													0	Low	No current plans

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Introduction to the Primary Capital Programme outcomes

This spreadsheet is the summary list for recommendations from the Primary Capital

The "**School list**" tab includes the recommendations fed back to schools after the locality review, along with the school's priority score and likely timescales for capital projects only.

capital needs.

The "**Priority scores**" tab explains how these are calculated, using the formula set by the Primary Capital Board. Approximately the top quarter of scores (a score of 3 or higher) are labelled "High" and these schools should expect PCP funding of any identified capital needs over the 15 year lifespan of the project. Schools scoring 2 are labelled as Medium - if PCP funding continues these schools are likely to receive PCP funding for their identified capital needs. PCP funding is intended for the neediest 50% of schools: "High" and

the 15-year timescale of the Primary Capital Programme. The first and second waves of these projects have been identified, and are shown as having 2009 or 2010 project starts. Other projects are on hold pending decisions on, for example, future housing developments. The "**Key to capital timescales**" tab explains these timescales further.

For further information, contact barbara.chillman@oxfordshire.gov.uk

Key to Primary Capital Programme outcomes	
No recommendations	No specific recommendations were made at this stage. However, given the expected 10-15 year life of the Primary Capital Programme this will be kept under review as the needs of schools, children and their families are certain to change. In addition, recommendations may emerge from the separate review of ICT capital needs.
Significant issues	We recognise that this school has significant problems with its existing school estate, both in terms of condition and suitability for 21st century learning. Primary Capital Programme funding is targeted at schools with a "High" or "Medium" priority score. See separate notes about possible timescales for capital projects. Future funding opportunities will be sought for schools with a "Low" priority score, but schools may also want to discuss with their area Asset Management officer how their issues can be addressed through self-funded schemes.
Internal space	We would like to look closer at how the use of internal space in the existing school buildings might be reviewed to move closer to the expectations of a 21st century school, particularly in providing more personalised learning opportunities. Primary Capital Programme funding is targeted at schools with a "High" or "Medium" priority score. See separate notes about possible timescales for capital projects. Schools with a "Low" priority score may want to discuss with their area Asset Management officer how their issues can be addressed through self-funded schemes.
Temporary classrooms	It is our continued aim to reduce the number of temporary classrooms used for statutory provision, as funding allows. At the same time we would look at whether other suitability issues could be addressed. See separate notes about possible timescales for capital projects.
Housing	Local development plans indicate possible significant housing developments that might affect this school. In some cases this will require an extension of the school; in other cases there may be new schools built nearby. The county and district councils are working together to identify the likely impact of new housing, and as plans come forward we will discuss with the schools affected how, when meeting the needs of the new housing, we can also ensure that all available funds, including devolved capital formula, can be best used to address any existing suitability issues.
Shortage of places	There has been, or is forecast to be, a growing demand for places at this school. In some cases forecasts may be inflated by proposed housing developments which will in time lead to the construction of a new school, but there is likely to be some impact on existing schools, at least in the short term. We will continue to monitor demand, and if an increase in the published admission number is required, we will work with the school to plan any capital implications.
Surplus places	There is currently a relatively high proportion of surplus places, and we are keen to explore how this can be reduced, for example whether part of the building could be used in different ways to better meet the needs of the local community.
Federation	Many schools are starting to consider the benefits offered by closer working relationship between schools, including federation, often in the context of succession planning, or in providing development opportunities for staff. Federation can particularly help in maintaining small primary schools which might otherwise be vulnerable to changing parental preferences and may face difficulties in recruiting and retaining high calibre staff in the future. Claudia Wade, Head of Governor Services, can advise headteachers, chairs of governors or governing bodies on the implications of federation. Where schools identify specific capital needs to help make federation a success, these will be considered sympathetically through the Primary Capital Programme.
Catchment	An increasing mismatch between local population and availability of school places has put pressure on the admissions process. We anticipate that this will require a review of school catchment areas within the next few years.
Infant & Junior schools	Oxfordshire has for some years acted to replace separate infant and junior schools with primary schools, to benefit consistent curriculum delivery and minimise disruption to pupils experienced in transition. We will continue to review with all the remaining Infant and Junior schools in the county the appropriateness of their structure as local circumstances change. In some cases this may lead to extensions of age range, amalgamations of schools, or new working relationships between schools.
Admission number review	An increasing mismatch between local population and availability of school places has put pressure on the admissions process. As part of annual admissions arrangements, we will consult on changes to published admission numbers where they appear out of line with either local demand or school capacity.
Specific	*St Philip & St James Primary School/Dunmore Primary School/SS Mary & John Primary School*: we will continue to seek solutions to the problems caused by split sites or detached playing fields. *St John the Evangelist Primary School/Carterton Primary School/Gateway Primary School/Edith Moorhouse Primary School/St Joseph's Primary School (Carterton)/Five Acres Primary Schoo*l: the county and MOD are working together to identify the likely impact of personnel movements and once firmer details are known we will discuss with schools the implications of changes in pupil numbers. *Watlington Primary School*: given the proximity to Ickneild Community College, we would be interested in exploring the longer term possibility of combining funds from Building Schools for the Future and the Primary Capital Programme to create an all-through school.

Guide to priority score calculation		
Priority category	**Priority criteria**	**Maximum score**
Enjoy & Achieve	Below 65% in either English or Maths KS2 in <u>all</u> of the last three years	3
Achieving Economic Well Being:	Schools scoring more than 50% using DCSF Deprivation index [uses 2007 pupil census data]	2
Physical buildings	**Condition:** Schools with condition work more than £200 per sq m [at last condition survey, carried out every 3 years]	2
	Suitability: Those with higher than 25% net capacity in temporary accommodation [classroom use only]	1
	Appropriateness of buildings: Those *without* a school hall	1
Strategic asset issues	**Matching demand to provision:** Schools with more than 25% surplus places [assessed each July]	1
	Growth areas: Schools forecast to be more than 10% over capacity for more than 1 year in the next 7 years, *or* Located in or near a proposed strategic housing development sites	2
Priority scores will be recalculated annually.		

Key to capital project timescale	
2009 start	By the end of 2009, a capital project was already underway or being planned.
2010 start	A feasibility study for a capital project is planned to start during 2010. The purpose of the feasibility study is to identify all options to meet the established need and the associated cost. Once this is determined schools will be notified if and when the project is likely to proceed to the next stage. The decision whether to proceed will depend on the confirmed levels of funding from the DCSF and costs/needs emerging from the whole programme of feasibility studies being undertaken.
On hold	A capital project is likely at this school, but planning is currently on hold awaiting other decisions, e.g. district councils' core strategy decisions or housing developments. This situation will be reviewed regularly.
Annual review	The need for a capital project has been identified at this school, but funding is not likely to be available in the immediate future. However, circumstances and needs may change, and the situation will be reviewed regularly.
No current plans	There are no current plans for a major capital project funded by the Primary Capital Programme at this school. However, circumstances and needs may change, and the situation will be reviewed regularly. The school may also qualify in future from other funding streams.

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Consultation on the proposal for the expansion of Larkrise Primary School, Oxford

27 November 2009 – 22 January 2010

Produced by Oxfordshire County Council and the Governors of Larkrise Primary School

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About Larkrise Primary School

Larkrise Primary School is a primary school for 3-11 year-olds in east Oxford. It became a primary school in 2004, having previously been an infant school.

The current number of children in each year group (September 2009 pupil census) is shown below:

N	R	1	2	3	4	5	6
41	55	60	59	51	42	42	39

N = Nursery, R = Reception. Together they make the Foundation Stage.
A number of these places will be part time.

Why are we consulting?

Until now the school has planned to admit 45 children each year. There has been a rapid increase in demand for places at the school in recent years, and for September 2009, 62 parents chose the school as their first preference.

Primary Care Trust records and the annual census of local children in private, voluntary and independent early years settings show that the demand for 60 places per year is likely to continue.

We think that this is a popular school at the heart of its community, which should expand. We want to know your views and whether you are happy to see the school grow.

What we want to do

We are planning to permanently increase the school admission number from 45 to 60. This means that each year group would consist of up to 60 places, taught in two classes.

To accommodate this growth in pupil numbers, there will be some extension of the school's buildings. While these are being planned and constructed there will be a temporary classroom building on the school site.

Your views

Because of the large increase in the proposed size of the school we need to make sure that the proposal is supported locally.

This consultation with parents, local schools and others will take place until Friday 22 January 2010. You have until that date to respond (see details below).

This is an informal consultation, to help inform the plans. If, as a result of the consultation, the county council wants to go ahead with the expansion, we will publish a *public notice* in the Oxford Mail and at the school. There will then be a *statutory notice* period of 4 weeks, during which you can send any formal objections to the proposal to the County Council. These will be considered by the County Council Cabinet before making a final decision. If you wish to object to the expansion, you must do so during the statutory notice period even if you have already responded to this consultation. We currently expect the statutory notice period to be in April/May 2010.

The County Council Cabinet or the Cabinet Member for Schools Improvement will then make the final decision in summer 2010.

How you can respond to this consultation

The information necessary for an informed response is contained in this consultation document, which is also available online at: www.oxfordshire.gov.uk/consultation

You can respond in one of four ways:
- complete the response form at the back of this document and send it to the address shown on the response form
- respond online at www.oxfordshire.gov.uk/consultation - go to the *Consultation portal*
- write a letter and send it to the address shown on the response form
- email your response to larkrise_expansion2009@myconsultations.oxfordshire.gov.uk

Parents are asked to complete only one form, even if you have more than one child at the school. Return your form as soon as possible, but by Friday 22th January 2010 at the latest.

There will be a meeting for parents of children at Larkrise Primary School on Monday 18th January at 6.30pm to discuss the proposal. This will be an opportunity to ask questions of the headteacher and county council staff.

Consultation on the proposal for the expansion of Larkrise Primary School, Oxford

Consultation on the proposal for the expansion of Larkrise Primary School, Oxford

I/we wish to make the following comments:

....

....

....

....

....

....

....

....

Signature ....

Name..

Address (optional) ....

☐ Parent   ☐ Governor   ☐ Local resident   ☐ Other (specify) ....

Tick all that apply

Please return to:

School Organisation and Planning

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Division(s): Bicester

DETAILED PROJECT APPRAISAL   **APPRAISAL NO. ED747**

NAME OF SCHEME: The Cooper School, Bicester – Provision of new
                        Sixth Form Accommodation

START YEAR: 2010/11

BASIS OF ESTIMATE: Pre tender estimate

1. **INTRODUCTION AND DESCRIPTION OF PROJECT**

At its meeting 26 May 2009 Oxfordshire County Council's Cabinet approved a statutory proposal to extend the age range of The Cooper School Bicester to include a new sixth form (report ref CA6). The sixth form is required to be operational from 1 September 2011.

The addition of a Sixth Form at The Cooper School is part of a broader 14 - 19 strategy in Bicester. The Cooper School will continue to work closely with the other secondary school in the town, Bicester Community College, Bardwell Special School and Oxford and Cherwell Valley College to jointly offer a wide range of academic and vocational courses. The addition of a sixth form at The Cooper school will provide an additional educational opportunity in a town which currently offers little choice post-16.

The sixth form centre will be housed in a new purpose built building which will include the following facilities;
*   7 Classroom Spaces
*   Business Studies/ICT space
*   2 – small group rooms
*   Common Room/study area
*   Social/café space
*   Servery
*   Office
*   Storage facilities
*   WC facilities (including fully accessible facilities for disabled users)

To ensure that sufficient accommodation is in place to support the change in age range at the school the project also includes an extension to the school's science faculty to provide 2 additional science laboratories and alterations to the Design & Technology area to create an engineering workshop.

2. **JUSTIFICATION AND ASSESSMENT OF NEED**

At the meeting on 25 November 2008 Cabinet agreed to the publication of formal proposals to expand the age range of The Cooper School from 11-16 years to 11-18 years (report ref CA11), the statutory notice was published by

the Authority on 26 March 2009. At its meeting 26 May 2009 Oxfordshire County Council's Cabinet approved extending the age range of The Cooper School to include a new sixth form with effect from 1 September 2011.

The justification for providing the sixth form at The Cooper School was detailed in the May 2009 report and remains unchanged;

Currently students have to leave for post-16 provision at Bicester Community College, or other schools and colleges outside the town, with many students having to travel 15 miles or more to Oxford or Banbury. The school and the local authority believe that this is lowering the aspirations of students at the school, and deterring students from staying in education, leading them into low-level occupations with little chance of progression or improvement. This belief is reinforced by a recent analysis (2008) of the Longitudinal Survey of Young People in England by the Cabinet Office, Joseph Rowntree Foundation and the Institute for Fiscal Studies, which found that students in schools with a sixth form have higher post-16 and university aspirations than those in schools without.

An analysis by the Connexions service of Year 11 students' intentions (March 2009) showed that while 100% of students at Bicester Community College (which has a sixth form) intended to stay in education in 2009/10, only 73% of students at The Cooper School planned to do so. This compared to 83% of students across Oxfordshire and 86% within the East Oxfordshire 14-19 Consortium. 26% of students at Cooper School were neither planning to stay in education or had secured education or training – compared to 17% for the county as a whole and 13% for the local Consortium. This indicates that the lack of sixth form provision at The Cooper School may be discouraging students at the school from staying in education. Extending the age range at The Cooper School is a key element of the Bicester 14+ Partnership's strategy to increase participation in education for students at this school.

In recent years Bicester has experienced significant population growth. Further growth is projected, including significant new dwellings as part of the South East Plan. This planned housing growth originally indicated that an additional 850 secondary places would be required by 2011/12. In order to increase choice and diversity in secondary education within Bicester, it is planned to meet this demand through a new 14-19 learning centre, with a joint collaborative offer being put forward by the town's two secondary schools and The Oxford and Cherwell College, with some access to courses for pupils from Bardwell Special School. The addition of a Sixth Form to The Cooper School forms part of this strategy.

The accommodation for additional school places for secondary education in Bicester will be located within the South West Bicester development. The S.106 agreement for South West Bicester was signed in 2008 securing both a site and a contribution for the provision of secondary education against future housing to be developed in this area. The timescales for this have been adversely affected by the slowdown in the economy and officers are still working with developers to establish a realistic timeline for the delivery of the site and capital resources.   The current information indicates the site

becoming available to the County Council in late 2013 and the triggering of initial payments towards the facility could start a few months earlier with the substantial amounts following on from autumn 2014 although this is entirely dependent on economic factors affecting the rate at which new homes are built. As well as the financial contributions from the South West Bicester development contributions are expected from other residential development (via S106 agreements) planned both in and around Bicester including major housing schemes at Gavray Drive and the former RAF Upper Heyford again the likely timing of those payments are related to the progress of housing in the respective areas.

While teachers at The Cooper School currently help to deliver some of the shared courses at Bicester Community College, the addition of a Sixth Form to The Cooper School will enable it to participate fully in the provision of educational opportunities for the whole 11-19 age range, making best use of staff expertise to raise standards, and helping it to recruit and retain the best teachers.

3.   OTHER OPTIONS

A feasibility study was undertaken by Property Services in 2009 to establish the most cost effective way of delivering the required accommodation. This feasibility considered a number of options for the location and design of the new building.

Implementing the agreed scheme is considered the only way that the new facilities can be provided and be operational by the September 2011 deadline.

4.   FINANCIAL IMPLICATIONS

(i)   **Capital**

The project was included within the CYP&F Capital Programme (Forward Plan) in the November 2008 Monthly Monitoring Report submitted to Cabinet on 20th January 2009 (CA5 - Annex 6). The funding has initially been identified within 'Other Basic Need 09/10 to 13/14' provision already included within the Capital Programme Forward Plan. Officers continue to explore opportunities for securing funding from the capital fund currently managed by the Learning & Skills Council (LSC) to support this project N.B. The allocation of these resources is expected to become the responsibility of the Young People's Learning Agency from April 2010.

The estimated cost of the project is £4.4m. This cost includes expenditure of £90,000 to create a new engineering facility within the existing D&T area, this element of the project will be managed directly by the School.

Also included within the capital funding is £600,000 'Growth Point' Funding following a successful bid to the Department of Communities

and Local Government to enable the project to be a 'Zero Carbon' building (see section 6 below).

The school will also contribute devolved formula capital towards this scheme through the procurement and funding of loose furniture and equipment (including ICT) requirements, for the new facilities.

As this project will also support the wider 14-19 strategy to meet demand arising from population growth in Bicester the County Council will continue to explore opportunities to secure S106 developer funding to support the capital cost of this project.

(ii)   **Revenue**

Day to day revenue costs will be met through the schools delegated budget. This project will increase the floor area of the school by 1,613m2; this additional m2 will impact on the floor area element within the Individual Schools Budget (ISB).

At present revenue funding for post 16 provision is provided by the Learning and Skills Council but by September 2011, when this proposal would become active, funding for education for 16-19 year olds will be allocated by the County Council.

(iii)   **Risk**

An assessment of risk has been carried out by Property Services and Atkins, a Risk Register is being maintained for the project.

(iv)   **Whole Life Appraisal**

The County Council property consultant has been required to utilise whole life appraisal techniques during the design phase and bring forward recommendations that take account of energy efficiency, repair and maintenance and durability.

5.   STAFFING IMPLICATIONS

Additional staffing requirements will be met through the schools delegated budget.

6.   ENVIRONMENTAL IMPLICATIONS

In November 2009, Cherwell District Council (in discussion with the County Council) submitted a bid to the Department of Communities and Local Government (DCLG) for a share of £60million ring fenced Growth Point funding, to facilitate initial planning and capacity building in relation to eco-towns and in this case, North West Bicester. This funding stream includes provision for 'Early Demonstrator Projects' to showcase some of the new

technologies and higher standards of design and build anticipated in the eco-town.

As part of the bid to DCLG, the County Council included a proposal to enable the new sixth form centre at The Cooper School to be built as a "Zero Carbon" building and to be energy cost neutral.

In February 2010 DCLG confirmed that the bid, which included £600,000 to enable the Cooper School Sixth Form block to become a zero carbon demonstration project, had been successful. Funding will provided by DCLG with match funding from the Department for Children, Schools and Families (DCSF). Cherwell District Council will receive the grant direct from DCLG before the end of the financial year. High level discussions are still taking place at Executive level between CDC and OCC, to determine the mechanism for a proportion of the overall grant money to be made available to the County Council to help fund the Cooper School project and other elements.

Creating a 'Zero Carbon' building will be achieved by a significant improvement in insulation standards, far better air tightness of the building construction and low energy fittings and equipment including lighting. This will be combined with measures to displace the use of grid electricity which is inefficient due to generation and transmission losses. Local generation will include the use of Photo Voltaic Cells. Any electricity generated on site but not used by the school will be exported back to the national grid. An export tariff provides an income stream to offset other energy costs.

Other sustainability options are currently being assessed for their potential impact on both the initial capital budget and on future revenue costs. Where it is appropriate and cost effective to do so consequential Improvements would also be made elsewhere on the school site. Energy savings from those measures would offset any energy usage in the new building to contribute to a net neutral impact on the schools energy costs.

MEERA SPILLETT   SUE SCANE
Director for Children,   Assistant Chief Executive & Chief
Young People & Families   Finance Officer
                                         Corporate Core Financial Services

NEIL MONAGHAN
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March 2010

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Resource Appraisal

Status: **Detailed**

Appraisal Ref: ED747

Capital Project: The Cooper School, Bicester - New Sixth Form Accommodation

Price Base: **2Q10**

Capital Expenditure and Financing

Cost of Project	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13	Total
	£000	£000	£000	£000	£000	£000	£000
Purchase - Land & Buildings							-
Construction			-	2,619	926		3,545
Construction (school managed)				90			90
Other works							-
Consultant Fees			245	98	65		408
Other Fees & Charges							-
Risk / Contingency						357	357
Total Estimated Payments	-	-	245	2,807	991	357	4,400

The Net Construction Cost per square metre is ; New Build £2,084m2   Refurbishment £ -

Funding of Project	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13	Total
	£000	£000	£000	£000	£000	£000	£000
Credit Approval (Borrowing)			245	2,507	691	357	3,800
Capital Receipt(s)							-
Contribution From Third Parties							-
Grant(s)				300	300		600
Revenue Contribution(s)							-
Other							-
Total Financing	-	-	245	2,807	991	357	4,400

Revenue Implications
Corporate Costs

Capital Financing (Cost of borrowing)			6	86	261	313	

Service Implications

	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13	Total
	£000	£000	£000	£000	£000	£000	£000
Employees							-
Running Costs							-
Income							-
Less net current cost							-
Net Cost/(Saving) to Service	-	-	-	-	-	-	-

Staffing	2007/08	2008/09	2009/10	2010/11	20011/12	2012/13	Total
	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Additions/(Savings) resulting from the project							

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Division(s): All divisions in Oxford

CABINET – 16 MARCH 2010

OXFORD CITY CENTRE STREET SCENE MANUAL: PART ONE

Report by Head of Transport

Introduction

1. The purpose of this report is to update members on progress in producing the Oxford city centre street scene manual: part one, and to seek approval of the manual. The manual has been jointly produced by Oxford City Council and Oxfordshire County Council, with support from the West End Partnership. Officers are reporting to all three organisations to seek their approval of the manual. The city council's Executive Board is due to consider the manual on 3 March 2010; the West End Executive is due to consider it on 29 March 2010.

Background

2. The city and county councils have a shared aspiration to improve the quality of the streets and public spaces in Oxford city centre. The city centre is the county's economic and cultural hub, so an excellent public realm will help make Oxfordshire a more attractive place to live, work, and visit.

3. The street scene manual project was initiated by the city and county councils in order to produce a practical manual to inform the design, management and maintenance of streets and spaces in Oxford city centre. The aims were to:

    *   set clear principles and palettes of materials to help deliver consistent high quality design;
    *   improve the maintenance and management of city centre streets;
    *   address the whole city centre, including the West End;
    *   secure buy-in from the people who influence the public realm every day; and:
    *   gain approval for and commitment to the manual from the city council, county council and West End Partnership.

4. It was agreed with all the parties early on that what was being sought in Oxford was, initially, an agreed set of principles for design and management in the city centre. This could then be usefully supplemented by further work on design specifications, heritage studies, or detailed street designs in future. What developed was therefore a concept of a manual of several parts. "Part one" would be an agreed statement of principles, processes and a palette of materials on which to build later parts of the manual in the future. Part one will most likely remain relatively fixed, whereas later parts will constantly be added to and amended in the light of experience and further work.

An outline of part one

5.   Part one sets out the **principles** to guide the design and management of streets and spaces.   There are statements of policy where it was felt a particular approach needed to be formalised and agreed between partners.

6.   Part one also sets out a design **process** for the street enhancement schemes that will follow. This process importantly incorporates an assessment of the ambitions for a scheme and a context analysis to ensure that the right questions are asked of the right people at the right points in the design process.   If projects follow this process it will ensure that they have all considered the myriad of issues that are involved in the design of a successful street scheme.

7.   The final section of Part one is a **palette** of materials for use in ground surfaces and street furniture. The palette has narrowed down the choice of materials that could be used but still incorporates an element of choice to provide a balance between prescription (to ensure consistency) and flexibility (to take into account street-specific circumstances). The palettes will apply throughout the city centre but are provided with additional guidance to assist with their application and specification.

8.   The full text of part one is available in the members' resource centre or from Martin Kraftl (telephone 01865 815786).

Consultation on part one

9.   The manual has been written jointly by city and county council officers. Throughout the drafting process, the large number of officers of both councils with an influence on the street scene (for example, refuse collection, street cleaning, street lighting, parking enforcement etc) were consulted. It is considered critical that these officers support the manual, because the implementation of it is largely in their hands.

10.   Local interest groups have been consulted twice on the document: once in December 2008 before the first draft was produced and again in January 2009 on the draft. The long delay between the first consultation and the completion of a draft was a result of workload pressures for both councils, meaning work on the document ceased for much of 2009.

11.   Reaction from interest groups has generally been very positive. The very existence of the document and the fact that it has been produced jointly by the two councils has been very well received.

12.   However, there is concern from some interest groups about certain aspects of the document. Unlimited, a group representing people with disabilities, has expressed concerns about some of the policies, in particular those policies that encourage reduced physical separation between motorised traffic and pedestrians. These concerns are dealt with in detail in the equality impact assessment of the manual in Annex 1.

13. The interest groups have requested diverse and sometimes conflicting changes to the document. These requests have been accommodated wherever possible. Requests from the interest groups and officer responses to them are summarised in Annex 2.

14. The draft manual was made available to the public for their comments between 1 February and 20 February 2010. Comments from the public and officer responses are summarised in Annex 2.

Application of the street scene manual: part one

15. The policies, process and palettes in part one of the manual will inform projects and initiatives of all kinds, from very minor works to major street improvements. As far as larger schemes are concerned, most projects are likely to form part of Transform Oxford and/or the West End renaissance programmes. As projects come forward over the coming years, the manual will add value to both of these important programmes by ensuring quality and consistency of design and a high standard of maintenance and management after completion.

Immediate actions

Officers have identified a number of immediate actions that logically flow from the policies set out in part one of the manual. These are outlined in Annex 3. These will require further work and will be reported separately to Cabinet Member Decisions in due course.

Later parts of the manual

16. Part one of the manual stands alone and is a useful document in its own right. However, to strengthen the manual and increase its usefulness and influence, officers recommend that additional parts are produced. Subject to staff resources, subsequent parts of the street scene manual could be produced over the next eighteen months to two years.

17. At the moment it would seem appropriate for one of the subsequent parts to contain **detailed technical notes** dealing with the various elements of the street scene (e.g. seating, road markings, cycle parking, public art etc) and setting out in detail how they are to be handled within the city centre. A significant amount of work has already been done to start most of these technical notes, but completing them will take considerable time and will require the assistance of many internal and external stakeholders. That part of the manual would need to be a working document, easy to update as processes and finances available change.

18. Similar street scene policy documents produced by other authorities include a substantial **historic context analysis**, designed to provide valuable information about the origins and history of streets from which street designers can draw to help inform their designs. For Oxford, such an analysis would be a vital resource for scheme designers, given the city's long and rich

history. Work on this has already started, led by Oxford Preservation Trust and Oxford City Council. This analysis could also form a subsequent part of the street scene manual.

19. Other specific plans and strategies could also form part of the manual. Examples include a comprehensive pedestrian wayfinding strategy and a strategy for lighting Oxford's buildings.

20. If produced, these later parts would be subject to separate approvals by the relevant committees of the city and county councils.

Equality and inclusion implications

21. An equality impact assessment of the manual has been carried out and can be found at Annex 1. The manual contains many policies that should help people with disabilities, but it is acknowledged that certain other aspects (notably the support for reduced formal regulation of streets) are a source of considerable anxiety for some disabled people, particularly those with a sensory impairment. The manual does not include street designs for specific streets and certainly does not advocate the indiscriminate application of any particular design solution. The manual is clear that designers must consider the context carefully and consult widely on design decisions.

22. Officers recognise that street design practices are changing and that some of those changes have the potential to cause great difficulties for people with disabilities. These new practices are however enormously beneficial in many respects, so it would be senseless simply to ignore them. Officers are therefore comfortable that the approach set out in policy SS19, which commits both councils to investing time and money on further research, is the right way to handle this issue in the manual. The equality impact assessment recommends various changes to the manual, all of which have been made.

Sustainability implications

23. The Street Scene Manual: Part One contains a section on sustainability and ethics addressing issues such as minimising elements and energy use, lifecycle, sourcing and sustainable drainage. The document acknowledges that projects which require significant works and the introduction of large volumes of materials can impact the environment both locally and on a broader scale. The design process involves carrying out an ambitions assessment in sustainability and environmental terms and requires early consultation with city and county council sustainability officers.

Risks

24. An assessment of risk has been carried out and can be found at Annex 4. All risks have been mitigated to an acceptable level.

Financial and Staff Implications

25. The majority of the manual's requirements are cost-neutral, requiring officers to do things differently but not requiring additional work or expense. Indeed there are several respects in which the manual is likely to save money – for example:

    • Closer working with partners and interest groups will help ensure schemes are designed and built "correctly" from the outset, reducing the risk of expensive and wasteful adjustments

    • The requirement to reduce signs, road markings and other highway equipment to an absolute minimum will save on materials and labour costs associated with installing and maintaining these items

    • The selection of inherently robust materials such as stone and stainless steel will reduce the need for maintenance such as re-painting.

26. Potential additional costs for the county council fall into three categories:

    • Additional capital and revenue costs incurred in the construction and **maintenance** of higher specification ground surfaces, street furniture and other equipment such as lighting.

    • Additional revenue costs for any future contributions to street scene **management** such as clearance of abandoned cycles from cycle racks.

    • Additional **staff time** required for the consultation and analysis required by the street design process in the manual. The extra work will fall largely to transport planners and highway engineers, but also to staff in other departments who may be asked to participate more in officer consultation on schemes.

27. These costs are very difficult to quantify because much depends on the number of street improvement schemes that are progressed in the city centre in future years; something that in turn depends on a wide range of factors, including levels of private development.

28. Any additional revenue, capital and staff costs would have to be funded from transport revenue and capital budgets unless it were possible to secure alternative funding sources such as section 106 agreements, city council funding or project-specific grants. If there is no funding available from alternative sources, members will have to decide whether or not to find the funding from county council budgets.

29.   It is not possible to predict the level of any future costs or indeed the whether alternative funding sources will be available to help cover those costs. Individual schemes and initiatives with significant financial implications will always come to Cabinet Member Decisions for approval; both costs and funding will be quantifiable at that stage.

RECOMMENDATIONS

30.   **The Cabinet is RECOMMENDED to**

   (a)   endorse the Oxford city centre street scene manual: part one as the basis for the design, maintenance and management of streets in Oxford city centre;

   (b)   authorise the Head of Transport, in consultation with the Cabinet Members for Growth and Infrastructure and Transport Implementation, to make minor amendments to the document;

   (c)   instruct officers to continue to work with Oxford City Council to develop subsequent parts of the manual; and

   (d)   instruct officers to work on the proposed immediate actions at Annex 3 and report to the Cabinet Member for Transport Implementation.

STEVE HOWELL
Head of Transport
Environment & Economy

Background papers: Oxford city centre street scene manual: part one (available in members' resource centre).

Contact Officer: Martin Kraftl Tel: 01865 815786

March 2010

Oxford city centre street scene manual – part one: equality impact assessment

February 2010

1. Introduction

1.1. This report assesses the impact of the proposed policies, processes and materials in the Oxford city centre street scene manual: part one on different social groups to identify any discriminatory or socially exclusive effects. In line with county council and national guidance, this assessment covers the following:

- Disability and health
- Age
- Gender
- Race
- Socio-economic status
- Sexual orientation
- Religion or belief

2. Analysis

2.1. The tables at the end of this assessment contain the detailed analysis of the impacts of the manual on different groups.

2.2. This analysis reflects feedback on the draft manual from the county council's disability equality advisers and from user groups representing disabled people (in particular Unlimited). Their assistance is gratefully acknowledged. The tables contain a summary of the main points of concern; a more comprehensive summary of feedback on the manual from Unlimited and other groups can be found in annex 3.

3. Conclusions

3.1. The implementation of the policies in the street scene manual will have many positive effects for many of the social groups listed above.

3.2. However, some policies may lead to difficulties for certain groups. Perhaps the most significant of these difficulties are the anxieties and practical problems faced by people with sensory or cognitive impairments when certain conventional features of the street are removed or altered in an attempt slow traffic down, give priority to

pedestrians and create an attractive environment. Examples include the introduction of single-level streets with no height difference between the carriageway and footway, and a shift from signal-controlled pedestrian crossings to less formal crossings.

3.3. The challenge is made greater still by the fact that removing certain conventional street features (such as the height difference between the footway and carriageway) benefits some people with particular disabilities but creates problems for other people with different disabilities.

3.4. The street scene manual cannot provide the solution to this dilemma. The manual supports a shift away from formal systems in order to reduce traffic speeds and reinforce the individuals' responsibility for their own safety and the safety of others. However the manual is deliberately and necessarily non-prescriptive about how this should be achieved. Suggestions are made and guidance provided, but the manual recognises that more research and experimentation are required in order to find the optimum balance between the infinite competing demands placed on streets. **It is critical that the people who have the greatest anxiety about new street design practices are at the heart of this research and experimentation.**

3.5. Overall the street scene manual contains many policies that will benefit a wide range of people and have few or no disadvantages. Those policies that have the potential to create problems for certain social groups have been identified and in some cases, a change to the policy or supporting text has been recommended. The manual itself recommends more research is needed in some areas and this recommendation must be acted upon.

Disability and health

Table 1: People with mobility impairments		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• Emphasis on pedestrian priority and reducing traffic speeds reduces actual and perceived dangers from traffic • Decluttering of street furniture removes barriers to movement • Provision of raised crossings removes gradients and makes crossing easier • Provision of seating at regular intervals provides resting points • Even, firm, grippy surfaces remove hazards and facilitate easy movement of wheelchairs and scooters • Bus stop design requirements (seating, 140 mm kerb etc) make bus stops easier and more comfortable to use • Single-level streets with no kerbs give wheelchair and scooter users the same	Preference for informal crossing points likely to result in reduced perceptions of safety when crossing streets	Application of crossing hierarchy needs to reflect traffic conditions and consider the particular needs of people with mobility impairments. A mix of crossing types may be helpful in some streets. **Action: additional guidance to be added to cover this point**
	Reduction in physical separation between road users such as single-level streets will result in reduced perceptions of safety for some	Single-level streets potentially provide great mobility benefits for wheelchair and scooter users. However, as with all street design decisions, a proper analysis must be carried out of the traffic conditions and other factors to ensure a single-level street is appropriate. A single-level street need not remove the distinction (though surfacing materials) between carriageway and footway; retaining this distinction may increase perceptions of safety for some. **Action: additional guidance to be added to cover this point**
	Provision of additional cycle parking may obstruct pavements	The manual recognises this problem. However, an additional statement could be added to the effect that cycle parking should not be provided on the footway if a realistic alternative location is available – for example in the carriageway or on private land. **Action: additional guidance to be added to cover this point**

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freedom of mobility as ambulant pedestrians and greatly reduce impact of footways obstructions such as parked bicycles • Preference for zebra crossings reduces waiting time and allows unlimited crossing time for slower pedestrians (unlike signal-controlled crossings) • Increased formal cycle parking and quicker removal of abandoned bikes will help reduce obstructions • Requirement to consult people with disabilities at an early stage in scheme design and throughout design process	Proposed hierarchy of users in street design places cyclists above buses, taxis and cars. People with mobility impairments often rely on these latter modes and are anxious about cyclists running into them.	The hierarchy applies to the design of streets in the city centre, not to the priority given to these modes in reaching the city centre, which may be different. A disabled person becomes a pedestrian as soon as they alight from a bus, taxi or car and at that point they will get the benefit of pedestrian-focused design. The manual states that wheeled traffic (including cyclists) may be restricted in some circumstances to improve pedestrian comfort and safety. **Action: clarify status of hierarchy; include disabled drivers/passengers in the hierarchy.**
	Removal of road signs and markings could increase contravention of traffic restrictions, including restrictions on cycle access, thereby putting disabled people at risk.	The manual advocates the removal of as many signs and markings as possible, but makes it very clear that all traffic restrictions must be enforceable (SS6). It is acknowledged that some road users are not aware of the meaning of some road signs, but using alternatives requires special authorisation from the government and would undermine compliance with the correct sign in other places.
	Any increased restrictions on motor traffic are likely to result in greater walking distances for motorists and bus users. This extra walking distance may be difficult for people with mobility impairments	There are pros and cons of additional restrictions on motor traffic in the city centre for people with mobility problems. Reducing motorised traffic leads to a safer and more pleasant environment for pedestrians with mobility impairments; but this must be considered against reduced accessibility. These factors will always be assessed as part of the scheme design process set out in the manual. The process requires consultation with mobility impaired people at an early stage and throughout work on the scheme design.

Table 2: People with sensory impairments (particularly visual)		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• Emphasis on pedestrian priority and reducing traffic speeds reduces actual and perceived dangers from traffic • Decluttering of street furniture removes hazards • Provision of raised crossings may make crossing easier and safer for some – but see opposite • Even, firm, grippy surfaces remove trip hazards • Increased restrictions on motorised traffic may help reduce actual and perceived dangers • Increased formal cycle parking and quicker removal of abandoned bikes will help reduce obstructions • Requirement to consult people with disabilities at an early stage in scheme design and throughout design process	Preference for informal crossing points may make some crossings difficult or impossible to use for people with sensory impairments	Application of crossing hierarchy needs to reflect traffic conditions and consider the particular needs of people with mobility impairments. A mix of crossing types may be helpful in some streets. **Action: additional guidance to be added to cover this point**
	Reduction in physical separation between road users (such as single-level streets) will result in reduced perceptions of safety for people with sensory impairments, who may not be able to detect the part of the street where vehicles are permitted.	*See also Table 1.* The ability of people with visual impairments to identify the part of the street where traffic is permitted must always be considered. A change in texture and/or colour will help and has little or no detrimental impact on wheelchair and scooter users. Significant level changes (60mm or above) are easy to detect for cane-users but create barriers to movement for wheelchair and scooter users and may increase traffic speeds. This is a complex area that requires further research and experimentation. **Action: additional guidance to be added on this point, but it is covered already to an extent by policy SS19.**
	Provision of additional cycle parking may obstruct pavements and create hazards for people with visual impairments	The manual recognises this problem. However, an additional statement could be added to the effect that cycle parking should not be provided on the footway if a realistic alternative location is available – for example in the carriageway or on private land. **Action: additional guidance to be added to cover this point**
	Proposed hierarchy of users in street design places cyclists above buses, taxis and cars. People with sensory	The hierarchy applies to the design of streets in the city centre, not to the priority given to these modes in reaching the city centre, which may be different. A disabled person becomes a pedestrian as soon as they

	impairments often rely on these latter modes and are anxious about cyclists running into them.	alight from a bus, taxi or car and at that point they will get the benefit of pedestrian-focused design. The manual states that wheeled traffic (including cyclists) may be restricted in some circumstances to improve pedestrian comfort and safety. **Action: clarify status of hierarchy; include disabled drivers/passengers in the hierarchy.**
	Removal of road signs and markings could increase contravention of traffic restrictions, including restrictions on cycle access, thereby putting disabled people at risk.	The manual advocates the removal of as many signs and markings as possible, but makes it very clear that all traffic restrictions must be enforceable (SS6). It is acknowledged that some road users are not aware of the meaning of some road signs, but using alternatives requires special authorisation from the government and would undermine compliance with the correct sign in other places.
	Any increased restrictions on motor traffic are likely to result in greater walking distances for motorists and bus users. This extra walking distance may be difficult for people with mobility impairments	There are pros and cons of additional restrictions on motor traffic in the city centre for people with sensory impairments. Reducing motorised traffic leads to a safer and more pleasant environment for pedestrians with sensory impairments; but this must be considered against reduced accessibility. These factors will always be assessed as part of the scheme design process set out in the manual. The process requires consultation with sensory impaired people at an early stage and throughout work on the scheme design.

Table 3: People with respiratory health problems		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• The manual supports street design that promotes a slow, continuous flow of traffic, rather than stop-start traffic; this smoothing of flows will reduce pollution emissions. • The manual supports additional tree planting in the city centre, which will help with absorption of air-borne pollutants. • Additional public seating will help provide resting places for people with respiratory health problems • Any increased restrictions on motor vehicle access will reduce exposure to air-borne pollutants – but see opposite. • Requirement to consult people with disabilities at an early stage in scheme design and throughout design process	Any increased restrictions on motor traffic are likely to result in greater walking distances for motorists and bus users. This extra walking distance may be difficult for people with respiratory problems.	There are pros and cons of additional restrictions on motor traffic in the city centre for people with respiratory problems. These will always be assessed as part of air quality assessment work on traffic access changes.

Table 4: People with learning difficulties		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• Emphasis on pedestrian priority and reducing traffic speeds reduces actual and perceived dangers from traffic • Decluttering of street furniture removes hazards • Provision of raised crossings may make crossing easier and safer for some – but see opposite • Even, firm, grippy surfaces remove trip hazards • Increased restrictions on motorised traffic may help reduce actual and perceived dangers • Increased formal cycle parking and quicker removal of abandoned bikes will help reduce obstructions • Requirement to consult people with disabilities at an early stage in scheme design and throughout design process	Preference for informal crossing points may make some crossings difficult or impossible to use for people with learning difficulties.	Application of crossing hierarchy needs to reflect traffic conditions and consider the particular needs of people with learning difficulties. A mix of crossing types may be helpful in some streets. **Action: additional guidance to be added to cover this point**
	Reduction in physical separation between road users (such as single-level streets) may result in reduced perceptions of safety for people with learning difficulties, who may not be able to identify reliably the part of the street where vehicles are permitted.	*See also Tables 1 & 2.* The ability of people with learning difficulties to identify the part of the street where traffic is permitted must always be considered. A change in texture and/or colour will help and has little or no detrimental impact on wheelchair and scooter users. A significant level change (60mm or above) may be easier to understand as this is the normal way of demarcating footway and carriageway, but this creates a barrier to movement for wheelchair and scooter users and may increase traffic speeds. This is a complex area that requires further research and experimentation. **Action: additional guidance to be added on this point, but it is covered already to an extent by policy SS19**
	Provision of additional cycle parking may obstruct pavements and create a more complex environment with more hazards.	The manual recognises this problem. However, an additional statement could be added to the effect that cycle parking should not be provided on the footway if a realistic alternative location is available – for example in the carriageway or on private land. **Action: additional guidance to be added to cover this point**

Age

Health problems and disabilities associated with old age are covered in the section above.

Table 5: People below driving age (including children travelling to school)		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• The creation of a safe, civilised, attractive environment for pedestrians will benefit all those who walk in the city centre, in particular young people who are sometimes more vulnerable. • Features to promote bus and cycle use (e.g. better bus shelters) will be a particular help for non-drivers.	Any increased restrictions on motor traffic are likely to result in greater walking distances for motorists and/or bus users. This could affect non-drivers.	There are pros and cons of additional restrictions on motor traffic in the city centre from the perspective of people without access to a car; reducing motorised traffic leads to a safer and more pleasant environment for walking and cycling and greater pedestrian activity, but this may be offset partly by the loss of activity associated with the motor traffic (e.g. taxi queues or bus stops).

Gender

Opinion is divided as to whether men or women face greater personal security risks in public places:

Recorded crime figures suggest that men are more at risk than women from stranger assault in public places. The British Crime Survey reveals that men are the most frequent victims of stranger and acquaintance violence, but muggings are more evenly split between men and women. However, victim surveys reveal that crimes of violence against women often go unreported. From the Edinburgh Women's Safety Survey [Edinburgh City Council, 1998] 43% of women said that over the previous twelve months, they had been harassed by rude or abusive comments on the street and nearly a fifth had been followed by a stranger. Of all the incidents described through the survey [ranging from verbal abuse to assault or robbery] only 2% had been reported to the police.

(http://www.dft.gov.uk/pgr/crime/personalsecurity/personalsecurityissuesinpede3005?page=4)

However, assuming the risk is not equal, the following effects apply:

Table 6: Men or women, whichever gender is at greater risk from crime in public places		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• The creation of a safe, civilised, attractive environment for pedestrians will benefit all those who walk in the city centre and help reduce perceived and actual personal security threats	Any increased restrictions on motor traffic could reduce activity in the street and the "natural surveillance" provided by that activity.	There are pros and cons of additional restrictions on motor traffic in the city centre from a crime perspective; reducing motorised traffic leads to a more pleasant environment and consequently more pedestrian activity, but this may be offset partly by the loss of activity associated with the motor traffic (e.g. taxi queues or bus stops) .

ANNEX 1

Socio-economic status

The assessment below assumes that people with lower incomes cannot or do not drive or use taxis and are therefore reliant on buses, walking and cycling for access to the city centre. This is certainly not true of all people from lower-income households, but given the costs of taxis and parking this assumption is likely to be reasonably accurate.

Table 7: People from lower income households		
Positive aspects of manual	**Negative aspects of manual**	**Mitigation and/or comment (for negative aspects)**
• The creation of a safe, civilised, attractive environment for pedestrians will benefit all those who walk in the city centre, including bus users and cyclists. • Features to promote bus and cycle use (e.g. better bus shelters and cycle parking) will be a particular help for people without access to a car.	Any increased restrictions on motor traffic are likely to result in greater walking distances for motorists and/or bus users. This could affect non-drivers.	There are pros and cons of additional restrictions on motor traffic in the city centre from the perspective of people without access to a car; reducing motorised traffic leads to a safer and more pleasant environment for walking and cycling and greater pedestrian activity, but this may be offset partly by the loss of activity associated with the motor traffic (e.g. taxi queues or bus stops).

Religion and belief, sexual orientation and race

The manual is not considered to have any discriminatory effects relating to these characteristics.

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ANNEX 2

Summary of consultation

Consultee	Summary of comment	Officer response
Comments from Communities and Partnership Scrutiny Committee (18.1.10)		
Oxford Civic Society	Pleased to see this project happening jointly between the city and county	Noted
	An important aspect to this is management of the streets and spaces	Noted – pass particular issues onto City Centre Manager
	More consideration should be given to the historic pavement and it's treatment	This is referred to in the section on materials: ground surfaces. **Change** – add a reference to page 12
	Section 106 monies could be used to restore historic pavements	Pass request onto the relevant team
	Cycle garaging should be provided off-street	To be considered by the relevant county and city officers
Oxford Pedestrians Association	Modern materials can respect the heritage but also make surfaces more walkable	**Change** – add a reference to page 12
	Can these principles and policies be rolled out to the district centres too	To be considered for the future
	Managers of private space should be encouraged to sign up to the SSM	Ask City Centre Manager to raise this with the managers of shopping centres
Bus Users UK	Welcome the principle of the manual as a tool	Noted
	There needs to be explicit reference to the DfT inclusive mobility guidelines	**Change** - reference to Inclusive Mobility will be added to "safe and inclusive streets" section.
	There should be the underlying principle that a street designed for people with disabilities is good for all	This issue is addressed on pages 16-18. There are inherent differences in requirements for different disabilities.
	Pavements and bus stops need to be improved for people with disabilities	Policy SS17 and SS10 already take this into account.
Cyclox	This is an exciting, demanding and complex project	Noted
	The manual needs to do more than state its "encouragement" for cycling	Subsequent parts of the manual will include detailed guidance on cycle parking design and possibly other aspects of cycle infrastructure, but these matters are beyond the scope of Part One.
	An annotated copy of the SSM with proposed changes was submitted	Various changes made in response
Cllr Pressel	Welcome this report it is clear and well written	Noted
	It should be expanded to cover further streets	**Change** – the area covered will be extended – see revised map of coverage
	Can the issues of shopfronts, hoardings and boarded up premises be included?	Pass this issue onto City Centre Manager
	Utility roadside boxes should be included – they need regular inspections	**Change** – add a reference to page 10 and page 24
	Can we state a time limit for reinstatements after roadworks e.g. 3 months?	**Change** – add a time limit (to be confirmed with county officers)
	Need a reference to the graffiti and flyposting protocol and its application	**Change** – add a paragraph to page 22
	Need to enforce the 20mph limit	Pass this comment onto the Police
	Can we reveal the "hidden pockets of green space"?	**Change** – expand reference on page 13
	Trees in planters would enhance the streets	Noted - policies SS14 and SS15 encourage use of landscaping
Cllr Sinclair	This is a good example of joint working	Noted
	Have the police been consulted on this?	Yes, and Community Safety

CAMAR1610R110.doc

	Need more on the issues of cigarette litter and chewing gum	**Change** – add a paragraph to page 22
	The document recognises conflicts	Noted
	Is it an on-going and evolving document?	This part of the SSM will likely remain relatively fixed but later more detailed sections will evolve
Cllr Royce	Can we add a list of streets that are covered?	**Change** – change map to include street names
	Seating is required not just every 50metres	Policy SS18 is not a restriction.
Cllr Smith	We need more trees in the city centre	Noted - policies SS14 and SS15 encourage use of landscaping
	Don't like the Cornmarket seats	The feedback will be considered in the specification of future seating.
Cllr Dhall	Would also like to see more trees	Noted - policies SS14 and SS15 encourage use of landscaping
	This is a realistic document – we have moved on hugely in the last 10 years	Noted
	The document is clear and easy to read	Noted
	The road users hierarchy is useful	Noted
	Can we include extra streets such as Beaumont St and Parks Road?	**Change** – the area covered will be extended – see revised map of coverage
	Need to consider the needs of disabled cyclists; they don't find it easy to dismount	Noted
	Need a full N/S and E/W route for cyclists through the centre	Noted – pass this comment to the relevant county officer
	On Page 6 are cyclists included in wheeled traffic?	Yes
	Need to monitor for puddles at dropped kerbs; audit a scheme after construction	**Change** – add a further stage to the design process to monitor after construction performance.
	We need seats in shopping centres as well as on streets	**Change -** add ref in accessibility section. Ask City Centre Manager to raise this with the managers of shopping centres
Cllr Sanders	Don't like the Cornmarket seats – can we remove them?	The feedback will be considered in the specification of future seating.
	We need more trees and greenery/hanging baskets	Noted - policies SS14 and SS15 encourage use of landscaping
Cllr Murray	This is a good document	Noted
	We need to refer to private "public" spaces too	**Change** – add a reference to page 4
Cllr Khan	This needs consultation outside of C,S&W Area Committee too	Noted – a press release will be issued and opportunity for comments to be made on the website.
	People think we're wasting money on some of these street schemes	Need to ensure that the ambitions assessment and early consultation is effective and influences decision to proceed.
Cllr Humberstone	Can we promote a cycle hire scheme?	Pass to the relevant county officer
Cllr Campbell	This is a realistic document	Noted
	There is a need for wider consultation	Noted – a press release will be issued and opportunity for comments to be made on the website.
	Support the idea of cycle hire	Pass to the relevant county officer
	Need to review the position that trees spoil historic views	Noted – this could be considered further in the next Part of the SSM.

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Comments from West End Design Panel meeting (18.1.10)		
	The manual is welcomed as an important step	Noted
	The section on design process is very important	Noted
	The template approach is helpful	Noted
	More is needed on the transition from discussion of highways issues to placemaking. For example deciding on the design speed for traffic in the space; detach speed from the regulatory system.	**Change** – add a reference to design speed in the (functional) context analysis template
	Important to flag up the need for materials to be traditionally laid. Good to encourage training in traditional methods and other skills.	**Change** – add a reference to page 35
	Address the quality of pedestrian flow	**Change** – add a reference to page 4
	Use of technology to handle waste for example Envac vacuum tubes.	Look into for future parts of the SSM
	The use of lighting and its ability to modify behaviour. Would be good to have a lighting strategy for the city centre.	**Change** – add a paragraph to page 18
	Tighten up on the time taken to reinstate surfaces after roadworks/utilities.	**Change** – add a time limit (to be confirmed with county officers)
	Shelters and canopies – good to provide weather protection and seating with views.	**Change** – add a reference to page 17
	Loss of public space to private ownership	**Change** – add a reference to page 4
Comments from consultees at feedback surgeries		
	Welcome that people on foot in Oxford are being prioritised	Noted
	The area covered could be extended to include Beaumont, Little Clarendon, Walton and St John Streets. Could it also be extended to other areas of the city?	**Change** – the area covered will be extended – see revised map of coverage
	Oxford needs more cycle parking, pressure might be relieved by off-street provision	To be considered by the relevant county and city officers
	The location of car parking should be carefully considered, it creates more pressure on the street	To be considered by the relevant county officers
	Measures to help cyclists avoid main pedestrian areas need to be put in place	To be considered by the relevant county officers
	Toilets are essential and could be mentioned in the document	**Change –** include reference to public toilets and their quality
	Litter bins need to be windproof and are needed at all bus stops	**Change** – add reference to windproofing to page 21
Oxford Civic Society	Wheelie bins are an eyesore and cause obstruction – what can be done?	Pass this issue onto City Centre Manager
	How do street traders stalls fit in?	Pass this issue onto City Centre Manager
	Fountains and water features can change the atmosphere – can they be encouraged in places like Broad Street, Gloucester Green and Blue Boar Street?	**Change** - Include reference in new section on arts in historic and contemporary character
	Many streets could be improved by simply relaying existing materials e.g. Alfred Street and Turl Street	To be considered by the relevant county officers
	There is no mention of Oxford in Bloom – how will hanging baskets be dealt with?	**Change** – add a reference to posts to page 13
	Wall mounted street lights should be encouraged to reduce clutter	Noted – already referred to on page 8
	Cigarette and gum litter needs to be addressed. There need to be more bins.	**Change** – add a paragraph to page 22
	Needs more reference to utilities equipment, their positioning and maintenance	**Change** – add a reference to page 8 and p23
	Preventing puddles at dropped kerbs and bus stops should be a priority	**Change** – add a further stage to the design process to monitor after construction performance.

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		How will shopfronts and empty shops be addressed?	**Change** – add brief ref in maintenance and management. Pass this issue onto City Centre Manager
		Stainless steel bins do not necessarily suit Oxford's setting	Noted – current best practice for historic cities is to use modern, clean lines. Stainless steel fits this criteria, would not detract from the street scene and be easy to maintain. Rationale for stainless steel is set out in document.
		Important to consider the operational aspects of bins when specifying	Noted
	Oxford Pedestrians Association	Confirmation that streets and public spaces need to be democratic spaces	Noted
		The same principles should be applied to all those parts of Oxford where people come into contact with each other	To be considered for the future
		More streets should be included in the area to be covered	**Change** – the area covered will be extended – see revised map of coverage
		Privately controlled "public space" should be embraced by the SSM	**Change** – add a reference to page 4
		Toilets and rest spaces need to be included	**Change –** include reference to public toilets and their quality
		Quality of installation needs to be included	**Change** – add a reference to page 35
		A 20 mph speed limit is needed for all the streets included in the SSM	To be considered by the relevant county officers
		Express strong support for policies SS1,2,3,4,5,6,7,8,9,10,11,12,13	Noted
		SS14 – while agreeing that there is limited scope for more trees in the city centre, we support appropriate tree planting in Broad Street	Noted
		Welcome the better use of waterside spaces SS15	Noted
		More flexible shopping hours would keep the streets busy and welcoming in the evenings as would residential use above ground floor	Noted
		Highways directional signage should be reviewed and minimised especially where there is no parking at the destination	Noted – already addressed in SS7
		Tactile paving should be an appropriate colour (i.e. not red)	**Change** – reference to tactile paving will be added
		Utilities cabinets need to be well maintained	**Change** – add a reference to page 8 and 23
		The space around bus stops and their queues should be sufficient to easily pass	**Change** – add a reference to page 8
		Some pedestrian crossing lights are on for too long (e.g. on the High Street). Some cities have two buttons for different crossing times	To be considered by the relevant county officers
		There will be no blanket solution to the problems faced in Oxford, trials of potential solutions will be important	Noted – already referenced in SS19
		Support for policies SS16,17,18,19,20 and 21	Noted
		Trade waste needs more coordination	Pass this issue onto City Centre Manager
		Cycle parking maintenance should be increased	Noted – addressed on page 23
		A lighting strategy would be beneficial	To be considered for the future
		A community audit of the street should feed into the design	**Change** – add a reference to the context analysis consultees page 30
	Cyclox	The manual needs to do more than state its "encouragement" for cycling	Subsequent parts of the manual will include detailed guidance on cycle parking design and possibly other aspects of cycle infrastructure, but these matters are beyond the scope of Part One.

	An annotated copy of the SSM with proposed changes was submitted	Each comment will be considered separately
Unlimited (access issues)	Streets and spaces need to be functional as well as looking attractive	Noted – agree
	Management of cycle parking needs to be stepped up with abandoned bikes removed	Noted – addressed on page 23
	Signs indicating where alternative provision is available should be displayed at the busiest cycle parks to handle the overflow	Noted – idea to be considered by the relevant county and city officers
	The new benches in Queen Street around the trees are successful	Noted
	The new scheme at New Inn Hall Street works well for people with mobility impairments as those in wheelchairs can enter the road space easily if footway is obstructed and the drainage channel forms a tactile edge for the visually impaired to follow.	Noted
	SS2 is a little ambiguous in placing bus users below pedestrians, does this mean when they are on the bus or when they have alighted?	**Change** – clarify the policy
	Street nameplates are written in black capitals – this is not very clear to read	Noted – future signage is to be white lettering on black for clarity. Block capitals are tradition in Oxford – consideration to be given to their continued use
	SS4 the crossings hierarchy should be re-written with informal crossings at the bottom	Noted – consider that this hierarchy is in line with current best practice. In some circumstances more formal crossings will be required; the policy does not prevent this. **Change** – add text to state that application of this hierarchy will depend on traffic and other conditions
	Red paving should be used to denote formal crossing places	**Change** – reference to tactile paving will be added
	There should be a reference to dealing with / preventing flyposting	**Change** – add a paragraph to page 22
	There should be a reference to removal of A boards from pavements	**Change** – add a paragraph to page 10
Bus Users UK	The criteria for designing a street should be in order: safety; utility; inclusivity; followed by aesthetics and heritage	Noted – consider that these issues are all essential to good street design, cannot rank them as such.
	The route to the motorcycle parking in Merton Street is not safe for motorcycles	To be considered by the relevant county officers
	What does the word "experience" mean in the ambitions assessment? Can this be made more explicit?	**Change** – add clarity to the template to set this out
	Surprised that the section on ethics did not include inclusiveness	Noted – inclusiveness is already covered in earlier section
City Sightseeing	SS2 – shouldn't buses be prioritised over cyclists?	Noted – consider that cyclists should be higher in the hierarchy than buses.
	Raised tables cause confusion for pedestrians and motorists	Noted – consider that they can provide an important change in speed and behaviour. No clear right of way can be useful in the city centre – all users consider others.
	Signage at bus stops needs improvements, CS need more timetable space	To be considered by the relevant county officers
	Overhanging trees can cause problems for double-decker buses	Noted – SS14 requires consideration of their impact
	Bus companies should be referenced as consultees in the ambitions assessment and context analysis templates	**Change** – add a reference to the functional context analysis template. Consider they are covered in "user groups" and "businesses" on the ambitions template.
	Is clearing cycle parking 5 times a year sufficient – they cause obstruction	Noted – at present this is the regularity that can be committed to with current funding

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ANNEX 2

Oxford Strategic Partnership Public Realm Working Group meeting (28.1.10)		
	Welcomes document and the commitment to the public realm	Noted
	Oxford has a distinctive character that must not be lost (indeed, it should be enhanced) through public realm schemes. Must not simply pave every street with the same materials	**Change -** additional guidance on retaining distinctiveness to be added, in particular to street design process which is critical to maintaining distinctiveness. Manual does not propose same materials for all streets; context assessment requires analysis of past and present character
	Manual must be seen as part one of a series of documents; historic context study must be completed and must become part of the manual to help ensure distinctiveness is maintained	**Change –** include reference to historic context analysis in context assessment template and other locations. It is very much the intention that the historic context study forms part of this document
	Consideration should be given to developing a historic context study for other parts of the city and developing street scene guidance for those other areas – e.g. district centres	Noted. This will be passed on to the right people at both councils to consider.
	Support use of local materials and local knowledge in street scene projects	Noted
Submissions from stakeholders		
	SS1 should be renamed "Redressing priorities: people first"	Consider that this doesn't add clarity; would give equal weight to all modes
	Some streets are so crowded with pedestrians that other social activities should not be encouraged	These are in the main perfectly valid uses of streets. Street traders etc. should be carefully located
	Oxford is not permeable to pedestrians – inadequate footways	This statement refers to the fact that Oxford has a fine mesh network of streets and lanes
	Propose 3 core principles in street design: safety, utility and maximum inclusively with 3 complementary principles: sustainability, heritage and aesthetics	It depends on how you implement these principles – what is proposed by the manual would not necessarily compromise these. Good design should take account of all these aspects.
Bus Users UK / British Motorcyclists Federation	The hierarchy of SS2 ranks transport modes according to their environmental impact	This hierarchy is about design and what priority within the street USERS have once they have arrived in the city centre, not what priority is given to different modes in the city more generally.
	SS2 places emergency vehicles in wrong place of hierarchy	**Change** – remove emergency vehicles from hierarchy and refer to in the text only
	SS2 a distinction should be made for disabled motor vehicles	**Change** – add disabled drivers to the hierarchy
	SS2 a distinction should be made for motorcyclists	Neither councils have a policy of encouraging motorcycling over car driving. This is a complex debate and the manual is not the place to set this policy. **Change** - Motorcyclists will therefore be added but alongside car drivers.
	The councils should reduce demand for car parking	This is a matter for planning and Local Transport Plan policies

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Bus Users UK / British Motorcyclists Federation	The Queen street scheme conflicts with statement on page 5: "promoting non-car modes does not mean sacrificing pedestrian experience"	Not at all. Previously the pedestrian experience in Queen Street was sacrificed in order to promote bus travel. Recent scheme has demonstrated that bus use can still be successfully promoted without having to allow buses into the very busiest shopping streets. Queen Street scheme is therefore absolutely consistent with this statement.
	Cyclists commit offences that endanger other users, the manual should address this	**Change** – add reference to enforcement of restrictions on cyclists on page 24 under enforcement
	SS3 – remove "comfort" from the policy	Consider comfort is an important factor in this context
	SS4 the crossings hierarchy should be re-written with informal crossings at the bottom	Noted – consider that this hierarchy is in line with current best practice. In some circumstances more formal crossings will be required; the policy does not prevent this. **Change** – add text to state that application of this hierarchy will depend on traffic and other conditions.
	Page 6 – phrase: "avoid visual clutter associated with zebra and traffic light controlled crossings" should be deleted	Where controlled crossings are considered essential, there is nothing in the manual to prevent them from being provided. Formal crossings may in some circumstances be less safe.
	SS4 – exclude raised crossings from roads that are bus routes	If a bus crosses a raised crossing at the intended design speed it doesn't cause discomfort to passengers.
	Page 7 – first two sentences after SS4 should be deleted	Consider it's a helpful statement – there is no evidence from accident data that raised crossings increase danger in such locations
	Removing just some of the road markings doesn't achieve the objective	The principle is to remove all the lines that are possible – in some streets this may all of them, but in many streets some lines will still be required (e.g disabled parking bays).
	Manual should specifically reject hanging baskets	The manual says that any temporary planting must be carefully considered
	It must be clear that equipment for crossings should not be classed as clutter and removed	Manual states that essential equipment can stay; if a crossing is considered essential then the equipment is also essential.
	Section on bus stops should refer to Inclusive Mobility guidelines and a policy should be added specifying that shelters should be included wherever possible.	SS10 already addresses issues of seating, shelter and kerbs at bus stops. **Change** – amend SS10 to read: "Bus shelters will be provided where possible and will be…" **Change** - reference to Inclusive Mobility will be added to "safe and inclusive streets" section.
	Wayfinding signage is currently not easy to read	**Change** - amend last paragraph on pg 9 to include wayfinding signage
	There is a shortage of motorcycle parking at present	Noted: This issue would require significant additional work which can't be resolved in the manual. The comment will be passed to the appropriate county officer.
	In some situations there is value in using exact replicas of traditional street furniture	**Change** - add text to say that in some circumstances (for example to replace one missing item in a street scene) the use of exact replicas will be appropriate.

Bus Users UK / British Motorcyclists Federation	Trees can also help with pollution sequestration	**Change** - add text to introductory sentence to include local air quality.
	Motorcycle parking should have security features	Noted. This issue would require additional work which can't be resolved in the manual. The comment will be passed to the appropriate county officer.
	The accessibility and inclusiveness section needs to be rewritten	It is considered that the section can be maintained albeit with some amendments Significant changes to be made in response to consultation feedback.
	Use of lighting should avoid lighting pollution, provide for the function, and give an appropriate quality of light	It is considered that these points are addressed in the manual
	The fact that motorways have good safety records proves that clear road layouts are safer	In busy urban environments, unclear road layouts promote greater awareness. This statement refers to busy urban environments only. **Change** - to paragraph on road safety make this clear
	Oppose the use of single level streets	Single level streets potentially provide great mobility benefits for wheelchair and scooter users, as well as wider safety benefits. However as with all design decisions a proper analysis of the street conditions is required. **Change –** extra guidance to be added on this
	Management and maintenance – add reference to trip hazards from uneven paving	**Change** – add to the text
	Cycle parking management – what is meant by good in first sentence?	**Change** – remove the word, it is unnecessary
	Section does not address acute shortage cycle parking	This issue is acknowledged earlier in the document. This will require further work and will be passed to the appropriate county officer
	Reinstatement procedures should be tightened up	Noted – this will be investigated further
	Reference to sourcing items from sustainable sources and using certified products should be added	**Change** – add text to section on ethical sourcing
	Use of the word "experience" in the ambitions assessment is unclear	**Change** - add a footnote to say "Experience in this context, can cover for example: feeling comfortable, welcome, at ease and a sense of enjoyment"
	Ambitions assessment should specifically reference motorcyclists	**Change** – include motorcyclists alongside drivers
	The context analysis (functional context) final question should apply to all preceding questions	**Change** - amend to make this clear: "…change to any of the above?"
	There are things in the Queen Street example templates that are disagreed with	The example was included as an aid to future users of the manual on how to use the templates. The substance of the Queen Street scheme is not the subject of this consultation
	Seats and bus shelters should be maximised	It would not be appropriate to maximise these items, they should be used where appropriate. The manual encourages their use in the appropriate manner.
	Detailed comments on the palette of materials	Comments noted and **changes** made where appropriate

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Rosanne Bostock (Oxford Civic Society Member)	All bus stops should have litter bins and cigarette bins	**Change** – add reference in text to litter/cigarette bin provision near bus stops where space permits
	New bins are better than present shabby topless bins	Noted
	Stainless steel bins however not suitable for Oxford city centre (too contemporary). Prefer black and gold traditional bins. There are problems with key operated bins	Noted, but disagree. Other historic cities use contemporary stainless steel street furniture. It reflects ambient colours so is unobtrusive. Mock period items usually look "false". Conservation officers support proposed approach. Key operated bins agreed with City Works
	Support stone and cobbles	Noted
	Support traditionally styled lighting	Noted
Unlimited	Concerned that document puts aesthetics before functional considerations	**Change** – emphasise wider social, economic, environmental and safety benefits of an attractive street scene in introduction. Document does not support aesthetics for aesthetics' sake.
	Concerned that document is completed and consultation will have no effect	This is incorrect.
	Restrictions on cycling must be rigorously enforced. Cyclists pose a great hazard to disabled people. Signage must be clear so drivers and cyclists know what restrictions apply.	Noted – policy SS6 requires all signage to be enforceable; enforcement of restrictions on cycle access currently a matter for Thames Valley Police.
	Support decluttering, but some features are helpful for some groups. Consultation therefore critical.	Noted. Street design process requires consultation with user groups at an early stage and several subsequent stages of street design.
	Order of bullet points should be 1. Pedestrians 2. Buses 3. Taxis 4. Cyclists. 5 Cars	**Change –** order is being reviewed to include blue badge holders and make it clear that pedestrians includes bus passengers. Order is a question of *design* of city centre streets only and does not necessarily reflect order of priorities for travel to/from city centre.
	Vulnerable people are seriously disadvantaged by removal of safe crossing points at busy junctions. An EQIA should be carried out before any crossing is removed and user groups must be consulted. Carfax is a good example of traffic control where the lights prevent queues of buses.	**Change -** additional guidance to be added to policy SS4 to reflect these points. SS4 does not rule out signal controlled crossings – but other alternatives that calm traffic and provide pedestrian priority should be considered first.
	SS5 – visually impaired people need a kerb to cross safely. Mobility impaired people need dropped kerbs. Present arrangement with dropped kerbs only at crucial points is therefore better.	This policy relates specifically to crossings of side roads at the junction with main roads. However, the general point about single-level streets is noted. **Change** - There is no specific policy on single-level streets in the consultation draft, so a policy will be added to pick up this concern and ensure designers are aware of the needs of people with different disabilities and consult them before introducing single-level streets.
	SS7 – road markings should not be removed, only minimised after consultation with user groups. Removing signs prohibiting traffic from pedestrian areas would put disabled people at risk	Noted – this is covered by existing policy (restrictions on traffic are legally enforceable and MUST be signed/marked in accordance with national guidance).
	SS9 – if different bin are to be provided for litter and recyclables, embossed lettering should be used to help visually impaired people identify the correct bin	**Change –** reference to use of embossed lettering (not just on bins but in various circumstances) to be added to revised inclusivity section.

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Unlimited	SS11 – present wayfinding signage is hard to read. User groups must be involved in the development of new signs	Agree with both these statements. Development of new signs will have to follow street design process so consultation will be required with user groups at various points.
	SS12 – user groups should be consulted on all changes to street scene	Street design process requires consultation.
	SS14 – trees always enhance street scene, but must consider people with disabilities. Trees must be positioned to avoid creating hazards (e.g. tree roots, spread, etc)	**Change –** add reference to this point in supporting text for SS14.
	SS15 – new landscaped areas should be fully accessible for disabled people.	**Change –** add reference to this point in supporting text for SS15
	SS16 – "well lit" should be added to first bullet	**Change –** add "well-lit"
	SS17 – cobbles should be avoided in areas that are walkways	This is covered by the existing policy.
	SS19 – some councils are finding that shared surfaces reduce accidents initially but drivers get used to them and stop taking as much care as they should so accidents rise. More research in comparable towns and cities is needed before shared surfaces are introduced in Oxford	Agree. More text will be added in revised inclusivity section, but this comment appears to support the approach of policy SS19.
	Manual shows worrying lack of understanding of needs of disabled people	Consultation on manual has yielded a many very helpful points in this respect. Requirement in the manual for further research and increased consultation with user groups should help improve officers' and members' understanding of the needs of disabled people.
Cyclists' Touring Club (CTC)	Difficult to comment from a cycling perspective due to lack of detail on proposals for cyclists	The purpose of this particular document is to set out guidelines to help improve the street scene. It is not a cycling strategy. Technical notes in future parts of the manual are likely to cover detailed design of cycle parking (and possibly selected cycle facilities) in more detail.
	Concerned that subsequent parts of the manual may never be produced. Part one serves no meaningful purpose without later parts.	Committee reports include recommendation to instruct officers to start work on subsequent parts. Some work has indeed already been started. Timescales will of course depend on available staff resources. Part one does have considerable value without later parts.
	Concerned that decluttering will result in loss of informal cycle parking	Document contains policies to increase cycle parking and to clear cycle racks regularly to remove abandoned bikes
	CTC objects to erosion of north-south and east-west routes through the city centre	To be considered by the relevant county officers. Policies in manual make it clear that restrictions on wheeled traffic (including cyclists) must carefully consider the impact of the loss of access.
	Clearance of abandoned bikes five times per year is insufficient; cycling groups happy to help define "abandoned" bikes.	**Change –** increase to six times per year as target. The bike clearance regime needs to be reviewed; cycling groups will be involved.
	Street design process incomplete – needs feedback loop from consultation to design.	**Change –** amend process

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	Stainless steel appears to be weaker than other steels for cycle parking, making it susceptible to damage and less secure	Noted – not aware of any security problems with stainless steel stands. Technical notes in subsequent parts will allow for specification of particular products; the specification could include type of stainless steel, wall thickness etc to ensure it is sufficiently robust.
Oxford Friends of the Earth	Particularly welcome the adoption of the hierarchy (SS2), we look forward to seeing this adopted	Noted
	We strongly support the sustainability and ethics philosophy as set out	Noted
Oxford Strategic Partnership public realm sub-group	Welcomes document and the commitment to the public realm	Noted
	Oxford has a distinctive character that must not be lost (indeed, it should be enhanced) through public realm schemes. Must not simply pave every street with the same materials	**Change -** additional guidance on retaining distinctiveness to be added, in particular to street design process which is critical to maintaining distinctiveness. Manual does not propose same materials for all streets; context assessment requires analysis of past and present character
	Manual must be seen as part one of a series of documents; historic context study must be completed and must become part of the manual to help ensure distinctiveness is maintained	**Change –** include reference to historic context study in context assessment template and other locations. It is very much the intention that the historic context study forms part of this document
	Consideration should be given to developing a historic context study for other parts of the city and developing street scene guidance for those other areas – e.g. district centres	Noted. This will be passed on to the right people at both councils to consider.
	Support use of local materials and local knowledge in street scene projects	Noted
Central, South and West Area Committee (9.2.10)		
Cllr Mills	No reference to people living in the city centre	**Change** – add reference to page 4 (civilised streets) Ambitions assessment template requires consultation with residents and includes "improve building occupier experience" as a possible ambition to be considered.
	Students need access at the beginning and end of term	**Change** - Add line in functional context analysis – "Are there are specific access requirements at certain times or on certain days – e.g. access for students at start and end of term?"
Cllr Price	Welcome draft	Noted
	The priority given to pedestrians is understood but that means cyclists come second – we need to be clearer about the priority given to cyclists	The hierarchy relates only to the *design* of streets in the city centre. It does not apply to transport policies in the city more generally, which might well place a different emphasis on different modes. The principle that once in the city centre all traffic (including cyclists) should behave as a welcome guest (but a guest nevertheless) in pedestrians' space is considered entirely appropriate.

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	Trees – the policy should be to encourage trees without the caveat	Policy SS14 does encourage trees it is considered that all additions to the street scene should only be made after an assessment of the context and impact.
	Trade waste – we should be encouraging the use of wheelie bins not bags	**Change** – amend text to refer to preference for bins
Cllr Brown	Welcome the document	Noted
	What is the legal status of the document?	This is not part of the Local Development Framework but a jointly approved statement by both councils. However most of the users of the manual will be city/county officers.
	Needs a proper map and the area to be covered should be extended	**Change** – the area covered will be extended – see revised map of coverage
	Policy SS3 wording is unclear – needs revision	**Change** – reword the policy to avoid unintended consequence
	Need a policy for lighting to accompany the text	**Change** – add a policy
Cllr Armitage	Does this replace the Public Realm Strategy?	The PRS was used as a starting point for the manual. The Manual does replace the overarching principles of the PRS. Designs for specific streets will follow.
	Reinstatement after utility companies is very important	Noted – the importance of regular inspections will be stressed to the relevant County officers.
Cllr Dhall	Comments as made at Scrutiny Committee	See responses to Scrutiny comments
	Need to carefully consider the use of concrete when vehicles drive on it	Noted – more detailed guidance on laying etc will be provided in the later technical note
Cllr Pressell	Comment over area of map as made at Scrutiny Committee	See response to Scrutiny comments
Comments submitted during public consultation in February 2010		
Cyclox	Previous response re-submitted – this is summarised above	See officer responses above

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Proposed immediate actions

In producing part one of the street scene manual, consideration has been given to ideas for non street-specific projects and initiatives that could be implemented in the short-term.

The proposed actions would all be carried out by the city and county councils in partnership and are set out below:

1. Produce a paper, in consultation with people with disabilities, on the opportunities and challenges for people with disabilities arising from the "shared space" approach to street design (for example, single-level streets) **(within 12 months)**

2. Complete a feasibility study on the introduction of restricted parking zones or similar restrictions to remove the need for double-yellow lines in selected highly sensitive streets (e.g. Merton Street and connecting streets) **(within 12 months)**

3. Complete a review of the arrangements for reinstatement of ground surfaces after works by public utility companies **(within six months)**

4. Work with the West End Partnership to develop proposals for new pedestrian wayfinding signage **(within 18 months)**

5. Work with CityWorks to develop proposals for a long-term regime for clearing abandoned bicycles, based on a target of six clearances per year at the busiest racks **(within six months)**

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OXFORD CITY CENTRE STREET SCENE MANUAL - RISK REGISTER			Feb-10							
	Risk/Uncertainty Identification	**Risk/Uncertainty Mitigation**		**Impact**	**Risk Assessment**					
Risk Ref	Description of the cause, the risk/uncertainty that could happen and the impact (positives or negatives) *cause<>event<>impact*	Description of actions taken or controls in place to reduce risk/uncertainty, incl. contingency plans (include dates where new actions added)	**Risk Owner**	**Impact Category**	Date Assessed	Impact	Likelihood	Mitigation Status	Risk Reporting Level — Reason for Change	Risk to be carried over to next year? Y/N If no, state reason.
SSMR 1	Approved document is not used by scheme designers	Authors are employees of city and county councils; other officers have also been closely involved. There has been extensive consultation to ensure manual is realistic and useful. Officers will monitor how well the document is being applied	MK	Performance & Reputational	09-Feb-10	4	2	1	DIRECTOR	Y
SSMR 2	Application of manual results in unacceptable costs to the county council	Manual allows considerable flexibility. Cost implications have been considered - there are some potential savings as well as extra costs. Initiatives likely to result in major costs will be reported to Cabinet	MK	Financial	09-Feb-10	3	2	1	SERVICE	Y
SSMR 3	After approval, city council administration changes and rejects manual in current form	Consultation has included local members and a city council scrutiny committee; opposition members have had many opportunities to comment and have been broadly supportive	MK	Performance & Reputational	09-Feb-10	3	2	1	SERVICE	Y
SSMR 4	Subsequent parts of the manual are never written	Part one stands alone as a statement of common policies and processes and establishes agreed materials for use in the city centre. Other parts are very important and would strengthen part one, but part one is by no means redundant without them. Work is underway on a historic context study and some work has been done on detailed technical guidance - all of which will	MK	Performance & Reputational	09-Feb-10	3	3	1	DIRECTOR	Y
SSMR 5	Schemes are implemented that adhere to the manual but prove to be unpopular with the community	Extensive consultation with community groups has taken place; most groups are supportive overall. The manual also requires a high degree of consultation with the community on individual schemes.	MK	Performance & Reputational	09-Feb-10	4	1	1	DIRECTOR	Y
SSMR 6	Manual is approved and applied but community groups who have not responded to consultations or have been "missed" oppose it	Consultation has been extensive; officers believe no major interest groups have been missed. If any have, they will have an opportunity to influence schemes through the consultation process set out in the	MK	Performance & Reputational	09-Feb-10	3	1	1	SERVICE	Y

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Division(s):

CABINET - 16 MARCH 2010

**FIRE AUTHORITY INTEGRATED RISK MANAGEMENT
ACTION PLAN 2010-11**

**Report by the Director for Community Safety & Shared Services
and Chief Fire Officer**

Introduction

1.   This report proposes a number of projects to be included within the Fire Authority's Integrated Risk Management (IRMP) – Action Plan for the fiscal year 2010-11. The proposal summarises areas where the Service's Strategic Leadership Team believe service improvements will be achieved. To meet the requirements of the IRMP process each proposal must be supported by robust evidence validating both their inclusion and contribution to improved community safety and/or firefighter safety. Similarly, each proposal must be cognisant of the prevailing economic constraints.

2.   These proposals, if approved by Cabinet, will be included in the final version of the IRMP Action Plan 2010-11. The projects will be monitored through established performance management systems and reviewed every quarter through the Project Implementation Team (PIT). The progress of the projects will be reported every quarter to the Cabinet Member for Safer and Stronger Communities. An EQIA has already been completed for project 1 due to the amount of details research undertaken. All of the other projects will have an EQIA completed as the projects are progressed. If any projects offer any major implications concerning equality and inclusion the issues will be taken to the internal officer groups for decision and recommendations to Cabinet Member if appropriate.

3.   The Fire and Rescue Services Act 2004 received Royal Assent on 22 July 2004. Part 3, Chapter 21, of this legislation requires the Secretary of State to prepare a Fire and Rescue National Framework to which Fire Authorities must have regard when discharging their functions.

4.   The Secretary of State initially published the latest Fire and Rescue National Framework in May 2008. The purpose of the framework is to provide strategic direction from central government while ensuring that authorities continue to make local decisions. The framework sets out the government's objectives for the Fire and Rescue Service and what fire and rescue authorities should do to achieve these objectives.

5.   The 2008-11 Fire and Rescue National Framework requires each fire and rescue authority to produce a publicly available IRMP covering at least a three-year time span which:

- Is regularly reviewed and revised and reflects up-to-date risk information and evaluation of service delivery outcomes.
- Has regard to the risk analyses completed by Local and Regional Resilience Forums including those reported in external Community Risk Registers (CRRs) and internal risk registers to ensure that civil and terrorist contingencies are captured in their IRMP.
- Reflects effective consultation during its development and at all review stages with representatives of all sections of the community and stakeholders.
- Demonstrates how prevention, protection and response activities will be best used to mitigate the impact of risk on communities in a cost effective way.
- Provides details of how fire and rescue authorities deliver their objectives and meet the needs of communities through working with partners.
- Has undergone an effective equality impact assessment process.

6. Fire and Rescue Authorities should review the effectiveness of 'cross-border' integration arrangements with neighbouring authorities and set these out appropriately in their IRMPs. Such reviews may best be carried out jointly and Regional Management Boards provide a potential forum for this to be taken forward.

7. Oxfordshire Fire and Rescue Authority published its strategic IRMP in April 2008, providing the strategic direction for the next three to five years. The strategic document is subjected to annual review and updated and amended as required. The current strategic IRMP requires no amendment for the fiscal year 2010-11 and will be refreshed as a new five year strategic document for the fiscal year 2013-14.

8. The projects proposed for the action plan 2010-11 have been subjected to consultation for 12 weeks starting from the 31 October 2009. As has occurred in previous years, the plan was published electronically via an introductory letter that provided an overview of the IRMP proposal and a link to the Oxfordshire County Council (OCC) consultation portal where further information was available. During this period Oxfordshire County Council Fire Authority consulted with the following stakeholders either electronically or via hard copy letter asking for stakeholder comments including the opportunity to complete the IRMP questionnaire:

- Over 120 organisations who represent individuals or groups as part of our approach under the Disability Discrimination Act.
- All Elected Members from Oxfordshire County Council.
- Our 6 neighbouring fire and rescue services.
- All 24 internal OFRS fire stations and all Officers and managers.
- Over 300 parish councillors.
- Over 240 district councillors.
- 14 MPs, MEPs or Members of the House of Lords who reside in Oxfordshire.

- Over 230 business or business interest groups.

9. Presentations of a detailed nature were also given to the following groups:

- OCC Leader and Cabinet Member for Safer and Stronger Communities.
- OCC Elected Members whose constituency is in either the Abingdon and Didcot areas.
- OCC Safer and Stronger Communities Scrutiny Committee.
- South Oxfordshire and Vale of the White Horse District Council Elected Members.
- Abingdon Town Council Elected Members.
- Chief Executive of Oxford City.
- All F&RS personnel who are potentially affected by this proposal.
- Fire Brigades Union (FBU).
- Oxfordshire Fire and Rescue Service Managers.

10. In addition to the above because of the interest generated by proposal 1 (review of Didcot and Abingdon Fire Stations), it was agreed that two public meetings should be organised in the Abingdon and Didcot areas. These were held on the evenings of the 11 January 2010 at the Civic Centre in Didcot (attended by 80 members of the public) and at the Guildhall in Abingdon on the 15 January 2010 (attended by 83 members of the public). Abingdon and Didcot have population levels of approximately 36000 and 23450.

11. In all, over 3,100 responses were received either by e-mail, consultation questionnaire or by letter. The responses were as follows:

- OCC consultation questionnaire – 21 people registered and completed the questionnaire.
- E-mails – 18. Six raised objections to project 1. Two of the 6 E-mails were from Abingdon and Didcot Town Councils.
- Standard letters (taken from the FBU website) – 3,129 who oppose project 1.
- Other letters - One letter supporting project 1 has been received from West Oxfordshire District Council via a Councillor whose division is covered predominantly by RDS fire engines.
- A part of our approach to customer excellence OFRS sent acknowledgement replies to the addresses on the FBU standard letters. Over 20 have been sent back to OFRS indicating 'not known at this address' so therefore the names were fictitious.
- Additionally, following acknowledgement replies to the addresses on the FBU sponsored letter addressees, approximately 32 members of the public complained to OFRS via telephone stating they had not signed a petition or written to the Fire Authority using the FBU letters objecting to project 1. They requested that their objections be removed and their names be deleted from the database.

12.   A further breakdown of consultation is provided later in this paper complete with management responses.

13.   The Senior Management from Oxfordshire Fire and Rescue Service has written to all respondents and these responses will be made available on the internet for public access in April 2010.

14.   The following items summarise the projects for inclusion in the IRMP Action Plan for the fiscal year 2010-11.

Project 1: Day crewing review at Abingdon and Didcot Fire Stations

Objective:

15.   To improve the overall balance of fire cover and resilience throughout the county through supporting the Retained Duty System (RDS) with wholetime (WT)/professional personnel on both a permanent and temporary basis through a revised duty system at Abingdon and Didcot Fire Stations.

16.   This project will be led by the Deputy Chief Fire Officer.

Public Responses:

17.   In response to the questionnaire asking whether the project should be progressed, 21 people responded as follows - 81% (17 people) said no, 14% (3) said yes and 5% (1) said they didn't know.

18.   Due to the scale of written responses to this project, the results have been annexed separately (see Annex 1). However, a bullet point summary of stakeholder feedback/concerns is provided below:

- Acknowledgement of the correct principle of underpinning RDS stations and improving fire appliance availability.
- The benefit of providing additional wholetime Watch Managers to RDS stations improving supervision and managerial support.
- Concerns over extended response times at certain periods of the week in Abingdon and Didcot.
- Concerns in using an Oxford fire appliance to supplement fire cover in Abingdon or Didcot at weekends.
- Total reliance on RDS staff at certain periods over weekends in Abingdon and Didcot.
- FBU's concerns in respect to firefighter safety.
- The need to up-skill the RDS firefighters at Abingdon and Didcot.

Project 2: Special Appliance review including aerial rescue appliances and specialist rescue capability

Objective:

19. To review the specialist appliances within Oxfordshire Fire and Rescue Service (OFRS), looking in particular at the locations and crewing. Also, identifying better working arrangements with neighbouring fire authorities with respect to the Fire Services Act Section 13/16 agreements concerning the Integrated Risk Management Plans of neighbouring services.

20. This project will be led by the Emergency Response Manager.

Public Responses:

21. In response to the questionnaire, 59% of respondents (10 people) said that we should review our special appliances, 24% (4) didn't, whilst 18% (3) didn't know.

22. Other responses questioned the need to undertake the review stating:
"We pay council tax to have our fire service to help us. Would we be relying on neighbouring counties to help us out if needed with specialist vehicles? I am sure they would not be happy and what if their help is unavailable?"

Management Response:

23. Oxfordshire Fire and Rescue Service already have agreements with other fire and rescue services and without that mutual support the cost of fire and rescue would be significantly higher. These agreements are formalised in sections 13 and 16 of the Fire and Rescue Services Act 2004 and OF&RS have an agreement with the six neighbouring brigades. It is essential that during any review of specialist appliances cognisance is taken of neighbouring F&RSs to ensure response is contemporary and cost effective.

24. *"If the Heavy Rescue Unit (HRU) comes under the umbrella of this review, how will the future crewing of this special appliance [project 1] provide an enhanced capability for Road Traffic Collisions in South Oxfordshire and incidents involving HGVs countywide?"*

Management Response:

25. If the proposal outlined in project 1 were to be approved, the HRU would still be crewed by competent, professional fire-fighters.

26. *"It depends if review means reduce - or whether review means re-look at and consider best options for residents/tax payers".*

Management Response:

27. The project is exactly as stated: we will examine our arrangements to make sure that they are adequate, accurate and correct.

Project 3: Use of operational staff to deliver our obligations under the Fire Safety Order

Objective:

28. Reducing risk within premises is an integral part of the overall community risk reduction process. To maximise this, it is proposed to utilise wholetime operational personnel in undertaking fire safety visits within suitable premises to give advice on reducing risk, gather appropriate risk data and assist organisations to comply with their legislative responsibilities.

29. This is based upon advice from the Chief Fire Officers Association via circular 2009/1015.

30. This project will be led by the Fire Protection Manager.

Public Response:

31. In response to the questionnaire, 59% (10 people) said yes, 18% (3) said no and 24% (4) said they didn't know.

32. "*Need to way up the benefits of using Ffs time in dealing with low risk premises against that of carrying out home fire risk assessments (HFRAs) and fire risk information as these have a far direct impact on safety.*"

Management Response:

33. Operational staff have a finite amount of time available and since the introduction of the Regulatory Reform (Fire Safety) Order 2005, the role of operational personnel has changed in relation to fire safety inspections. Business and premises owners are expected to act more autonomously in respect of risk assessments, especially at low risk sites. Our risk information processes are becoming more sophisticated with the launch of a new data capture/record/review process which will lead to the lower risk premises being inspected less frequently.

34. Our approach to home fire risk assessment will continue to be targeted and specific as per our risk reduction programmes, offering a robust service where it is needed the most.

35. "*This is probably good, but I cannot help being sceptical when one of the county's stated aims is to reduce its workforce 10%*"

Management Response:

36.   OFRS have no plans to reduce its workforce by 10%, in fact in 2010/11 the overall wholetime establishment will grow by four Watch Manager positions.

37.   *"It is a good idea as long as it still allows time for proper operational training."*

Management Response:

38.   Firefighter safety is paramount to any proposal we make and our commitment to that forms the infrastructure of our future planning. Inspections will not be carried out to the detriment of operational training.

Project 4: Review of co-responder arrangements with South Central Ambulance Service.

Objective:

39.   To review the current arrangements whereby fire crews at specific sites respond to life threatening emergencies, such as heart attacks, in order to increase the resilience and opportunity to expand the provision of this "co-responding" service within rural communities in Oxfordshire.

40.   The project will be led by the Deputy Chief Fire Officer

Public response:

41.   In response to the questionnaire, 71% (12) people thought that this was a good idea, 12% (2) thought that it wasn't, whilst 18% (3) didn't know.

42.   *"Are the fire services paying for ambulance/medical aid? Surely their sole role is to provide fire and rescue cover?"*

43.   *"Needs addressing and in particular the equitable financing of the scheme."*

44.   *"Surely additional recourses are needed too in order to facilitate this".*

45.   *"Co-responder appears to be an important option to promoting life saving responses - but obviously needs to work within the commitments and resources available".*

46.   *"Co-responding is a good idea, if all staff are properly trained and there is proper funding for it. Defibrillators should be carried on all frontline fire engines in case of a firefighter requiring first aid. Normally funding can be sorted to provide this type of equipment, therefore the cost to the fire service would be minimum."*

47.   *"Co-responding should not rely on or utilise fire and rescue service vehicles or equipment. Once an engine has been committed to a co-responding shout, fire cover in that immediate area has been compromised as a result. The*

resources that should be available for fire and rescue purposes have been re-distributed to cover a shortfall in the ambulance service. Fire and rescue standards as a direct result will be reduced."

48. *"With co-responding are we partly to blame for the reduction in Ambulance cover in these areas. Co-responders do a great job but with them in place we meet the attendance times that the Ambulance service should be meeting. The more we commit our crews to this, the higher the chance that a primary fire and rescue service call will get a delayed response."*

Management Response:

49. The co-responder scheme will be funded entirely by the South Central Ambulance Service, who will provide the training, equipment, uniform and vehicles required to make the scheme a success.

50. There are areas within our county where our Ambulance Service experiences extended attendance times. Our strategically positioned stations/personnel will be able to offer an initial service to the local community as an auxiliary to the oncoming Ambulance without committing F&RS vehicles. In all cases where a co-responder is called, an ambulance will be mobilised.

Project 5: Review of Prevention and Risk Reduction.

Objective:

51. A review of fire and rescue risk reduction activities and partnership working especially in relation to fire, youth diversionary work and road safety to ensure we are appropriately aligned with the risk in the county, with a view of achieving maximum positive outcomes for local communities.

52. The project will be led by the Risk Reduction Partnership Manager.

Public Responses:

53. In response to the questionnaire, 65% of people (11) agreed that we needed to review our prevention and risk reduction, 12% (2) said no, and 24% (4) didn't know.

54. *"I am concerned that if there are fewer fulltime firefighters in Abingdon this will not happen".*

Management Response:

55. The proposed changes to the crewing of Abingdon outlined in project 1 will have a positive impact in the delivery of risk reduction activities across the county, whilst ensuring there is sufficient resource at Abingdon and Didcot station to progress local initiatives.

Project 6: Operational resilience review.

56. Through historical data and software modelling OFRS will review the current provision of fire appliances to ensure operational resilience and value for money.

57. The project will be led by the Service Delivery Manager.

Public Responses:

58. In response to the questionnaire, 44% of people (7) thought that the review was focusing in the right areas, 31% (5) thought that we weren't and 25% (4) didn't know.

59. *"I think you should consider how you present the case in a public consultation".*

60. *"Historical data and computer modelling may be helpful - however I would like to see any review firmly based on the experiences and knowledge of the fire crews and residents of local communities as they are likely to know more about the issues and risks"*

61. *"This issue should be looked at in its entirety, and conclusions established, well before project 1 is even considered. It appears that the purpose of this review is to highlight 'problem' areas within the brigade, and to ensure that emergency resources are evenly and suitably distributed throughout to provide the best standards of cover. Surely the first project can only be merited and discussed once conclusions have been drawn from this topic."*

Management Response:

62. A countywide review of our operational resilience is necessary in order to establish that the right number and type of equipment and personnel is in the most appropriate location, and also that the tax payer is receiving value for money. Local communities, residents and members of our organisation will be consulted if the review recommends that major change to permanent fire appliance locations and crewing methodologies are needed.

Project 7: Local Government Standard for Equality.

Objective:

63. A review of the organisational performance against the criteria of the Local Government Standard for Equality to ensure we maximise our opportunities to create a safer Oxfordshire.

64. This project will be led by the Assistant Chief Officer.

Public Responses:

65.   In response to the questionnaire, 56% of people (9) thought that we should aim to achieve Local Govt. standards for equality, 13% (2) people thought that we shouldn't and 31% (5) didn't know.

66.   *"Having worked for the county I believe it's just a box ticking exercise and it is fundamental attitudes of leadership that need challenging on this issue"*

67.   *"Keeping the local community safe and not follow direction from the present Government"*

Management Response:

68.   OFRS has achieved our stated target concerning standards for equality and will continue to make this our core business in all aspects of our service delivery. We do not view this as a box ticking exercise and our past, present and future actions will bear this out; our risk reduction strategies now reach deeply into all our communities; our 'Walk the Talk' strategy works diligently towards eliminating unlawful discrimination, progressing equal opportunities to all, by developing practices that promote the right for everyone to participate in all aspects of life.

Project 1 Risk Analysis and Opportunities

69.   Oxfordshire County Council Fire and Rescue Service (OFRS) has 24 fire stations, 18 of which are purely crewed utilising retained firefighting personnel. The remaining six wholetime stations also have a retained complement. Our wholetime establishment levels are 248 and our retained workforce is approximately 380. OFRS has a fleet of 35 frontline fire engines and 28 of these are crewed by Retained Duty System (RDS) personnel.

70.   The Service has been subjected to several reports and reviews in recent years concerning our RDS workforce. Several recommendations from these reports indicate that for the RDS approach to be sustainable in the short to medium-term, additional wholetime support is required. This position has been further endorsed this year via the commentary from the Audit Commission concerning our 2009 results of the Comprehensive Area Assessment report.

71.   In 2008/09 there were over 17,500 hours where our retained appliances were not available to their local communities. The majority of this time occurred during week days and predominantly covering approximately 09.00hrs to 17.00hrs. This was due to crewing issues such as availability of staff or insufficient personnel with the correct level of competencies to establish safe working practice. The projected figures for non-availability for 2009/10 are over 20,000 hours which places our communities at risk due to the increased attendance times where the next nearest available fire engine needs to be mobilised. This can result in a delay of approximately 25 minutes before an emergency response would be in attendance.

72. The redeployment of the 2 posts from Abingdon and 2 from Didcot are specifically required to address the above risks. These posts will support crewing and make a positive impact on the projected 20,000 hours of non-availability and provide a higher level of resilience for emergency response across Oxfordshire. The four posts form part of a wider investment and complement the additional 4 wholetime Watch Manager positions approved by Council in the financial year 2010/11. A further 8 additional posts are identified within the medium-term plan 2010/11 to 2014/15, and the 16 Watch Manager positions will have a wider role across Oxfordshire addressing community risks via locality working. Their tasks will include:

(a) Improved line management – currently retained Watch Managers are only contracted for 2 hours per week. The wholetime managers will specifically target recruitment and retention initiatives by working directly with local employers and managing the workforce availability and employment contracts.

(b) Improved operational training – allowing flexibility to programme and deliver training tailored to local risks and mentoring new staff.

(c) Enhanced incident command – improvement to safe systems of work including risk assessment, premises information, risk gathering, monitoring and audit of health and safety managerial systems.

(d) Alignment to the local agenda – creating a named lead Officer available on a regular basis to work with:

(1) Local schools and youth groups regarding educational activities including road safety and youth diversionary work;

(2) Providing technical fire safety advice and business support under the Regulatory Reform Fire Safety Order;

(3) Working with town and parish councils, particularly in relation to Crime and Disorder Partnerships and Neighbourhood Action Groups;

(4) Working within Oxfordshire concerning the emerging issues from the Sustainable Communities Strategy.

73. The movement of four personnel (two from Abingdon and two from Didcot) and the introduction of mixed crewing in the evenings and at weekends, will produce a marginal increase in our mobilisation time during specific periods at Didcot and Abingdon (i.e. evenings and during periods at weekends). Therefore, our attendance times at operational incidents will also marginally increase. However, the majority of time when this occurs will be outside of the peak call demand period.

74. Extensive Fire Service Emergency Cover (FSEC) software modelling based upon five years of data and historical incident call demand has been utilised to examine the impact of the movements in attendance times. Additionally, a third party (Phoenix Active) has examined our mobilisation data over a three year reference period and the likely impact across Oxfordshire of the proposed changes to Abingdon and Didcot. Both models support that there is no additional risk to life which is not considered tolerable and we would still be

able to meet our response standards to the vast majority of the calls in both Abingdon and Didcot.

75.   Mixed crewing is utilised in many other fire and rescue services and the proposed changes will improve the operational experience, competence and confidence of the retained duty staff at Abingdon and Didcot fire stations. The introduction of mixed crews will establish a crewing methodology which is more resilient than stations which purely rely on RDS staff. It will also create mobilisation times which are likely to be quicker than our current RDS stations which cover large towns such as Thame, Witney and Bicester. These towns are covered by RDS staff and are able to provide a suitable and sufficient fire and rescue service to their local communities.

76.   The Strategic Leadership Team of Oxfordshire Fire and Rescue Service strongly believe that many of the comments/concerns raised by both the internal and external stakeholders can be addressed through the review when examining future working practices and shift patterns.

77.   Project 1 will specifically and significantly contribute to delivery against the following Oxfordshire County Council priorities;

- Healthy and thriving communities.
- Better public services.

78.   The proposal will leave the same number of fire engines at Abingdon and Didcot and the same number of firefighters on those fire engines. However, the proposal will ensure a minimum of five firefighters on the first fire engine at Abingdon and Didcot, (currently we move between four and five personnel due to leave etc) which will allow a wider operational role to be implemented quicker when attending incidents. The outcome of project 1 will be a more sustainable RDS workforce, an increase in the operational availability, effectiveness and resilience countywide, and a safer Oxfordshire through the ability to deliver increased levels of community safety education.

Financial and Staff Implications

79.   There are implications on both the Wholetime and Retained salary budgets which are identified below:

80.   **Project 1: Wholetime Budget –** The effect on the wholetime budget is a potential efficiency saving of £21k per annum associated with the removal of three day crewing housing allowance payments from Abingdon and Didcot. This efficiency is already identified within the council agreed budget for 2010/11.

81.   **Project 1: Retained Budget –** The impact on the retained budget is the increased RDS establishment at Abingdon and Didcot by three at each station (six in total). This has the potential impact of £36k which will be met from the existing retained budget. This will be achieved through a reduction in the

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amount of managerial hours claimed by RDS Watch Managers via the additional support of the sixteen wholetime Watch Managers posts.

82. **Project 4: Co-Responders -** will, on implementation, create an efficiency saving of £26k per annum, this is already identified in the 2010/11 council budget.

83. **Project 1: Travel and Subsistence –** There will be a minor increase on the travel and subsistence budget that will be met from existing resource levels.

RECOMMENDATION

84. **The Cabinet is RECOMMENDED:**

   (a)   **to approve all seven of the proposed projects for inclusion in the IRMP action plan 2010/11;**

   (b)   **in light of the concerns expressed through the extensive internal and external consultation, to instruct the Chief Fire Officer to mitigate as far as practicable concerns raised when considering any future duty system;**

   (c)   **in recognising the public concern around the potential impact of project one on attendance times to incidents during specific short periods, to instruct the Chief Fire Officer to report to the Cabinet Member for Safer and the related Scrutiny Committee on a four monthly basis in the first twelve months after implementation. This report to also include details of the beneficial elements to RDS stations from the staff redeployment of the four Watch Managers; and**

   (d)   **to instruct the Chief Fire Officer to provide performance data relating to the implementation of project one to the South and Vale of White Horse District Councils and Abingdon and Didcot Town Councils.**

JOHN PARRY
Director for Community Safety & Shared Services and Chief Fire Officer

Background papers: Oxfordshire Fire Authority Integrated Risk Management Plan 2008-13, The Fire and Rescue Service National Framework 2008-11,

Contact Officer: Martin Crapper   Tel: 01865 852171

March 2010

Consultation Feedback

IRMP Project 1 – Day Crewing Review at Abingdon and Didcot Fire Stations

The projects proposed for the action plan 2010-11 have been subjected to consultation for 12 weeks starting from the 31 October 2009. As has occurred in previous years, the plan was published electronically via an introductory letter that provided an overview of the IRMP proposal and a link to the Oxfordshire County Council (OCC) consultation portal where further information was available. During this period Oxfordshire County Council Fire Authority consulted with the following stakeholders either electronically or via hard copy letter asking for stakeholder comments including the opportunity to complete the IRMP questionnaire:

- Over 120 organisations who represent individuals or groups as part of our approach under the Disability Discrimination Act.
- All Elected members from Oxfordshire County Council
- Our 6 neighbouring fire and rescue services
- All 24 internal OFRS fire stations and all Officers and managers
- Over 300 parish councillors.
- Over 240 district councillors
- 14 MPs, MEPs or members of the House of Lords who cover Oxfordshire.
- Over 230 business or business interest groups.

Presentation of a detailed nature was also given to the following groups:

- OCC Leader and Cabinet Member for Safer and Stronger Communities
- OCC Elected Members who constituency is in either the Abingdon and Didcot area.
- OCC Safer and Stronger Communities Scrutiny Committee
- South Oxfordshire and Vale of the White Horse Elected Members
- Abingdon Town Council Members
- Chief Executive of Oxford City Council
- All F&RS personnel potentially affected by this proposal.
- Fire Brigade Union
- Oxfordshire Fire & Rescue Service Managers

In addition to the above, it was agreed that two public meetings were organised in the Abingdon and Didcot areas. The first meeting was held on the evening of 11 January 2010 at the Civic Centre in Didcot and was attended by 80 members of the public. The second meeting was held at the Guildhall in Abingdon on 15 January 2010 and was attended by 83 members of the public. Minutes of these meetings are available on request.

What follows is a summary of the feedback from the consultation period for project 1 - Day Crewing Review at Abingdon and Didcot Fire Stations.

Oxfordshire County Council Consultation Portal - 21 Responses in total - In response to the questionnaire, 81% (17 people) said no, 14% (3) said yes and 5% (1) said they didn't know.

E-Mails – 18 were received directly referring to the 2010/11 action plan, of which 6 raised objections to project 1, Two of the 6 E mails were from Abingdon and Didcot Town Councils.

The objections associated with project 1fall into the following categories:

1. *Concern in the increased reliance of Retained Duty System personnel which will be less resilient than wholetime.*

Managements Response - As Abingdon and Didcot are two of the largest towns in the county we have little difficulty in recruiting retained firefighters to those two stations. Indeed many of the retained personnel at Abingdon and Didcot have been part of the team for a long time so have many years of operational experience.
Retained Duty System (RDS) firefighters perform the same life-saving roles as their full-time colleagues and are equipped and trained to deal with the full range of emergency situations. They regularly form part of the response to significant incidents in Abingdon and Didcot areas and indeed every fire station in Oxfordshire has a retained crew.

2. *The removal of the appliance from Oxford at weekends to support the Abingdon and Didcot area.*

Managements Response – Oxfordshire Fire and Rescue Service have 5 fire appliances in Oxford City, of which 3 are crewed by Wholetime firefighters and two by RDS firefighters. The loss of one wholetime appliance for approximately 20 hours per week is considered to be acceptable and does not compromise the fire cover in Oxford City or increase any risk to firefighters. Management have also given the undertaking that the implementation of utilising the Oxford fire appliance can only go ahead subject to sufficient resources being available to crew the retained appliance at Rewley Road during those times.

3. *I oppose this project on the grounds that there will be unacceptable cuts to the service currently provided in those areas.*

Managements Response – The proposals in the plan are not 'cuts' they are in fact a different way of staffing the two fire stations that improve the use of the resources in those areas and allows greater flexibility of our workforce to assist other towns and villages in the county where there is no fire cover during the working week i.e. Monday to Friday 0900 - 1700 hours. However, it is accepted that at certain times of the day e.g. evenings and part weekends, there may be a marginal increase in the mobilisation times of fire appliances.

The following paragraphs are a summary of the response received from the Fire Brigades Union concerning project 1.

> 4.   *The FBU oppose this project as it will bring greater risk to the community and to firefighters due to increased attendance times to incidents.*

Whilst the FBU applauds the desire of the Authority to maintain fire cover at all 24 stations on a 24/7 basis, this should not be achieved by lowering the standards of cover that exists already in other areas of the county.
The terms of reference published by the Authority to explain the proposal are difficult to follow, excessively jargonistic, and presented in a way that would be almost impossible for a stakeholder to understand.

Fire Brigades Union comments concerning times and statistics

We have serious concerns about the statistics used and the times quoted by the Authority to justify these changes.
We believe that the time periods that the statistics have been drawn from give misleading figures
The main arguments revolve around the amount of additional time taken to respond to incidents in the affected areas.
Additional response time will:

- *Adversely affect the safety of the community in that it will take longer for help to arrive increasing the potential for serious injury or loss of life.*
- *Adversely affect the resultant damage to property affected by fire as this will have longer to develop.*
- *Adversely affect the safety of Firefighters who will face a more developed fire because of a longer response time and will potentially have to wait longer for backup which will again affect their safety as the fire will be developing whilst they await support.*

In addition, the fulltime support response which is currently supplied to the County as a whole which was recently applauded by the Health and Safety Executive will be significantly reduced by the implementation of this project.

The proposals will mean that greater reliance will be placed on the Retained Crews in Abingdon and Didcot to make up shortages created in the full time cover, or even replace entirely the full time crew at certain times of the week.

As the main argument revolves around the response times that will be affected by the proposals, we are very disappointed that the data used for justification is flawed.

Fire Brigades Union comments concerning mobilisation times

The Brigade has chosen to use comparisons of mobilisation times to support the justification of these proposals. Our contention is that the time taken to arrive at the incident should be used when determining data which would support any changes in fire cover within the County.

This would rule out any statistical anomalies in the times registered for when the appliance books mobile.

The data selected by the Brigade to measure is not the time for appliances to arrive in attendance at the incidents, but the time taken for the appliances to state that they are mobile to the incident.

Why does the organisation not use the times taken for the crews to arrive at the incidents, preferring to use flawed mobilisation times?

Fire Brigades Union comments concerning reference periods

The reference period that the Brigade has chosen to draw it's figures from includes the 13 month period in which the majority of the whole time firefighters at Abingdon were displaced from their homes behind the fire station by the floods.
They also do not include the most up to date figures that are readily available for the entirety of 2009

Why did the organisation choose that reference period to use? It cannot possibly be relevant.

In our opinion the use of the data and reference periods in this way gives rise to flaws in the data which means that any quoted times are not indicative of the true picture.

We call on the Authority to commission an independent review of the methodology and statistical analysis used to present this proposal.

Fire Brigades Union comments concerning firefighter competencies

"A firefighter is a firefighter is a firefighter irrespective of the duty system that they work"

This phrase has been in general use since the firefighters pay campaign back in 2002.

What does it actually mean though?

The reality is that the incidents faced by fire crews are the same no matter whether whole time or RDS staff, however due to the time available for training, whole time and RDS firefighters take different lengths of time to become fully competent.

The duration for whole time firefighters is approximately 2- 21/2 years and 3 to 31/5 years for RDS.

Because the average 'churn' factor for RDS staff is approximately 7 years, the competencies of RDS staff are in a continual state of flux which means that it has an additional detrimental effect on mobilisation times when the Brigade's competency based mobilizing system is taken into account.

At the moment the time available for RDS staff to maintain proficiencies in their 'core skills' is significantly less than their whole time colleagues.

*The end result of this is that whilst the RDS staff in Oxfordshire Fire & Rescue Service are absolutely committed to delivering a service whilst **also** undertaking their primary employment, they are unable to attain the required full range of skills that whole time firefighters possess.*

This has led to certain pieces of equipment and practices only being used and undertaken by whole time firefighters.

All of the above factors mean that the removal of the whole time support pumps that would happen if this proposal were to be implemented mean that there is a very serious detrimental impact on the levels of service delivery, not just in the communities of Abingdon and Didcot, but also county wide.

The FBU feel strongly that such a review of fire cover on a very localized basis, prior to a county wide review of how the Fire Authority deliver its service is a flawed approach and one that may lead to a waste of resources.

OFRS managerial response which has been sent to the Secretary of the Oxfordshire Branch of the Fire Brigades Union.

Time and Statistics - In respect to the statistics that supported this proposal, OF&RS refute your assertion that the Brigade in anyway misled the community. The statistics provided to Active (OF&RS Consultants) covered three years of operational data across the Brigade. The three years of data selected were the last full three years of data available to avoid accusations of being 'selective'. The Brigade acknowledged from the release of this information that there was a 12 month period where the personnel from Abingdon were in temporary accommodation and the average response times were likely to be longer.

It is accepted, and has been publicly acknowledged, that there will be times when the response is longer to incidents than it currently is due to roster changes and is considered tolerable. OF&RS have carried out extensive modelling of this proposal and the risk to life from the current crewing levels to the proposed changes shows no appreciable increase in risk and the area remains either well below average or very well below average. Modelling has been carried out on both Fire Services Emergency Cover (FSEC) and Phoenix computer software. In addition, OF&RS has carried out extensive CFS campaigns across Oxfordshire in the form of home fire risks assessments. This includes both Abingdon and Didcot. Through the various campaigns F&R have addressed a large number of 'vulnerable' categories and those premises that live beyond 14 minute response standard. OF&RS remains committed to carrying out CFS activities to continue to lower risk across these station areas and the whole of Oxfordshire.

Fire losses in the Abingdon and Didcot areas need to be weighed in relation to the benefits in the rural areas where fire cover will be improved. Again, FSEC looks at fire loss as a whole across the county and confirms what the FA proposes is both tolerable and acceptable.

With regard to any increased risk to firefighters, it is acknowledged there may be a slight increase in fire development, however this is not a 'step change' and can be expected at any operational incident. The risks to firefighters will be made no greater than those faced by our Retained staff who are based on 75% of Oxfordshire's stations.

As you will be aware, OF&RS invest heavily in training personnel to a competent standard. In particular, emphasis is made on employing safe systems of work and procedures at operational incidents to bring about positive outcomes. Therefore, the FA and management have every confidence that when our firefighters are faced with a challenging incident the IC and crew will deploy according to the DRA, ensuring crew safety at all times and any exposure to risk is balanced against benefit i.e. the DRA mantra.

I would also remind you of the words contained in your reply to the 2010/11 IRMP on page 2 under 'The 1985 Standards of Fire Cover':

"This can be achieved by the setting of realistic attendance standards and the introduction of meaningful Standard Operating Procedures (SOPs) which do not expose firefighters to greater risk than they would be exposed to in the 'normal' execution of their duties".

This section talks about setting 'realistic attendance standards' for which, given the size of town and risks existing in those areas, an 11 and 14 minute response time is considered realistic and was adopted following extensive consultation in 2006/07 IRMP. Any exposure to developed incidents by firefighters due to slightly extended attendance time is considered to be with the 'normal' execution of their duties.

With regard to Wholetime support to incidents in RDS areas, this has been considered and risk assessed and a decision with regards to its role as incident support vehicle will be made in due course. This question, however, does throw up a paradox. You appear to be indicating that the WT appliance is imperative to the safety of Abingdon and Didcot communities and yet you find it acceptable for the appliance to attend other incidents leaving first attendance in those areas to RDS firefighters. As you are aware the WT appliance may be committed elsewhere in the county for long periods as is the case for one pump incidents, fireground relief duties, training and emergency cover moves. This obviously leaves the current RDS appliances as the first response vehicle to the Abingdon and Didcot areas which have historically been shown to meet the response needs of the communities.

Mobilisation Times - The simple answer to this is logic i.e. identify the variables and measure them. Therefore, the variables in this respect are the distance firefighters have to travel to the station. Non-variables such as two fire appliances leaving the same fire station and travelling to the same incident along the same route should be similar in travel time taking into account weight of traffic at the time of mobilisation. It could also suggest that a supporting appliance may wait for additional crew to attend the station as their attendance is slightly less critical. However, this was never factored in.

Firefighter Competencies - The FA is reassured by the FBU's statement that "A firefighter is a firefighter is a firefighter irrespective of the duty system that they work" as there was without doubt a number of dissenting voices from serving personnel at the public meetings. OF&RS, supported by the FBU, have taken positive steps to ensure that all appliances arrive at incidents with a minimum crew of 4 (normal crew of 5) and that personnel have the correct skills and are therefore safely deployed in accordance with SOPs. In respect to the additional skills the WT firefighters have i.e. laying a guideline, PPV stage 2 and working at height level 2, these are a necessity for incident support and, as stated earlier, OF&RS have not finalised its approach in this respect, albeit RAs have been carried out. Any decision regarding the role of Abingdon and Didcot as incident support will be made in conjunction with other work being undertaken by the service.

The above concludes the correspondence with the Fire Brigades Union.

Letters – A total of 3129 letters were received objecting to the proposed changes at Abingdon and Didcot. The objection letters were in three formats, (see base of report) taken from templates found on the Fire Brigades Union website, and all opposed the changes on the grounds of unacceptable cuts to the service. The managerial responses to these standard letters are also at the base of this report.
A part of our approach to customer excellence OFRS sent acknowledgement replies to the addresses on the FBU sponsored letter addressees and, in order to promote community safety, enclosed information about smoke detector ownership. Over 20 have been sent back to OFRS indicating 'not known at this address' so therefore the names were fictitious.
Additionally, following acknowledgement replies to the addresses on the FBU sponsored letter addressees, approximately 32 members of the public complained to OFRS via telephone stating they had not signed a petition or written to the Fire Authority using the FBU letters objecting to project 1. They requested that their objections be removed and their names be deleted from the database
The one letter supporting project 1 has been received from West Oxfordshire District Council via a Councillor whose division is covered predominantly by RDS fire engines.

Public Meetings – Notification of the public meetings went out via the standard approach of the Media and Communications Team within County Hall to all the media outlets plus the OCC intranet and OCC public website. Media interest culminated in coverage of the project and public meeting dates via the BBC Radio Oxford, BBC and Meridian Television News as well as several articles within the Oxford Mail plus the Abingdon and Didcot Herald series.

Abingdon and Didcot have population levels of approximately 36000 and 23450. A total of 4 public meetings were held and a total of 165 people attended (80 Didcot, 83 Abingdon and 2 at HQ Kidlington). Overall the concerns raised at these meetings are summarised below;

- Acknowledgement of the correct principle of underpinning RDS stations and improving fire appliance availability
- The benefit of providing additional wholetime Watch Managers to RDS stations improving supervision and managerial support

- Concerns over extended response times at certain periods of the week in Abingdon and Didcot
- Concerns in using an Oxford fire appliance to supplement fire cover in Abingdon or Didcot at weekends
- Total reliance on RDS staff at certain periods over weekends in Abingdon and Didcot
- FBU's concerns in respect to firefighter safety
- The need to up-skill the RDS firefighters at Abingdon and Didcot.

Fire Brigade Union website - examples of the 3 standard letters.

To: IRMP Team

Oxfordshire Fire &Rescue,
Fire Service HQ,
Sterling Road
Kidlington
Oxford,
OX5 2DU

From:

Date:

Integrated Risk Management Action Plan 2010 / 2011

Dear Sir or Madam

I wish to register my opposition to project 1 of the Oxfordshire Fire & Rescue Services Integrated Risk Management plan 2010 / 2011.

I oppose this project on the grounds that there will be unacceptable cuts to the service currently provided in those areas.

Can you please advise me of the analysis method used to determine the benefits to the community for this proposed project?

Yours sincerely

To: IRMP Team

Oxfordshire Fire &Rescue
Fire Service HQ
Sterling Road
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Oxford
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I wish to register my opposition to project 1 of the Oxfordshire Fire & Rescue Services Integrated Risk Management plan 2010 / 2011.

I oppose this project on the grounds that there will be unacceptable cuts to the service currently provided in those areas.

As a regular visitor to the areas affected by the proposals, I consider that I am able to consider myself to be a 'stakeholder' and able to register my discontent.

Yours sincerely

Examples of the 3 OFRS responses to the FBU Standard Letters

Oxfordshire County Council
Fire and Rescue Service
Headquarters
Sterling Road
Kidlington
Oxfordshire OX5 2DU

Telephone: 01865 842999
Fax: 01865 855241

J.C. Parry, QFSM, BSc, MBA, MIFireE

Director for Community Safety & Shared
Services and Chief Fire Officer

My Reference	Your Reference	Date
HQ/1/0195a/MCC/MC/SH		11th February 2010

This matter is being dealt with by   IRMP Team   Direct Line 08000 325999

Email: irmpteam@oxfordshire.gov.uk

Dear

Oxfordshire Fire Authority's Integrated Risk Management Action Plan 2010-11
Consultation Document.

Many thanks for your correspondence, dated ><, stating your objection to project 1 of the Action Plan.

Your objection has been noted and collated and will be displayed on the public website after the consultation period has ended on the 31st January 2010.

For further information on any of the projects within the Action Plan, please visit our public site on www.oxfordshire.gov.uk, /fire and public safety/fire and rescue service.

Yours sincerely

Martin Crapper
Major Projects Manager Oxfordshire Fire and Rescue Service

Oxfordshire County Council
Fire and Rescue Service
Headquarters
Sterling Road
Kidlington
Oxfordshire OX5 2DU

Telephone: 01865 842999
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Dear

Integrated Risk Management Plan - 2010/11 Proposed Action Plan

Thank you for your letter dated ><, in which you express your concerns to the proposed changes to crewing in the Abingdon and Didcot area. First of all let me assure you that the proposals in the plan are not 'cuts' they are in fact a different way of staffing the two fire stations that improve the use of the resources in those areas and allows greater flexibility of our workforce to assist other towns and villages in the county where there is no fire cover during the working week i.e. Monday to Friday 0900 - 1700 hours. Albeit, it is accepted that at certain times of the day e.g. evenings and part weekends, there may be an increase in the arrival of fire appliance by as much as 3 – 4 minutes.

This delay is considered tolerable from a Fire and Rescue Service perspective and will not have a significant negative impact on our current agreed response standards of 80% of all incidents (in scope) within 11 minutes and 95% of all incident (in scope - see below) within 14 minutes, which were also agreed through our IRMP several years ago. I would also suggest that the fire cover provision in Abingdon and Didcot will still be of a higher standard than exist in similar market towns such as Witney, Thame and Bicester, the latter fire station attending more incidents (in scope - see below) on an annual basis, with no adverse affects on casualty statistics.

In scope - this refers to category A, B, & C incidents only. Category A refers to incidents that involve life threatening situations. Category B refers to serious/significant incidents that is non-life threatening. Category C refers to incidents that are of an emergency nature.

With regard to alternative proposals, there have not been any proposed, albeit in reviewing the fire cover in Oxfordshire there were several areas explored, however these were rejected after consideration. The current proposal i.e. project 1 was formulated on the back of considerable analysis, which is explained later on in this reply, however, it is a 'proposal' and it was always accepted that this could change through discussion with personnel, managers and negotiation with represented bodies. To date nothing has come forward to provide an acceptable remedy to the worsening fire cover situation in the rural parts of Oxfordshire.

Safety from fire in the home is primary objective to Oxfordshire Fire and Rescue Service, however total reliance on the Fire and Rescue to save life introduces unacceptable risks, that could cost dearly in terms of positive outcomes i.e. injuries and fatalities. Safety in the home comes from firstly understanding and appreciating 'safe practices' in the home to stop fires occurring in the first place. Secondly, should a fire occur, the provision of an early warning device (active protection) such as a smoke alarm and thirdly, the provision of a plan in case of fire, which at a time of need can be executed by all members of the family ensuring the safe evacuation from the home and the calling of the emergency services. It is this proactive approach the Fire and Rescue Service has been promoting for the last 10 years or more and has seen casualties reduced from two to five per year to zero in the last two years, which is a significant achievement.

Regarding your question on the analysis used by the service in assessing this proposal I would respond as follows. Initially professional judgement is used in conjunction with several other reviews of fire cover which have been undertaken through the IRMP. The results form the basis of our IRMP proposal, which was then tested through computer modelling. In this instance, two computer models were used, the first analysis is – is there any increase in risk from what we call the 'base case' i.e. fire cover as it currently exists. The computer modelling system is called Fire Service Emergency Cover (FSEC) and is provided to all Fire and Rescue Services by CLG as the preferred modelling system for any change in fire cover arrangements. Our system in Oxfordshire has been through a validation process by Mott Macdonald and was deemed to be robust in its usage.

The second computer model is called Phoenix and is provided by 'Active Solutions'. This is a consultancy that provides workflow and performance modelling to emergency services. They currently have modelling being used in over 32 Fire and Rescue Services and have worked with us on the IRMP proposals and other projects.

The modelling and analysis provides information on the impact of any proposed changes against a base case can identify changes in workflow i.e. incidents attended and speed of response, measured against our response standards of 11 and 14 minutes. The results of the latter are on the county website www.oxfordshire.gov.uk under Fire and Rescue - Integrated Risk Management Plan. In summary, the computer modelling showed no increase in risk and negligible negative impact on performance i.e. it predicts that over the next three years based on the 2006 – 2009 data that only five incidents response times would not be met.

I trust the above provides you with a satisfactory answer to the questions raised. Again I would like to reassure you that the changes in Abingdon and Didcot are not significant in terms of adjustment in fire cover arrangements and will not compromise the first class service provided by Oxfordshire Fire and Rescue in the Abingdon and Didcot area.

Yours sincerely

Area Manager Martin C Crapper
Major Project Manager
Oxfordshire Fire and Rescue Service

Page 202

Oxfordshire County Council
Fire and Rescue Service
Headquarters
Sterling Road
Kidlington
Oxfordshire OX5 2DU

Telephone: 01865 842999
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J.C. Parry, QFSM, BSc, MBA, MIFireE

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In scope - this refers to category A, B, & C incidents only. Category A refers to incidents that involve life threatening situations. Category B refers to

serious/significant incidents that is non-life threatening. Category C refers to incidents that are of an emergency nature.

At this juncture I believe it is imperative that the current philosophy is understood in respect of 'prevention and intervention'. Prevention is firstly about education followed by active protection measures, this has three stages in improving public safety.

- Firstly, understanding and appreciating safe practices in the home to stop fires occurring in the first place.

- Secondly, should a fire occur, the provision of an early warning device (active protection) such as a smoke alarm.

- Thirdly, the provision of a plan in case of fire, which at a time of need can be executed by all members of the family ensuring the safe evacuation from the home and the calling of the emergency services. Sole reliance on intervention i.e. the timely arrival of a fire crew will substantially increase the risk to life in a fire situation as smoke can kill in minutes, therefore to ignore preventative measures and rely on the arrival of a fire appliance often provides an unsatisfactory outcome i.e. serious injury or fatality. It is this proactive approach the Fire and Rescue Service has been promoting for the last 10 years or more and has seen casualties reduced from two to five per year to zero in the last two years, which is a significant achievement.

Regarding your question on the analysis used by the service in assessing this proposal I would respond as follows. Initially professional judgement is used in conjunction with several other reviews of fire cover which have been undertaken through the IRMP. The results form the basis of our IRMP proposal, which was then tested through computer modelling. In this instance, two computer models were used, the first analysis is – is there any increase in risk from what we call the 'base case' i.e. fire cover as it currently exists. The computer modelling system is called Fire Service Emergency Cover (FSEC) and is provided to all Fire and Rescue Services by CLG as the preferred modelling system for any change in fire cover arrangements. Our system in Oxfordshire has been through a validation process by Mott Macdonald and was deemed to be robust in its usage. If you require further in-depth information as to the inputs into the FSEC system and more technical detail in terms of how it models the inputs – please let me know and a comprehensive reply can be provided.
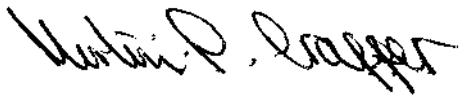
The second computer model is called Phoenix and is provided by 'Active Solutions'. This is a consultancy that provides workflow and performance modelling to emergency services. They currently have modelling being used in over 32 Fire and Rescue Services and have worked with us on the IRMP proposals and other projects. Once again if you require a full technical detail of this system we shall be happy to provide it.

The modelling and analysis provides information on the impact of any proposed changes against a base case can identify changes in workflow i.e. incidents attended and speed of response, measured against our response standards of 11 and 14 minutes. The results of the latter are on the county website www.oxfordshire.gov.uk

under Fire and Rescue - Integrated Risk Management Plan. In summary, the computer modelling showed no increase in risk and negligible negative impact on performance i.e. it predicts that over the next three years based on the 2006 – 2009 data that only five incidents response times would not be met.

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Yours sincerely

Area Manager Martin C Crapper
Major Project Manager
Oxfordshire Fire and Rescue Service

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Division(s):

CABINET– 16 MARCH 2010

OXFORDSHIRE ECONOMIC ASSESSMENT

Report by Head of Sustainable Development

Introduction

1. County Councils have a new duty to prepare local economic assessments under the recently passed Local Democracy, Economic Development and Construction Act. Assessments should be produced which "take account of a broad range of factors that impact, both positively and negatively, on business in their area and the economic well-being of individuals and communities."

2. This new duty reflects the growing leadership role of local authorities in marshalling the resources of partners for local economic development and for related activity to be delivered at a more local level. It also reaffirms the principle that the economic development policy and practice of councils and their partners should be based on the best evidence available.

Content

3. Two reports are being tabled: the first a summary of findings (Annex 1), the second the full economic assessment (Annex 2).

4. These reports consider the Oxfordshire economy from a number of perspectives (growth, productivity, sustainability, its impact on different social and geographical communities and its resilience to external change). Developing a shared view of the economy's current strengths and weaknesses and of the potential opportunities and threats facing it should help inform future economic development strategy.

5. These draft reports have been developed with advice from District Council officers, SEEDA and the Oxfordshire Economic Partnership. They have been considered by the Spatial Planning and Infrastructure Partnership Members meeting on 1 March and feedback from that meeting is attached at Annex 3.

6. The statutory obligations that come into effect on April 1st require the County Council to consult on the assessment. This is something which we would wish to do in any event to seek to ensure that the evidence base in the assessment is as strong as possible.

Financial and Staff Implications

7.   The economic assessment arises from a new statutory duty that comes into effect on 1 April. Government predicted that it would cost county councils £80,000 to do the economic assessment the first time and £10,000 per year afterwards to keep it up to date. In the event £65,000 is to be provided through the Area Grant to Oxfordshire County Council rather than the £80,000 that the government expected it to cost. The cost of the economic assessment will not exceed this amount.

RECOMMENDATION

8.   **The Cabinet is RECOMMENDED to approve these two reports as the basis for consultation with Oxfordshire Partnership members and others.**

CHRIS COUSINS
Head of Sustainable Development

Background papers:

Contact Officer: Dave Waller, Economy, Spatial Planning and Climate
                              Change Manager Tel: (01865) 810813

March 2010

Oxfordshire Economic Assessment

25th February 2010

Slide presentation

Summary of Findings

Economic Assessment

Working Papers

Technical Annexes

Evidence Base

Oxfordshire Economic Assessment – Summary of Findings

Context

1.   Undertaking an economic assessment is a statutory duty and provides evidence on which to base future economic success.

2.   The South East Plan, the Regional Economic Strategy, the Economic Development Strategy for Oxfordshire and Oxfordshire 2030 already commit Oxfordshire to significant targets to build a world class economy, to grow a number of key communities in terms of their housing, jobs and infrastructure and to improve the education of its young people along with the skills development of its adults.

3.   This assessment aims to improve understanding of Oxfordshire's economy in terms of:

- **Economic growth and productivity**;

- The extent to which the benefits of economic development are **shared across all communities**;

- The degree to which the economy is **sustainable;**

- The **resilience** of the economy in the face of future challenges and opportunities.

4.   Together these four perspectives provide a comprehensive and rounded view of the Oxfordshire economy and its contribution to the county's wellbeing.

5.   As its name suggests, the economic assessment is about *assessing* Oxfordshire's economy. It aims to identify issues to be addressed, based on various sources of evidence. It identifies areas where the evidence is weak and where more work is required to be sure of our analysis. It tries to avoid 'evidence by assertion' so that future economic development strategy will be based on firm foundations.

6.   This 'summary of findings' report aims to 'tell the story' of Oxfordshire's economy in a way that correctly reflects the balance of its strengths and weaknesses. It consists of just 4 pages of summary accompanied by 20+ pages of selected data. The full economic assessment will provide a more complete set of data and analysis.

Oxfordshire's Economy

7.   **Oxfordshire has an attractive business environment** including:

- A globally recognised centre of excellence for learning and research.

- A highly qualified resident workforce **[figure 1]**

- An accessible central England location with an internationally famous urban centre surrounded by a rural hinterland, including historic market towns and areas of outstanding natural beauty. **[map]**

8.   **The business environment has supported the development of a successful Oxfordshire economy within the major economic region of the south east of England.**

- Just over half of Oxfordshire's workforce is engaged in knowledge-based sectors including hi-tech manufacturing, ICT, Knowledge Intensive Businesses (KIBs), education and health services. **[figure 2]**

- The proportion of employment in Knowledge-Intensive Businesses in Oxfordshire is well above the South East average and other county areas **[figure 3]** and is concentrated in Oxford city, southern Oxfordshire and Banbury. **[figure 4].** In contrast high tech manufacturing shows a greater concentration in southern Oxfordshire and hi tech services are more dispersed across the county.

- In 2007 Oxfordshire contributed £15.4bn (9%) to the South East economy, slightly above its share of resident working age population (8%). London and the South East region together account for more than one third of the total economy of England. **[figure 5]**

9.   **Economic structures and conditions vary across Oxfordshire.**

- Oxford is an internationally recognised "brand", and significant growth is planned in the city, including the regeneration of the west end.

- The area known as Science Vale UK, centred on the science and innovation campus at Harwell, Milton Park, Culham, Didcot and Wantage & Grove contains a large concentration of scientific research and development with potential to be a focus for further major economic growth.

- Further north, Bicester is identified as a significant growth point in the South East Plan and, with the planned eco-town in northwest Bicester, has the potential to become a focus for jobs centred on environmental technologies.

- Different areas of the county have very different profiles in terms of business size and occupational structures. **[figure 6 and table 1].**

10.   **Oxfordshire's recent economic growth has, in part, been fuelled by expansion of the public sector.**

- The public sector (including public administration and defence, education, health and other services) is now Oxfordshire's second largest contributor to the county's economy (as measured by GVA) and recent growth has been above other sectors. **[figure 7]**

- The education workforce has increased significantly. Between 1998 and 2007 employment in primary, secondary, further and higher education grew by 52% to 41,200, from 9% to 13% of Oxfordshire's workforce.

- The military are arguably the biggest direct and indirect employers in the county but more work needs to be done to reconcile different data sets and to study the contribution they make to the Oxfordshire economy.

Issues and challenges

11.   While the Oxfordshire economy has many strengths, this assessment has highlighted a number of issues and challenges:

[a] Comparatively low economic growth over the past five years.

- Evidence suggests that despite the 'world class' elements of its economy Oxfordshire is not growing as fast as other successful parts of the South East in terms of both the size of its economy and its productivity. **[figures 8-10]**

[b] Pressures on Oxfordshire's business environment.

- Despite its well-qualified workforce, Oxfordshire is ranked below some statistically similar areas on pupil attainment. **[figure 11].** The exact nature of shortages of skilled technicians is still not properly understood. Oxfordshire's most deprived areas have consistently poor scores on the "Education & Skills" domain **[tables 2 & 3]**

- The population of Oxfordshire is predicted to grow at different rates in urban and rural areas with some rural wards expected to see a decline in population. **[figure 12]** This would further affect the viability of rural services and retail.

- House price to earnings ratios remain high in Oxfordshire, particularly in South Oxfordshire district. **[figure 13]**

- Regional research has highlighted the issue of lower broadband speeds in rural Oxfordshire[1].

- Tackling traffic congestion is a priority for the new Oxfordshire Local Transport Plan [detailed data is in development as part of the Local Transport Plan 3 process].

[c] Unsustainable use of natural resources and relatively high carbon emissions.

- Oxfordshire's ecological footprint area (the area needed to support demand for natural resources including water, energy and clean air) is approximately 14 times its land area. **[figure 14]**

- The carbon footprint of Oxfordshire's rural districts is above that of the South East region. **[table 4]**

- Oxfordshire is, however, extremely well-placed to respond to this environmental challenge with a leading role in climate science, strong scientific skills and networks and a number of leading 'clean-tech' businesses in both the manufacturing and service sectors.

[d] The impact of the economic recession and the predicted slowdown in public sector growth.

- Recent business survey data[2] appears to show that levels of actual and planned innovation and investment by Oxfordshire's businesses have fallen below the UK average. However the sample in Oxfordshire is small and further evidence is needed to assess this finding.

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[1] SEEDA broadband infrastructure survey 2008,
http://www.seeda.org.uk/Global_Competitiveness/Business/Broadband/Next%20_Generation_Broadband/
[2] National Business Survey, Ipsos MORI for Regional Development Agencies published January 2010

- Unemployment in 2008/09 Oxfordshire was just below the South East average. Starting from a position of lower unemployment in 2004/05, Oxfordshire has seen a greater increase than regionally or nationally. **[table 5, figure 15]**

- The impact of the recession has been greatest in communities struggling with elements of deprivation such as low skills and high levels of unemployment. **[figure 16]**

- The female unemployment rate in Oxfordshire has increased at a higher rate than for males and is above many comparable areas and above the South East average. **[table 6 and figure 17]**

- In mid-2009, 6.7% of young people in Oxfordshire were Not in Education Employment or Training, equivalent to around 1,000 young people aged 16 to 18. This was slightly above the average for the South East (6.2%) and below the England average (7.6%).[3]

[e] Lower growth is forecast for the next five years

- Recent forecasts of GVA for each sector predict [figure 18] a slowdown in the growth of the public sector in Oxfordshire and initial contraction followed by gradual growth in the private sector

- Oxfordshire's business sectors have performed differently in the recent past

[f] There is not a clear and shared story about Oxfordshire's economy.

- There is anecdotal evidence that Oxfordshire's strengths in the areas of science and technology are insufficiently recognised both locally by its own population and externally by potential investors. This risks affecting the educational choices of young people in the county's schools and the investment choices of investors external to Oxfordshire.

12.   The need to respond to the challenges in areas such as technology, economic competition and the environment / climate change will mean that the **resilience of the Oxfordshire economy could be as important as absolute levels of growth.**

Report by: **Head of Sustainable Development**

Contact: Dave Waller, Economy, Spatial Planning and Climate Change manager and project manager of the economic assessment
Tel: 01865 81081

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[3] Oxfordshire County Council Children Young People and Families, draft Children's Plan Needs Analysis Dec 2009

ANNEX: Evidence for this summary

1. A highly qualified resident workforce

Compared with statistically similar areas, the resident working age population in Oxfordshire is very well qualified. The county has:

- one of the highest rates of working age residents with degree or equivalent qualifications (3rd out of 16, behind Surrey and Cambridgeshire);

- the lowest rate of working age residents without qualifications (ranked 1st out of 16).

Figure 1 Percent of working age resident population with NVQ4+ and no qualifications, Oxfordshire vs statistical neighbours (2008)

% with NVQ4+		% with no qualifications	
South East	31.5	South East	8.9
England	28.7	England	12.3
Surrey	40.0	Oxfordshire	5.8
Cambridgeshire	38.2	Surrey	7.2
Oxfordshire	36.3	Gloucestershire	7.6
Buckinghamshire	33.7	Cambridgeshire	7.6
Gloucestershire	32.6	Hampshire	7.9
Hertfordshire	32.4	Hertfordshire	8.8
Warwickshire	32.3	Buckinghamshire	8.9
North Yorkshire	31.3	North Yorkshire	9.2
Hampshire	30.7	Somerset	9.5
West Sussex	29.7	West Sussex	9.6
Worcestershire	26.5	Kent	11.7
Northamptonshire	26.1	Warwickshire	12.0
Kent	25.6	Worcestershire	12.7
Somerset	24.9	Essex	14.1
Essex	23.6	Northamptonshire	15.0
Leicester	21.4	Leicester	22.3

Source: ONS Annual Population Survey Jan-Dec 2008; Audit commission (CIPFA) statistical neighbour group

2. Accessible Central England location - famous urban centre surrounded by rural hinterland
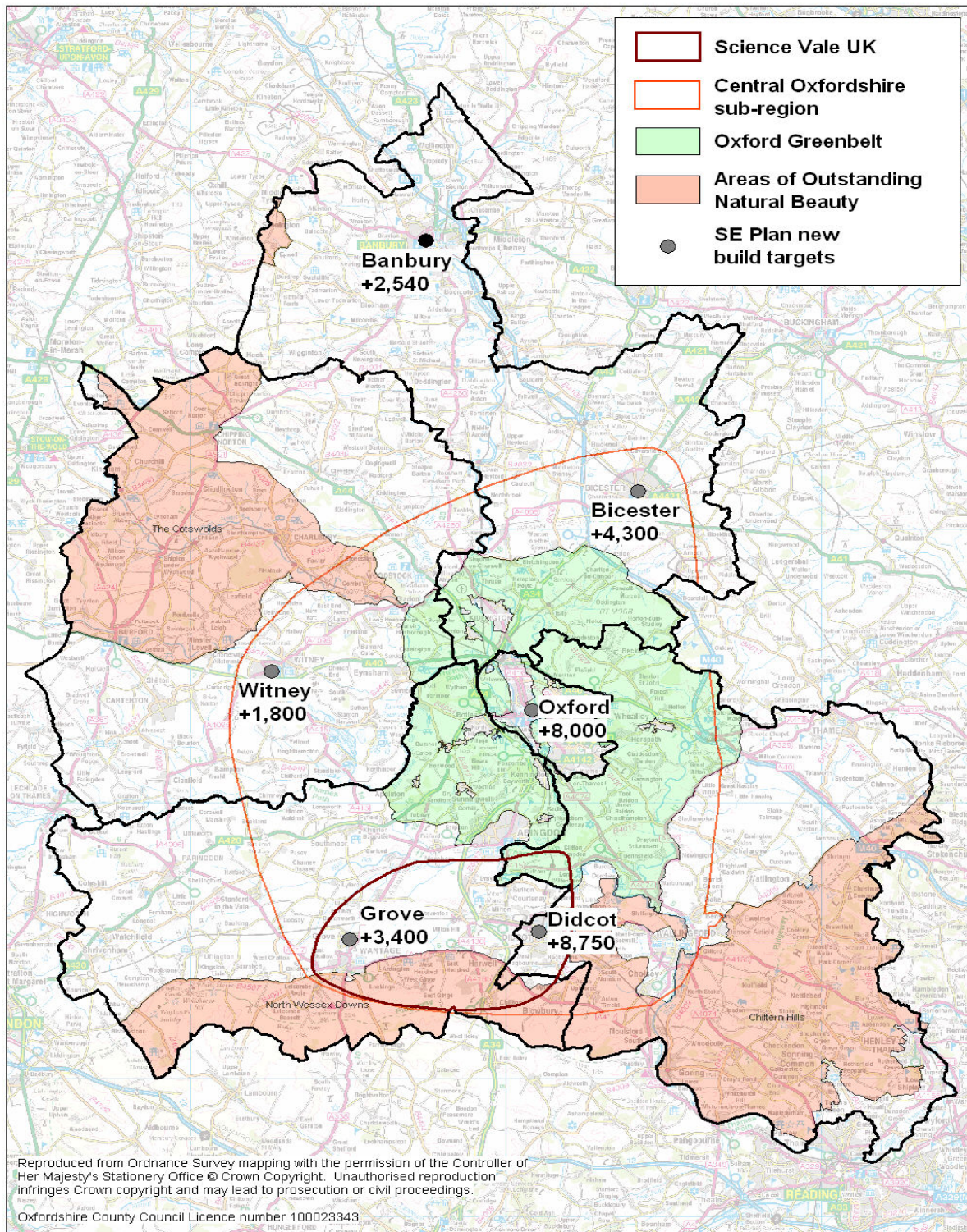
3. Oxfordshire's knowledge-based economy

Knowledge-based sectors include hi-tech manufacturing, ICT, business services, education and health services. Over half of Oxfordshire's workforce was employed in these sectors in 2007. (More detail is available in section 12 of this annex).

Figure 2 Employee jobs in Oxfordshire by sector (2007)
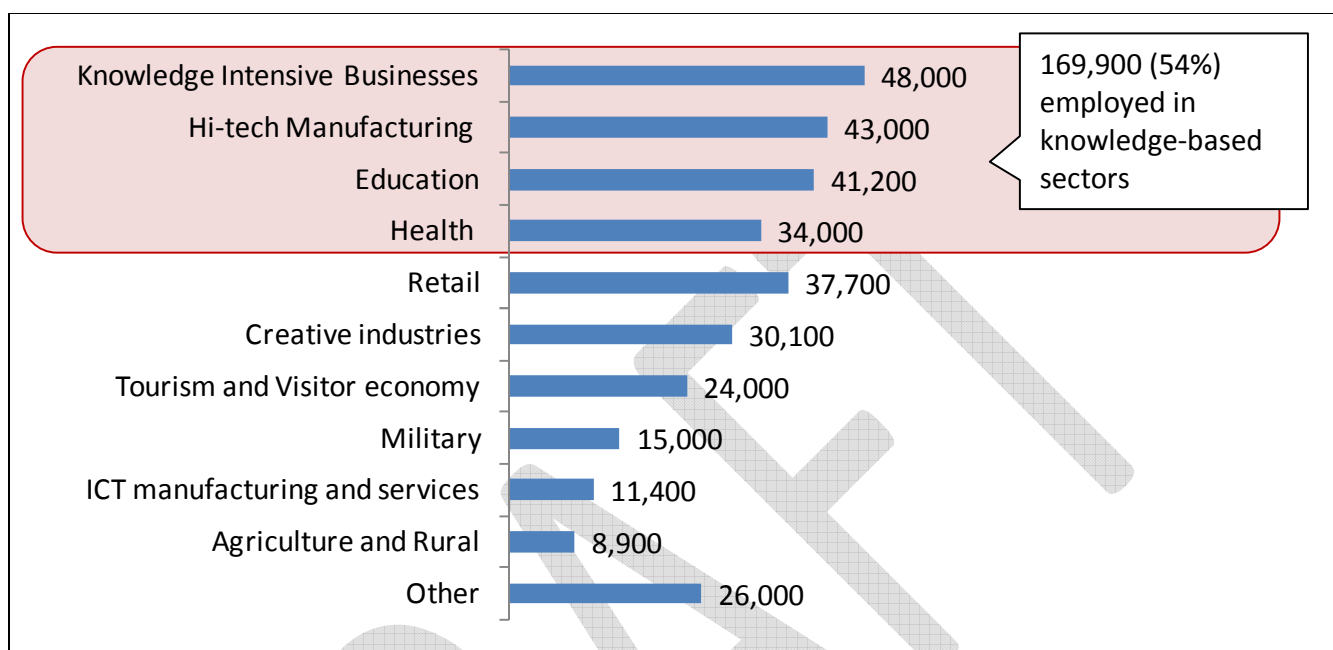
Sector	Jobs
Knowledge Intensive Businesses	48,000
Hi-tech Manufacturing	43,000
Education	41,200
Health	34,000
Retail	37,700
Creative industries	30,100
Tourism and Visitor economy	24,000
Military	15,000
ICT manufacturing and services	11,400
Agriculture and Rural	8,900
Other	26,000

169,900 (54%) employed in knowledge-based sectors

Main source of employee numbers: ONS Annual Business Inquiry provided by Oxfordshire Data Observatory; employment by Military is an estimate; does not include self-employed; Note that data from non-standard industry sectors is to be verified

The proportion of employees in Knowledge-Intensive Businesses in Oxfordshire in 2007 (15.1%) was above the South East average (10.2%) and above other counties.

Figure 3 Percent of employees in Knowledge-Intensive Businesses (2007)

County	Percent
South East	10.2
Oxfordshire	15.1
Cambridgeshire	14.2
Surrey	11.4
Buckinghamshire	9.8
West Sussex	8.7
Hampshire	8.6
Kent	7.9
East Sussex	6.6
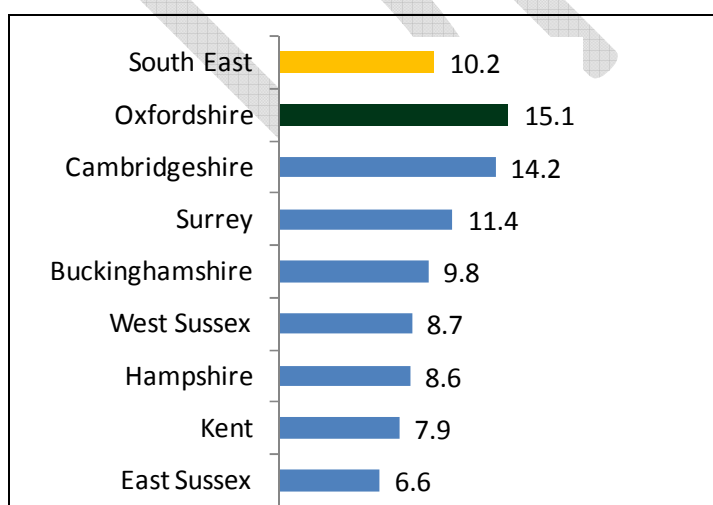
Source: ONS Annual Business Inquiry provided by Oxfordshire Data Observatory.

The Knowledge Intensive Businesses sector includes business services such as accountants, lawyers, real estate agents, etc. It also includes Research and Development which is a particularly significant category for Oxfordshire.

4. The knowledge-based sector is distributed across Oxfordshire

Mapping employment in Knowledge Intensive Businesses in Oxfordshire shows significant numbers of employees in Oxford city, Harwell, Banbury, Thame, Abingdon and the area west of Didcot (Milton Park).

Figure 4 Location of employment in Knowledge Intensive Businesses (2008)

Page 217
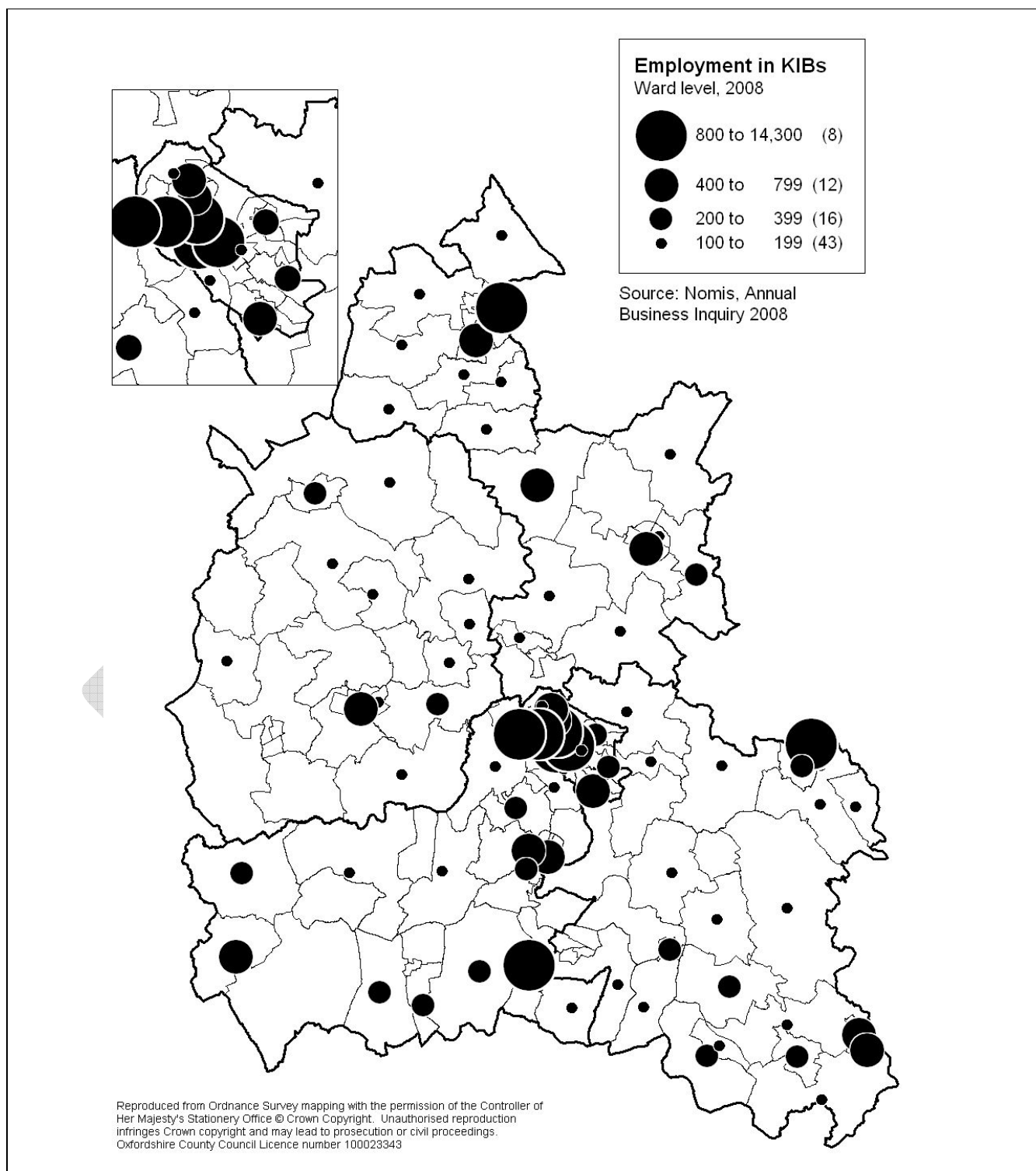
5. Contributing to national GVA

In 2007 the South East region was the second highest contributor to national Gross Value Added (GVA)[4] after London. These two regions together continue to account for more than one third of the total economy of England.

Oxfordshire's GVA in 2007 was £15.4 billion, equivalent to 9% of the South East economy. This proportion was slightly above its share of the resident working age population in the region (8%[5]).

Figure 5 Contribution to Gross Value Added (2007) £billion

England (2007, total GVA = £1,045bn)	**South East** (2007, total GVA=176.5bn)

England (Total GVA £bn):

Region	£bn
London	£254.6
South East	£176.5
North West	£116.5
East of England	£108.0
South West	£94.4
West Midlands	£91.7
Yorkshire & Humber	£86.3
East Midlands	£77.5
North East	£39.6

South East (Total GVA £bn):

Area	£bn
Surrey	£26.5
Berkshire	£25.6
Hampshire	£25.6
Kent	£23.1
West Sussex	£15.8
Oxfordshire	£15.4
Buckinghamshire	£10.9
East Sussex	£7.5
Milton Keynes	£6.7
Brighton and Hove	£5.2
Southampton	£5.0
Portsmouth	£4.2
Medway	£3.4
Isle of Wight	£1.8

Source: National Statistics released Dec09 Table 3.1 Headline GVA by NUTS3[6] area at current basic prices by region

Note on use of GVA: There are issues with GVA as an indicator - it is complicated, is at least two years in arrears and contains economic "bads" as well as "goods" e.g. the activity involved in clearing up pollution incidents or attending to accidents. However it provides a widely recognised benchmark used by both central and regional government.

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[4] GVA = Gross Value Added. GVA is a 'top-down' measure of economic performance at "basic" prices. "Basic" prices exclude taxes and include subsidies. At county level it includes wages and profits. GVA is NOT a measure of the value of goods produced/sold; standard of living or quality of life. Further information on GVA methodology is available from the ONS.

[5] Local Labour Market indicators, South East released November 2009

[6] The Nomenclature of Territorial Units for Statistics (NUTS, from the French nomenclature d'unités territoriales statistiques) is a European standard for referencing the subdivisions of countries for statistical purposes. The NUTS3 level is groups of districts or upper tier authorities.

6. Varying profiles in terms of business size and occupational structures

According to ONS business data on VAT and PAYE registered stock, Oxfordshire has a similar proportion of very small businesses (0-9 employees) as the regional average and slightly above the UK average.

There is a greater variation in the proportion of medium-sized businesses where Oxfordshire is below the UK and South East average, Oxford is well above and the rural districts of South and West Oxfordshire are well below average.

Figure 6 Percentage of VAT and PAYE Registered Business Stock for small and medium-sized businesses, 2009

% of businesses between **0-9 employees**	
South East	84.3
UK	82.9
Oxfordshire	83.9
South Oxfordshire	87.5
West Oxfordshire	86.7
Vale of White…	83.6
Cherwell	83.3
Oxford	77.4

% of businesses between **50-499 employees**	
South East	2.89
UK	3.19
Oxfordshire	2.71
Oxford	4.45
Vale of White…	3.02
Cherwell	2.87
South Oxfordshire	1.75
West Oxfordshire	1.74
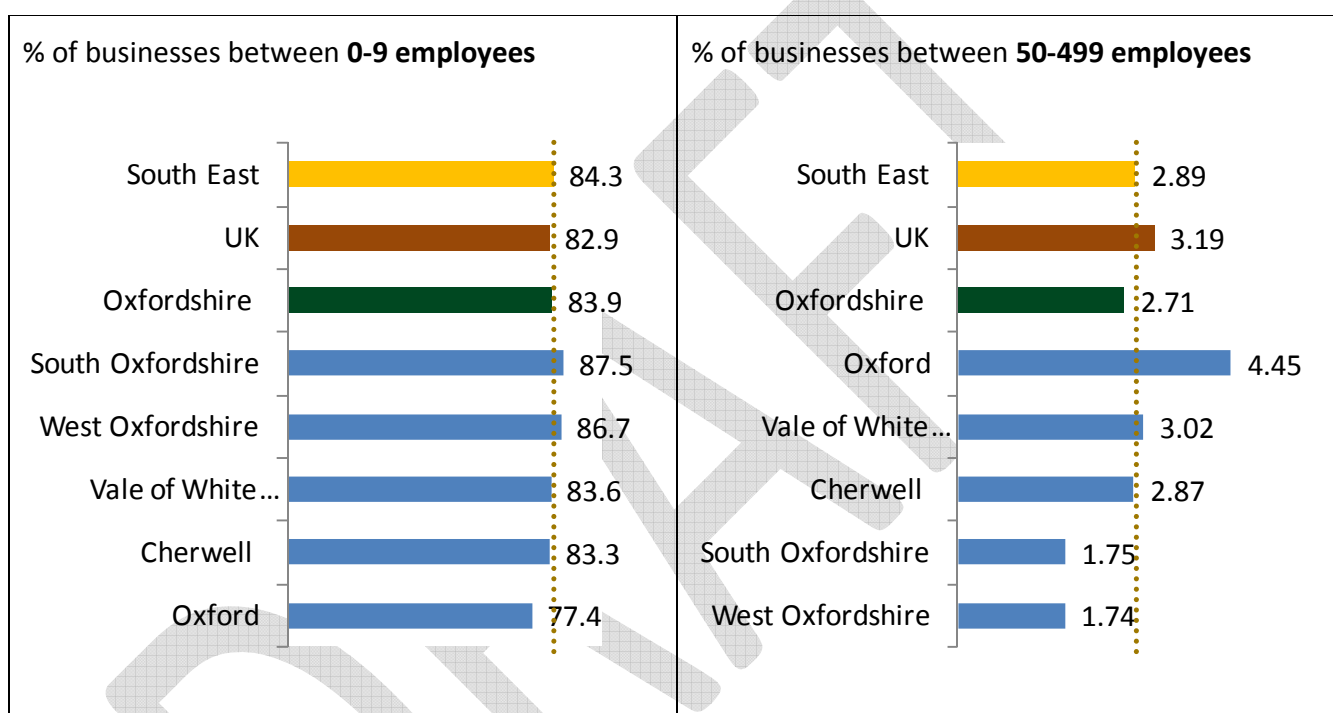
Source: UK Business: Size, Activity and Location 2009, ONS

The same data source shows that the proportion of large businesses (500+) is similar in Oxfordshire to the UK and above the average for the South East.

Oxfordshire's occupational profile shows a variation between districts with relatively low proportions of management occupations in Oxford and Cherwell and a low proportion of professional and associate professional occupations in Cherwell.

The proportion of people in skilled trades occupations in Oxfordshire is similar to the South East and is relatively high in West Oxfordshire.

Table 1 Employment by Occupation – Percentage of Working Population (Apr08 – Mar09)

SOC 2000 Group	GB	SE	Oxon	Oxford	Cherwell	South	Vale	West
1 Managers and senior officials	15.6	17.3	16.2	9.0	13.6	19.7	23.6	18.2
2 Professional occupations	13.1	14.3	17.3	29.5	8.9	19.1	15.3	10.2
3 Associate professional & technical	14.6	15.5	15.3	17.9	13.1	15.8	15.7	13.4
4 Administrative & secretarial	11.4	11.6	11.5	11.5	11.4	9.5	17.0	7.6
5 Skilled trades occupations	10.7	9.8	9.5	#	10.3	10.9	8.1	17.1
6 Personal service occupations	8.3	6.7	6.7	7.6	9.9	4.4	#	6.8
7 Sales and customer service occupations	7.5	6.8	6.8	#	6.1	8.4	6.1	11.1
8 Process plant & machine operatives	7.0	6.8	6.8	5.0	10.0	6.6	#	7.9
9 Elementary occupations	11.3	9.7	9.7	11.0	16.2	5.7	5.8	7.6

Source: ONS Annual Population Survey
Notes: % of those over 16 in employment. # means sample is too small for reliability
Shaded cells highlight differences noted in the text

7. Issue 1 – Low recent economic growth

In 2002 the public sector (public administration, education, health and other services) became the second largest contributor to Oxfordshire's economy as measured by Gross Value Added (GVA).

Between 2002 and 2007 the public sector in Oxfordshire increased by 63%, well above the 27% increase in GVA from Business Services & Finance.

Figure 7 Total GVA by broad industry sector
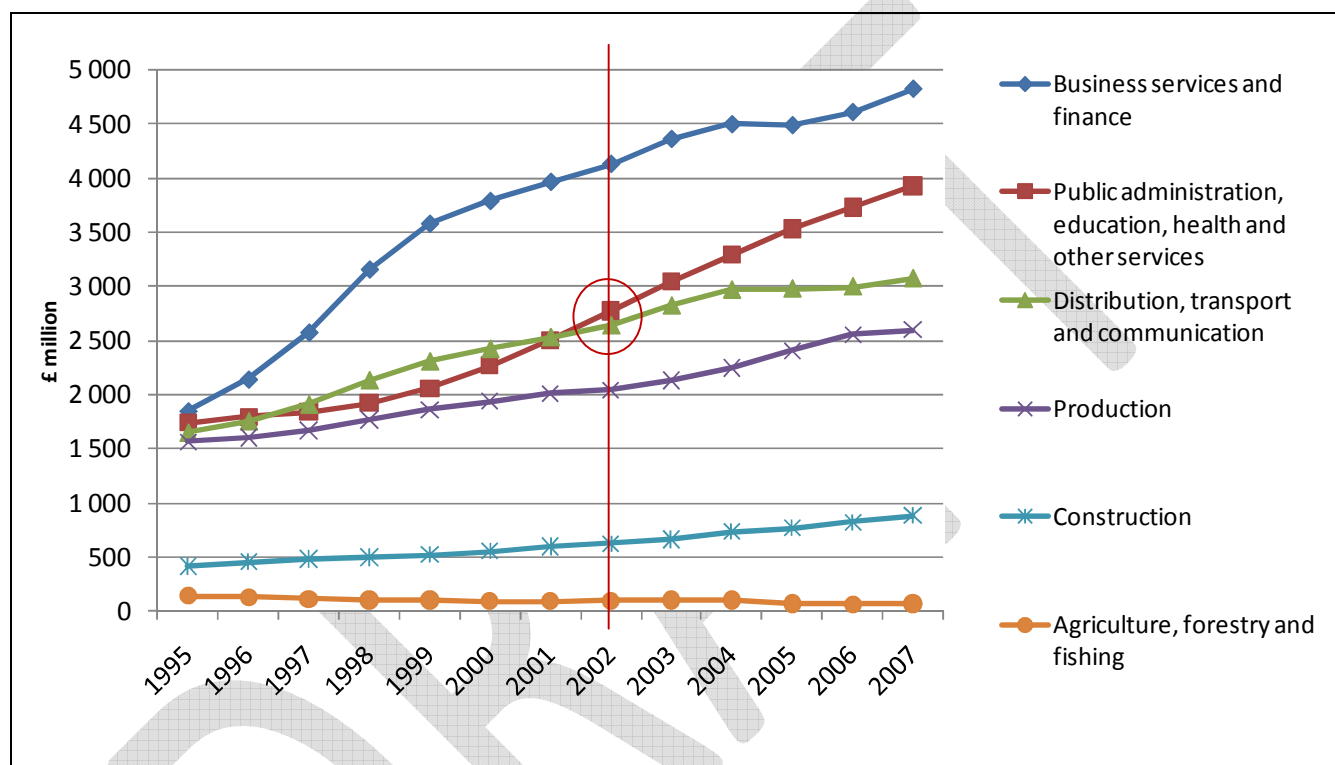
Source: National Statistics Online GVA released Dec09; Table 3:4 Headline Gross Value Added (GVA) by NUTS3 area and 6 industries at current basic prices by region.
The composite sector of "public administration, education, health and other services" includes defence and some private sector organisations.

Oxfordshire's recent GVA growth has been below the South East average and most other areas of the region. Over the 5 year period, between 2002 and 2007, only Brighton & Hove and West Sussex saw lower GVA growth than Oxfordshire in the South East.

Figure 8 percent change in total GVA from 2002 to 2007 across the South East region
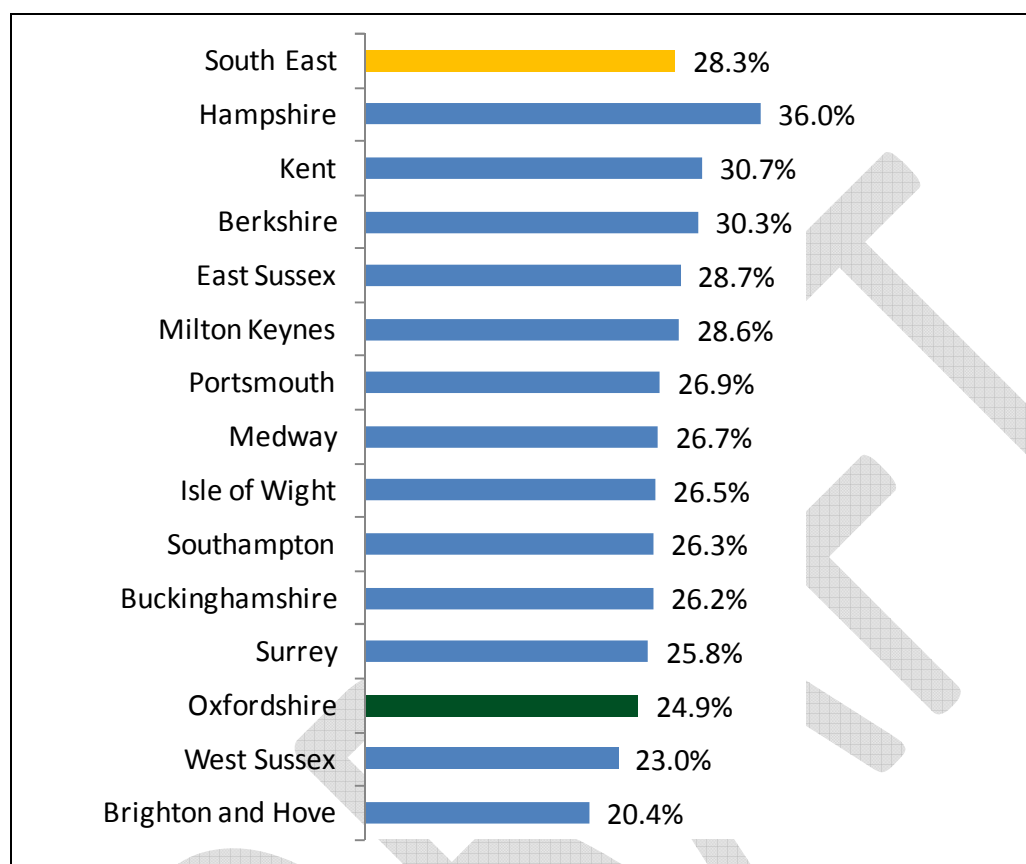
Area	% change
South East	28.3%
Hampshire	36.0%
Kent	30.7%
Berkshire	30.3%
East Sussex	28.7%
Milton Keynes	28.6%
Portsmouth	26.9%
Medway	26.7%
Isle of Wight	26.5%
Southampton	26.3%
Buckinghamshire	26.2%
Surrey	25.8%
Oxfordshire	24.9%
West Sussex	23.0%
Brighton and Hove	20.4%

Source: National Statistics released Dec09 Table 3.1 Headline GVA by NUTS3 area at current basic prices by region

Relatively slow recent growth has meant that Oxfordshire's contribution to the South East GVA has declined marginally over the last three years.

Figure 9 Oxfordshire's GVA as % of the South East total
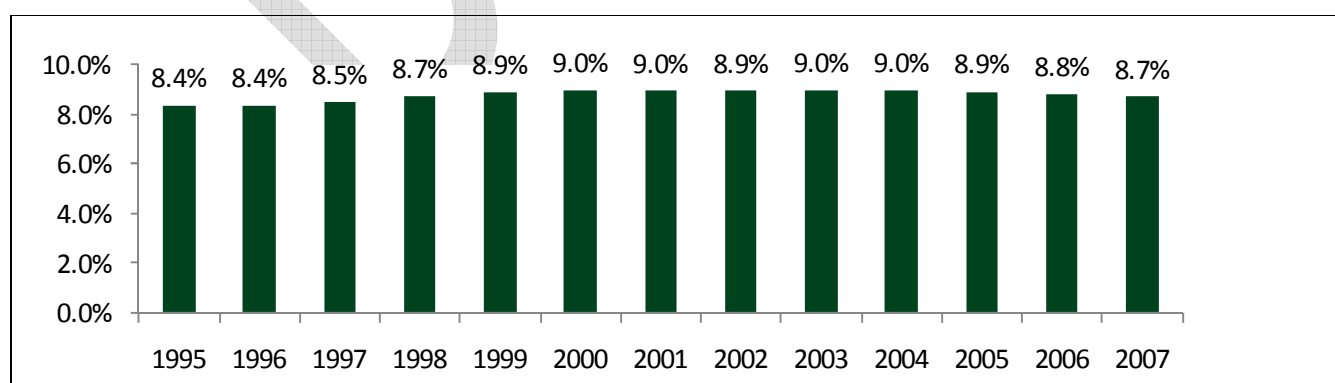
Year	%
1995	8.4%
1996	8.4%
1997	8.5%
1998	8.7%
1999	8.9%
2000	9.0%
2001	9.0%
2002	8.9%
2003	9.0%
2004	9.0%
2005	8.9%
2006	8.8%
2007	8.7%

Source: National Statistics released Dec09 Table 3.1 Headline GVA by NUTS3 area at current basic prices by region

8. Issue 2: Productivity not improving enough

Productivity – as measured by GVA per head – in Oxfordshire is above that of all parts of the South East region with the exception of Berkshire and Milton Keynes.

Figure 10 Trend in GVA per head
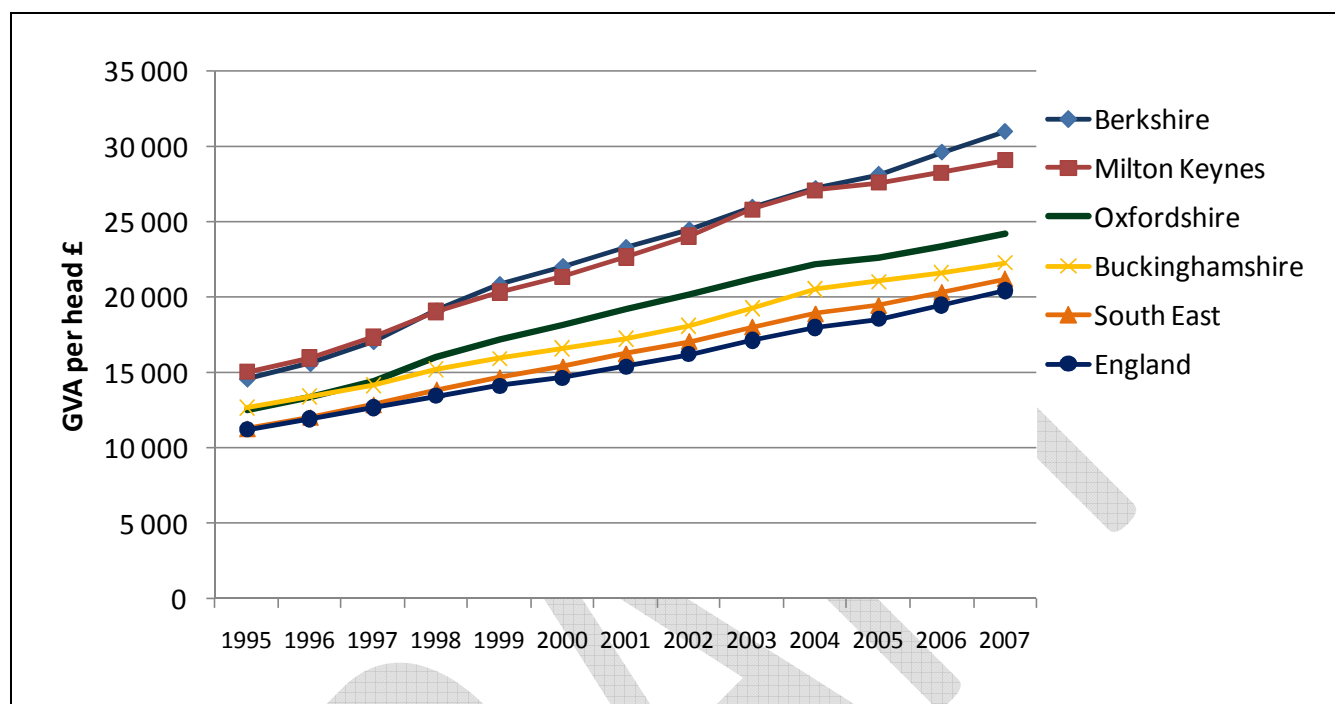
Source: National Statistics released Dec09 Table 3.1 Headline GVA by NUTS3 area at current basic prices by region

9. Issue 3: Problems with GVA per head as a metric of productivity

Estimates of GVA per head at a sub-regional level however allocates GVA to where people work (ie including income/earnings generated by in-commuters) whereas the denominator is the resident population (ie excluding in-commuters). This will tend to favour urban centres with high levels of in-commuting; for example, at one extreme, central London has a GVA per head roughly three times higher than even Berkshire

10. Issue 4 – Under-performance on Education and Skills

Work is currently underway to survey employers to improve our understanding of the skills their businesses need to thrive. The assumption that the main area needing improvement is in technician skills is plausible but evidence to date has failed to provide a clear understanding of what kinds of technicians are needed and in what numbers and where.

2008 pupil attainment results show Oxfordshire ranked 11th out of 16 statistical neighbours on the percentage of pupils achieving 5+ A*-C GCSEs (including English and Maths) – above the England average, but below Cambridgeshire and a number of other counties.

Figure 11 Percent of pupils achieving 5+ A*-C GCSEs including English and Maths (2008)
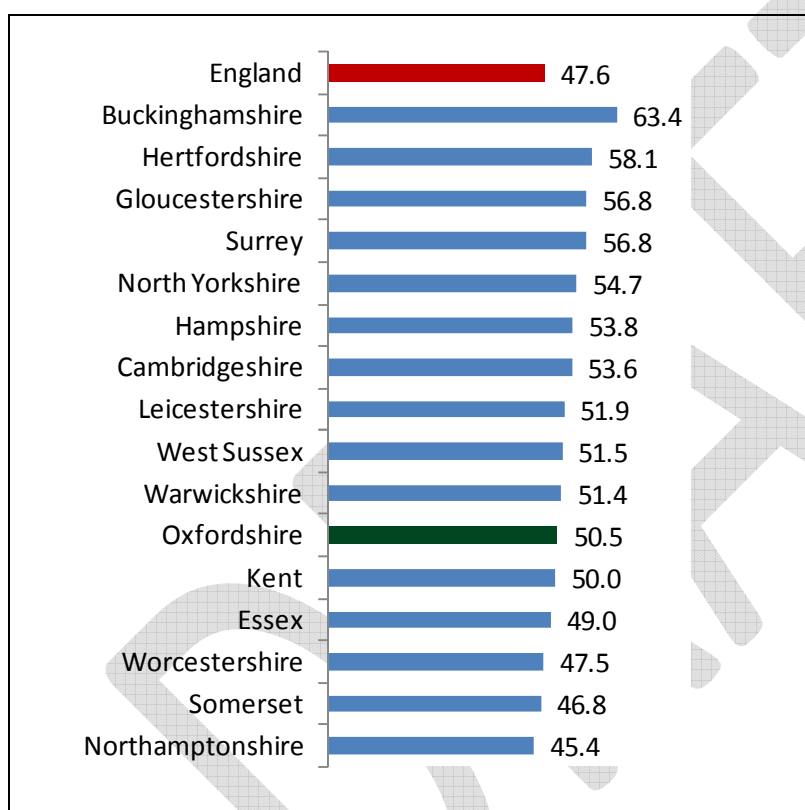
County	Percent
England	47.6
Buckinghamshire	63.4
Hertfordshire	58.1
Gloucestershire	56.8
Surrey	56.8
North Yorkshire	54.7
Hampshire	53.8
Cambridgeshire	53.6
Leicestershire	51.9
West Sussex	51.5
Warwickshire	51.4
Oxfordshire	50.5
Kent	50.0
Essex	49.0
Worcestershire	47.5
Somerset	46.8
Northamptonshire	45.4

Source: Dept for Children Schools and Families achievement and attainment tables 2008 KS4 results

A low ranking on the "Education and Skills" domain of the Index of Multiple Deprivation (2007) is an important influence on the overall scores of Oxfordshire's most deprived areas. A total of 13 of Oxfordshire's 404 super output areas are ranked in the most deprived 5% in England.

In comparison Berkshire's most deprived areas include low scores on a broader range of domains.

Table 2 Oxfordshire's 10 most deprived areas (IMD2007)

LA NAME	SOA name	IMD 2007	Income	Employ -ment	Health	Education and skills	Housing and services	Crime	Environ ment
Oxford	Northfield Brook 68	11%	10%	26%	12%	2%	32%	8%	47%
Oxford	Barton & Sandhills 13	12%	10%	22%	13%	6%	13%	21%	42%
Oxford	Barton & Sandhills 14	13%	14%	24%	24%	2%	11%	38%	30%
Oxford	Blackbird Leys 20	14%	15%	25%	23%	4%	25%	6%	37%
Oxford	Northfield Brook 69	14%	12%	26%	25%	5%	5%	22%	77%
Cherwell	Banbury Ruscote 50	17%	15%	20%	34%	6%	66%	16%	16%
Cherwell	Banbury Ruscote 54	17%	15%	21%	23%	5%	74%	19%	26%
Oxford	Blackbird Leys 18	17%	20%	23%	29%	3%	25%	21%	39%
Oxford	Rose Hill and Iffley 76	17%	10%	35%	36%	6%	14%	19%	44%
Oxford	Rose Hill and Iffley 77	18%	20%	27%	22%	4%	26%	12%	58%

Source: CLG IMD2007, Data is national ranking (100%= least deprived) shaded cells are in the most deprived 10% in England

Table 3 Berkshire's 10 most deprived areas (IMD2007)

LA NAME	LSOA code	IMD2007	Income	Employment	Health	Education and skills	Housing and services	Crime	Environment
Slough	E01016490	9%	12%	14%	18%	25%	2%	2%	28%
Reading	E01016443	11%	8%	24%	30%	1%	39%	5%	43%
Reading	E01016368	12%	10%	21%	28%	2%	40%	6%	35%
Reading	E01016372	12%	10%	20%	33%	3%	21%	6%	48%
Reading	E01016420	13%	11%	9%	18%	10%	52%	15%	35%
Reading	E01016441	15%	12%	18%	23%	6%	24%	10%	80%
Slough	E01016464	16%	7%	18%	37%	42%	47%	5%	25%
Reading	E01016389	16%	9%	20%	27%	13%	26%	22%	40%
Reading	E01016415	16%	17%	18%	29%	11%	30%	10%	25%
Reading	E01016438	17%	15%	37%	37%	6%	39%	3%	30%

Source: CLG IMD2007, Data is national ranking (100%= least deprived) shaded cells are in the most deprived 10% in England

11. Issue 5 - the varying effects of population change

Small area population forecasts show a contrast in the predicted population change in rural and urban parts of the county with the significant declines in some rural areas likely to further undermine rurally based retail and services and the opposite being true of areas experiencing very significant increases in population.

Figure 12 Population change by ward in Oxfordshire 2006 - 2016
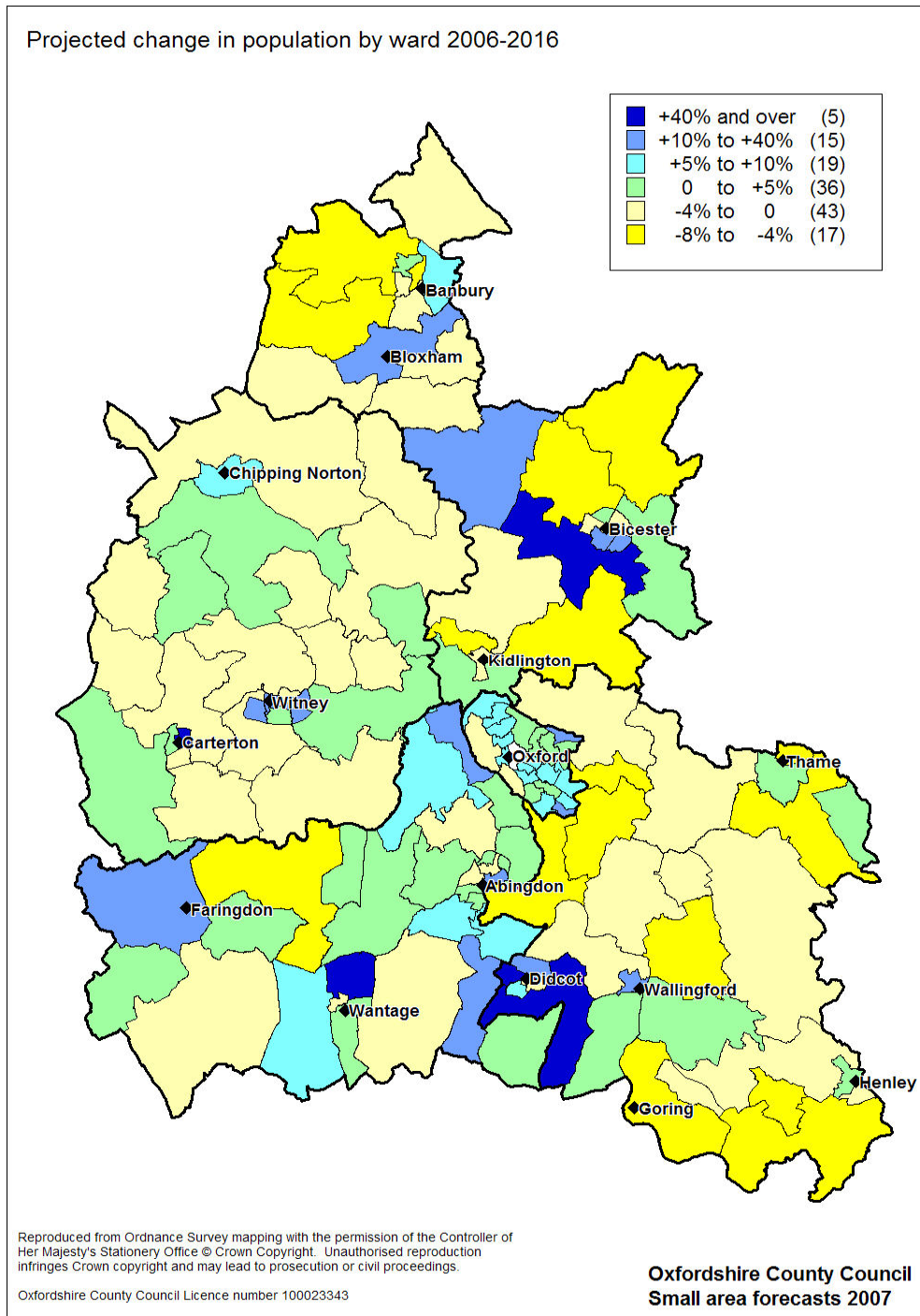
12. Issue 6 – the lack of affordable housing affects ability to recruit and retain staff

Housing remains relatively unaffordable in Oxfordshire despite a fall in the house price to earnings ratio in 2009.

- Oxfordshire's cheapest market housing (lower quartile house price) to lower quartile earnings ratio fell from 9.6 in 2008 to 8.5 in 2009.

- In 2009 the county was ranked 4th out of 16 statistical neighbours. The ratio was highest in South Oxfordshire district.

Figure 13 Ratio of lower quartile house price to lower quartile earnings (2009)

Region	Ratio
ENGLAND	6.28
SOUTH EAST	7.71
Surrey	9.20
Hertfordshire	9.02
West Sussex	8.57
Oxfordshire	8.52
Buckinghamshire	8.38
Hampshire	8.13
Essex	7.69
Somerset	7.65
Kent	7.35
North Yorkshire	7.30
Worcestershire	7.27
Gloucestershire	7.19
Cambridgeshire	6.74
Leicestershire	6.64
Warwickshire	6.49
Northamptonshire	6.02

District	Ratio
Oxfordshire	8.52
South Oxfordshire	9.79
Vale of White Horse	8.98
Oxford	8.75
West Oxfordshire	7.88
Cherwell	7.65

Source: Communities and Local Government live tables on housing market, table 576; Statistical neighbours from audit commission (CIPFA)

13. Issue 7 - Communications infrastructure is inadequate or congested

Regional research has highlighted the issue of lower broadband speeds in rural Oxfordshire[7]. Recent press comment has highlighted the weakness of mobile phone system access particularly 3G.

Consultation is currently underway to assess the extent of the problem and possible solutions.

The development of the Oxfordshire Local Transport Plan 3 is currently underway and as part of that research is being undertaken to confirm the full extent of current and predicted issues of congestion. At this time therefore the economic assessment notes the priority given to tackling traffic in the new Oxfordshire Local Transport Plan but does not currently have the data and evidence to present in this report.

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[7] SEEDA broadband infrastructure survey 2008,
http://www.seeda.org.uk/Global_Competitiveness/Business/Broadband/Next%20_Generation_Broadband/

14. Issue 8 – Un-sustainability of current system

Oxfordshire's ecological footprint area (the area needed to support demand for natural resources including water, energy and clean air) is approximately 14 times its land area.

Figure 14 Land area vs ecological footprint

Oxfordshire's land area
260,500 ha

Oxfordshire's ecological footprint area
3,539,358 gha
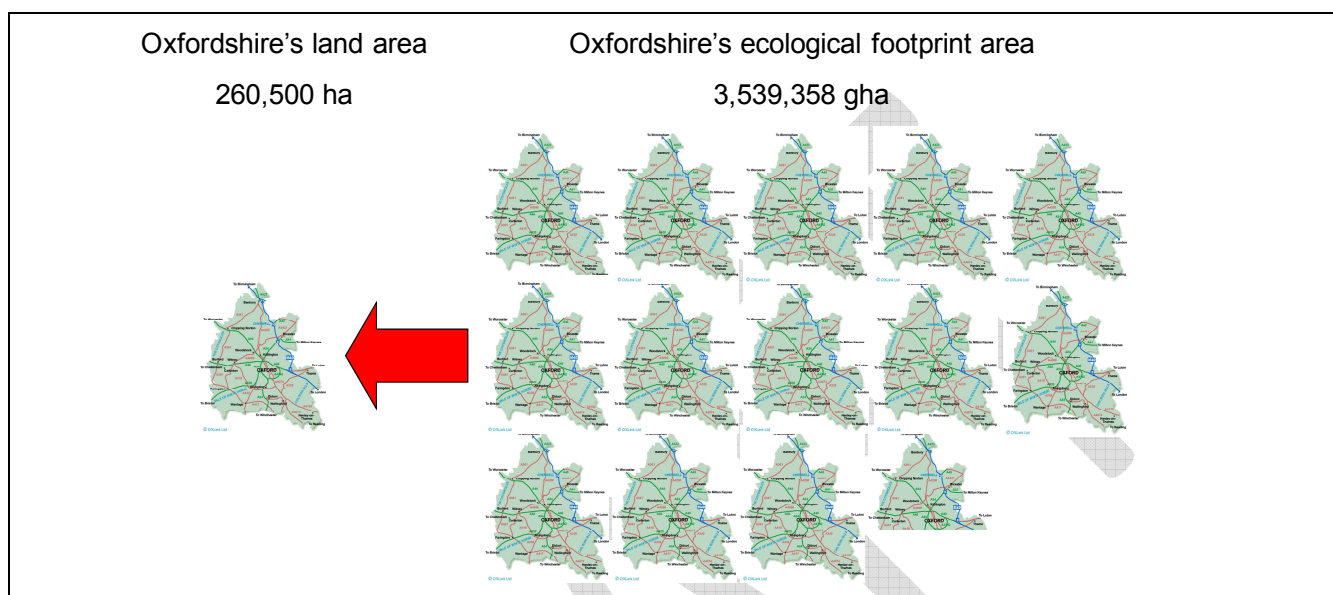
Source: Stockholm Environment Institute as presented in Oxfordshire County Council's 2009 "State of the Environment" presentation

Oxfordshire's more rural districts have a relatively poor carbon footprint compared with the South East region. There are a number of issues with measuring and comparing carbon footprint – including, for example, embedded carbon in goods and services and the influence of rurality – which are noted for further investigation.

Table 4 Carbon footprint – Oxfordshire districts (2004)

	Carbon Footprint (tonnes CO2/capita)
South Oxfordshire	13.93
West Oxfordshire	13.36
Vale of White Horse	13.20
South East	**12.76**
Cherwell	12.75
UK	**12.08**
Oxford	11.40

WORST

BEST

Source: Stockholm Environment Institute

15. Issue 9 – Impact of recession on already deprived communities

Unemployment

Unemployment in Oxfordshire is just below the South East average but has increased at a higher rate.

- Between 2004/05 and 2008/09 the International Labour Organisation (ILO)-defined unemployment[8] in Oxfordshire increased by 6,800 to 4.7% of the working age population.

- The increase in unemployment rate, however, has been greater in Oxfordshire (+1.8 percentage points) than across the South East region (+1.1).

Table 5 ILO Unemployment count and rate – working age

	Apr 2004-Mar 2005	Apr 2005-Mar 2006	Apr 2006-Mar 2007	Apr 2007-Mar 2008	Apr 2008-Mar 2009	*difference 2004/05 to 2008/09*
Oxfordshire - count	9,100	9,500	10,200	15,200	15,900	*6,800*
Percent of working age population						
Oxfordshire	2.9	2.9	3.1	4.6	4.7	*1.8*
South East	3.7	4.0	4.5	4.2	4.8	*1.1*
England	4.7	5.2	5.5	5.4	6.4	*1.7*

Source: Annual population survey from nomis

Figure 15 ILO Unemployment rate – working age
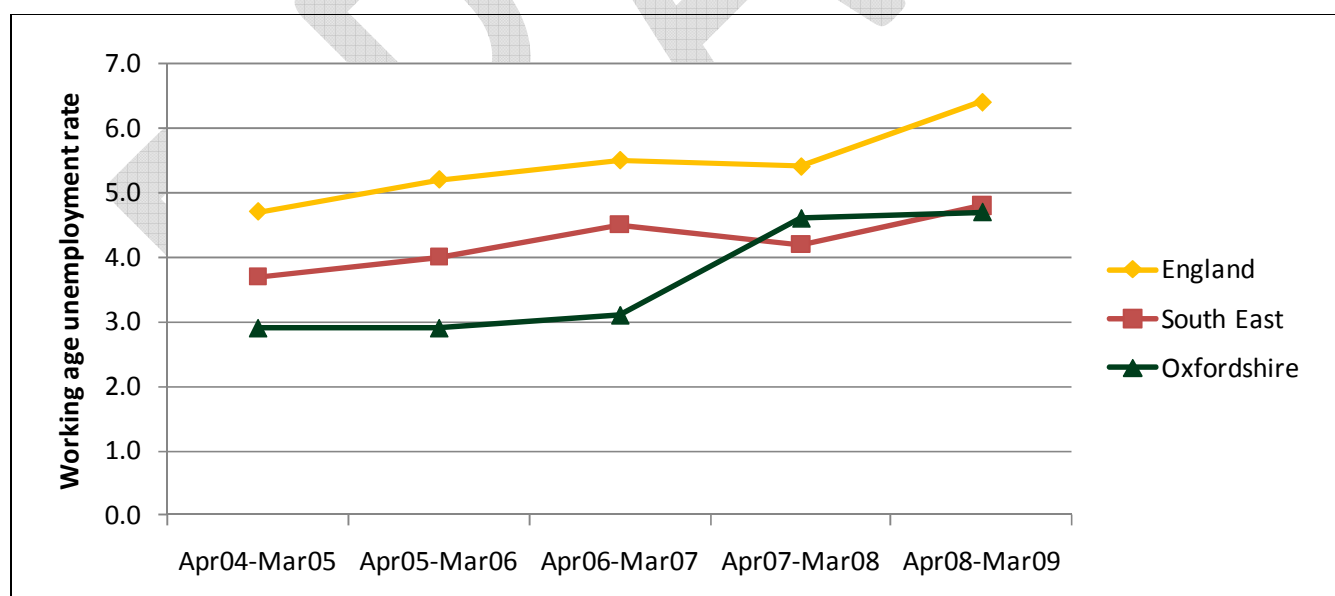
Source: ONS Annual population survey

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[8] ILO unemployment is based on a quarterly sample survey of about 53,000 households living at private addresses – it gives a more complete picture of unemployment than the claimant count (job seeker allowance) but is subject to sampling errors.

Small area data on claimants of Job Seeker Allowance (JSA) show some parts of Oxfordshire, including areas of Banbury and Oxford, have much higher rates than elsewhere in the county.

- Blackbird Leys, Northfield Brook and Barton wards in Oxford and Banbury Ruscote and Neithrop in Cherwell have higher rates of JSA claimants and also include areas ranked as more deprived on the Index of Multiple Deprivation.

Figure 16
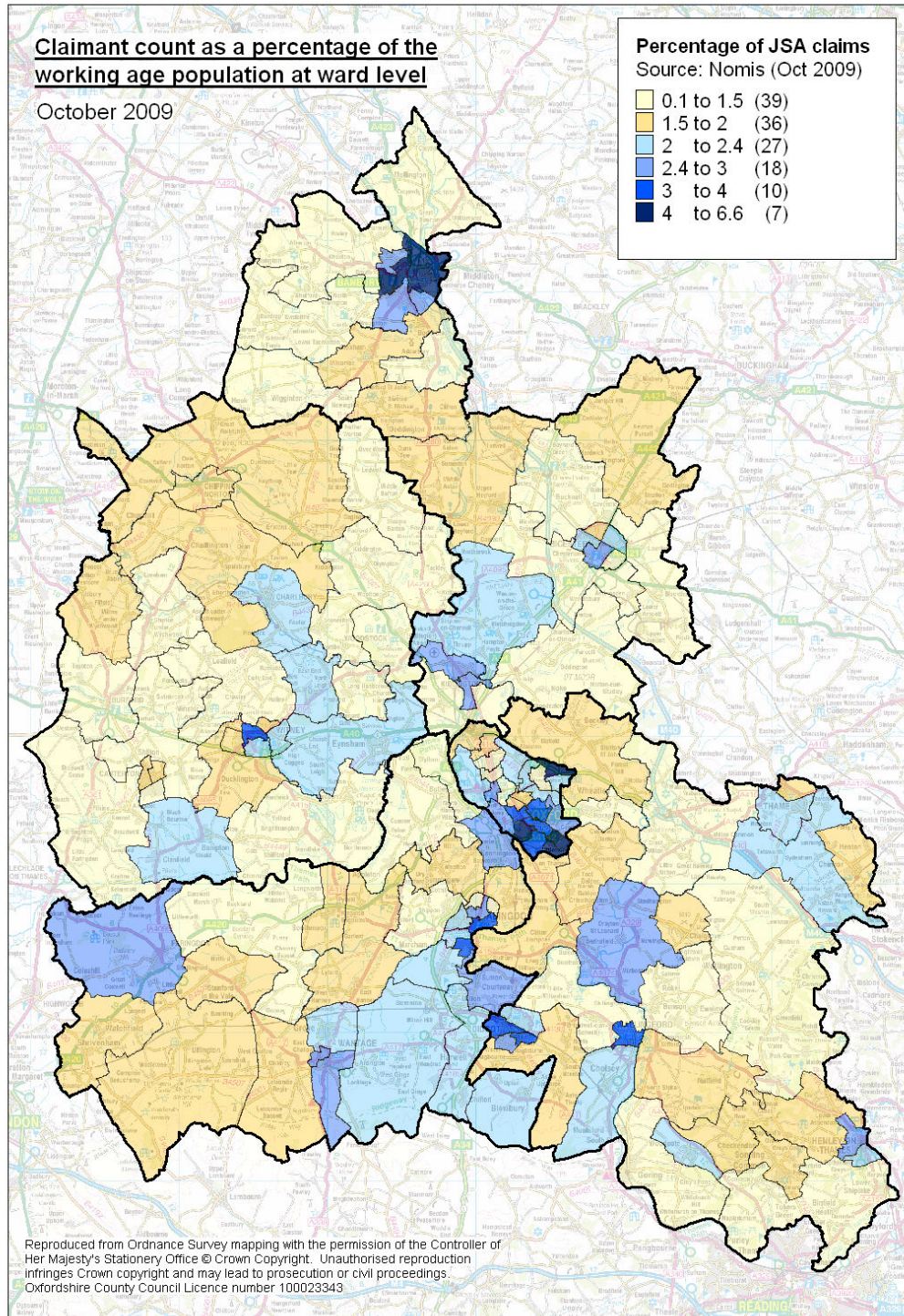
Job Seeker Allowance data also indicates that female employment in Oxfordshire may have been more affected by the recession with a 79% increase in females claiming JSA between Nov08 and Nov09 (+69% for males).

Table 6 Oxfordshire JSA claimants by gender

	Nov-05	Nov-06	Nov-07	Nov-08	Nov-09	Nov08 to Nov09	
Males	2,510	3,030	2,430	3,720	6,290	2,570	+69%
Females	925	1,195	930	1,360	2,435	1,075	+79%
TOTAL	3,435	4,225	3,360	5,080	8,720	3,640	+72%
Females as % of total	*27%*	*28%*	*28%*	*27%*	*28%*		

Source: DWP from nomis

Using the wider definition of unemployment (ILO rate) a comparison with statistical neighbours shows that Oxfordshire had the fourth highest rate of female working age unemployment in Apr08-Mar09, above the rates in many other parts of the South East and having changed from fourth best in Apr05-Mar06. The county ranks better on male unemployment (13th out of 16).

Figure 17 Working age ILO unemployment rate (Apr08 - Mar09)

FEMALES

England	5.9
South East	4.7
Cambridgeshire	5.5
Leicestershire	5.3
Essex	5.2
Oxfordshire	5.0
Kent	4.9
Warwickshire	4.8
Berkshire	4.7
Buckinghamshire	4.7
Northamptonshire	4.6
Worcestershire	4.5
Hampshire	4.5
Hertfordshire	4.3
West Sussex	4.0
Surrey	3.1
Milton Keynes	2.9
North Yorkshire	1.3

MALES

England	6.9
South East	4.8
Northamptonshire	8.0
Milton Keynes	6.6
North Yorkshire	6.5
Essex	6.3
Warwickshire	6.2
Kent	5.5
Worcestershire	5.1
Cambridgeshire	4.8
Berkshire	4.8
Leicestershire	4.7
Hertfordshire	4.6
Hampshire	4.5
Oxfordshire	4.4
Buckinghamshire	4.1
West Sussex	3.9
Surrey	2.6

Source: ONS Annual Population Survey. Data is published on a quarterly basis and each publication covers a year's data.

16. Issue 10: Slower growth is forecast for the next five years

The recent significant growth in GVA in Oxfordshire from public administration, education, health and other (including defence) is predicted to slow.

Figure 18 GVA by industry sector in Oxfordshire, historical and predicted
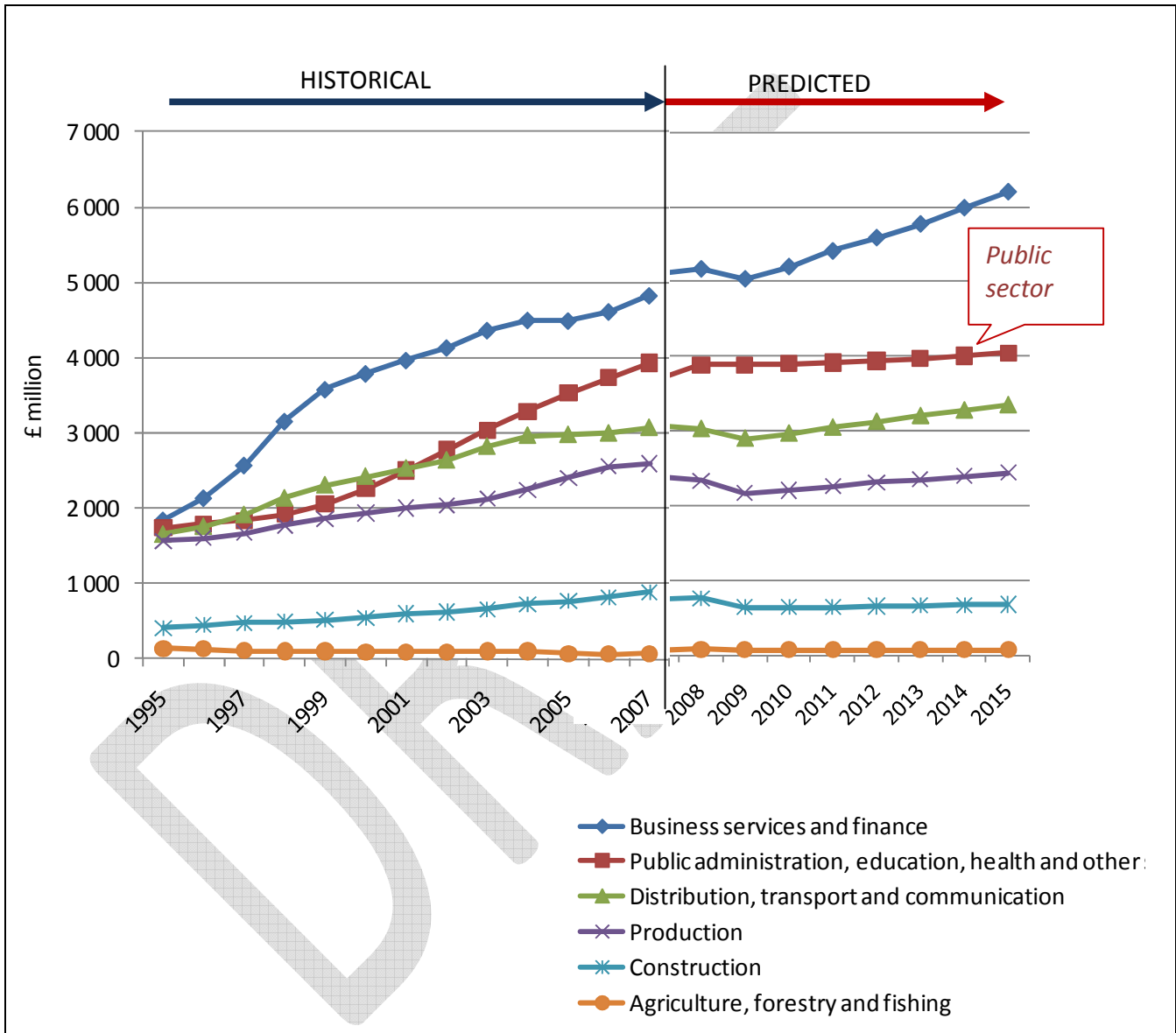
Source: : National Statistics Online GVA released Dec09 Table 3:4 Headline Gross Value Added by NUTS3 area and 6 industries at 2007 basic prices by region; Experian forecasts at 2005 basic prices provided by SEEDA NB: industrial groups may not be exactly equivalent to ONS GVA data – TBC

17. Oxfordshire's business sectors have performed differently in the recent past.

54% of Oxfordshire's employment (177,600 of a total of 316,000 employees) is in the knowledge-based sectors of hi-tech manufacturing, ICT, business services, education and health services.

Changes in employment by sector indicate a relatively strong position in the knowledge economy (including higher education) and potential challenges in manufacturing and retail.

- Oxfordshire's largest sector, with above average employment and growth, is "Knowledge Intensive Businesses" made up of financial, legal and other business services, research and development and knowledge intensive parts of the media. This sector generates high GVA per head and is key to the success of other high tech sectors.

- The Education sector has seen very significant growth mainly in the higher education workforce.

- Hi-tech manufacturing has been historically strong in Oxfordshire but appears to be declining relative to other areas of the South East.

- Employment in the retail sector is below the South East average

Table 7 Oxfordshire's employment by sector 2007 (sorted in descending order of employees)

Industry sector	Oxfordshire's employees (2007)	Comment
Knowledge Intensive Businesses, KIBs This definition covers financial, legal and other business services, research and development and knowledge intensive parts of the media.	48,000 of which approx 6,400 in R&D	**Significantly higher employment in this high growth sector than SE average.** In Oxfordshire, 48,000 people are employed in KIBs, representing 15.1% of the total workforce. This is significantly higher than the South East, where 10.2% of employees work in KIBs. **Oxfordshire has the highest proportion of its workforce employed in KIBs of all the County Council areas in England.** Since 1998 employment in KIBs in Oxfordshire has grown by 24% - above the South East average of 17%. By comparison KIBs employment in Cambridgeshire increased by 17% between 1998 and 2007, and now constitutes 14.2% of the workforce.
Hi-tech Manufacturing (excluding ICT)- precision engineering, bio science, medical technology, research, instrumentation and motor sports sectors	43,000	**Declining employment in this sector but strength in diversity.** In 1998 Oxfordshire was a clear leader in the South East with almost 18% of the workforce engaged in high tech manufacturing. By 2007 this had declined from 53,000 to 43,000 people, less than 14% of the workforce, a percentage now surpassed by Hampshire.
Education	41,200	**Most of the increase has been in higher education whose workforce has more than doubled to almost 21,000.** Between 1998 and 2007, employment in primary, secondary, further and higher education grew by 52% to 41,200 or 13% of Oxfordshire's workforce.
Retail	37,700	**Below the South East average and affected by structural changes.**

This sector provides a majority of relatively unskilled occupations		11.9% (37,700 people) of Oxfordshire's workforce are employed in the retail sector - the lowest proportion in the South East. All counties in the region have seen a decrease in the proportion of the workforce employed in the retail sector.
		Moves to the internet and to larger retail centres are threatening the viability of secondary retail centres in market towns and urban suburbs.
		Strong growth forecast
Health (does not include the related sectors of medical research, medical instruments and technologies and the bio science sectors that are counted in the high tech manufacturing figures)	34,000	The health sector employed almost 11% of the Oxfordshire workforce in 2007 an increase from 8.7% in 1998. This compares with a regional average of 11.5%. The importance of Oxfordshire's health sector is not fully captured in this figure
Creative industries	30,100	**Growing slowly but employment remains above the regional average.** Employing 30,100, Oxfordshire (at 9.5%) has a marginally higher proportion of workers in creative industries than the South East average of 9.3%. However, employment in creative industries in Oxfordshire has grown at the lowest rate of all the counties in the South East.
Tourism and Visitor economy This sector covers general leisure services including restaurants and bars as well as services more specifically targeting visitors to the county	24,000	**Slightly above the average for the South East (7.3%).** Around 7.6% (24,000 people) of Oxfordshire's workforce are employed in the Tourism sector [rate of change TBA]
Military	15,000?	The military and those that provide services to this sector are particularly important to Oxfordshire. The military themselves report employing directly or indirectly 15,000 people but official data from the Annual Business Inquiry produces a somewhat lower number.
Information and Communications Technology, ICT – covers both the manufacturing and service side of ICT	11,400	**Oxfordshire is below the regional average of 5.3% employment in this sector** even though employment has doubled from 1.8% to 3.7% between 1998 and 2007. This increase has been exceeded by Buckinghamshire, Hampshire and Surrey. Employment in ICT is mostly in small businesses. Within this sector is a significant cluster of computer games software writers in Banbury.
Agriculture and Rural	5,000+3,900	**Less than 3% of the county's employment and generate an equally small proportion of GVA.** Agriculture employs over 5,000 people

		directly in Oxfordshire with a further 3,900 employed in agri-food processing sector. On the other hand agriculture is responsible for the maintenance of much of the natural environment which, along with the creative and cultural industries, generates much of the 'product' that attracts visitors to the county and is part of the attraction for inward investment and for mobile 'knowledge workers' to locate in Oxfordshire. **The significance of this sector therefore belies the small scale of its immediate impacts.**
'Clean tech'. Covered by manufacturing and KIBS sectors above	???	**The future?** HSBC reported this sector growing globally by 80% even during the recession of 2008/09. It is an area that Oxfordshire needs to pay attention to. A diverse sector ranging from alternative fuels to energy efficiency, to consultancy to water management and land remediation
Voluntary and Community Sector		To be assessed
Other	26,000	
Total employment	**316,000**	

Main source of employee numbers: ONS Annual Business Inquiry. Note that data from non-standard industry sectors is to be verified

18. Issue 11: There is not a clear and shared story about Oxfordshire's economy

There is anecdotal evidence that Oxfordshire's strengths in the areas of science and technology are insufficiently recognised both locally by its own population and externally by potential investors. This risks affecting the educational choices of young people in the county's schools and the investment choices of investors external to Oxfordshire.

The lack of shared narrative is demonstrated by the debate around this economic assessment with differing views of whether Oxfordshire already has a world class economy or whether it is seeking to achieve one.

The development of an agreed and shared 'Local Area Proposition' to facilitate work to attract investors has demonstrated the need for such a shared narrative internationally. The lack of awareness of young people of employment possibilities in the high tech sectors that are so strong in Oxfordshire is plausible but needs to be verified by further research.

Oxfordshire Economic Assessment

Draft 8

25th February 2010

Slide presentation

Summary of Findings

<u>Economic Assessment</u>

Working Papers

Technical Annexes

Evidence Base

CONTENTS

Summary prepared by: Dave Waller, Oxfordshire County Council
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1 Key Economic Indicators for Oxfordshire

	Indicator	Ref	Oxfordshire	South East	England	Cherwell	Oxford	South	Vale	West
GVA	Total Gross Value Added (£m), 2006	ONS	14,920	166,003	985,477	N/A	N/A	N/A	N/A	N/A
	Gross value added per head (£), 2006	ONS	23,608	20,152	19,413	N/A	N/A	N/A	N/A	N/A
	% change in GVA per head, 1996-2006	ONS	+77%	+67%	+62%	N/A	N/A	N/A	N/A	N/A
Businesses	Number of VAT registered businesses, 2007	ONS	26,350	319,865	1,735,690	5,795	3,550	7,000	4,950	5,055
	VAT registrations per 10,000 adults, 2005	ONS	42	44	39	34.7	20.6	45.6	33.7	39.3
	% growth in no. of VAT-registrations, 1997-2007	ONS	27.5%	24.0	22.4	30.5	27.5	23.5	28.2	29.4
	3 year business survival rate, businesses registered for VAT, 2003 (% still trading)	ONS	68.8%	66.3%	63.5%	66.7%	64.9%	68.9%	70.3%	73.0%
Employment	Number of employees, 2005	ABI	308,521	3,752,318	22,908,721	66,294	98,261	54,702	54,028	37,065
	Jobs density (jobs per working age resident), 2005	Nomis	0.92	0.88	0.84	0.90	1.01	0.86	0.91	0.84
	% growth in number of employed, 1998-2005	ABI	3.2	9.6	8.3	4.5	3.7	6.3	-4.7	5.6

CAMAR1610R170.doc

	Indicator	Ref	Oxfordshire	South East	England	Cherwell	Oxford	South	Vale	West
	% growth in total jobs 2000-2005	Nomis	0.0	2.9	5.0	-1.3	5.9	-1.5	-3.0	-1.9
	Employment rate (% of working age residents), July 2005-June 2006	APS	80.9	78.6	74.3	84.7	70.9	81.5	85.1	87.2
Income	Gross Domestic Income per Household (indexed) 2006 (UK=100)	ONS	112.8	111.5	102	-	-	-	-	-
	Mean gross weekly earnings, full-time workers, workplace-based (£), 2006	ASHE	543.5	566.7	544.3	533.9	540.1	692.5	619.0	604.7
Worklessness	Inactivity rate (% of working age residents), July 2005-June 2006	APS	16.4	17.8	21.5	12.5	24.9	17.1	13.5	10.1
	Claimant rate (% working age residents), April 2007	DWP	1.0	1.5	2.4	1.2	1.5	0.8	0.7	0.7
	% of working age residents claiming at least one key DWP benefit, Oct-Dec 2006	DWP	7.4	9.8	13.9	7.8	8.9	6.4	6.6	6.2
Skills	% of working age residents with NVQ level 4+ qualifications, 2005	APS	31.8	29.4	26.3	21.3	35.5	38.7	36.6	25.8
	% of working age residents with no qualifications, 2005	APS	9.5	10.1	14.0	10.3	10.8	5.1	10.5	10.7

2   Introduction to the Economic Assessment

The Economic Assessment is a detailed study of the economy of the County, and its context; how the economy functions and interacts with other aspects of life in Oxfordshire, such as its society and environment.

The purpose of the Economic Assessment is to provide a commonly agreed picture of the economy, to inform other strategy, policy and programme development.

This document pulls together data dealing with all the themes that an economic assessment is required to cover. A separate, briefer, report provides a *Summary of Findings* while more detailed *working papers* have been developed for each of the key thematic topics.

The outputs of the report will be provided in a range of different formats for different audiences.

3   Undertaking an Economic Assessment

3.1   3.1. Why This Report Has Been Produced

The preparation of a Local Economic Assessment is a new statutory duty arising from the Local Democracy Economic Development and Construction Act 2009 planned to come into force in April 2010.

The intention of the Economic Assessment is to provide a common understanding of the state and nature of the local economy for all those with a stake or an input to it, particularly deliverers of public services and those with a responsibility for encouraging the economic development of Oxfordshire, in whole or in part. Detailed understanding of the county's economy will help both the public and private sector tackle a period of great economic uncertainty.

The aims of the economic assessment are to:

- Provide a sound understanding of local economic conditions and how they affect residents and businesses;
- Identify the local economic geography, including linkages between the area and the wider economy;
- Identify local constraints to economic success (including growth of GVA and employment) and the risks to delivering sustainable economic growth.
- Identify comparative strengths, weaknesses, economic challenges and opportunities

On 10th September 2009, the leaders of the 5 District Councils and of Oxfordshire County Council, meeting as the Oxfordshire Leaders Group, agreed to the production of the

Oxfordshire Economic Assessment by early 2010, before the statutory duty comes into effect, in order to provide evidence to inform a number of policies that are currently being developed.

The related policies and strategies include:

◆ Review of the Economic Development Strategy for Oxfordshire to be developed by the Oxfordshire Economic Partnership.

◆ Development of the Local Investment Plan (arising from the 'single conversation' with the Homes and Communities Agency about infrastructure investment necessary to ensure the building of new homes);

◆ Evidence collecting phase of the development of the Integrated Regional Strategy;

◆ Oxfordshire's Local Transport Plan 3;

◆ District level Local Development Frameworks (LDFs) and county level LDF for Minerals and Waste

◆ County Council Localities Strategy

◆ County level 'Transforming Social Care' strategy

◆ The review of the Oxfordshire Children and Young People's Plan 2010 - 2013

The Oxfordshire Economic Assessment is being developed in association with members of the Oxfordshire Partnership and in the context of their goals as set out in their plan *Oxfordshire 2030* as well as the frameworks provided by the Regional Economic Strategy and the South East Plan. Of particular relevance are the South East Plan aim to increase total regional GVA by 3%, the Regional Economic Strategy target to increase GVA per head by 3%, and the Oxfordshire 2030 , LAA2 target to move Oxfordshire into the top 10 of 131 NUTS3 statistical areas (roughly equivalent to counties) in the UK in terms of GVA per head. It is currently 13th out of the 131 areas.

3.2   3.2. How Do Local Economies Develop?

> The economic assessment considers factors that increase the positive agglomeration or spill-over effects between businesses and individuals to increase productivity, efficiency and living standards, while minimising the costs associated with excessive agglomeration – congestion, housing shortages, skills shortages on the one hand and the risks of inequality and unsustainable resource use on the other.

Economists have been arguing about how economies work ever since Adam Smith. The various models they have developed bring out the need to look at a range of variables that

affect how the economy works – factors that either help drive economic growth or act as barriers to it.

The Manchester Independent Economic Review[1] summarises the theory behind local economic development as follows:

> *"Economic activity is unevenly spread in every country. The explanation for this lies in the benefits of concentrating business and jobs in certain places for reasons which might often have a particular geographical or historical explanation (such as a natural port or easy access to resources in the past) but which gradually become self-fulfilling.*
>
> *There are favourable knock on effects or spill-overs between businesses and individuals, which over time reinforce the advantages of these centres of economic activity. Economists call these 'agglomeration economies'. These benefits to the geographic concentration of economic activity are often self-reinforcing, creating a virtuous cycle over time*
>
> *There are also increasing costs to this concentration, such as congestion and higher house prices, as cities grow. The balance of these costs and benefits determines which regions are rich and poor, which grow rapidly or more slowly, and so shapes the uneven geographical pattern we see in the economy."*

The economic assessment therefore considers the factors that increase or reduce economic growth and productivity or, as the economists would put it, the positive agglomeration / spillover effects between businesses and individuals to increase growth and productivity, efficiency and living standards, while minimising the costs of excessive agglomeration – congestion, housing shortages, resource use, skills shortages, environmental damage etc.

3.3   3.3. The Context of Oxfordshire 2030

A World Class Economy and Improving the Quality of Life

The Oxfordshire 2030 Sustainable Community Strategy[2] sets out four general goals in order to improve the quality of life of its residents;

- Create a world class economy for Oxfordshire building particularly on the high tech sector.

---

[1] Reviewers Report, Manchester Independent Economic Review, 2009. This review was conducted by a particularly strong collection of business and university researchers and, despite the different context, provides a useful framework for economic assessment work.
[2] Oxfordshire Partnership, 2008
http://portal.oxfordshire.gov.uk/content/public/oxfordshirepartnership/oxfordshire2030/2030summaryFINAL.pdf

- Have healthy and thriving communities. We want to sustain what is good about our city, towns and villages but also respond to the needs of the 21st century including the impact of demographic and lifestyle changes.

- Look after our environment and respond to the threat of climate change and the potential for more extreme weather conditions. The threat of flooding is a particular concern.

- Break the cycle of deprivation by addressing the regeneration needs of disadvantaged communities; reducing the gap between the best and worst off and supporting people to maximise their talents and raise their aspirations.

The aim of this economic assessment is to focus on economic issues while also exploring the relationship of the economy to the issues of thriving communities, resource efficiency, breaking the cycle of deprivation and resilience to possible future changes such as increased global competition, resource shortages, climate change and the like.

What do we mean by a 'World Class Economy?'

One of the main objectives of the strategic plan prepared by the Oxfordshire Partnership, Oxfordshire 2030[3], is achieving a "world class economy". Oxfordshire 2030 does not define precisely what it means by 'a world class economy' but implicit in its text are the following key elements:

- An economy that is competitive on a global basis, generating good levels of income for both residents and workforce of the county

- Inclusive so that all residents can benefit and

- Environmentally sustainable in terms of low natural resource use, low carbon emissions, high bio-diversity and low pollution levels.

Some of the indicators that Oxfordshire already has a world class economy are:

- the ranking of Oxford University near the top of the world's top ten universities

- the concentration of Research and Development in Oxfordshire (employing 8% of the county's workforces compared with less than 3% for the South East region as a whole)

- The high level of investment in cutting edge 'big science' particularly in the £350 million Diamond Light Source at Harwell.

- The outstanding quality of its natural and built environments

- The ability of a number of sectors of the economy (particularly performance engineering and bio-technology/medicine) to compete successfully in global markets

To maintain its global success the Oxfordshire economy needs to take account not only of what happens in Oxfordshire but also amongst competitor economies elsewhere.

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[3] See objectives of Oxfordshire 2030 the local strategic plan produced by the Oxfordshire Partnership
http://portal.oxfordshire.gov.uk/content/public/oxfordshirepartnership/oxfordshire2030/2030reportFINAL.pdf

Understanding what can and cannot be affected by public policy and intervention will be vital in deciding future economic development strategy.

3.4 3.4. What is the Best Way to Measure Economic Growth and Productivity?

GVA is a measure of economic performance and is used as the central theme of this assessment. GVA does not reflect other aspects of society directly (the environment or the distribution of wealth for example) but it is widely used as the basis for comparison by government.

Gross Value Added, GVA, is a 'top-down' measure of economic performance at "basic" prices. "Basic" prices exclude taxes and include subsidies. At county level it includes wages and profits. GVA is NOT a measure of the value of goods produced/sold or of standard of living or quality of life. It provides a measure of the value added to materials and other inputs in the production of goods and services by resident organisations. The measure includes wages and company profits but the final calculation is complicated and is only available 2 years in arrears. Like all measures of production GVA contains economic "bads" as well as "goods" e.g. the activity involved in clearing up pollution incidents or attending to accidents. There are issues therefore with GVA as an indicator. Nevertheless it provides a widely recognised benchmark used by both central and regional government.

To try and address the weakness of GVA as a measure of an economy and to reflect the fact that an economy does not occur in isolation from the environment and society, SEEDA has worked with the New Economics Foundation to develop an Index of Sustainable Economic Wellbeing[4]. Although this index is being trialled by most RDAs its methodology is as complex as that of GVA and its influence is likely to be marginal unless there are choices made to emphasise other aspects of the economy (resilience, employment, equality, resource use) rather than the current focus on growth and productivity.

GVA continues to be widely used by government and increasing GVA is a key Public Service Agreement target of the Regional Development Agencies. It is useful as a bench mark for comparison with other similar and/or neighbouring economies and a key yardstick against which the impact of other factors affecting the economy, (skills, housing, transport, deprivation etc) can be assessed.

3.5 3.5. The External Changes affecting Oxfordshire

Oxfordshire faces challenges that are both immediate and long term. Some are specific to Oxfordshire and others arise at national and international levels.

The South East Plan[5] defined the challenges as:

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[4] An Index of Sustainable Economic Wellbeing, Jackson et al, New Economics Foundation, July 2006 (draft)
[5] Sections 2.3 – 2.9 The South East Plan, Regional Spatial Strategy for South East England, GOSE, May 2009

- unprecedented population growth

- an ageing population

- globalisation (that is both uneven and uncertain in its impact and implications)

- technological change

- declining household size

- climate change

Since that was written the economic recession has added a new perspective to those challenges. The CBI[6] has suggested that additional issues are:

- a fundamental change in the business environment throughout the next decade compared with that which might have been expected even two years ago

- a shortage of investment capital

- higher levels of volatility and risk

- severe constraints on the ability of government to make funding contributions to provide necessary infrastructure

The global restructuring has accelerated with the economies of China and India continuing to grow rapidly while those of much of the developed world, and of the UK in particular, continuing to contract.

3.6 3.6. What Geographical Area Should We Be Assessing?

Different geographies are useful for different problems. Assessing the economy of Oxfordshire as a whole will require consideration of what is happening to particular areas within it as well as of neighbouring functional economic areas.

The Oxfordshire economy is composed of all of the economic activity that occurs in the county. This includes profits from Oxfordshire-based businesses and salaries paid to workers living in Oxfordshire plus the 17% of the Oxfordshire workforce that commutes in from outside the county[7]. About 15% of the resident working age population commutes out of Oxfordshire so that a proportion of the wealth of people in Oxfordshire is not generated by the Oxfordshire economy.

This economic assessment is primarily focused on the Oxfordshire economy – measured by Gross Value Added - but it recognises that the concern of residents is their wealth or income and not necessarily whether it comes from the Oxfordshire economy or from elsewhere. Commuting and other economic flows, for example goods and services along

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[6] The Shape of Business – the next 10 years, CBI 2009
[7] Source: census 2001 travel to work analysis

supply chains coming into and out of the County, have a substantial impact on the overall economy of Oxfordshire.

Oxfordshire has links with significant external economic 'poles' - centres of activity such as Swindon, Reading, Milton Keynes, Aylesbury, Birmingham and London to which a substantial proportion of economic flow in and out of the County is attracted.

Aggregating a range of criteria including housing, transport, labour markets and economic development across England led the LGA[8] to suggest that the spatial area of Oxfordshire approximated to that of a functional economic area.

Nevertheless it also showed that for any one criterion the area varies:

- the 'all worker' labour market is geographically smaller than that for senior managers and professionals, i.e. people in more senior and higher-paying jobs commuted further.

- the housing/migration area of South Midlands and Milton Keynes extends into north Oxfordshire and

- Oxfordshire is part of the much larger London global city region as well as having strong links across its boundaries to neighbouring centres (Swindon, Reading, Aylesbury, and Milton Keynes in particular).

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[8] Prosperous Communities II Vive la Devolution! LGA 2007

Figure 1 Travel to Work Areas of Oxford and Banbury, 2001
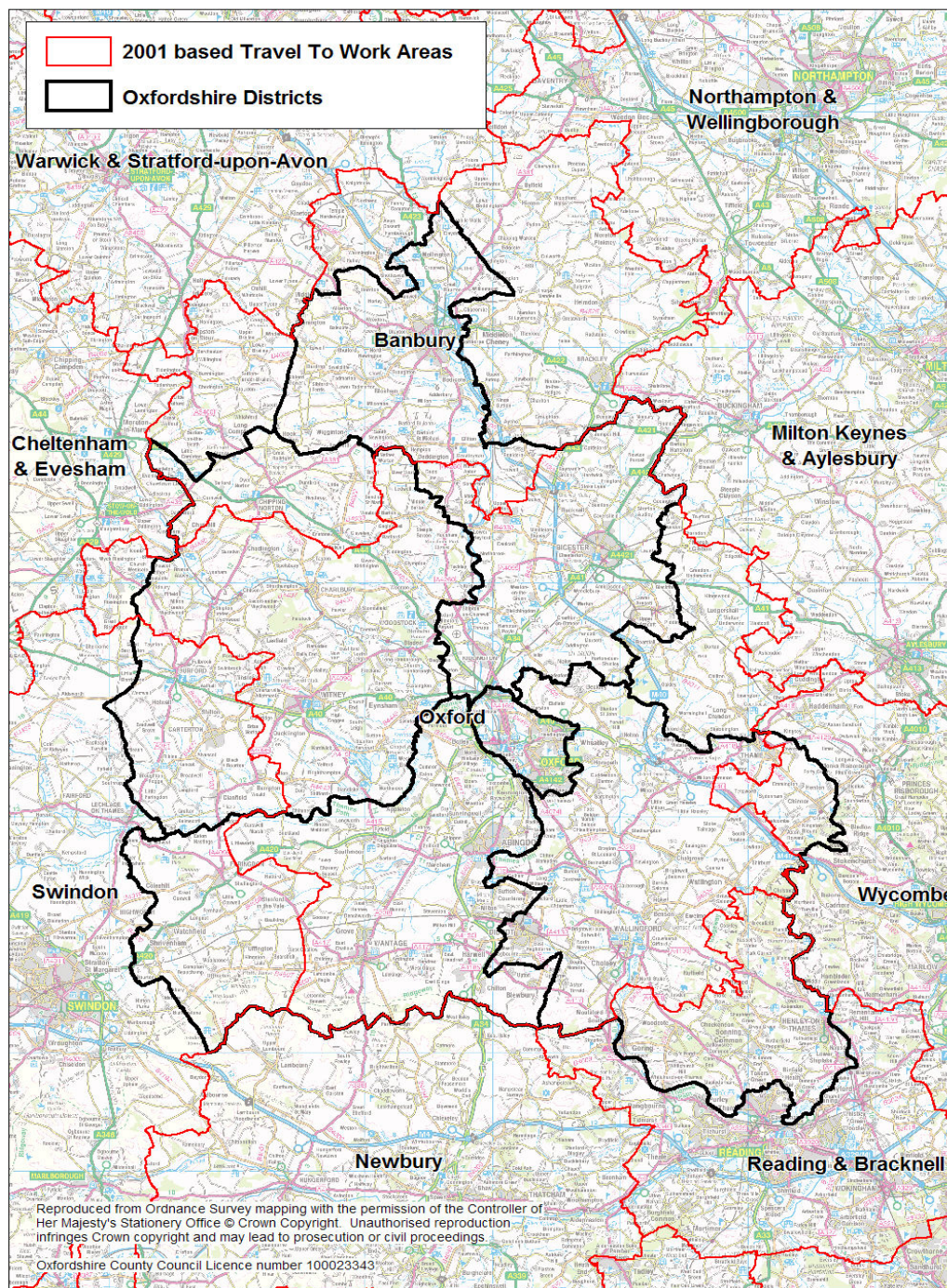
Source: Census 2001

Within the county there are approximately 20 towns that each have their own retail and service hinterlands that affect their local economic performance.

As a result different geographies will be of relevance for different types of problem and the choice of geography can be both pragmatic and to a degree experimental:

- the Science Vale UK area that brings together the high tech centres of employment and associated housing across South Oxfordshire and Vale of White Horse districts

is in the process of proving its utility for promoting that area and may increasingly be complemented by sub regions for Oxford and northern Oxfordshire.

⬥ The Oxford and Central Oxfordshire Diamond for Infrastructure and Growth provides a basis for comparison with 7 other urban 'Diamonds' across the South East

⬥ Villages and market towns have developed their own specific analysis and plans for their part of the local economy.

⬥ West Oxfordshire, South Oxfordshire and Vale of White Horse Districts are all part of Areas of Outstanding Natural Beauty that extend across into neighbouring counties and to a greater or lesser extent have associated tourism markets that are not particularly related to Oxfordshire.

⬥ Rural areas make up more of Oxfordshire than any other South East county. The characteristics of the residents of rural areas are quite distinct in terms of their demographics and their engagement with the Oxfordshire economy.

Figure 2 Economic Geography of Oxfordshire – key features
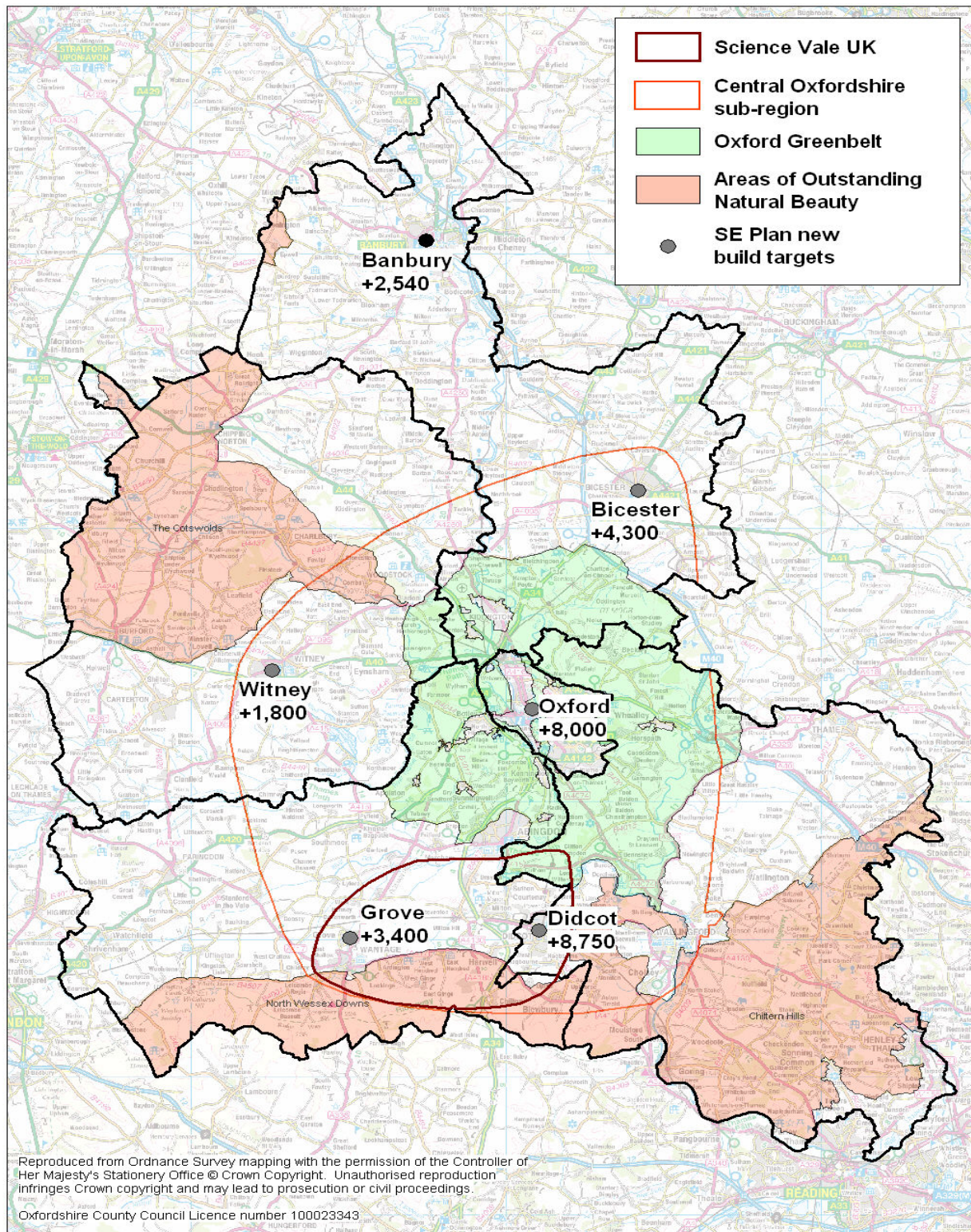
Source: Oxfordshire County Council

The issue with economic geography is not so much about which one is right but more which geography is appropriate for which set of problems and how those different geographies can relate to each other most effectively. As the LGA report puts it:

> *"the sub-regional map [of functional economic areas] is not a given, but will vary as the targets for policy intervention vary."*

This economic assessment looks at the county of Oxfordshire as having a reasonable correlation to a defined sub-regional functional economic area but will in addition consider the more local areas within the county as well as links to surrounding cities and regions including London, the rest of the South East, the Midlands and to the global economy.

There are strong links or economic similarities with areas to the north (in the South Midlands), south-west (through Swindon to Bristol) and north-east (through to Milton Keynes, Bedford and Luton).

The choice of economic geography can and does however reveal different perspectives and different choices: what appears right or wrong will depend on the perspective arising from different geographies.

3.7   3.7. Benchmark Comparisons

Why is Benchmarking important?

One of the ways of evaluating the various measures describing Oxfordshire's economy is to judge them relative to other comparable sub-regional economies. Differences in local geography, scale, policy context, local cultures and legal frameworks all mean that care has to be exercised in such comparisons but as they are often used as a short hand way of describing what Oxfordshire's future should be like ('we should become the Silicon Valley of the UK', 'we should be more like Grenoble' for example) it is important to assess these benchmark comparators.

The Evidence

Throughout these annexes, there will be comparisons of key statistical information with other areas. There are in the UK a number of counties where there are strong parallels with Oxfordshire, and which will be used often as comparators. The first is Berkshire; while the old County is now represented by six Unitary authorities, it is possible to assemble a composite statistical area to represent Berkshire; as a prosperous area immediately adjacent to Oxfordshire with a strong hi-tech economy and considerable overlap in terms of travel-to-work and supply chains, it represents a good comparator for Oxfordshire. The second is Cambridgeshire, which shares key aspects of having a knowledge economy built over time from a strong and long-established University core, and a substantially rural nature. It is also a similar distance from London.

Not all comparison is on objective statistical data. The 2007 report into the Quadrant[9] (now called the Science Vale UK) provided a useful comparison of Southern Oxfordshire with ELAt (Eindhoven, Leuven, Aachen triangle), San Diego, Grenoble and South Cambridgeshire on the basis of size, existing institutions and infrastructure, governance, public support and talent pool. The SQW study identified a range of critical success factors from an analysis of these comparator areas, including:

◆ The presence of leading edge, commercially aware research institutes

◆ A commitment to a long-term (20 years+) strategy

◆ Infrastructure investment (especially around transport) that was seen as a national priority

◆ Effective partnership between public and private sectors

◆ A good supply of appropriately skilled people

◆ Marketing around global brands, especially Cities and Institutions.

There is an element of subjective appraisal with such an approach, and the SQW report was focussed on the 'Science Vale' area within Oxfordshire. However, such information provides a useful and enlightening context to more statistical information. This is especially true when considering strategy, policy or programme development informed by this report.

A further comparative study was undertaken by the South East Diamonds for Investment and Growth partnership, comparing the intensity of employment in knowledge intensive business. While again looking at sub-County geographies, the research showed that the Reading and Oxford/Central Oxfordshire diamonds were a close match.

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[9] Evaluation of the economic and employment growth potential of the southern central Oxfordshire Quadrant, SQW Consulting, November 2007

Table 1 Oxford/Central Oxfordshire comparison with other SE Diamonds for Growth

	KBI Employees (2007)	Location Quotient (GB=100)	KBI as a % of total employment (2007)	% change 2000-2007
Brighton and Hove	76,589	118.7	64.0%	15.6%
Oxford / Central Oxfordshire	**129,807**	**111.0**	**59.8%**	**9.7%**
Reading Diamond	128,360	110.0	59.3%	6.5%
Portsmouth and Urban S Hampshire	248,605	106.1	57.2%	7.4%
North Hampshire	90,700	103.9	56.0%	5.9%
Milton Keynes and Aylesbury Vale	92,568	100.5	54.2%	21.5%
Thames Gateway / Kent	95,525	91.2	49.2%	14.1%
Gatwick Diamond	77,532	85.7	46.2%	4.1%
Diamonds	*939,686*	*103.6*	*55.8%*	*9.7%*
South East	*2,039,534*	*102.1*	*55.1%*	*8.2%*

Source: Building a Knowledge Economy, Workshop by CLES and Oxford City Council, SEDFIG

This would indicate that a comparison between Oxfordshire and Berkshire, while based more on Berkshire acting as a model for potential growth, is not entirely without an objective basis.

After the 2001 Census, the Office of National Statistics undertook a clustering analysis of Local Authority Districts using over 40 different variables to demonstrate which Local Authority areas were most similar. One of the outputs from this study was a 'Corresponding Authority' table which showed the three most similar authorities for any given District.

Table 2 ONS Cluster Analysis 'Corresponding Authorities

LAD	Most Similar	Distance
Cherwell	Huntingdonshire	1.19
Oxford	Cambridge	1.90
South Oxfordshire	Vale Of White Horse	0.48
Vale Of White Horse	South Oxfordshire	0.48
West Oxfordshire	Vale Of White Horse	0.63
LAD	2nd	Distance
Cherwell	Mid Bedfordshire	1.41
Oxford	Southampton	12.23

South Oxfordshire	West Oxfordshire	0.76
Vale Of White Horse	West Oxfordshire	0.63
West Oxfordshire	North Wiltshire	0.74
LAD	**3rd**	**Distance**
Cherwell	Basingstoke and Deane	1.46
Oxford	Bristol	12.86
South Oxfordshire	West Berkshire	0.8
Vale Of White Horse	East Hampshire	0.82
West Oxfordshire	South Oxfordshire	0.76
LAD	**4th**	**Distance**
Cherwell	Aylesbury Vale	1.48
Oxford	Cardiff	13.63
South Oxfordshire	East Hampshire	0.83
Vale Of White Horse	South Cambridgeshire	0.89
West Oxfordshire	Test Valley	0.88

The methodology used by ONS was rigorous, and based on demographic structure; household composition; housing; socio-economic character, employment and industry sector. The 'Distance' figure represents the statistical distance (SED) from the original to the comparator Authority; the ONS defines these distances as follows:

LADs are considered *extremely similar* if the SED is less than 2.66646 (within 1% of total range)

LADs are considered *very similar* if the SED is less than 5.94795 (within 2.5% of total range)

LADs are considered *similar* if the SED is less than 11.4171 (within 5% of total range)

LADs are considered *somewhat similar* if the SED is less than 22.3554 (within 10% of total range)

LADs are considered *less similar* if the SED is greater than 22.3554 (over 10% of total range)

From this we can see that:

◆ Oxford is extremely similar to Cambridge, but other comparator areas soon become much more statistically distant and therefore qualitatively different.

◆ Cherwell is also most similar to part of Cambridgeshire, but has good parallels with parts of Hampshire. The similarities for Cherwell are much less than those in the rest of Oxfordshire outside of Oxford.

◆ Vale, and South & West Oxfordshire, are all most similar to each other, but are closely comparable to rural parts of Berkshire and Hampshire.

3.8   Summary of issues

The SQW work indicates very strongly that Cambridgeshire is a close comparator for Oxfordshire; this is reinforced by the ONS cluster work which approaches the issue from a different angle, but again indicates that Cambridgeshire has strong parallels.

Berkshire is also indicated as a comparative area. The presence of West Berkshire and rural elements of Hampshire indicate that the strongly urban nature of most of the Unitary authorities of the former Berkshire county distance them from Oxfordshire in the cluster analysis. However, it is a prosperous area, with strong economic ties and proximity to Oxfordshire make it a good benchmark for economic potential. The Diamonds for Growth study indicates strong parallels between Reading and central Oxfordshire, suggesting that using Berkshire as a comparator is realistic and useful.

4   The Economic Assessment

4.1   4.1. Gross Value Added and Productivity

Why GVA is important to the economic assessment

GVA is an internationally accepted measure of economic activity for a given, sub-national economy. It is therefore a fundamental measure of economic performance and forms a key element of the Economic Assessment process. However, GVA is not without drawbacks.

Productivity measures are frequently shown as GVA per head of resident population. However, for an area like Oxfordshire, which is largely self-contained, has an aging population, and is substantially rural, this can under-represent the levels of productivity in the economy. Alternative approaches include measuring GVA per head of the working population, or by hour worked. This latter measure has the benefit of addressing the potential impact of part-time work.

There is a significant time lag in the publication of the regional and sub-regional GVA data by ONS - as of December 2009 the latest data for Oxfordshire's GVA is for the year 2007. This means that ONS's GVA data is not useful for monitoring the current economic downturn which started to make an impact in 2008. Experian have prepared a forecast of GVA based on 2005 data that includes assumptions on the current global economic recession.

The evidence

Oxfordshire contributes a greater share of the UKs total GVA (1.27%) than it has a share of the UKs working age population (1.07%). GVA per head of resident population is a standard measure of productivity for a County-level (NUTS3) area. Under this measurement, Oxfordshire ranks 13th out of 131 NUTS3 level areas. Berkshire ranks 4th. However it is notable that the top 10 ranking areas are almost all concentrated urban areas, with Berkshire being the only one with a significant rural hinterland. All the areas have substantial in-commuting.

Both Oxfordshire and Berkshire are expected to see a one year decline in GVA in 2009 followed by consistent annual growth up to 2026.

Figure 1 Forecast total GVA £m at 2005 basic prices – Oxfordshire vs Berkshire
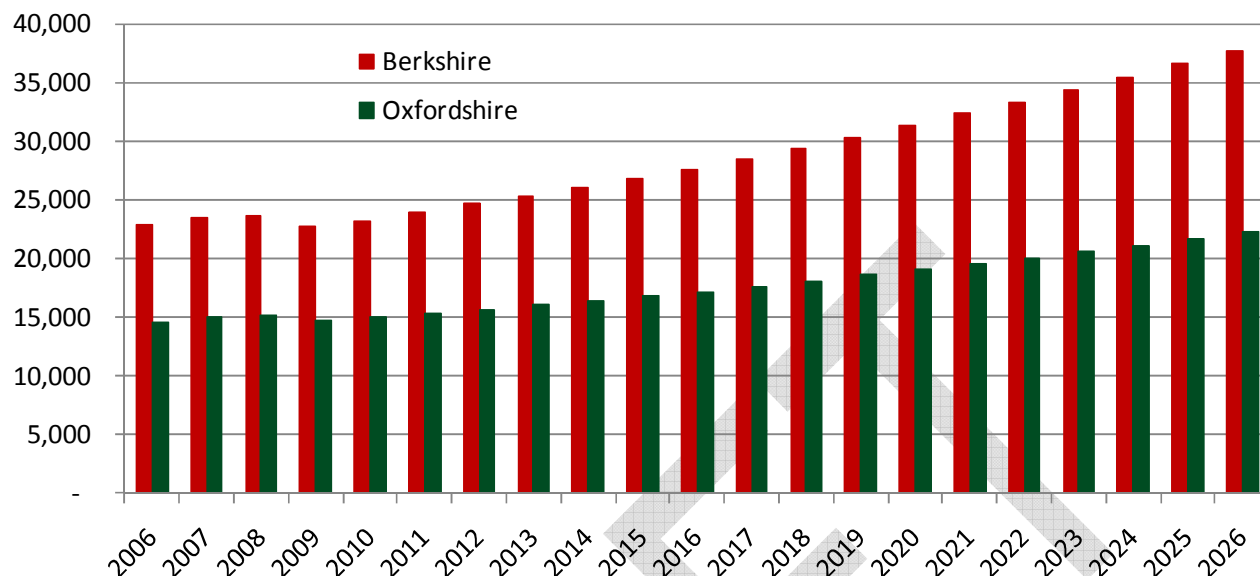
Source: Experian, provided by SEEDA

The GVA gap between Berkshire and Oxfordshire is predicted to continue to widen with Oxfordshire's forecast annual growth around 0.5 percentage point below Berkshire's.

Table 3 Predicted annual change in total GVA, 2007 to 2024

	2007	2008	2009	2010	2011	2012	2013	2014	2015
Berkshire	2.4%	1.0%	-4.0%	2.3%	3.1%	2.7%	2.7%	2.9%	2.9%
Oxfordshire	3.2%	1.2%	-3.7%	1.9%	2.4%	2.2%	2.2%	2.4%	2.3%
	2016	2017	2018	2019	2020	2021	2022	2023	2024
Berkshire	3.1%	3.2%	3.2%	3.3%	3.3%	3.2%	3.1%	3.1%	3.1%
Oxfordshire	2.5%	2.6%	2.7%	2.7%	2.7%	2.6%	2.6%	2.6%	2.6%

Source: derived from Experian forecasts, provided by SEEDA

Comparing Oxfordshire's historical and forecast GVA for each sector shows a significant reduction in the growth of GVA from public sector from 2008 to 2015.

Figure 2 Oxfordshire GVA by sector HISTORICAL (at 2007 basic prices)	Figure 3 Oxfordshire GVA by sector FORECAST (at 2005 basic prices)
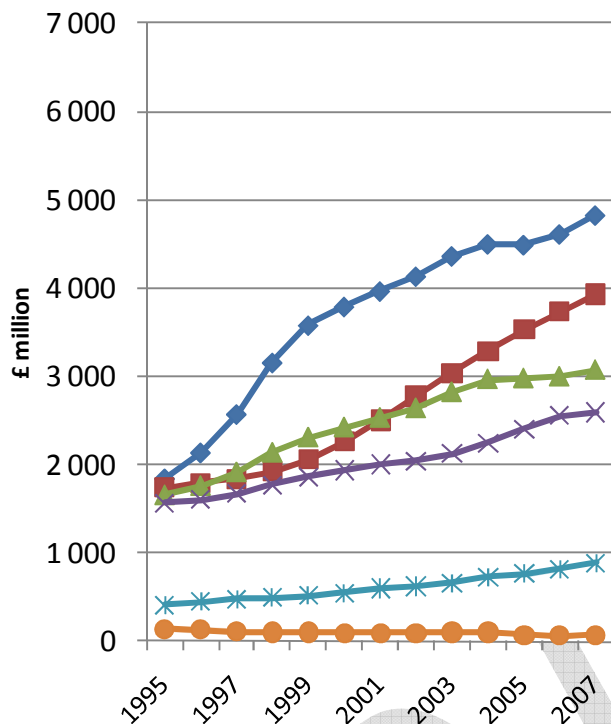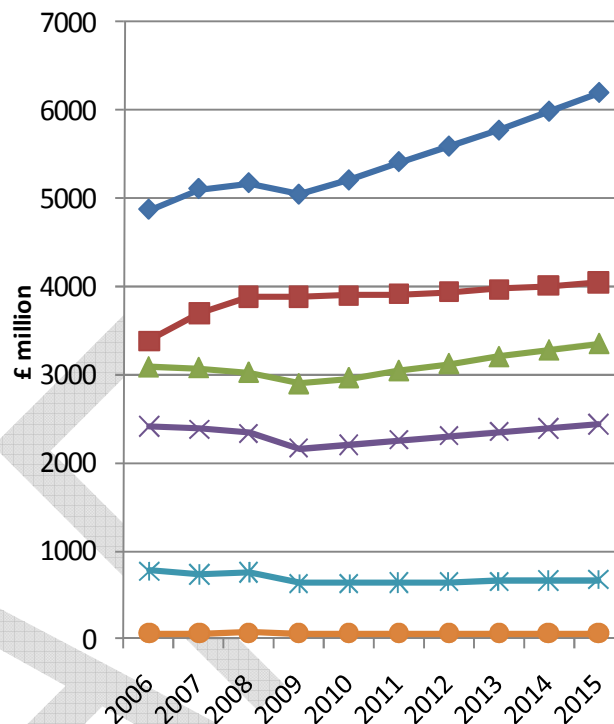
Business services and finance
Public administration, education, health and other:
Distribution, transport and communication
Production
Construction
Agriculture, forestry and fishing

Source: National Statistics Online GVA released Dec09 Table 3:4 Headline1 Gross Value Added by NUTS3 area and 6 industries at 2007 basic prices by region	Source: Experian forecasts provided by SEEDA

The more detailed forecast over a longer time period for the *Public Admin, Defence, Health & Education* sector shows GVA from *Health* and *Education* continuing to grow and little change in GVA from *Public administration and Defence*.

Figure 4 Oxfordshire GVA for Public Administration, Education and Health sector FORECAST (at 2005 basic prices)

Low overall change   *Return to growth*

Legend:
- Health
- Education
- Other (largely public)
- Public Administration & Defence
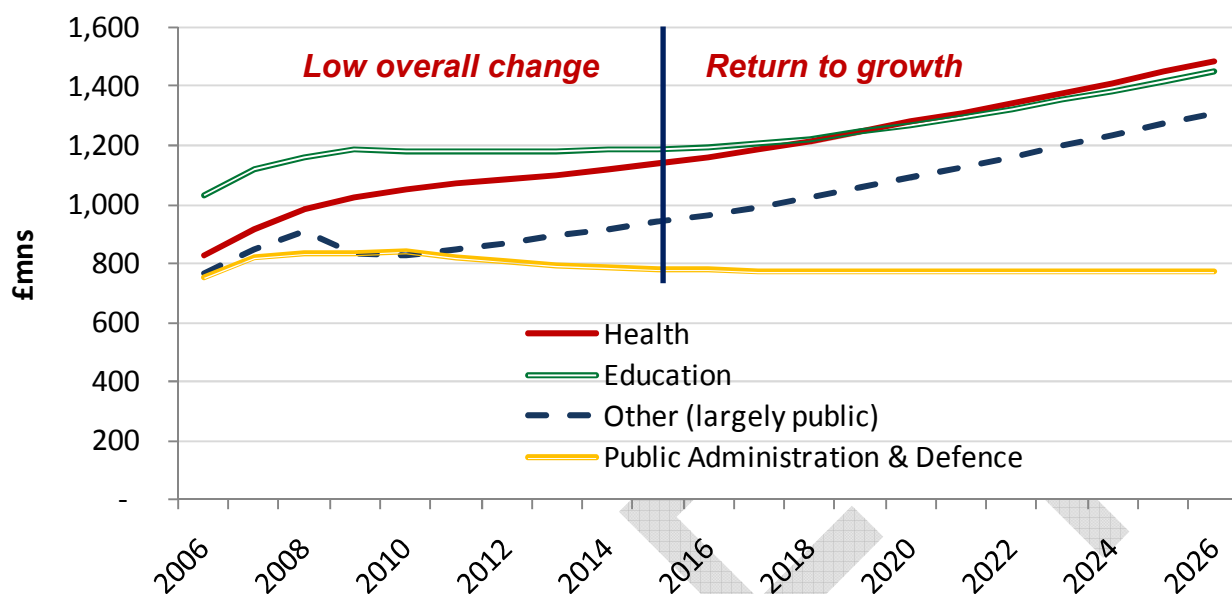
Source: Experian forecasts provided by SEEDA

Table 4 Forecast change in Oxfordshire GVA for Public Administration, Education and Health sector (at 2005 basic prices)

	2006 to 2016	2016 to 2026
Health	+40%	+28%
Education	+16%	+21%
Other (largely public)	+25%	+36%
Public Administration & Defence	+3%	-1%
TOTAL Public Administration, Education and Health	**+21%**	**+22%**

Source: Experian forecasts provided by SEEDA

Continued growth is forecast for Oxfordshire's *Printing & Publishing* sector, in contrast to GVA from motor manufacturing which shows a long term decline.

GVA from the *Retailing* and *Hotels & Catering* sectors – an indication of the strength of the local economy - are expected to increase from 2010 onwards.

Figure 5 Oxfordshire GVA for selected private sector industries FORECAST (at 2005 basic prices)
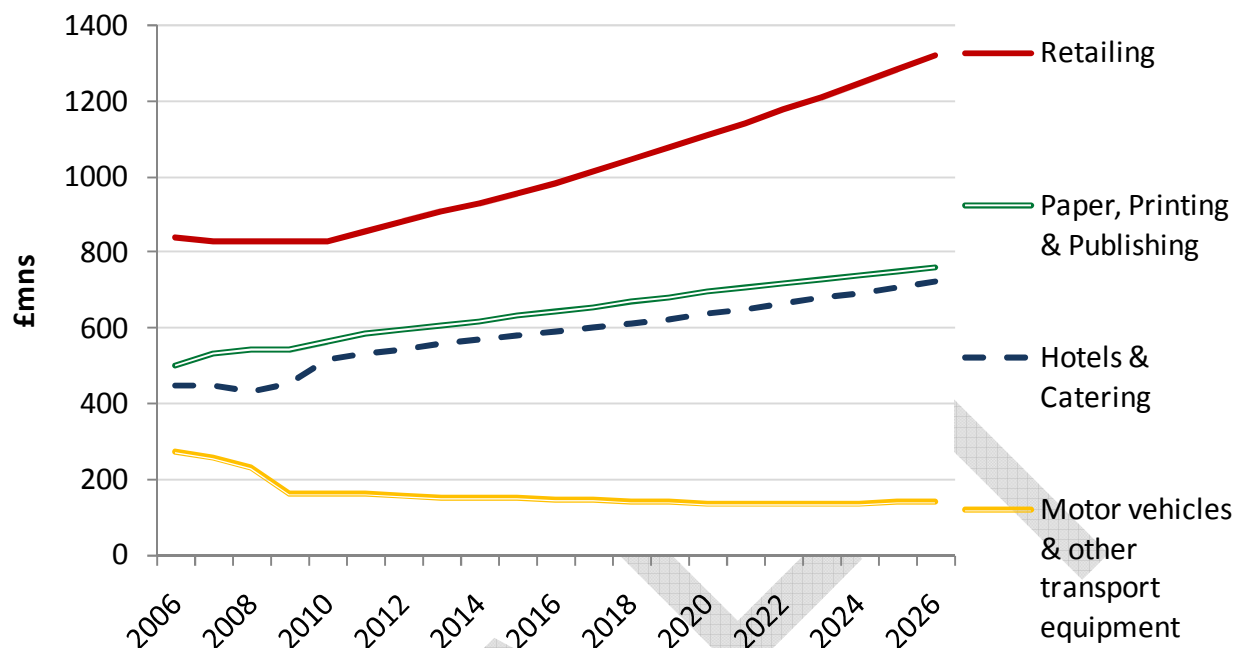
Source: Experian forecasts provided by SEEDA

Table 5 Forecast change in Oxfordshire GVA for selected private sector industries (at 2005 basic prices)

	2006 to 2016	2016 to 2026
Retailing	17%	34%
Paper, Printing & Publishing	28%	18%
Hotels & Catering	32%	22%

Source: Experian forecasts provided by SEEDA

Analysis

The GVA per resident worker of Oxfordshire is behind some key comparator areas, and outside the goal of a Top 10 slot. However, considering the self-contained nature of the County, its' high proportion of Public employment, its largely rural nature, and the fact that many of the other Top 10 areas are purely urban rather than having Oxfordshire's rural-urban mix its position of 13th out of 131 is positive.

The choice of GVA *per head* as measure of productivity makes Oxfordshire appear less productive than it is. If the measure were GVA *per hour worked* instead then the differential with Berkshire would be halved. The differential can be attributed to a higher proportion of

part-time work in Oxfordshire, and also the fact that Berkshire has substantial in-commuting which contributes significantly to its higher GVA/head.

The overall level of GVA growth is an area for concern. Projections indicate it will fall increasingly behind Berkshire. Given the expected proximity of other growth areas (for example, Milton Keynes & the South Midlands, Swindon and Aylesbury) there is potential for a very localised lack of competitiveness from the Oxfordshire economy. An increase in demand for skilled employment from neighbouring economies (and consequential wage pressures) could lead to a substantial increase in out-commuting and/or the loss of established companies.

Key Issues

What will be the impact of the decline in growth in the public services? Possible scenarios include employment shifting to higher value-added activity in the private sector, or adding to economic inactivity. Given the wide range of activities under the Public Sector umbrella, the exact outcome is unclear.

Is it possible to address the relative decline in manufacturing in Oxfordshire, especially hi-tech manufacturing which is a sector that many expect to see resurgent?

The impact of the current economic downturn in Oxfordshire looks to be confined to the private sector in 2009. From 2009 onwards, public sector GVA in Oxfordshire is predicted to remain roughly constant. Is there a way of estimating the impact of planned changes in Oxfordshire's public sector on GVA?

Within the commercial sectors the production sector appears flat: are there ways in which its growth can be supported?

What new sectors will emerge as dominant generators of GVA and how can we best address them in Oxfordshire?

It is predicted that Berkshire will continue to grow its GVA at a rate above that of Oxfordshire –how does this impact Oxfordshire's ambition of a world class economy?

The decline in GVA is limited to 2009 – is this optimistic?

The issue of the disparity productivity – as measured by GVA per head or preferably GVA per hour worked – needs to be addressed. Long term Oxfordshire's economic prosperity will depend on it being competitive both within the UK and nationally and productivity is key to that competitiveness. Lower levels of productivity has implications for out-commuting and the retention of companies and employment.

Maintaining the diversity of employment in Oxfordshire should be a high priority. Diverse employment allows for greater resilience to macro-economic factors, and there is anecdotal evidence that the existing diversity has ameliorated the impact of the current recession.

Greater clarity about the balance to be achieved between growth and productivity while maintaining key aspects of the Oxfordshire 'experience' (particularly lifestyle and environmental quality) and the resilience of its economy, will be important in establishing future strategic priorities.

Note on GVA forecast data

Each publication of sub-regional GVA includes a complete reissue of the previous years of data - updating to "current basic prices" - this means that the full 2007 dataset is GVA at 2007 basic prices.

Experian has produced forecasts of GVA for the South East of England Regional Development Agency (SEEDA) for NUTS3 areas from 2006 to 2026 based on 2005 GVA – i.e. at 2005 basic prices.

Experian also provides a breakdown of GVA by industry group at a more detailed level than the ONS. In order to compare historical GVA by industry with the Experian forecasts it has been necessary to map the Experian sectors to the ONS GVA sectors. The following table shows the mapping used in this report.

Note that the sum of GVA by sector from Experian equals a lower total than the "total GVA" provided in the same spreadsheet. It appears most likely that the difference should be allocated to the Business Services and Finance (ONS) sector. This assumption will be checked.

Table 6 Mapping of GVA sectors - Experian to ONS

Experian GVA sector	ONS GVA broad sector
Agriculture, Forestry & Fishing	Agriculture, forestry and fishing
Mining (excluding Oil & Gas)	Production
Food, Drink & Tobacco	Production
Textiles, Footwear & Clothing	Production
Wood and Wood Products	Production
Paper, Printing & Publishing	Production
Fuel Processing	Production
Chemicals & Manmade Fibres	Production
Rubber & Plastics	Production
Mineral Products	Production
Metals	Production
Mechanical Engineering	Production
Electrical Engineering	Production
Motor vehicles & other transport equipment	Production
Other Manufacturing	Production
Electricity, Gas & Water	Production
Construction	Construction
Wholesaling	Distribution, transport and communication
Retailing	Distribution, transport and communication
Hotels & Catering	Distribution, transport and communication
Transport	Distribution, transport and communication
Communications	Distribution, transport and communication
Banking & Insurance	Business services and finance

Business Services	Business services and finance
Other F&B (real estate, R&D etc.)	Business services and finance
Public Administration & Defence	Public administration, education, health and other services
Education	Public administration, education, health and other services
Health	Public administration, education, health and other services
Other (largely public)	Public administration, education, health and other services
Remainder (GVA total minus sum of GVA by sector)	Business services and finance

4.2   Income

Why is it important

Income of workers makes a direct contribution to GVA so that if we aim to increase GVA then increasing incomes will contribute to that. Data is easier to obtain and can therefore serve as a more accessible proxy indicator for GVA – although it only provides part of the picture.

The evidence

In the same year as the GVA data (2006), Berkshire's average earnings were over £100 per week above Oxfordshire.

Figure 6 Average gross weekly pay WORKPLACE (2006) Full time and Part time workers

Area	Average gross weekly pay (£)
Berkshire	566.9
Milton Keynes	490.2
Buckinghamshire	484.2
Cambridgeshire	462.3
Oxfordshire	462.1
Warwickshire	431.1
Gloucestershire	406.1
Northamptonshire	406.1
Lincolnshire	364.3
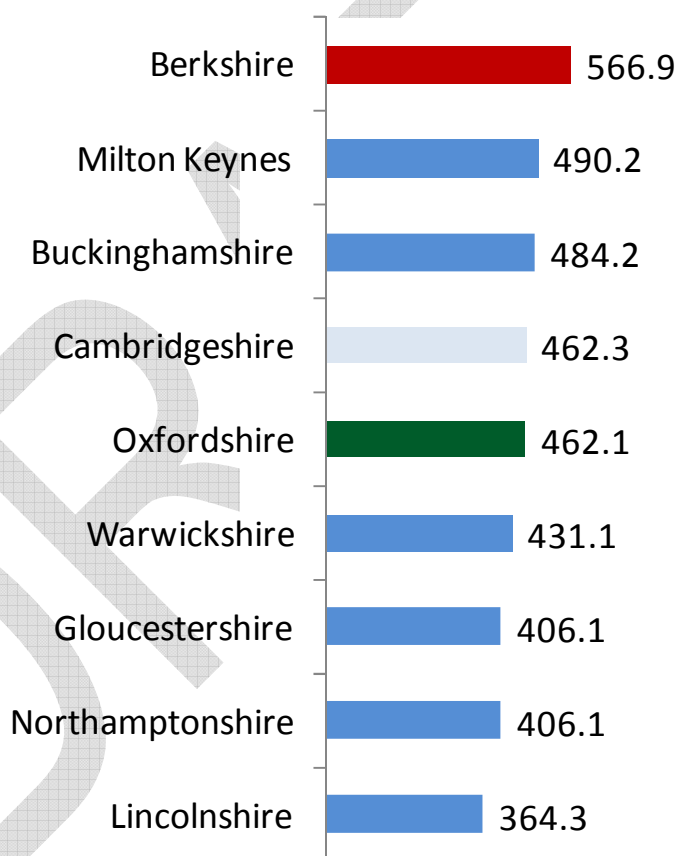
Source: ONS Annual Survey of Hours and Earnings workplace analysis; Berkshire = calculated average from Unitary Authority results

Table 7 2009 Earnings – Gross Weekly Pay, Full-Time Workers

	By Residence (£)	By Workplace (£)	Difference (£)
Oxford City	495.9	526.9	-31.0

Cherwell	549.5	490.1	59.4
South Oxfordshire	570.2	461.4	108.8
Vale of White Horse	576.9	573.1	3.8
West Oxfordshire	538.9	495.1	43.8

Source: ONS annual survey of hours and earnings - resident analysis
Note: Median earnings in pounds for employees living in the area.

Analysis

The higher proportion of graduates in Berkshire's predominantly private sector workforce is likely to contribute to Berkshire's higher average incomeThe difference between workplace and residence wage rates varies widely across the county. A substantial element of it must be attributable to commuting patterns; in Oxford by commuting in, South Oxfordshire by out-commuting (presumably mostly to London and Reading as well as in to Oxford). This could also hold true for Cherwell and West Oxfordshire, where there are good commuting routes by train or road to the external economic poles. However, Vale is extremely closely balanced between these two measures despite close proximity to Swindon. Traffic across the District boundaries from West and South Oxfordshire in to the Vale, particularly at Milton Park and Harwell Science and Innovation Campus, are also a contributory factor.

Key Issues

How can we improve wage rates without an excessive negative impact on related factors such as house prices, business costs and productivity?

Are there aspects of housing availability and affordability that impact on commuting patterns suggested by the difference between wages measured by workplace and by residence. Is the greater issue commuting patterns internally in the County, or externally to other economic centres?

The alternative to increasing the income levels of existing jobs is to bring about structural change in the economy so that, like Berkshire, we have a higher proportion of roles that employ graduates in the workforce who are therefore paid higher salaries.

4.3   Worklessness & Deprivation

Why is this important

GVA/head is reduced by higher levels of worklessness.

There are a number of different forms of worklessness: those seeking work and claiming Job Seekers Allowance (JSA) and those claiming benefits due to being unable to work because of incapacity (IB) of severe disability (SDA). There is a further group of people not claiming benefits but who have given up seeking work.

The Evidence

Oxfordshire is a generally prosperous County. However, this general prosperity has the capacity to throw pockets of economic deprivation into sharp relief. Joblessness, which still lies at the heart of deprivation, has stayed substantially lower than the national average, even through the recent economic crisis.

Figure 7 Proportion of resident working age population claiming job seeker allowance – Oxfordshire vs statistical neighbours

November **2008**		November **2009**	
Worcestershire	2.4	Northamptonshire	4.0
Northamptonshire	2.4	Worcestershire	3.8
Warwickshire	2.3	Warwickshire	3.5
Gloucestershire	2.2	Gloucestershire	3.4
Kent	2.1	Kent	3.3
Essex	2.1	Essex	3.3
West Sussex	1.9	West Sussex	3.1
North Yorkshire	1.8	North Yorkshire	2.9
Leicestershire	1.7	Hertfordshire	2.9
Hertfordshire	1.7	Leicestershire	2.8
Somerset	1.6	Hampshire	2.6
Cambridgeshire	1.6	Cambridgeshire	2.5
Hampshire	1.5	Somerset	2.4
Buckinghamshire	1.4	Buckinghamshire	2.3
Oxfordshire	1.3	Oxfordshire	2.2
Surrey	1.1	Surrey	2.1

Source: DWP from Nomis; based on mid-2008 population estimates; Audit Commission (CIPFA) statistical neighbours updated June 2009

However during the period July 08 – July 09, which largely represents the most severe part of the recession, rates of Job Seekers Allowance (JSA) benefit claimants in the wards with the greatest levels of deprivation (according to the national Indices of Multiple Deprivation) showed much higher increase rates than anywhere else in the County. These areas also demonstrate the longest periods of unemployment, with the proportion of JSA claimants claiming for 12 months or more ranging from 1.5 – 2.5 times the Oxfordshire average.

Claimant count as a percentage of the working age population at ward level

October 2009

Percentage of JSA claims
Source: Nomis (Oct 2009)

- 0.1 to 1.5 (39)
- 1.5 to 2 (36)
- 2 to 2.4 (27)
- 2.4 to 3 (18)
- 3 to 4 (10)
- 4 to 6.6 (7)

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As outlined in the section above on Skills, worklessness in these areas is frequently associated with low skills, and while these are not the only factors coming into play – health in the form of long term illness is also significant – skills could be seen to be a tool for overcoming other barriers to securing and retaining employment.

Oxfordshire Economic Assessment

2008 pupil attainment results show Oxfordshire ranked 11th out of 16 statistical neighbours on the percentage of pupils achieving 5+ A*-C GCSEs (including English and Maths) – above the England average, but below Cambridgeshire and a number of other counties.

Figure 8 Percent of pupils achieving 5+ A*-C GCSEs including English and Maths (2008)
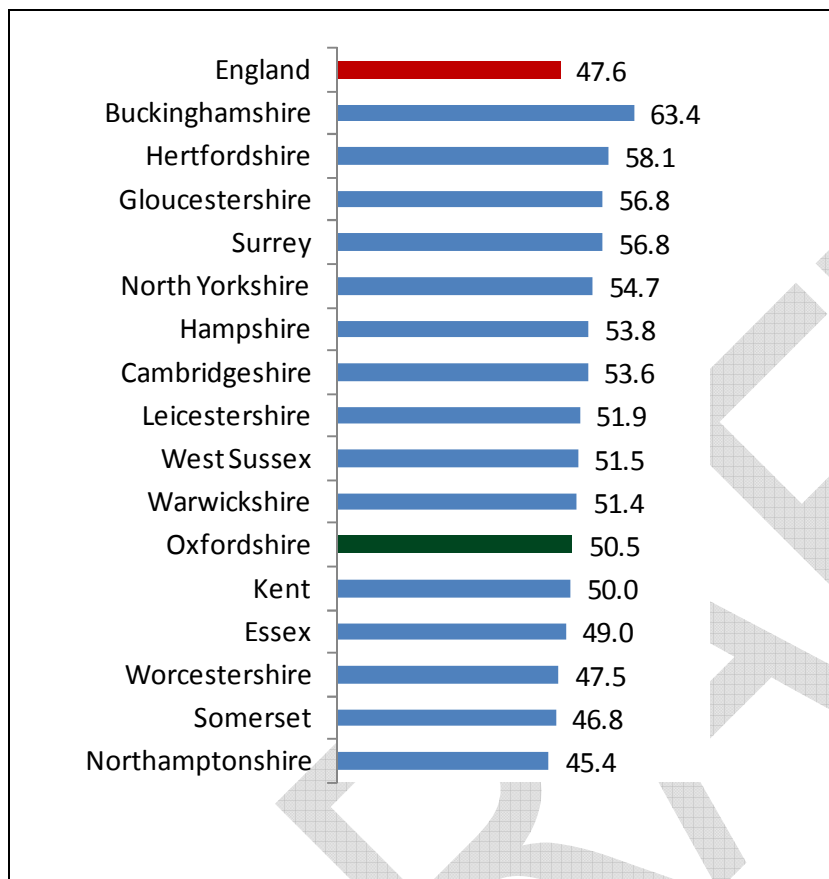
County	Percent
England	47.6
Buckinghamshire	63.4
Hertfordshire	58.1
Gloucestershire	56.8
Surrey	56.8
North Yorkshire	54.7
Hampshire	53.8
Cambridgeshire	53.6
Leicestershire	51.9
West Sussex	51.5
Warwickshire	51.4
Oxfordshire	50.5
Kent	50.0
Essex	49.0
Worcestershire	47.5
Somerset	46.8
Northamptonshire	45.4

Source: Dept for Children Schools and Families achievement and attainment tables 2008 KS4 results

A low ranking on the "Education and Skills" domain of the Index of Multiple Deprivation (2007) is an important influence on the overall scores of Oxfordshire's most deprived areas. A total of 13 of Oxfordshire's 404 super output areas are ranked in the most deprived 5% in England.

In comparison Berkshire's most deprived areas include low scores on a broader range of domains.

Table 8 Oxfordshire's 10 most deprived areas (IMD2007)

LA NAME	SOA name	IMD 2007	Income	Employ-ment	Health	Education and skills	Housing and services	Crime	Environment
Oxford	Northfield Brook 68	11%	10%	26%	12%	2%	32%	8%	47%
Oxford	Barton & Sandhills 13	12%	10%	22%	13%	6%	13%	21%	42%
Oxford	Barton & Sandhills 14	13%	14%	24%	24%	2%	11%	38%	30%
Oxford	Blackbird Leys 20	14%	15%	25%	23%	4%	25%	6%	37%
Oxford	Northfield Brook 69	14%	12%	26%	25%	5%	5%	22%	77%
Cherwell	Banbury Ruscote 50	17%	15%	20%	34%	6%	66%	16%	16%
Cherwell	Banbury Ruscote 54	17%	15%	21%	23%	5%	74%	19%	26%
Oxford	Blackbird Leys 18	17%	20%	23%	29%	3%	25%	21%	39%
Oxford	Rose Hill and Iffley 76	17%	10%	35%	36%	6%	14%	19%	44%
Oxford	Rose Hill and Iffley 77	18%	20%	27%	22%	4%	26%	12%	58%

Source: CLG IMD2007, Data is national ranking (100%= least deprived) shaded cells are in the most deprived 10% in England

Table 9 Berkshire's 10 most deprived areas (IMD2007)

LA NAME	LSOA code	IMD2007	Income	Employ-ment	Health	Education and skills	Housing and services	Crime	Environment
Slough	E01016490	9%	12%	14%	18%	25%	2%	2%	28%
Reading	E01016443	11%	8%	24%	30%	1%	39%	5%	43%
Reading	E01016368	12%	10%	21%	28%	2%	40%	6%	35%
Reading	E01016372	12%	10%	20%	33%	3%	21%	6%	48%
Reading	E01016420	13%	11%	9%	18%	10%	52%	15%	35%
Reading	E01016441	15%	12%	18%	23%	6%	24%	10%	80%
Slough	E01016464	16%	7%	18%	37%	42%	47%	5%	25%
Reading	E01016389	16%	9%	20%	27%	13%	26%	22%	40%
Reading	E01016415	16%	17%	18%	29%	11%	30%	10%	25%
Reading	E01016438	17%	15%	37%	37%	6%	39%	3%	30%

Source: CLG IMD2007, Data is national ranking (100%= least deprived) shaded cells are in the most deprived 10% in England

Oxfordshire Economic Assessment

The disproportionate impact of job losses through the recession felt in these areas could be a reflection of the reduction of low-skilled low-value-added jobs to reduce costs.

The measures of deprivation reflect its relative nature in contrasting neighbouring communities with very different characteristics. This has two implications. The first is around seeking to narrow the disparity between the poorest and both the richest and the average, which has the consequence of creating moving targets. The second is around the effect of low-cost housing in concentrating relative poverty, with consequential self-reinforcing effects around poor quality accommodation, crime and anti-social behaviour, poor health and diet, and exclusion from learning and work opportunities.

The proportion of resident working age people claiming Job Seeker Allowance increased in Oxfordshire from 1.3 to 2.2 between November 2008 and November 2009. Oxfordshire remained ranked 15 in its group of 16 statistical neighbours.

The most recent data on the proportion of people claiming Incapacity Benefit or Severe Disablement Allowance shows a decline (compared with the previous year) in each of the counties in Oxfordshire's statistical neighbours group. Oxfordshire remains ranked 14th out of 16 comparable neighbours with a rate below the regional and national averages.

Figure 9 Proportion of resident working age population claiming Incapacity Benefit or Employment Support Allowance (and related) – Oxfordshire vs statistical neighbours

May 2008

South East	4.6
England	6.6
Somerset	6.0
Kent	5.6
Worcestershire	5.4
Gloucestershire	5.1
Essex	5.1
Warwickshire	5.0
Northamptonshire	5.0
West Sussex	4.8
North Yorkshire	4.7
Leicestershire	4.1
Hertfordshire	4.1
Cambridgeshire	4.0
Hampshire	3.9
Oxfordshire	3.4
Surrey	3.2
Buckinghamshire	3.2

May 2009

South East	4.7
England	6.7
Somerset	6.2
Kent	5.8
Worcestershire	5.5
Gloucestershire	5.2
Northamptonshire	5.2
Essex	5.2
Warwickshire	5.1
West Sussex	5.0
North Yorkshire	4.7
Hertfordshire	4.3
Leicestershire	4.2
Cambridgeshire	4.2
Hampshire	4.0
Oxfordshire	3.5
Surrey	3.3
Buckinghamshire	3.3

Source: DWP from Nomis; based on mid-2008 population estimates; Audit Commission (CIPFA) statistical neighbours updated 2009; Employment Support Allowance replaced Incapacity Benefit for new clients from October 2008

Table 10 JSA Claimants in Oxfordshire – May 2008 & May 2009, number and rate

	May 2008		May 2009	
	Number	Rate (%)	Number	Rate (%)
Oxfordshire	13,710	3.4	14,370	3.5

There has been a recent decline in the number of JSA claimants in Oxfordshire – particularly for those seeking work in the more elementary occupations (-16% from April 2009 to Nov 2009).

Figure 10 Number of JSA claimants (count) by occupation - Oxfordshire

Source: DWP from nomis
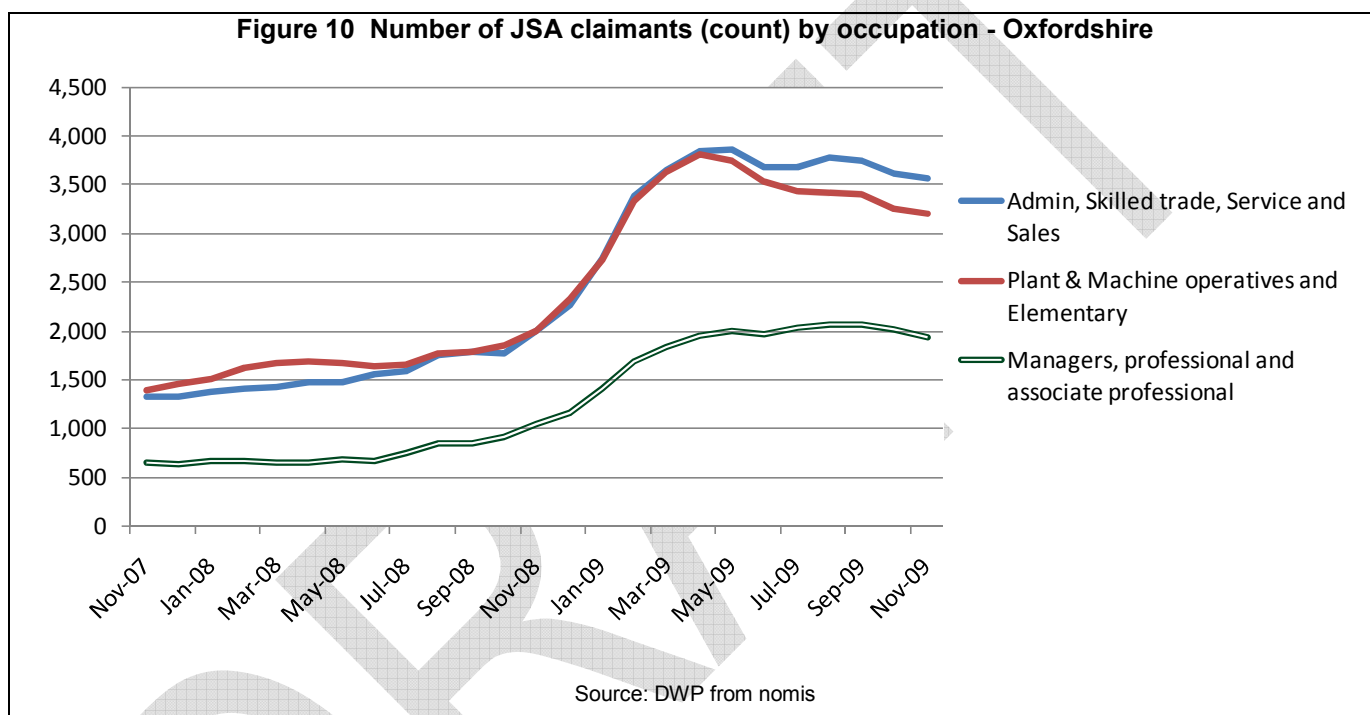
Some wards in Oxfordshire have much higher rates of JSA claimants than the county average including (but not exclusively) areas of greater overall deprivation.

* Blackbird Leys, Northfield Brook and Barton wards in Oxford and Banbury Ruscote and Neithrop in Cherwell have higher rates of JSA claimants and include areas ranked as more deprived on the Index of Multiple Deprivation.

* Banbury Grimsbury & Castle however has higher JSA claimant rates without being ranked as more deprived.

Table 11 Wards in Oxfordshire with highest and lowest rates of JSA claimants November 2009

		JSA claimants	
	HIGHEST RATES	Number	rate
Oxford	Blackbird Leys	250	6.4
Cherwell	Banbury Ruscote	252	5.2
Oxford	Northfield Brook	242	4.9
Cherwell	Banbury Grimsbury and Castle	306	4.7
Cherwell	Banbury Neithrop	157	4.5
Oxford	Barton and Sandhills	214	4.5
Oxford	Rose Hill and Iffley	168	4.2
South Oxfordshire	Didcot Northbourne	146	4.0

	LOWEST RATES	Number	rate
Vale of White Horse	Marcham and Shippon	17	0.7
Cherwell	Hook Norton	9	0.6
West Oxfordshire	Brize Norton and Shilton	12	0.5
West Oxfordshire	Ascott and Shipton	4	0.3
Oxford	Holywell	9	0.2

Ranking Oxfordshire's wards on those showing the greatest **increase in JSA claimant rate** between November 2008 and November 2009 highlights:

- Wards where JSA rates were already relatively high and

- Wards in southern Oxfordshire (Abingdon, Didcot, Aston Rowant) where rates have seen an above average change.

Table 12 Wards in Oxfordshire with the greatest change in the proportion of claimants of Job Seeker Allowance (Nov 2008 to Nov 2009)

		JSA rate Nov-07	JSA rate Nov-08	JSA rate Nov-09	2008 to 2009 difference in rate
Oxford	Blackbird Leys	2.6	4.3	6.4	2.1
Oxford	Northfield Brook	2.1	2.9	4.9	2.0
Cherwell	Banbury Grimsbury and Castle	2.1	2.8	4.7	1.9
Vale of White Horse	Abingdon Caldecott	0.7	1.6	3.5	1.9
Vale of White Horse	Abingdon Abbey and Barton	1.0	1.3	3.1	1.8
South Oxfordshire	Didcot Northbourne	1.4	2.2	4.0	1.8
Oxford	Barton and Sandhills	2.4	2.8	4.5	1.7
Oxford	Littlemore	1.5	1.8	3.5	1.7

Oxford	Cowley Marsh	1.5	1.6	3.3	1.7
Cherwell	Banbury Ruscote	2.9	3.6	5.2	1.6
South Oxfordshire	Aston Rowant	0.5	0.5	2.1	1.6
Vale of White Horse	Kennington & South Hinksey	0.5	1.0	2.6	1.6
Vale of White Horse	Sutton Courtenay & Appleford	0.4	0.9	2.5	1.6

Source: DWP from nomis; based on mid-2008 population estimates

Young people are disproportionately affected by job losses – there was a higher proportion of claimants from the younger age group (aged up to 24) in November 2009 than other age groups in all districts in Oxfordshire with the exception of Oxford city.

* The rate in Oxford city is likely to be affected by the fact that the lower age group in the resident population (denominator) includes the student population.

* Cherwell had the highest rate of younger JSA claimants of the districts in Oxfordshire.

Figure 11 Claimants of Job Seeker Allowance November 2009 as proportion of resident population (mid-2008)
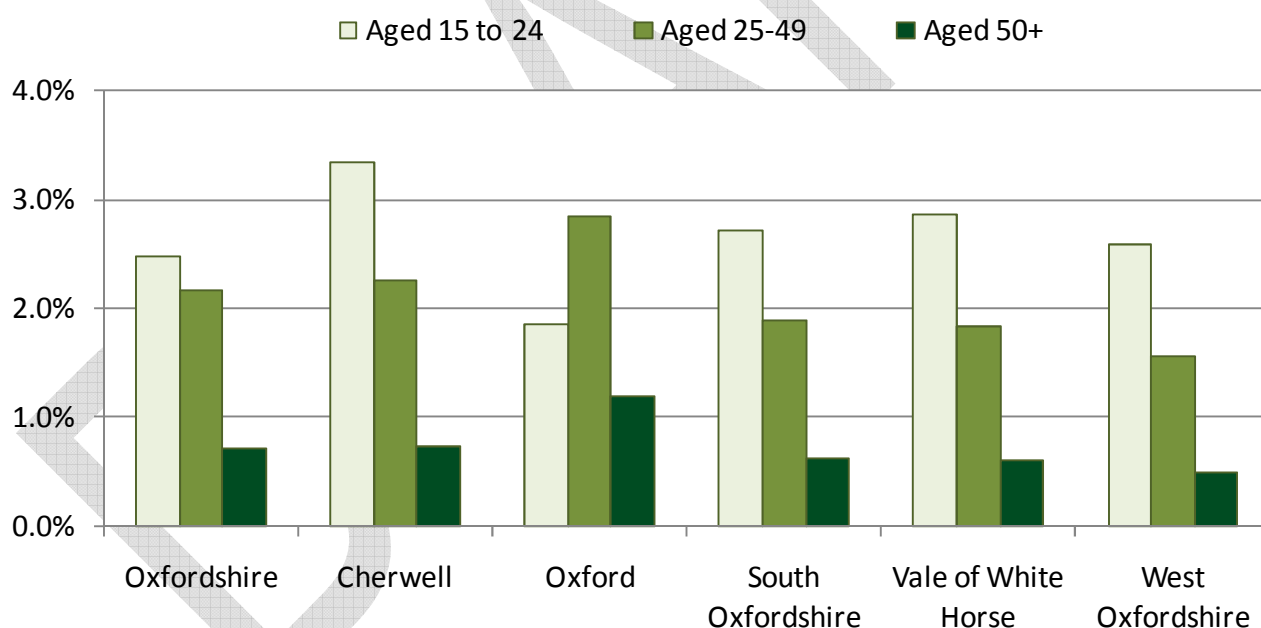
Source: DWP and ONS from nomis

Data on the proportion of young people who were not in education, employment or training (NEET) also highlights Cherwell district. In June 2009, Banbury and Bicester/Kidlington had the highest rates of 16-18 year olds NEET.

Table 13 Proportion of young people who were Not in Education, Employment or Training, Oxfordshire's localities

Locality	Cohort of 16-18 year olds	Number of those NEET	Proportion of cohort which are NEET %
Banbury	1498	150	10.01%
Bicester/Kidlington	1736	111	6.39%
Witney/Eynsham/Woodstock	1604	89	5.55%
Carterton/Burford/Chipping Norton	1342	71	5.29%
Didcot	949	69	7.27%
Thame/Watlington	837	18	2.15%
Abingdon/Berinsfield	1482	67	4.52%
Henley/Sonning Common/Woodcote/Wallingford	1110	35	3.15%
Wantage/Faringdon/Grove	1140	58	5.09%
Headington/Wheatley	892	44	4.93%
Cowley/Iffley (ISIS)	856	86	10.05%
North Oxford/Cumnor/Botley	1174	72	6.13%
Oxford South East	811	101	12.45%
TOTALS:	15431	971	6.2%*
Oxfordshire Average			6.7%

Source: Oxfordshire County Council Children Young People and Familes, draft Children's Plan Needs Analysis Dec 2009

* This overall percentage differs slightly from the overall Oxfordshire figure as the locality information does not include the young people who were educated in Oxfordshire but live out of county.

Comparing the NEET trend and the number of people aged 18 and under claiming job seeker allowance in Oxfordshire shows a six month time lag with increases in NEET showing in the data in September 2008 and a significant increase in younger JSA claimants from Feb/March 2009.

Oxfordshire Economic Assessment

Figure 12 Proportion of 16-18 year olds NEET Oxfordshire
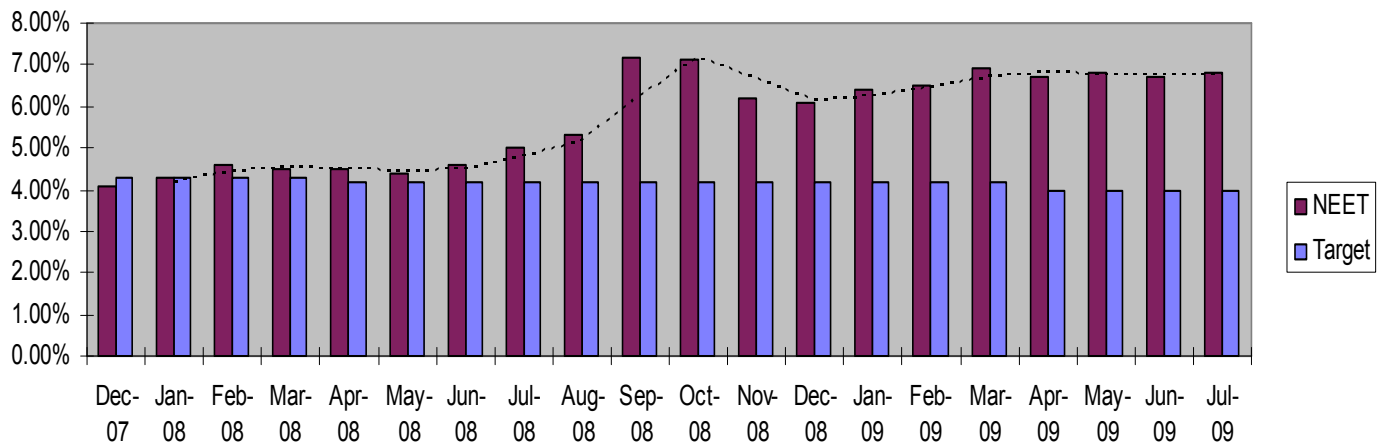
Source: Oxfordshire County Council Children Young People and Familes, draft Children's Plan Needs Analysis Dec 2009

Figure 13 Number of people aged 18 and under claiming Job Seeker Allowance - Oxfordshire
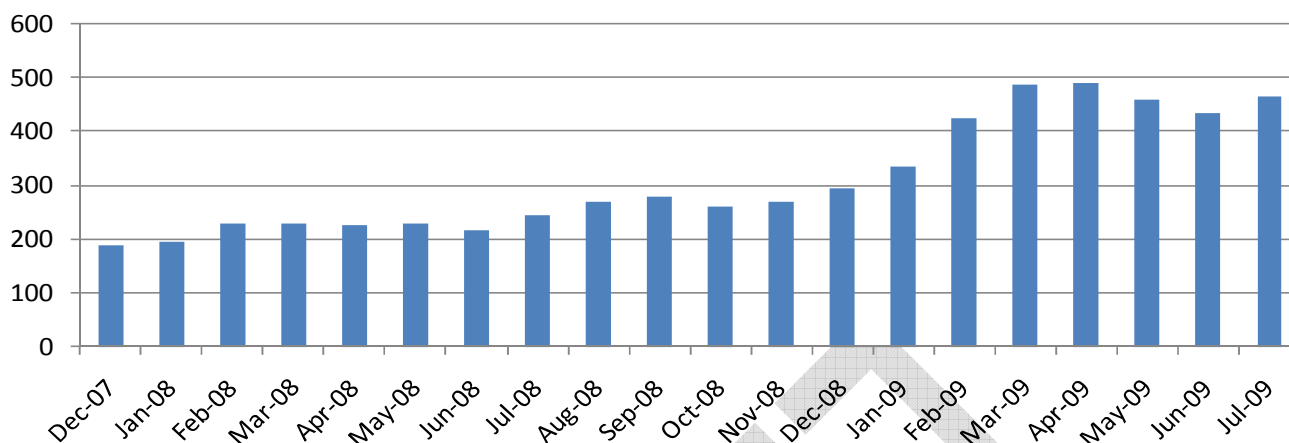
Source: DWP from nomis

ILO unemployment rate

International Labour Organisation (ILO) unemployment rate is based on the Annual Population survey data and is a fuller measure of unemployment than the count of people claiming benefits. In Oxfordshire in 2008/09 the ILO rate was 4.7 compared with the March 2009 JSA rate of 2.3.

Table 14 Comparison of ILO unemployment and JSA claimants - Oxfordshire

Measure	Date	Number	Rate
Working age unemployment rate (ILO unemployment)	Annual Population Survey Apr 2008-Mar 2009	15,900	4.7
Job Seeker Allowance Claimants	Mar 2009	9,174	2.3
	Nov 2009	8,741	2.2

Source: ONS and DWP from nomis

Figure 14 ILO unemployment – Oxfordshire vs statistical neighbours (Apr08-Mar09)

County	Value
Northamptonshire	6.5
Essex	5.8
Warwickshire	5.6
Kent	5.3
Cambridgeshire	5.1
Leicestershire	5.0
Worcestershire	4.8
Gloucestershire	4.8
Oxfordshire	4.7
Hampshire	4.5
Buckinghamshire	4.4
Hertfordshire	4.4
West Sussex	4.0
Somerset	3.9
Surrey	2.8
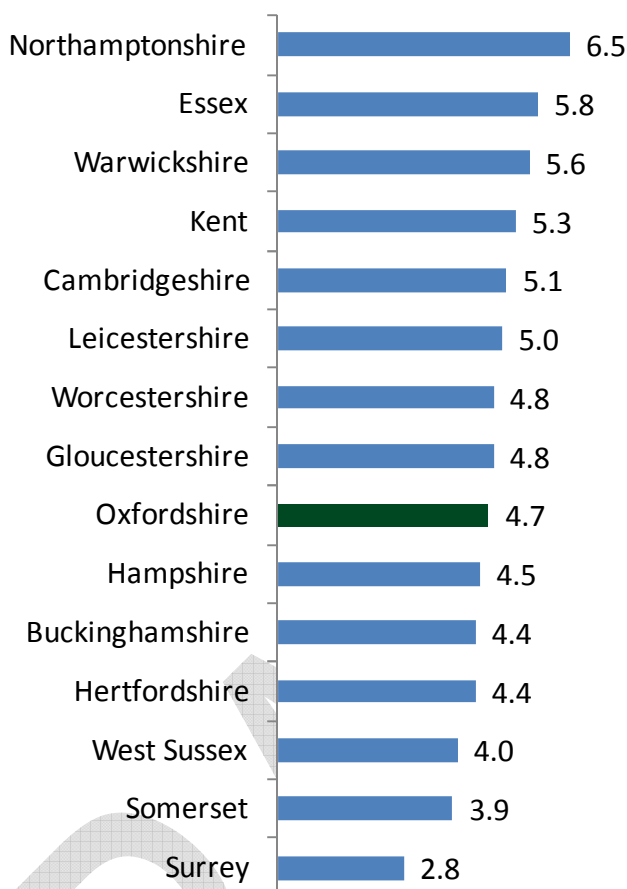
Source: ONS Annual Population Survey from nomis

Analysis

Unemployment has not been a significant issue in Oxfordshire for a considerable time. The current recession has been generally characterised by businesses seeking alternatives to releasing staff, and while there have been job losses in Oxfordshire the impact has been limited so far. Where it has been felt most keenly is amongst young people. In this, Oxfordshire is not significantly different from the general UK picture.

Despite this overall positive picture, there are still particular pockets where worklessness is endemic. Unemployment can be multi-generational, leading to young people growing up in a culture devoid of employment. Where the recession has hit hardest is in these areas, where individuals seem most vulnerable to lower levels of work availability. This is at least partly related to low skills and educational attainment, meaning work patterns such as they are tend towards casual unskilled work which is the most unstable.

Key Issues

Compared with statistical neighbours Oxfordshire has relatively low rates of people claiming Job Seekers Allowance (JSA) and Incapacity Benefit (IB)

There has been a recent decline in the number of people in Oxfordshire claiming JSA - the greatest decrease is in those seeking work in more elementary occupations.

Some wards in Oxfordshire have been more affected by increases in rates JSA claimants than others including those ranked as deprived and wards in southern Oxfordshire.

Young people disproportionately affected by job losses – particularly in Cherwell district.

There may be a link between NEET and young people claiming Job Seeker Allowance – recent evidence shows increases in % NEET followed six months later by increases in younger JSA claimants.

4.4   Business Size

Why is Business Size important for the Oxfordshire economy?

A sustainable economy has a range of businesses, both in terms of size and sector. This diversity ensures that structural economic change has a limited effect on employment. Businesses of different sizes also have different capacities, with larger firms more able to devote 'risk resources' for diversification, development and innovation.

The evidence

Oxfordshire generally lies between UK and South East regional averages for each size-group. However, there is a distinct dip in the proportions of businesses employing between 50 and 99 and 100 to 249 people, compared to both national and regional figures.

Table 15 Percentage of VAT and PAYE Registered Business Stock, 2009

	0-4	5-9	10-19	20-49	50-99	100-249	250-499	500-999	1000+	TOTAL
UK	68.02	14.90	8.27	5.47	1.88	1.01	0.30	0.11	0.05	100.00
South East	70.32	14.02	7.67	4.97	1.71	0.93	0.25	0.09	0.04	100.00
Oxfordshire	69.41	14.53	8.10	5.10	**1.58**	**0.87**	0.26	0.11	0.05	100.00
Cherwell	*68.69*	*14.60*	*8.32*	*5.46*	*1.71*	*0.89*	*0.27*	*0.07*	*0.00*	*100.00*
Oxford	*59.40*	*18.04*	*10.65*	*7.05*	*2.52*	*1.59*	*0.34*	*0.25*	*0.17*	*100.00*
South Oxfordshire	*75.09*	*12.45*	*6.91*	*3.67*	*1.06*	*0.50*	*0.19*	*0.06*	*0.06*	*100.00*
Vale of White Horse	*69.79*	*13.81*	*7.70*	*5.61*	*1.76*	*0.84*	*0.42*	*0.08*	*0.00*	*100.00*
West Oxfordshire	*72.26*	*14.45*	*7.31*	*4.15*	*1.00*	*0.66*	*0.08*	*0.08*	*0.00*	*100.00*

Source: UK Business: Size, Activity and Location 2009, Office for National Statistics

As can be seen from the table, Oxford has a much reduced proportion of micro-businesses (fewer than 5 employees) while showing a greater representation at the higher size bands. Cherwell and Vale of White Horse show their business populations most strongly in the 5-100 staff range, while West and South Oxfordshire have the highest proportions of micro-business. This suggests a correlation between the presence of larger businesses and the proportion of urban area, possibly as a result of both the availability of suitable commercial property and also the presence of appropriate skilled labour. The overall rural nature of Oxfordshire as a county would therefore go some way to explaining the lower proportions of medium-sized firms.

Employment data, from the Annual Business Inquiry, generally reflects the picture shown by the business stock data. With 97.15% of workplaces[10] having 0-49 employees, Oxfordshire is only marginally above the South East figure of 96.98%.

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[10] In order to deal with branches of larger national employers NOMIS collects data for 'data units' defined at the level of workplaces

Figure 15 Proportion of employees by employee size band, 2007
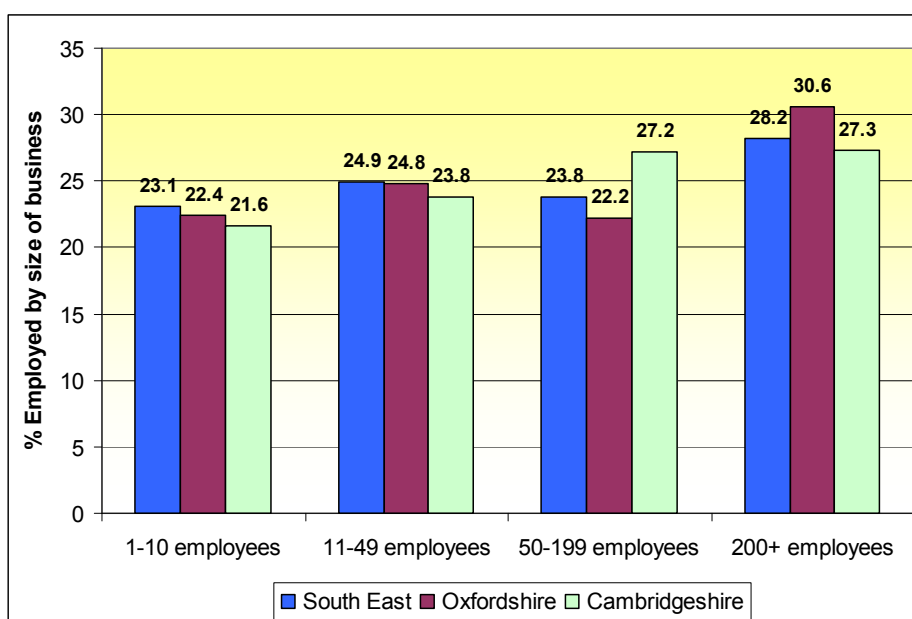
Source: *Annual Business Inquiry 2007,* ONS

Since 1998 there has been a slight decline (of 6%) in the number of people employed in large businesses in Oxfordshire (at 96,600 in 2007). Across the South East however there has been a 6% growth of employment in large businesses. The majority of the growth in Oxfordshire occurred in small and medium enterprises (1-49 employees), where employment increased by 13%, compared to 11% across the South East.

Oxfordshire has a higher proportion of workers (31%) in large businesses. This is slightly above the average for the South East (at 28%).

A significant and not very visible aspect of employment structure is the phenomena of 'home working'. While some such businesses are inevitably caught up in the Business Stock data for businesses with 0-4 employees, the much lower turnover thresholds for this type of business mean an indeterminate number would not appear as registered either for VAT or PAYE. This is bound up with the difficulty in even defining the term 'home business' which in some contexts refers only to craft, commission or other partial employment (for instance someone undertaking a retail catalogue agency), and in others would include fully active businesses which the owner/manager is able to operate effectively from a domestic dwelling (say a builder with three employees whose work is conducted at a contracted site, but whose business administration is located at home).

Figure 16 Proportion of data units by employee size band, 2007
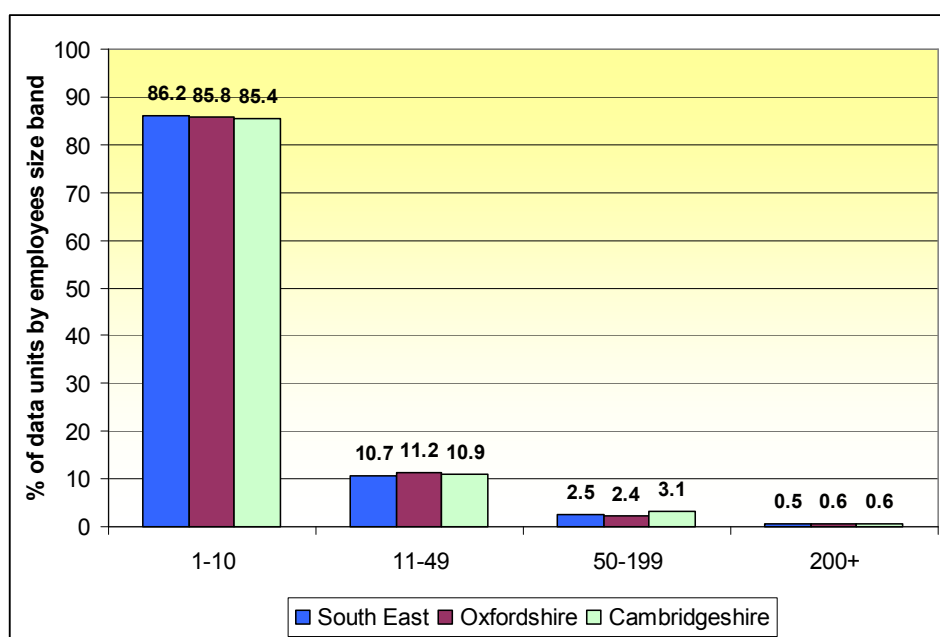
Source: *Annual Business Inquiry 2007,* ONS

Analysis

Anecdotal evidence, primarily from the area of entrepreneurship and business development support, indicates that at least part of the lower proportion of medium-sized businesses in Oxfordshire may be related to the flow of spin-outs and other knowledge-driven start-ups in the County. Such businesses are more likely to require risk capital injections to commercialise their core innovation, leading to the need to have an exit strategy for the funding providers. Selling out or licencing the technology is an appealing option compared to the personal and organisational demands of growing these businesses autonomously at this stage.

However, not all businesses in Oxfordshire are 'high tech' or knowledge driven, and there does appear to be a correlation between urbanisation and the skew of size distribution. The Oxfordshire geography of a busy City surrounded by a wide rural hinterland (albeit with strong market and County towns) may therefore itself be a key explanatory factor for the size distribution of businesses in the County.

Key Issues

The business stock of Oxfordshire shows a significant 'dip' in the proportions employing between 50 and 250 people. This may be linked to the rural nature of Oxfordshire, but there are implications for both the potential for indigenous business growth, and the productivity of the existing business stock.

There is anecdotal evidence that the strong enterprise culture in Oxfordshire is undermined by a failure to grow new businesses beyond a certain size; it is suggested that innovative

high-growth companies are frequently sold on at this point. This would fit with the evidence of size distribution.

The role played by mid-sized firms in growing GVA is unclear. Received wisdom is that these firms have greater capacity for growth, in terms of developing new overseas markets, innovation and diversification. Mid-sized firms are sufficiently large to have the capacity to absorb diversification or other risk-ventures, but are potentially more nimble and responsive, and have a greater capacity for growth, than very large firms.

Further research is needed to investigate the reason for the distribution of business size and any implications it has for growth potential and policy making.

4.5   Business Sectors

Why is this important?

Different industries generate different levels of GVA. Areas with higher GVA per head tend to have a higher percentage of their workforce in business services. Having an economy with strong representation from a range of industries helps to provide a diversified and more resilient business community.

Sector level analysis helps us to understand the sources of Oxfordshire's GVA and the skills required for the county's employers.   This is particularly true where substantial amounts of employment are dependent on a group of businesses inter-related by industry, supply chains, resources or some combination thereof; classically these would be referred to as clusters. Defining these groups in a meaningful way can be exceptionally difficult.

The evidence

Using the broad category of Standard Industrial Classification, SIC, code shows that the predominant contributors to Oxfordshire GVA output are the business services and finance sector, and public administration, education, health and other. This is similar to Cambridgeshire where both counties have seen significant increases since 1996.

Figure 17 Total GVA by sector (£ million)
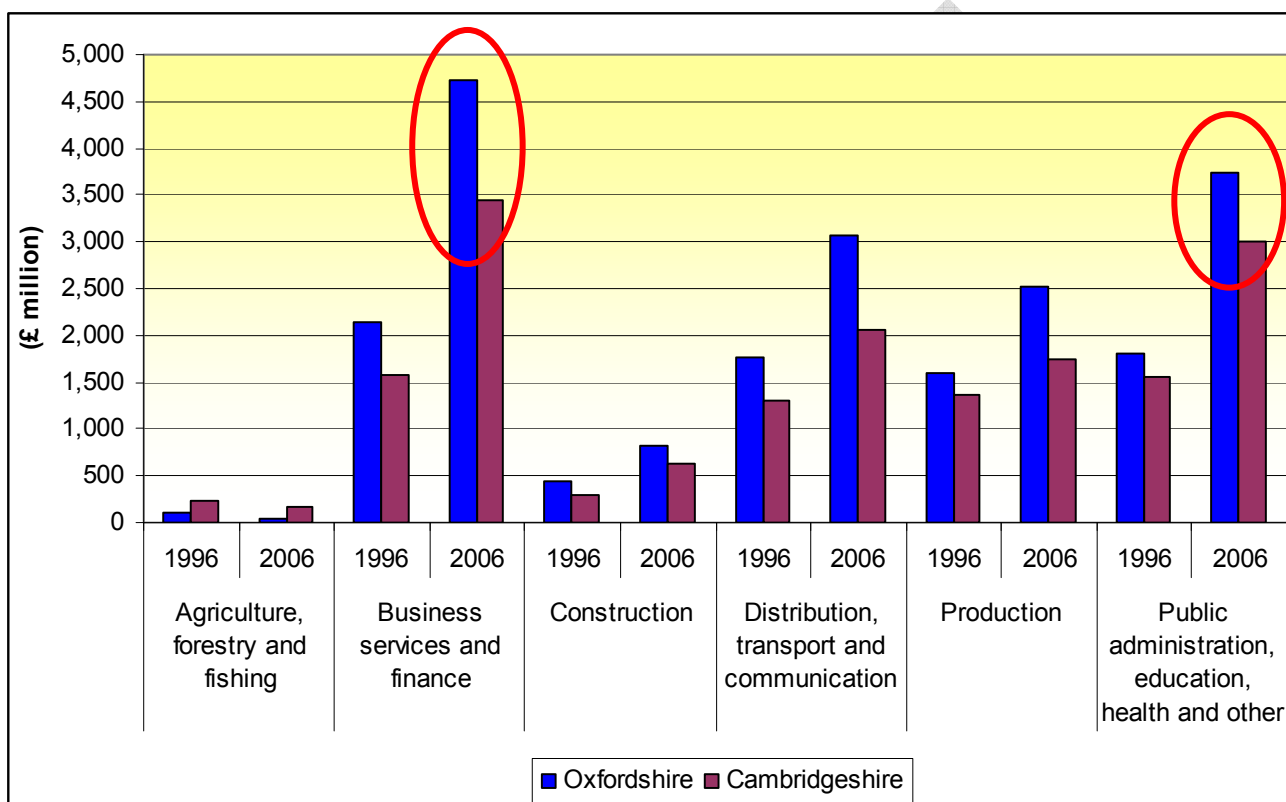
Source: GVA by NUTS3 area at current basic prices, ONS

The structure of Oxfordshire's economy has changed over the past decade with business services and public administration growing faster than distribution, production, construction and agriculture so that these two sectors alone now generate 56% of the county's GVA compared with 48% in 1995.

Areas with higher GVA per head tend to have a higher percentage of their workforce in business services. The structure of Oxfordshire's economy therefore affects its aggregate GVA. Oxfordshire has a higher level of GVA per head than would be predicted by the structure of its economy in particular its smaller business services sector and larger public admin sector.

Figure 18 Total GVA by industry – Oxfordshire

GVA (£ million)

- Business services and finance
- Public admin, education, health & other services
- Distribution, transport & comms
- Production
- Construction
- Agriculture, forestry and fishing
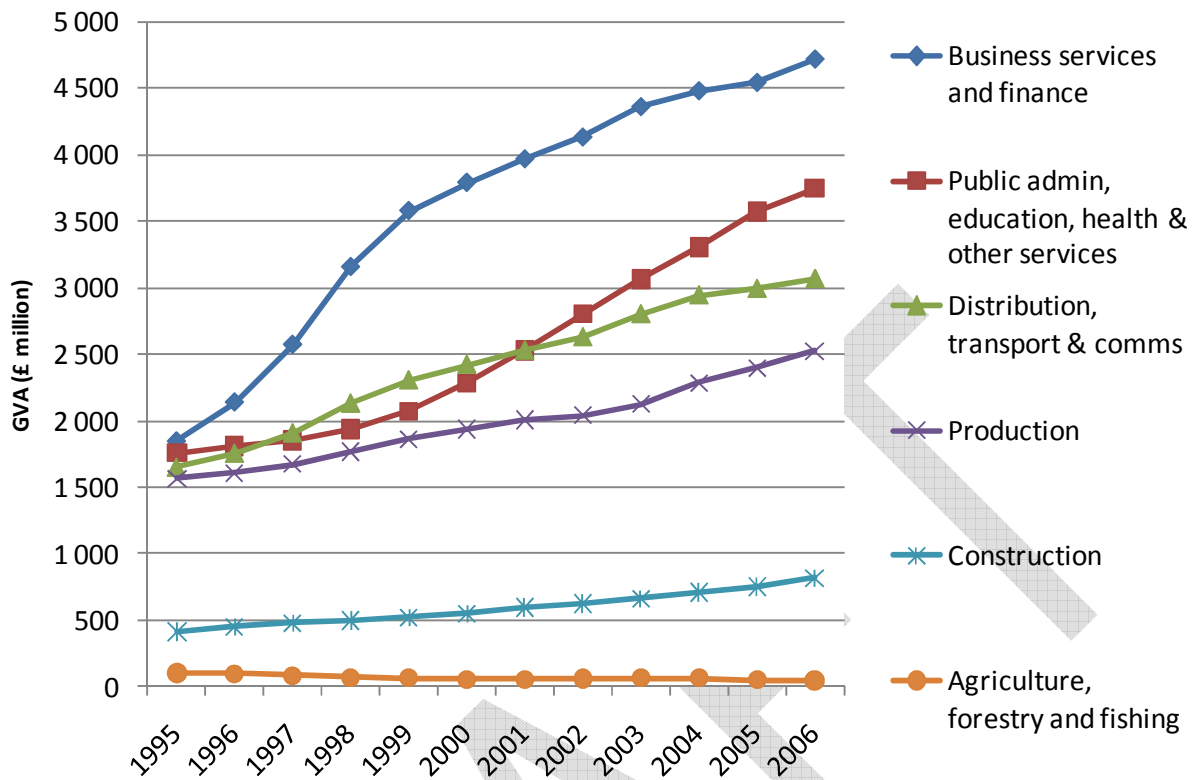
Source: National Statistics Online GVA released Dec08; Table 3:4 Headline1 Gross Value Added (GVA)2,3 by NUTS3 area and 6 industries at current basic prices by region.

Figure 19 % of GVA from Business services and % of GVA from Public Admin - sorted by GVA per head (2006)
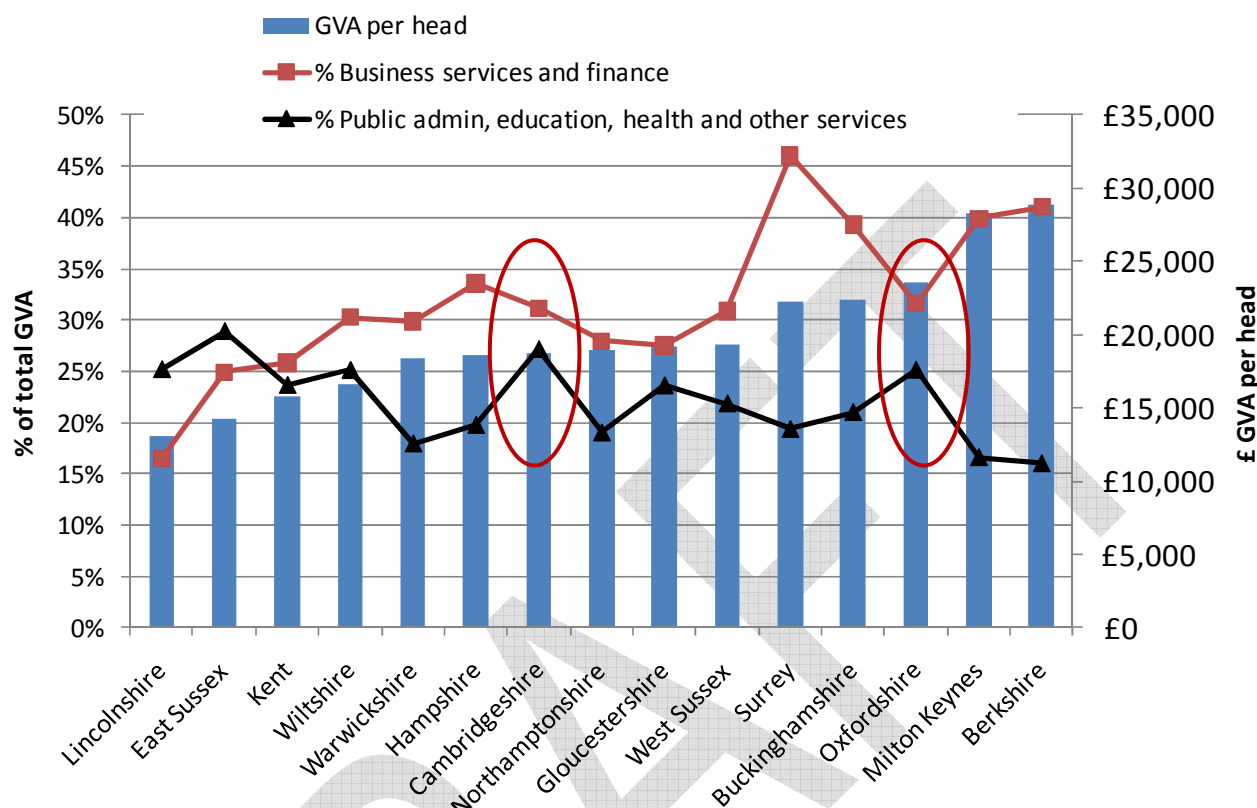
Source: National Statistics Online GVA released Dec08; Table 3:2 Headline1 gross value added per head by NUTS3 area at current basic prices; Table 3:4 Headline1 Gross Value Added (GVA)2,3 by NUTS3 area and 6 industries at current basic prices by region

While the broad categories of Standard Industrial Classification (SIC) codes allow comparisons between areas they are not always easy to use for all policy discussions. By using parts of the detailed codes we are able to look at sectors of particular importance to Oxfordshire and consider the issues that they face in the future[11].

There is debate about the importance of clusters as a basis for policy making. On the one hand they are a useful way of describing what Oxfordshire has to offer to outside investors. But on the other hand Oxfordshire has argued in the past that they do not provide a sound basis for planning decisions or other forms of preferential treatment. The agglomeration effects with clusters are unproven as a source of increased productivity. Certainly the traditional definition of a cluster as being a group of businesses in the same industry is no longer sophisticated enough to describe the complex web of relationships between a group of businesses that collectively make a disproportionate contribution to the local economy.

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[11] The choice of codes to composite together has been done using OECD, regional and national criteria and has been proposed to SEEDA as a common framework that will allow cross regional comparison and benchmarking.

Table 16 Employment in Key Sectors within the Oxfordshire Economy

Industry sector	Oxfordshire's employees (2007)	Comment
Knowledge Intensive Businesses, KIBs This definition covers financial, legal and other business services, research and development and knowledge intensive parts of the media.	48,000 of which approx 6,400 in R&D	**Significantly higher employment in this high growth sector than SE average.** In Oxfordshire, 48,000 people are employed in KIBs, representing 15.1% of the total workforce. This is significantly higher than the South East, where 10.2% of employees work in KIBs. **Oxfordshire has the highest proportion of its workforce employed in KIBs of all the County Council areas in England.** Since 1998 employment in KIBs in Oxfordshire has grown by 24% - above the South East average of 17%. By comparison KIBs employment in Cambridgeshire increased by 17% between 1998 and 2007, and now constitutes 14.2% of the workforce.
Hi-tech Manufacturing (excluding ICT)- precision engineering, bio science, medical technology, research, instrumentation and motor sports sectors	43,000	**Declining employment in this sector but strength in diversity.** In 1998 Oxfordshire was a clear leader in the South East with almost 18% of the workforce engaged in high tech manufacturing. By 2007 this had declined from 53,000 to 43,000 people, less than 14% of the workforce, a percentage now surpassed by Hampshire.
Education	41,200	**Most of the increase has been in higher education whose workforce has more than doubled to almost 21,000.** Between 1998 and 2007, employment in primary, secondary, further and higher education grew by 52% to 41,200 or 13% of Oxfordshire's workforce.
Retail This sector provides a majority of relatively unskilled occupations	37,700	**Below the South East average and affected by structural changes.** 11.9% (37,700 people) of Oxfordshire's workforce are employed in the retail sector - the lowest proportion in the South East. All counties in the region have seen a decrease in the proportion of the workforce employed in the retail sector. Moves to the internet and to larger retail centres are threatening the viability of secondary retail centres in market towns and urban suburbs. Strong growth forecast
Health (does not include the related sectors of medical	34,000	The health sector employed almost 11% of the Oxfordshire workforce in 2007 an increase from 8.7% in 1998. This compares with a regional average of 11.5%. The importance

research, medical instruments and technologies and the bio science sectors that are counted in the high tech manufacturing figures)		of Oxfordshire's health sector is not fully captured in this figure
Creative industries	30,100	**Growing slowly but employment remains above the regional average.** Employing 30,100, Oxfordshire (at 9.5%) has a marginally higher proportion of workers in creative industries than the South East average of 9.3%. However, employment in creative industries in Oxfordshire has grown at the lowest rate of all the counties in the South East.
Tourism and Visitor economy This sector covers general leisure services including restaurants and bars as well as services more specifically targeting visitors to the county	24,000	**Slightly above the average for the South East (7.3%).** Around 7.6% (24,000 people) of Oxfordshire's workforce are employed in the Tourism sector [rate of change TBA]
Military	15,000?	The military and those that provide services to this sector are particularly important to Oxfordshire. The military themselves report employing directly or indirectly 15,000 people but official data from the Annual Business Inquiry produces a somewhat lower number.
Information and Communications Technology, ICT – covers both the manufacturing and service side of ICT	11,400	**Oxfordshire is below the regional average of 5.3% employment in this sector** even though employment has doubled from 1.8% to 3.7% between 1998 and 2007. This increase has been exceeded by Buckinghamshire, Hampshire and Surrey. Employment in ICT is mostly in small businesses. Within this sector is a significant cluster of computer games software writers in Banbury.
Agriculture and Rural	5,000+3,900	**Less than 3% of the county's employment and generate an equally small proportion of GVA.** Agriculture employs over 5,000 people directly in Oxfordshire with a further 3,900 employed in agri-food processing sector. On the other hand agriculture is responsible for the maintenance of much of the natural environment which, along with the creative and cultural industries, generates much of the 'product' that attracts visitors to the county and is part of the attraction for inward

		investment and for mobile 'knowledge workers' to locate in Oxfordshire. **The significance of this sector therefore belies the small scale of its immediate impacts.**
'Clean tech'. Covered by manufacturing and KIBS sectors above	???	**The future?** HSBC reported this sector growing globally by 80% even during the recession of 2008/09. It is an area that Oxfordshire needs to pay attention to. A diverse sector ranging from alternative fuels to energy efficiency, to consultancy to water management and land remediation
Voluntary and Community Sector		To be assessed
Other	26,000	
Total employment	**316,000**	

Figure 20 Proportion of the workforce employed in KIBs
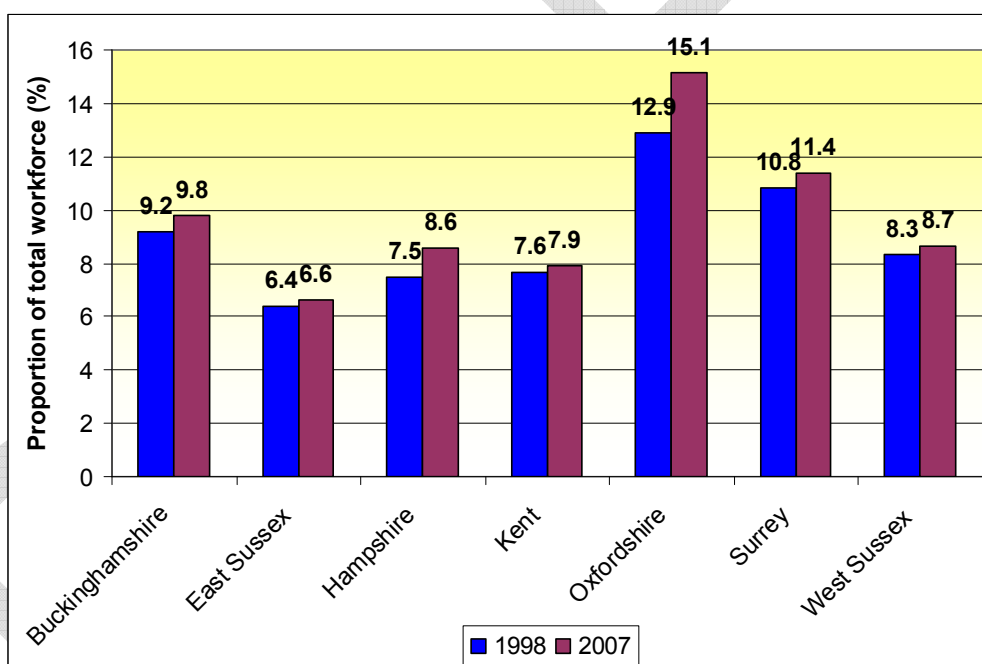
Source: Annual Business Inquiry 2008

Figure 21 Trend of employment in KIBs (1998-2007)
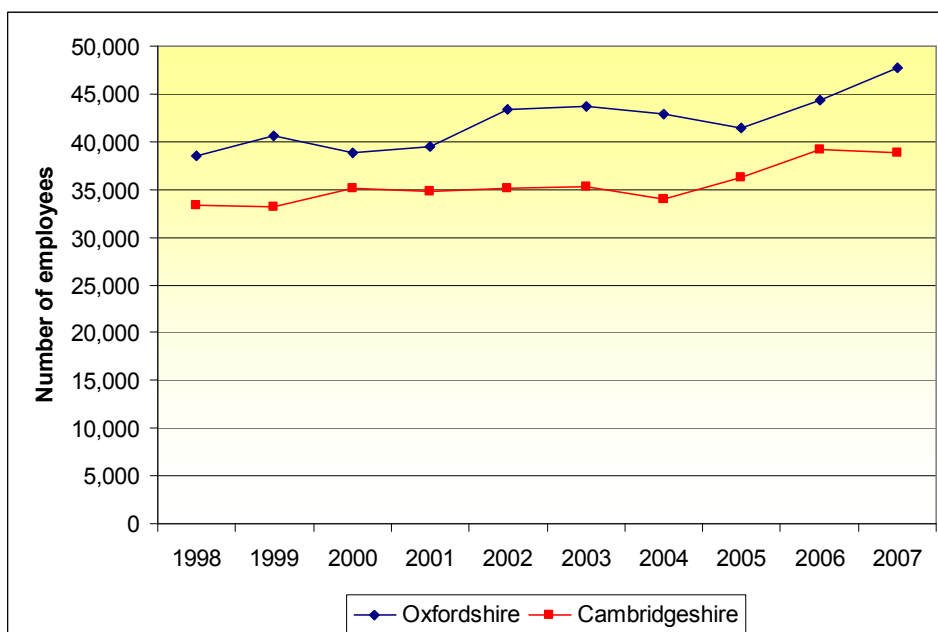
Source: Annual Business Inquiry 2008

Table 17 Employment by Occupation – Percentage of Working Population (Apr 08 – Mar 09)

SOC 2000 Group	GB	SE	Oxon	Oxford	Cherwell	South	Vale	West
1 Managers and senior officials	15.6	17.3	16.2	9.0	13.6	19.7	23.6	18.2
2 Professional occupations	13.1	14.3	17.3	29.5	8.9	19.1	15.3	10.2
3 Associate professional & technical	14.6	15.5	15.3	17.9	13.1	15.8	15.7	13.4
4 Administrative & secretarial	11.4	11.6	11.5	11.5	11.4	9.5	17.0	7.6
5 Skilled trades occupations	10.7	9.8	9.5	#	10.3	10.9	8.1	17.1
6 Personal service occupations	8.3	6.7	6.7	7.6	9.9	4.4	#	6.8
7 Sales and customer service occupations	7.5	6.8	6.8	#	6.1	8.4	6.1	11.1
8 Process plant & machine operatives	7.0	6.8	6.8	5.0	10.0	6.6	#	7.9
9 Elementary occupations	11.3	9.7	9.7	11.0	16.2	5.7	5.8	7.6

Source: ONS Annual Population Survey

Notes: % of those over 16 in employment. # means sample is too small for reliability

Analysis

The high level of Public Sector employment is linked closely to a period of expected restraint, limiting further employment growth in this sector and possibly even contraction.

Public sector employment in Oxfordshire includes not just mainstream public services such as Local Government and the Emergency Services, but substantial contributions from Education, Defence and a range of public sector research institutions, as well as smaller but important contributions such as the Probation Service in Bicester and WRAP (Waste & Resources Action Programme) in Banbury. This diversity allows for more resilience than if Public Sector employment was dominated by a particular government agency or department, as occurs in some parts of the country.

Oxfordshire has been moving to a more knowledge-driven economy, principally through an increase in employment in services (both public and private). However, while the public services have the potential for some GVA growth, especially as a source of spin-outs, they remain a principally consuming part of the economy. Low GVA growth overall could be partly attributed to the substantial proportion of employment in the public sector in Oxfordshire.

The low growth projected in productive industries contributes to low overall projections for GVA. While manufacturing has been in general decline in the UK, this seems to have been accelerated in Oxfordshire. There may be a link to the issues discussed above around business size distribution; that is to say that much high-tech manufacturing in Oxfordshire is early-stage and exploring new innovation, and does not make the transition through to a larger, growing business.

With increasing discussion of the importance of manufacturing for future economic growth in the UK (as opposed to an earlier reliance of financial services) there are issues that need to be addressed in Oxfordshire about what it would have to do to succeed in this area.

The low proportion of retail employment in Oxfordshire suggests that anecdotal evidence about the relatively poor retail offering in the County has a factual basis. Retail employment is frequently perceived as low-value, employment in the sector is more accessible, especially to parts of the population with time or skill constraints. Further, if there is a direct relationship between lower proportions of retail employment and the overall quality of the retail offer, there are implications for town centre vitality, competition from neighbouring areas, lifestyle and tourism.

Key Issues

What will be the impact of the decline in growth in the public services? Scenarios include employment shifting to higher value-added activity in the private sector, or adding to economic inactivity. Given the wide range of activities under the Public Sector umbrella, the exact outcome is unclear.

Is it possible to address the relative decline in manufacturing in Oxfordshire, especially hi-tech manufacturing which is a sector that many expect to see resurgent?

Will the people that come out of the public sector move into the parts of the private sector that generate high GVA/head or will they increase inactivity rates and therefore reduce aggregate GVA per head?

What the new sectors that will come to dominate in the next 20 years and how can Oxfordshire work to make sure it can succeed in them?

What are the declining sectors that will affect Oxfordshire over the next 20 years (eg what is the future of hydro-carbon based car production?) and how will Oxfordshire adjust to any structural declines that occur.

4.6   Business Activity – Drivers of Productivity

Why is Business Activity important to the Economic Assessment?

Productivity is tied not simply to the size and type of businesses present, but to the levels of innovation, marketing, investment and development that occur within those businesses. The GVA of a locality reflects the quality of business activity as well as its quantity. Increased productivity allows wages and profits to grow and services to improve from better use of existing resources.

Although there is no simple measure for business activity, we are able to draw some conclusions from a number of proxy measurements:

◆   Enterprise – the birth rate of new businesses

◆   Investment – attracting money into businesses and infrastructure

◆   Innovation – patents, take-up of innovation support programmes and funding

◆   Competition and trade – values of exports

High productivity is a reflection and output of these business factors, and represents high levels of efficiency and competitiveness. Demands from businesses to achieve these goals also drives demand for high skills from the workforce, and is reflected in improved wages and incomes.

The Evidence

Enterprise

Development of new technologies and new businesses and growing existing businesses through innovation, improved supply chains and increased competition are all increased by an enterprising and entrepreneurial approach. VAT registration is used as a proxy of this nationally, as it demonstrates the birth and death rates, and the overall stock, of businesses with sufficient turnover to exceed the VAT threshold (in 2009, £68,000).

Figure 22 Total stock of VAT registered businesses

Berkshire = calculated average from Unitary Authority results

Source: ONS VAT registrations / de-registrations at end of year
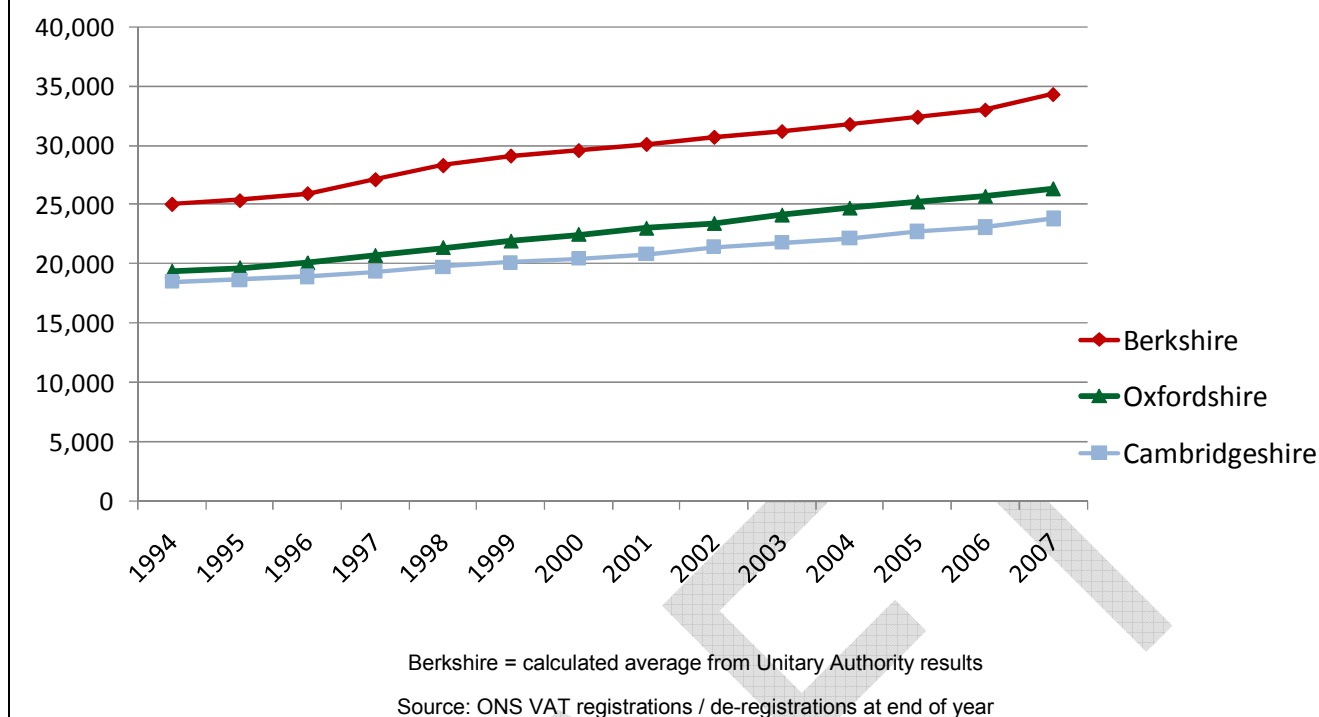
Oxfordshire's stock of VAT registered businesses has grown more slowly than in Berkshire, Northamptonshire and Warwickshire but faster than in Gloucestershire and Buckinghamshire. A further useful proxy for Enterprise is the survival rate of new enterprises. This suggests that although Oxfordshire's rate of business formation is below that of Berkshire its rate of business survival has been consistently above survival levels for businesses throughout the UK as well as in Berkshire and Cambridgeshire.

Table 18 Survival rates for new businesses 2003-2006

Year	County	1 Year per cent	2 Year per cent	3 Year per cent	4 Year per cent	5 Year per cent
2003	UK	92.6	78.0	63.6	54.6	46.6
2003	Berkshire	92.9	79.6	65.5	54.9	47.7
2003	Cambridgeshire	92.0	78.3	65.8	57.0	49.7
2003	**Oxfordshire**	**93.2**	**80.7**	**68.8**	**59.7**	**52.1**
2004	UK	94.2	78.7	65.3	54.7	-
2004	Berkshire	95.0	80.5	66.0	55.8	-
2004	Cambridgeshire	95.3	81.7	70.4	59.1	-
2004	**Oxfordshire**	**95.3**	**81.4**	**68.3**	**58.0**	**-**
2005	UK	94.3	79.8	64.7	-	-

2005	Berkshire	95.0	80.9	67.6	-	-
2005	Cambridgeshire	95.7	83.4	69.6	-	-
2005	**Oxfordshire**	**95.3**	**83.9**	**72.3**	**-**	**-**
2006	UK	96.5	80.7	-	-	-
2006	Berkshire	96.8	83.4	-	-	-
2006	Cambridgeshire	97.1	83.2	-	-	-
2006	**Oxfordshire**	**97.0**	**83.0**	**-**	**-**	**-**

Source: *Business Demography 2008* (ONS)

Investment

Investment is important in providing physical infrastructure and capital that raises productivity and for providing the basis for investing in new businesses. The former includes capital generated by the planning process as it captures development gain from new housing and commercial developments, from the investment of businesses in their own infrastructure and from government grants. The latter is mostly provided through various sources of commercial investment.

Infrastructure Investment

Almost all infrastructure investment comes from Public finds, or is managed through Public activity (for example, Section 106 funds raised on major planning permissions to secure needed infrastructure associated with major developments). The exception in Oxfordshire is Chiltern Railway's planned investment in the 'Ever Green 3' project to provide new rail infrastructure between Oxford and Marylebone.

Commercial Investment

Data about private sector investment is much more difficult to pin down. Inevitably, individual investments attract varying, but usually high, levels of confidentiality. Similarly, while there are some networks providing venture capital investment for early stage and small, high-growth businesses, larger firms operate on a more national or international basis in securing investments, making aggregated figures difficult to identify.

With a number of strong investment networks of business angels and sources of early stage venture capital, Oxfordshire has been successful in investment in start up businesses spinning out of its university and R&D facilities. It is suggested however that there is a possible relative (but not absolute) lack of follow on investment available so that a number of promising businesses have been sold off rather than continuing to grow in Oxfordshire. This is reflected in the profile of business sizes that has fewer medium sized businesses than elsewhere in the country.

Oxford Investment Opportunities Network (OION) has since 2000, helped close nearly 100 deals, raising over £21.5m for companies[12]. Oxford Early Investments (OEI) is a branch of OION which deals with smaller, earlier investments in the £20,000 - £150,000 range, as opposed to OIONs usual £200k - £2m investment packages. However, the absence of clear benchmarking can make it difficult to know whether performance is good or bad. Anecdotal evidence, in the form of awards won by OION suggest performance is good, but without objective data this is supposition.

Science Oxford undertook a snapshot review of early stage finance through OION in the summer of 2009[13]. It found that:

- Companies within the Advanced Materials sector tend to be the most successful at raising funds.

- Companies within the ICT sector tend to be least successful in raising funds.

- Spinout companies which are over 2 years old from the Advanced Materials sector may have the greatest opportunity for success.

It also found that no pre-incorporated businesses or businesses under one year old were successful in securing Angel funding.

Figure 23 SME Finance types: Illustrative mapping of expected return profile against amount sought
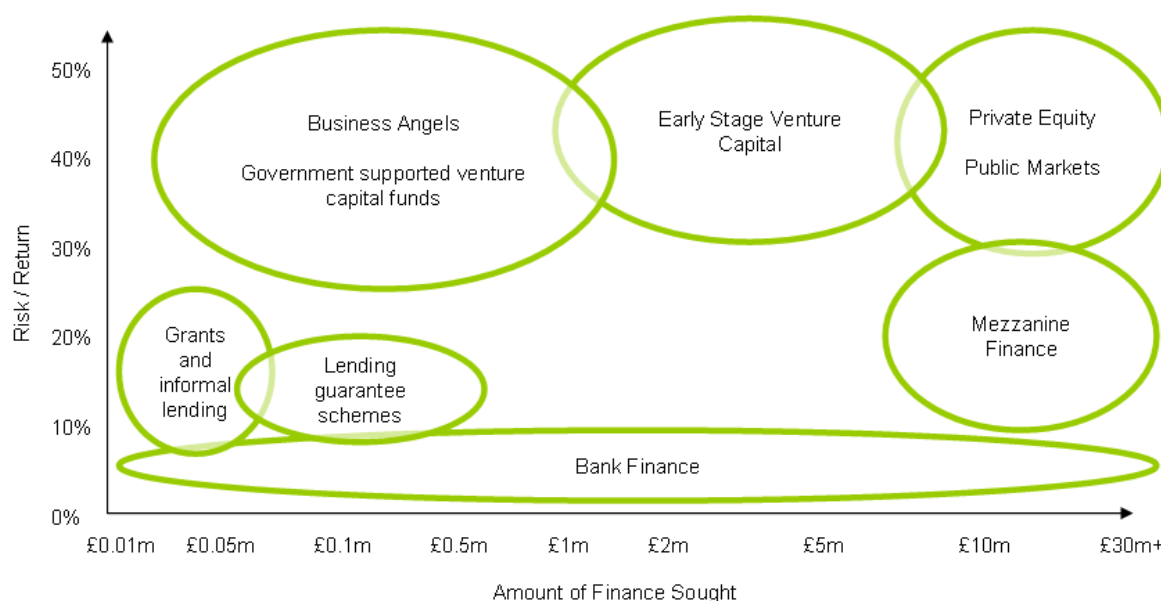
Source: Provision of Growth Capital to SMEs. Chris Rowlands et al, Nov 2009

However, in terms of *continued* investment in business, the picture appears to be less positive. Data from the most recent Regional Development Agency Survey showed that

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[12] Accessed from http://www.oion.co.uk/ December 2009
[13] Science Oxford Networks, *Insight* On-line research paper Summer 2009.

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investment in Oxfordshire businesses generally compared poorly against Berkshire and the UK.

Table 19 Businesses reporting trends beyond seasonal variation

Investment in	Level	12 Months to Nov 09			12 Month projection from Nov 09		
		UK	Berks	Oxon	UK	Berks	Oxon
Buildings	Higher	8	4	4	9	13	1
	Same	26	30	24	26	24	27
	Lower	20	9	19	18	10	23
Plant & machinery	Higher	11	8	14	10	10	2
	Same	30	30	23	34	42	24
	Lower	29	22	37	24	15	45
Products and processes	Higher	12	19	14	14	15	7
	Same	29	22	20	31	32	37
	Lower	20	23	27	15	16	22
Sales and marketing	Higher	21	18	28	28	29	29
	Same	41	62	36	42	51	39
	Lower	12	7	13	18	12	15
Training & Re-training	Higher	13	15	20	18	15	22
	Same	46	50	47	48	52	49
	Lower	24	18	16	18	17	13
Overall	Higher	19	22	16	25	32	18
	Same	36	42	28	40	37	41
	Lower	38	28	44	7	6	11

Source: *Business Survey (Regional Development Agencies) November 2009*

This data suffers from having a small sample size for Oxfordshire in the November survey (the RDA survey is undertaken every three months). However, barring a substantially anomalous result, the survey indicates that business investment levels in Oxfordshire during the core period of the recession have dropped significantly, with the exception of the areas of Sales & Marketing and Training.

Innovation

Innovation is about the successful exploitation of new ideas through the implementation of new or significantly improved products, processes, marketing and organisational changes[14].

There are no simple metrics of innovation but the particular information comparing spinouts (63 active companies in 2008 from Oxford, 45 from Cambridge that rank them 2nd and 3rd nationally behind Imperial College) and science parks, that include innovation and incubator units, (6 and 7 respectively) suggest that Oxfordshire is well placed in terms of innovation capacity. (Source: ....)

Data from the Regional Development Agency business survey shows that fewer new products and processes are being developed in Oxfordshire but the results are consistent with the fact of the Berkshire economy being two thirds larger than Oxfordshire's.

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[14] MIER Overview p9

Table 20 November 2009 RDA Business Survey – businesses reporting innovation activity (%)

Business introducing a new innovation in the last 12 months			
	UK	*Berks*	*Oxon*
New product	29	51	25
New process	9	12	8
Neither	58	37	67
Business expecting to introduce a new innovation in the next 12 months			
	UK	*Berks*	*Oxon*
New product	28	39	27
New process	11	16	13
Neither	50	40	55

Source: *Business Survey (Regional Development Agencies) November 2009*

However, again there is the caveat that this survey had a relatively small Oxfordshire sample and excessive reliance cannot be placed on this result.

There has been substantial change in recent years in Public sector support mechanisms for innovation. Statistics on the take-up of programmes such as the Grant for Research and Development, Knowledge Transfer Partnerships and the like should give a clearer picture of the shape of innovation activity in Oxfordshire.

Also, data about Patent registrations is potentially a proxy for innovation, and may help provide a clearer picture of the situation in our County.

Competition and Trade

"Competition and trade and in particular strong international trading links have both direct and indirect productivity benefits as both exporters and foreign investors tend to have higher productivity levels[15]." Of Oxfordshire's key sectors high tech manufacturing activities (including precision engineering, bio science, medical technology, research, instrumentation and motor sports) are likely to be more outward facing and therefore stronger in terms of competition and trade. The other sectors are likely to be more inward facing. HMRC track goods exporting data, and monthly data to October 2009[16] showed that the top 20 exported goods by value were headed by pharmaceuticals manufacture, and also included aerospace products (rank 2), motor vehicles (3), motor vehicle parts (13) and medical devices (17).

Analysis

Evidence around business survival rates, spin-pout generation and access to funding (especially in relation to knowledge-driven business) connects with earlier discussions around business size. While start-up rates are not notable, the survival of new business in Oxfordshire is substantially more likely than most other parts of the UK. This suggests that

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[15] MIER
[16] HM Revenue and Customs, Overseas Trade Statistics, Top 20 by SIC October 2009

the support available to new business is highly effective, and also that the preparation made by business principals is more rigorous.

Oxfordshire has evidence to support the widely held belief that it is a major generator of innovation. However, given that innovation is expected to deliver substantial GVA benefits, the failure of GVA statistics to reflect this suggests that again, as with business size, there is a failure to maximise the potential wealth-generation benefits from such innovation. Whether this is because of a predominance of short-term over long-term strategies for realising value awaits further, qualitative exploration. Findings from the RDA Business Survey suggest that outside of the high-tech/spin-out sector, levels of process and product innovation are poor.

Oxfordshire has the potential for deriving substantial GVA from exporting and international trade. However, following from the evidence around business sector, the absence of substantial manufacturing, especially high-tech manufacturing, limits this capacity. The export value for services is much more difficult to capture.

Key Issues

There are proxy measures which could give insight into the competitiveness of the Oxfordshire business community. However, data availability currently is insufficient to draw firm conclusions.

Research needs to be undertaken into whether a tradition of strong commitment to spin-out and other innovation-led new business activity has led to twin problems of poor levels of innovation outside of this field, and the field itself being dependent on risk funding which seeks an exit strategy that is itself preventing many companies from growing on into becoming medium or large size employers (i.e by selling out to existing larger firms).

Indications are that in terms of innovation and investment in new ventures, Oxfordshire performs well for new business and high-tech, but so far these are largely anecdotal.

Continuing business investment across the board has suffered in Oxfordshire, with investment only in Sales/Marketing and Training seeing any growth.

Business survival rates are particularly high in Oxfordshire.

4.7   Oxfordshire's workforce

Why this is important

This section looks at the county's resident workforce, those that commute in to work in Oxfordshire and those that migrate in to fill labour shortages. As GVA per head is reduced by higher inactivity rates (ie people of working age who are not in work) the section also considers worklessness.

Economic development is ultimately about people, their wealth and well-being. Information about the economic activity of people is fundamental to ensuring good economic

development policy and strategy.

Evidence

Between 1998 and 2007, total employment in Oxfordshire was relatively stable, increasing by just 5.7% and reaching approximately 316,000 in 2007. At 5.7%, Oxfordshire has one of the lowest employment growth rates of the South East counties (Buckinghamshire decreased by 2.6%). The increase for the South East region as a whole was 9% between 1998 and 2007.

A third of Oxfordshire's employment in based in Oxford, the remaining two thirds in the surrounding districts.

Table 21 Change in number of employees

	1998	2007	% of Oxon total	% Change, '98-'07
Oxford City	94,760	101,890	32%	7.5
Cherwell	63,415	67,950	22%	7.2
West Oxfordshire	35,110	38,775	12%	10.4
South Oxfordshire	51,450	54,910	17%	6.7
Vale of White Horse	56,705	54,385	17%	-4.1*
Oxfordshire	298,875	315,940	100%	5.7

Source: ONS Annual Business Inquiry

* This figure is a data error

Table 22 Job Density by District/City

	Job Density
Oxford City	1.05
Cherwell	0.90
South Oxfordshire	0.85
Vale of White Horse	0.87
West Oxfordshire	0.93

Source: ONS jobs density
Notes: The density figures represent the ratio of total jobs to working-age population.
Total jobs includes employees, self-employed, government-supported trainees and HM Forces

The occupational structure of the labour market

The largest occupational groups in Oxfordshire are managerial (top ranked classification), administrative occupations (mid level) and elementary (lowest ranked classification), which suggests a large disparity in incomes between major sections of the population.

The occupational structure of Oxfordshire is broadly similar to that of Cambridgeshire but Cambridgeshire has more corporate managers as a proportion of the total than Oxfordshire and more science and technology professionals, and fewer administrative and caring, personal service occupations.

While the size of the workforce has only increased slightly overall, the types of jobs that people do has changed as have the industries that they work in.

The mix of jobs by occupational classification has shifted over the last 5 years:

- increases in corporate managers, science and technology professionals, health and social welfare "associate professionals", and teaching and research professionals and also in less skilled occupations such as transport & mobile machine drivers/operatives
- decreases in skilled metal and electronic trades, health professionals and textiles and printing.
- The lower occupational classifications (7. Sales & Customer Service, 8. Unskilled Trades and 9. Elementary) have increased slightly.

Many of the additional high level jobs are in the public sector. The increase within the public sector in the top 3 managerial and professional occupational classifications, accounts for 10,000 of the 15,000 increase in the top 3 occupational classifications over the period 2005 -2009.

The occupational structure of Oxfordshire is broadly similar to Cambridgeshire. Some notable differences include more corporate managers more science and technology professionals, and fewer administrative and caring, personal service occupations in Cambridgeshire than in Oxfordshire.

The significance of these changes is that different types of job attract different salaries and therefore different GVA. In addition the changes in occupational structure within the local economy have implications for the institutions providing education and skills development to that market. As the public sector is expected to contract in the coming years it is likely that this will affect the county's occupational structure and related level of GVA.

Sources of Labour: In commuting and migration

In commuting and in migration contribute to Oxfordshire's GVA by growing the salaries and profits earned in the county. They both smooth out labour shortages but have costs associated with their impact on infrastructure required to address congestion and housing shortages

In commuting

In 2001 seventeen percent of Oxfordshire's workforce commuted into the county from surrounding areas. At the same time almost fifteen percent of the working age residents commuted out of the county 70% of them to London (20%) and other parts of the South East (50%).

Migration

The labour force is also augmented by migrants who come from abroad to the county to work (often for short periods) Since May 2004 many of them from the A8[17] accession countries citizens have applied for work in the UK under the Migrant Worker Scheme. The majority (56%) of these have been from Poland but numbers have declined since the start of the recession. These migrant groups have been important in the roles of process (factory) and warehouse operatives and as care and home assistants.

The economy imports skills, as well as growing its own skilled labour force. Providing the transport systems, housing and training necessary to encourage necessary staff to commute, to move or to improve their skills are key issues for improving the county's GVA.

Analysis

Trends in employment generally reflect the trends in business sector examined above, with growth in public and business services, and declines in manufacturing. Overall low growth and the polarisation of the workforce suggest a general trend towards small business with low-skill demands, which is generally agreed by the sector data.

The in- and out-commuting figures for Oxfordshire show a generally self-contained economic area; key commuting routes by rail to London, Reading and Birmingham would be expected to lead to an overall positive travel picture. However, this does not fit with experiences of peak-time traffic around Oxford and the major towns; consequently there must be substantial movement of employees around the County. Given the polarisation of employment, further investigation of the relationship between employment and distance travelled could be informative.

Key Issues

More people, working longer for higher wages generates higher GVA per head.

The mix of jobs by occupational classification has shifted over the last 5 years.

Increased employment will contribute to higher GVA/head. The choice of sectors and occupational types will affect the amount of GVA they generate. The choice of how much more employment is wanted will be affected by related requirements of infrastructure, especially housing, and the impact of more development on the environment?

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[17] The A8 comprises: Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia.

What are the underlying causes of the under-representation of employment in middle-ranking, skilled 'blue-collar' trades? Is it related to anecdotal evidence about difficulty in recruiting 'technician' type roles reported by employers?

Can we expect the structural changes in employment type over the last five years to continue?

The proportion of jobs occupied with degree level qualifications appears to be associated with higher levels of GVA but this will come about from creation of the jobs needing such qualifications rather than from training residents to degree level. Evidence shows that potential employees at lower levels of salary and qualification are much less likely to commute to find employment. This could mean that lack of suitably skilled staff for low skilled and low paid jobs may be a barrier that is not as easily filled by in migration or in commuting. It also means that those with low skills are less likely to find employment unless it is close by.

The predominant employment opportunity for graduates in Oxfordshire is in the Public Services. Will expected contraction in this sector cause a drag on overall graduate recruitment?

4.8   Workforce skills

Why is this important?

The Leitch Review asserted that improved skills levels in the working population would lead to improvements in productivity (and therefore GVA) in the economy. Skills are also important to breaking the cycle of deprivation (in that fewer than 50% of those with no qualifications are in work, compared to nearly 90% of those with graduate-level qualifications) and improving other outcomes such as lower crime levels, better health and greater social cohesion.

Upgrading the skills of the UK population as a whole is a top priority for central government. The 2006 Leitch Review of skills identified the UK as occupying only 17th position out of 30 OECD countries on low skills (up to Level 2), 20th for intermediate skills (Level 3), and 11th on high skills (Level 4+)[18]. The Review stressed particularly the importance of skills for economic prosperity: along with investment, innovation, enterprise and competition, skills are seen as a crucial component of improved economic productivity. For example, 20% of the productivity gap with countries such as France and Germany has been associated with the UK's relatively poor skills record.

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[18] Basic skills means everyday numeracy and literacy skills. Level 2 equates to 5 good GCSEs. Level 3 equates to 2 "A" levels. Level 4 equates to a degree or its vocational equivalent.

Evidence

At the time of the Census 2001 survey there were many more graduates (or equivalent) employed in Berkshire than Oxfordshire equating to a higher overall % of graduate employment in the workforce.

Figure 24 Number of people in employment in the area by highest qualification (2001)
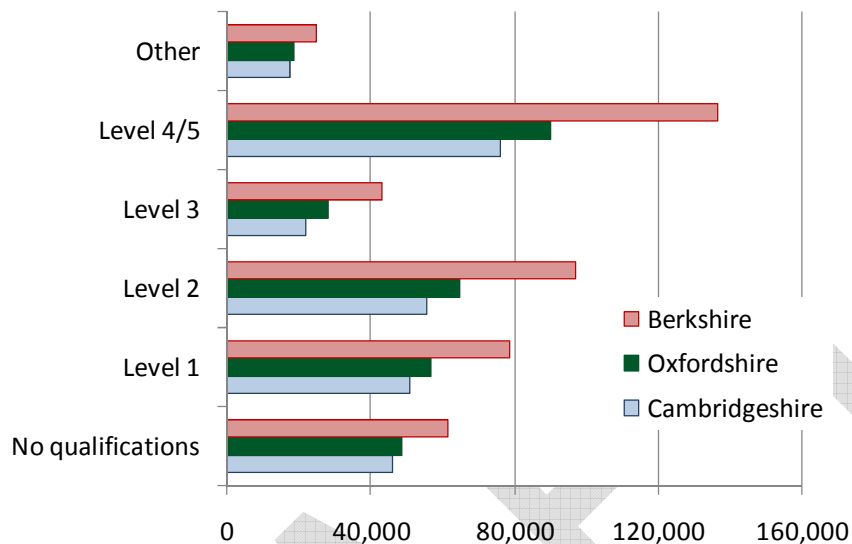
Source: Census 2001 table S131

Figure 25   % of employment in the area by highest qualification (2001)
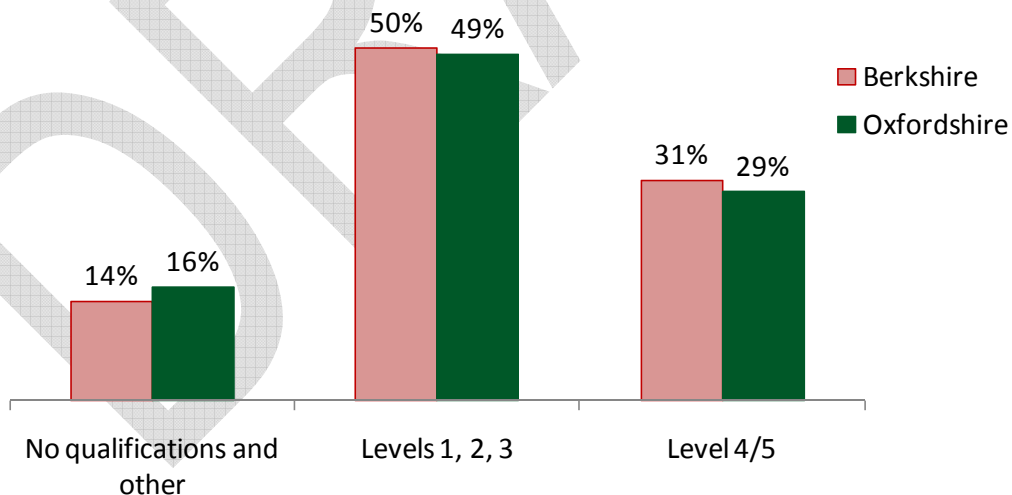
Source: Census 2001 table S131

The biggest difference in graduate numbers is those employed in the general category of "business activities".

Oxfordshire employs more graduates than Berkshire or Cambridgeshire in the categories of Education and Health & Social work.

Figure 26 Number of workers qualified to level 4/5 (2001)
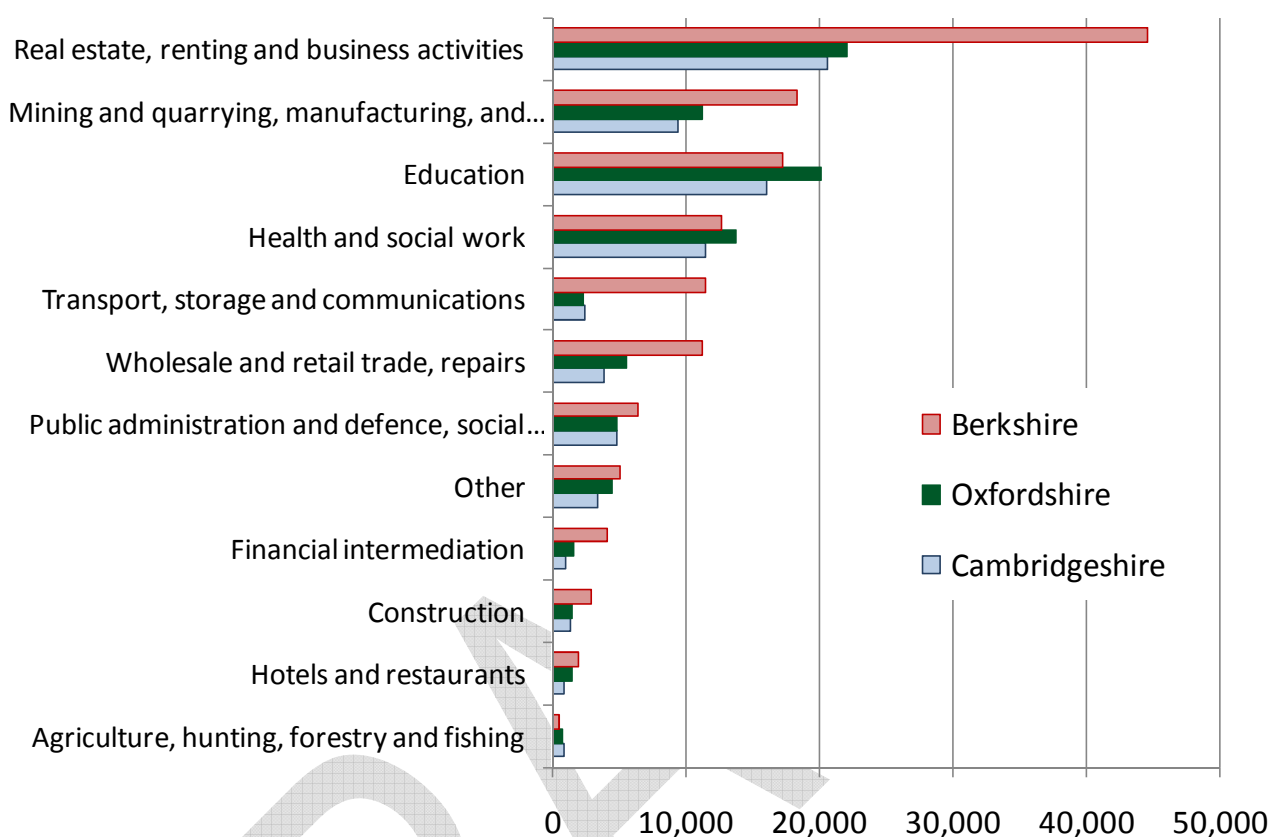
Source: ONS Census 2001 table S131

4.9 Skills of Residents

The Oxfordshire Partnership has adopted specific skills targets for the resident working age population as a whole, as set out in LAA1 and LAA2. For Levels 2 and 3 the new LAA2 targets are:

NI 163/PSA 2	% of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher: from 73.8% baseline (2006) to 79% by 2010/2011
NI 164/PSA2	% of population aged 19-64 for males and 19-59 for females qualified to at least Level 3 or higher: from 56.8% (2006) to 61% by 2010/2011

The most recent data shows real progress at all qualification levels and a continuing reduction of the working age population without any qualifications. Oxfordshire performs better at all qualification levels than the England and South East averages and better at all levels except Level 4 (degree level) than Cambridgeshire.

Businesses in Oxfordshire will need access to skilled staff both because the workforce is forecast to grow and because existing staff will retire or move away and will need replacing. Even though there are a number of sectors that were forecast in 2004 to contract in terms of number of employees there will be a net demand for workers in every sector in the period 2004-2014 because of this need to replace departing staff.

Figure 27 Highest qualification in the Oxfordshire working age population
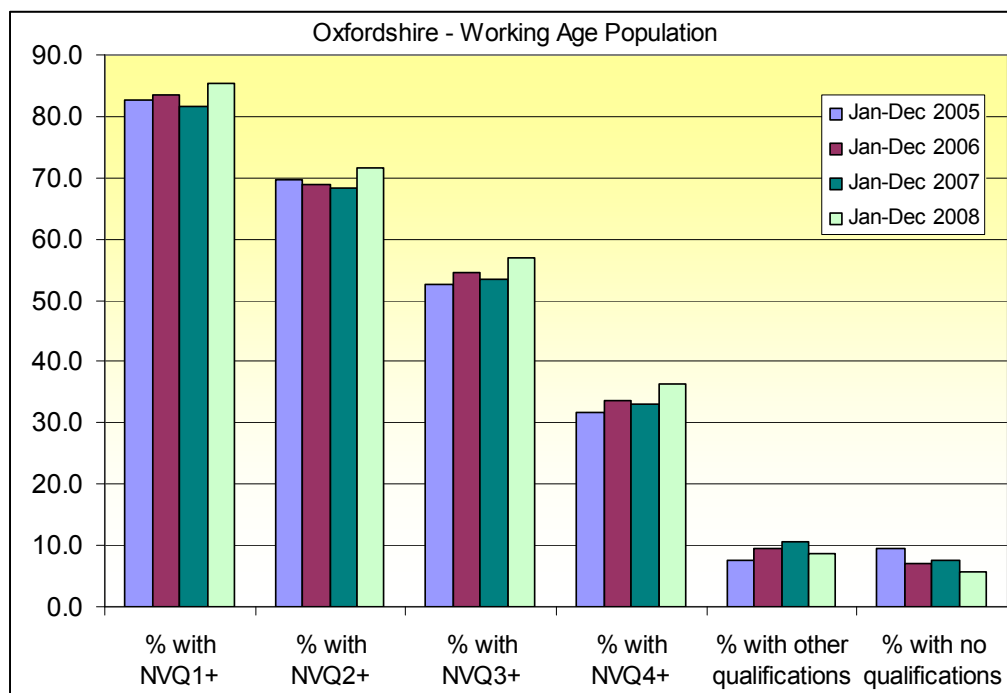
The recent trend shows an increase in the proportion of working age people with degree or equivalent with Cambridgeshire overtaking Oxfordshire in 2007. The percentage of people with no qualifications has declined in Oxfordshire, regionally and nationally.

Figure 28 % of working age population with NVQ4+
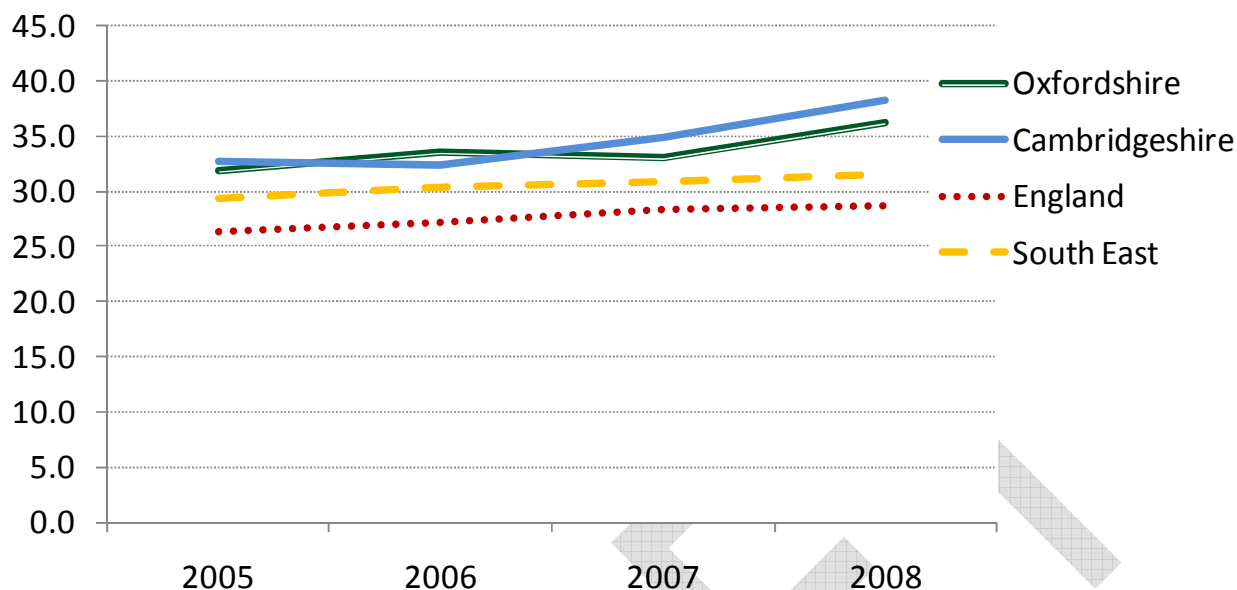
Source: ONS Annual Population Survey

Figure 29 % of working age population with no qualifications
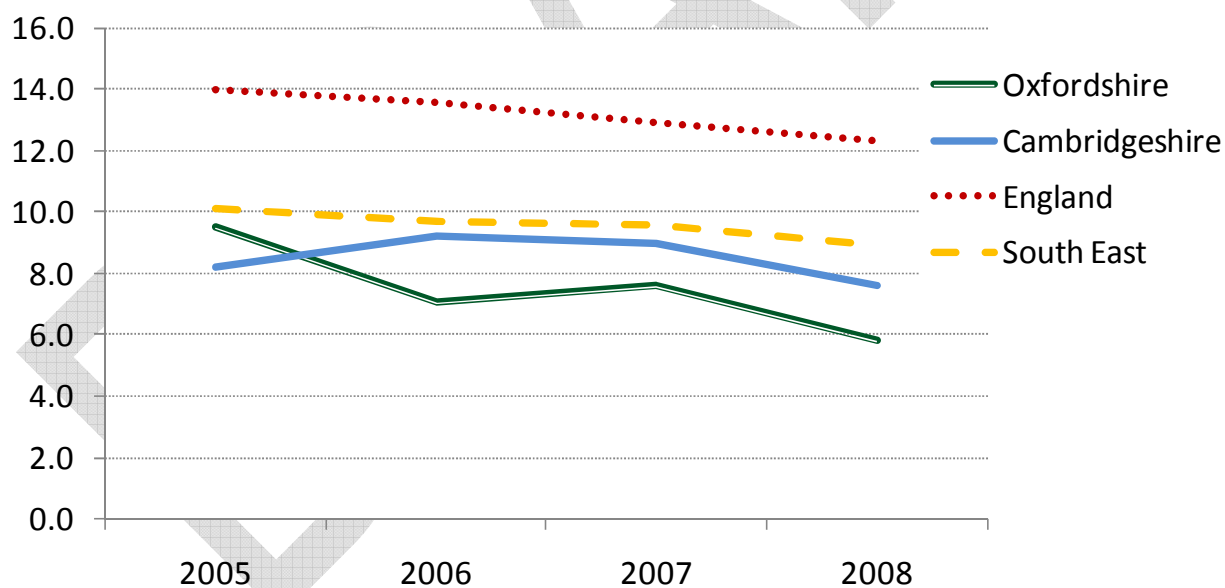
Source: ONS Annual Population Survey

Analysis

Skill levels in the County show a positive trend, with skills increasing at all levels. However, managing the supply/demand equation of skills may prove problematic – for example, the lower level of graduate employment in Oxfordshire compared to Berkshire and the high

proportion of that graduate employment in Health and Education indicates that there may be insufficient commercial opportunities for graduates in the Oxfordshire economy.

Key Issues

Encouraging and maintaining employment opportunities for graduates, across a broad range of disciplines.

Maintaining momentum in reducing the proportion of the county population with no qualifications.

Offering an aspirational future to young people to encourage them to make appropriate educational choices.

4.10 Housing

Why is this important?

Housing is seen by economists as both a barrier to, and driver of, economic development. With insufficient housing or housing of the wrong sort in the wrong location businesses can not employ the staff they need or they cannot do so without the staff having to commute long distances.   Availability of personnel has a direct impact on market wages, and so to costs, competitiveness and profitability

The Evidence

Oxfordshire is the most rural County in the South East, and is characterised by clearly defined hierarchy of urban settlements dispersed across a substantial area of agricultural land and a variety of natural landscapes. Oxford is clearly the largest urban settlement, begin around four times the size of the next largest, Banbury. Banbury is the largest of the 'Country Towns', followed by Bicester, Witney, Abingdon[19], Wantage and Grove and Didcot. There are a number of major villages/small towns, and then a large number of small villages and hamlets.

Oxfordshire has a number of spatial pressures. It is sufficiently close to London to be influenced by economic activities there, particularly leading to out-commuting. This is also true to an extent for Reading and the Midlands. Oxford has historically been a key mid-point between Birmingham and London, first for the Thames/Canal, then the railway, and finally the M40. It also lies on the key east-west route of the A40 and north-south A34/A43. Oxfordshire has a high-quality rural environment, typified by the Cotswolds Area of Outstanding Natural Beauty and parts of the Oxford Green belt, and its conservation remains a high priority. The County also has a substantial built heritage which is similarly valued. It has a large number of small villages with distinct communities, which further

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[19] Abingdon and Wantage and Grove are not technically considered 'country towns' by the planners for whom the term has a specific meaning relating to the development of the county's structure plan.

contributes to an inclination to conserve and resist change. Therefore accommodating new development and regeneration requires careful integration with the existing environment.

Economic Development in general presents a number of challenges for land use planning;

- The mismatch between local labour and skills, and the needs of businesses. This leads to commuting and pressure on transport systems, especially at peak times.

- The pressure to grow the economy and supply the housing it needs in order to meet national and regional targets.

- The demands placed by businesses, not just for additional space as the economy grows, but for different space to that previously available (tracking structural changes in the economy), and access to specific infrastructure.

- Pressure on natural resources, including valued or protected landscapes.

- Balancing demand for housing by a growing labour pool with demand for jobs. The relationship between job creation and housing development is unclear and complex.

This is further complicated by a lack of certainty over future demand, the impact of new innovations and changing behaviours. Reflecting both locally-generated aspirations and national and regional targets, the County has been set some challenging targets in terms of its contribution to the regional and national economy; The South East Plan (section 22.3) says that Oxfordshire will need to generate an additional 18,000 new jobs by 2016 and deliver 55,200 net new dwellings by 2026. Of these, 40,680 would be in Central Oxfordshire and the balance of 14,520 in the rest of Oxfordshire.

At the regional level the South East Plan used both employment forecasts and demographic projections to attempt to attempt to assess the need for new housing in the county. These factors were then assessed in the light of other factors including how to preserve an attractive environment, how to balance development across all parts of the county, how to reduce commuting, how to provide necessary supporting infrastructure and how to address lack of access to affordable housing.

Table 23 South East Plan Policy H1: Regional Housing Provision 2006-2026 in Oxfordshire[20]

Location	Total
Cherwell	13,400
Oxford	8,000
South Oxfordshire	18,940
Vale of White Horse	11,560
West Oxfordshire	7,300
Oxfordshire	55,200

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[20] Note the South Oxfordshire figure includes the number of houses originally allocated to the urban extension south of Oxford but now to be located elsewhere in the District

From the narrow perspective of economic development the potential of housing to actually promote business development is unclear: jobs tend to be created much more slowly than houses can be built and having more housing than jobs in a particular place encourages commuting to the much larger London labour market rather than necessarily promoting local economic development21.

The South East Plan housing numbers provide the basis for production of Local Development Frameworks for each District.

As part of this the need for both housing and employment land will be reviewed.

In the context of the current recession the financial viability of many property developments has been affected. In order to ensure that new housing continues to be delivered Oxfordshire is working with the Homes and Communities Agency in a pilot 'single conversation' process that will lead to a Local Investment Plan for infrastructure necessary to support and enable housing delivery.

Analysis

Oxfordshire is expecting to see substantial population growth over the next 10-15 years, which will place consequential demands on employment. The range and type of housing built will have a direct impact on the affordability and the income range of potential occupants. Given existing trends in employment and income, there needs to be careful consideration of the role that housing will play in helping to shape future demographic spread and in particular employment type. Substantial proportions of housing would need to appeal to key groups such as skilled technicians if housing is to help address gaps in recruitment.

The Issues

The delivery of new housing is affected by the commercial imperative to build; therefore provision always lags behind the demand curve. Periods of economic uncertainty, such as we have recently experienced, can halt (temporarily or permanently) expected programmes, with consequential impacts for infrastructure provision and employment delivery.

The relationship between housing and jobs is complex. A clearer understanding of how the two inter-relate would have substantial value for policy and strategy development.

The allocation of growth and related housing and infrastructure across the county remains one of the most difficult issues facing Oxfordshire in the years to come.

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21 ODPM research – find reference

4.11 Employment Land and Premises

Why Employment Land is important to the Economic Assessment

As we have seen above, there is evidence to suggest that the provision of a range of suitable commercial property has a direct impact on the size range of businesses within a locality. The availability and suitability of property has a strong influence on attracting, retaining and developing businesses.

The evidence

Oxford is a powerful brand with world-wide recognition. It is the lynch-pin upon which Central Oxfordshire has been able to accommodate a diverse range of industries - education, health, bioscience, information technology, publishing, the motor industry and tourism. At the core the city is home to around 3,800 businesses providing 108,000 jobs. Seven of the ten largest employers in Central Oxfordshire are located in Oxford[22].

Inevitably, economic activity concentrates around the large urban areas, with a few notable exceptions; Harwell Science and Innovation Campus, MEPC at Milton Park, UKAEAs facility at Culham , and the military (and former military) sites at Brize Norton, Bicester and Upper Heyford.

All Local Planning Authorities (in Oxfordshire, the Districts and City) are required to create a Local Development Framework., which is the planning policy that sets out future growth and development in their areas. As part of this there is a requirement to carry out an Employment Land Review which assesses take-up and use of existing commercial property, and scopes the need for further provision over the course of the Development Framework. The employment land reviews conducted to date have used differing methodologies and illustrate the difficulties of forecasting in this area.

In addition to the need to plan for future employment demands, there is the matter of the existing commercial property stock. Aging brings a number of circumstantial changes to commercial property which can substantially reduce its utility and viability, including maintenance, layout & services, and changes in the immediate locality.

Data held by the Valuation Office Agency for national non-domestic rating purposes (NNDR, more commonly known as business rates) provides a substantial picture of the commercial property provision at District and Unitary Authority level, enabling the construction of County comparisons.

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[22] http://www.southeastdiamonds.org.uk/Oxford.htm

Table 24 Commercial and Industrial Floorspace, April 08

	Floorspace; Offices; (2005 Revaluation)	Floorspace; Factories; (2005 Revaluation)	Floorspace; Warehouses; (2005 Revaluation)	
	Square metres (m2)(thousands)	Square metres (m2)(thousands)	Square metres (m2)(thousands)	Totals
Cambridgeshire	1328	2258	1834	5420
Berkshire	2796	1674	2300	6770
Oxfordshire	1363	1937	1963	5263
Proportions				
Cambridgeshire	24.50%	41.66%	33.84%	100.00%
Berkshire	41.30%	24.73%	33.97%	100.00%
Oxfordshire	25.90%	36.80%	37.30%	100.00%

Source: VOA Commercial and Industrial Floorspace and Rateable Value Statistics, via ONS Neighbourhood Statistics

Analysis

Spatial planning plays an important role in preparing the County for its future economic (and social) demands. However, forecasting future business needs is difficult. The situation is made more complex by the changing nature of business; current Local Development Frameworks are looking ahead typically to 2025 – if we project the same time period backwards we would go back to 1995, when the use of desk-top computers in business was only just gaining wide acceptance, the M40 link from Oxford to Warwick had been completed less than 12 months and there was substantially more manufacturing in the UK.

Ultimately, the designation of areas of land as acceptable within Planning Policy for certain types of uses is only part of the equation. The realisation of such development requires the site to provide an economical opportunity to developers and investors, which in turn requires a viable market for the final development. Incidental factors such as unexpected development obstacles, market shifts and competitive developments can leave sites untouched, despite local aspirations and favourable policy regimes.

Business Rates (Valuation Office Agency) data agrees with business sector data around the low proportion of manufacturing in Oxfordshire. Oxfordshire seems to have a large proportion of commercial floor-space given over to distribution; however this can at least partly be explained by the presence of the M40 corridor.

Issues

Land allocated for employment uses cannot always be developed for various reasons (including local resistance, economic viability, lack of specific demand or pressure for alternate use).

Forecasting the demand for employment land is particularly difficult, for a number of reasons:

◆ Changes in business practice require spatial solutions that are unexpected or novel. This can make an existing allocation inappropriate.

◆ Employment densities vary enormously between business types, and increasing automation puts further downward pressure on densities.

◆ Past performance, in terms of take-up, is a long-term indicator of future demand but can be superseded and tends to smooth shorter-term fluctuations.

Future changes to the planning system could result in different results in terms of land being made available and taken up for business development.

4.12 Transport Infrastructure

Why Transport is important

Transport is a key enabler of economic activity. The free movement of goods and people underpins a modern Western economy to such an extent that it is recognised as a guiding principle of the European Union. However, the volume of travel associated with economic activity can exceed the capacity of infrastructure put in place to deal with it, this is particularly true considering that there are distinct peaks and troughs, leading to 'rush hours' with their attendant traffic congestion, crowded commuter trains etc.

Sustainable transport planning is therefore a significant activity for public bodies engaged in economic development. Currently, Oxfordshire County Council is developing a new Local Transport Plan (LTP3) and in parallel is commissioning work under the 'Developing a Sustainable Transport Strategy' (DaSTS) for the Central Oxfordshire Sub-Region (COSR). While this covers only part of Oxfordshire, it is the area with the most concentrated expected future growth, and which already accounts for a significant proportion of existing travel in the County.

The DaSTS draft interim report[23] sets out a number of key Transport issues:

◆ As a result of both housing and employment growth, the number of trips on the network in Science Vale UK is likely to increase in future years; Due to the nature of the topography, access to the area is constrained by river crossings and the Berkshire Downs.

◆ 225,000 people work in the COSR. 80% of this workforce also resides in the COSR, with a further 8.6% in other areas of Oxfordshire

◆ Those people who work in the COSR predominantly travel to work by car (58%, with a further 5% as passengers), with 8.7% by bus, 1.3% by rail, 8% on bicycle and 8.8% on foot

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[23] *Draft Interim Report – DaSTS Central Oxfordshire*. Halcrow Group Ltd for Oxfordshire County Council.

- Of those people who live in the COSR, almost 85% remain in the COSR for work. Approximately 60% of these trips are made by car drivers/passengers

- 35,000 people work in Science Vale UK. 55% of these live in the Science Vale UK area. 4% of people who work in the area travel to work by public transport

- 60% of trips to Milton Park originate in South Oxfordshire or the Vale of White Horse. 80% of trips to Milton Park are made by car, with a further 7.3% as car passengers

- 78% of trips to Harwell SIC originate in South Oxfordshire or the Vale of White Horse. 80% of trips to Harwell SIC are made by car, with a further 6% travelling to work as a passenger in a car

- 35% of trips to Culham Science Centre originate from the Science Vale UK area, with a further 19% from Abingdon and 10% from Oxford

- A number of corridors are already under increasing pressure and frequently experience congestion, namely the A34 and the M40

- COTM indicates that by 2016 nearly all sections of the A34 are likely to experience an increase in flow of over 25% in both the morning and evening peaks. This increase in flow means that by 2016 and beyond, large sections of the A34 are operating at, or close to capacity in both directions

- There are a number of junctions in Science Vale UK that do not have sufficient capacity to accommodate current traffic demands, such as Frilford Lights and Steventon Lights Junctions onto the A34 are likely to create the largest constraint points (including Milton Interchange, Marcham Interchange, Hinksey Hill, Botley junction and Peartree Roundabout)

- Due to increased traffic flows, journey times for car and bus passengers will increase in future years

- There is limited strategic highway infrastructure in the Science Vale UK area

- The only significant bus flows in Science Vale UK are from Wantage/Grove to Oxford, Harwell SIC and Milton Park, which corresponds with the core bus routes; Transport policy needs to adapt and respond to demographic trends

- There is a need to ensure that transport can facilitate an improvement in education, skills and training, for example through better access to education institutions

- The Science Vale UK area is predominantly rural, with many of the population living in villages. This represents challenges for sustainable accessibility

- The requirement to provide additional highway infrastructure could cause severance between communities and make existing accessibility issues worse.

Assessing the economic impact of traffic congestion is extremely difficult. The most basic equation for defining impact is:

number of persons affected by congestion	**x**	average delay per person	**x**	value of delay

The value of the delay is dependent entirely on the activity of the person delayed – what they were delayed or prevented from doing. This in turn is widely varied; using GVA as a proxy is inaccurate due to the different proportions of activity from the broader economy – there is a far higher proportion of individuals engaged in commercial transport for instance. There is also the apportionment of the cost – is an individual delayed while commuting a cost to their employer, or is that loss apportioned to the individuals own personal time?

Further work in this area is clearly needed.

Key Issues

The substantial growth identified for the Central Oxfordshire sub-region will have an inevitable knock-on effect for transport and strategic transport planning.

While there is strong anecdotal evidence for the impact of congestion in Oxfordshire, obtaining hard numerical data is a much more challenging proposition. Rough proxies are achievable, but of limited utility.

How viable is it to extrapolate the Central Oxfordshire DASTS to the whole county?

How will the economy's need for increased transport capacity be accommodated so that congestion is not a barrier to economic growth?

4.13 The Infrastructure of Support for Economic Development

The performance of networks of public and private organisations and individuals involved in business or providing support to businesses is seen as a key part of the county's infrastructure. Ensuring that these networks work well together remains an issue.

Why is this important

Developers involved in attracting businesses to their business parks report that the soft infrastructure of strong and accessible networks is vital to their offer.

The evidence

There is a wide range of institutions and organisations with remits that are fully or partially associated with the economic development of Oxfordshire. For some, their responsibility may be associated with a part of the County, or to a wider area of which Oxfordshire is only a part. There are different responsibilities at different levels. In addition to these largely

public-sector participants, there are groupings of private sector interests with an impact on economic development at a local level, and formal and informal public-private partnerships.

Within the public sector, responsibility is characterised by a drive for wide-ranging, long-term benefits; for example through the provision of infrastructure or the delivery of support programmes to specific sectors that have been deemed of strategic importance. Private sector groups are characterised either by a drive to lobby for investment in certain localities or business networks (for example through Chambers or groups like the FSB or IOD), or for extending contacts for commercial purposes (breakfast clubs, investment networks, etc).

Parishes, towns, districts, the county, regional bodies and central government all have powers or influence over various matters. These remits change frequently – examples include both the duty to produce this economic assessment (which now lies with County and Unitary Councils), the structures responsible for regional spatial and economic planning, and the structures responsible for developing adult skills. Indeed the range of activities that can be described as contributing to 'economic development' is broad, covering community services, infrastructure, planning, skills and education, and regulatory powers. This inevitably spreads responsibility across a wide range of organisations for policy making and service provision. Co-ordination can be difficult.

In so far as delays and uncertainty in decision making processes act as barriers to investment it is necessary to improve our understanding of the governance structures necessary to provide a predictable context within which those contributing to the county's economic development can plan and act.

As importantly, public services are only one part of the process of economic development: businesses also work at different scales and are generally not interested in local administrative boundaries. Science Oxford undertook a study of the take up of support for technology-led businesses in Oxfordshire in 2006[24]. The study found that one of the key strengths in Oxfordshire was 'pervasive networks'. Networks were classified into three types:

- General business networks, such as breakfast and lunch clubs, and local branches of national networks (eg chambers, CBI, IoD, FSB),

- Sector-specific networks such as Oxfordshire Bioscience Network, and

- Function-specific networks such as Oxfordshire Investment Opportunity Network.

The value of business networks in economic development is complex. Advancing the spill-over and agglomeration effects of certain sectors is certainly one role, but more generally the report indicates a role whereby networks act as a capacity multiplier for members, enabling them to become quickly aware of legislative changes or commercial opportunities that would not otherwise register with them.

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[24] Science Oxford, *The Demand for Business Support by Science and Technology Companies in Oxfordshire.* July 2006.

The issues

The interface between public and private economic development interests is important for ensuring that strategic developments meet actual business needs or opportunities. However, there are clear differences in perspective that need to be bridged for effective delivery. Partnership working arrangements designed to align interests and improve governance can themselves be changeable and contested. Partnerships constantly need to balance the need to be inclusive with the ability to be decisive, which can again cause tensions.

Specific examination of the structures within Oxfordshire, and the broader context within which they operate, is important in developing and improving such structures.

4.14 Sketches of Oxfordshire's Districts

Oxfordshire is a heterogeneous County; that is to say its' component parts are quite discrete and have a strong individual character of their own. This informs the social aspects to economic activity around the County and the processes for agreeing priorities between the Districts, the County and other organisations involved in economic development. The aim of this section is to understand those different perspectives as a part of the whole picture of the County.

Oxford

Oxford City is of course our most distinct and continuous urban area. There are proportionally fewer smaller businesses in Oxford than the County as a whole, and consequently more large businesses. In terms of business activity, Oxford has some expected strengths – it has a higher proportion of retail and tourist accommodation businesses, arts and entertainment companies, and public administration, education and health bodies.   Similarly, it has no agricultural activity, but also lower proportions of both production and construction businesses.

However, employee data (from the ONS Annual Business Inquiry 2008) indicates that Oxford has a lower proportion of people working in the 'Tourism related' sector (6.9%) than the County average (8.1), which is itself slightly lower than the South East average (8.2). Oxfords job density (ONS 2007) is 1.05, indicating a net commuting-in of around 7000 employees; traffic, especially at key 'rush hour' times remains a high priority. This situation is reflected by the comparison between workplace and residence earnings, where uniquely in Oxfordshire workplace earnings are higher than the residence figures. Data around residence earnings and employee occupations indicates that much of the higher-value employment of Oxford residents is related to the Universities and Hospitals. Commercial occupations, around senior management, seems to make up the bulk of in-commuting.

Cherwell

Cherwell District is centred on the three main urban areas of Banbury, Bicester and Kidlington, but retains a large rural area. Kidlington has been heavily influenced by its' proximity to Oxford, whereas both Bicester and Banbury are more self-contained. Banbury in particular has much in common with the economy of the South Midlands, with a high proportion of manufacturing and distribution businesses, and forms its own discrete travel to work area, which with the Oxford TTWA accounts for a very close fit with the County boundary. Bicester has struggled for a long period with high levels of out-commuting, due to the ease of transport to a number of other centres of employment, Oxford, Milton Keynes, Aylesbury and London in particular. The presence of Bicester Village is most likely the driver for Cherwells' high proportion of retail businesses, only slightly behind Oxford and above the County average. Bicester is also a substantial centre for Defence employment.

Cherwell has strong earnings by residence, but significantly lower earnings by workplace which reflects this pattern of out commuting to higher paying employment. There are high proportions of employment in Standard Occupational Classification (SOC) groups 8 and 9, which are typically associated with lower skill levels and lower wages.

West Oxfordshire

West Oxfordshire has a substantial rural economy, along with a strong tourism sector benefitting from the District being part of the Cotswolds AONB. Industrial activity is a greater density along the A40 corridor, especially around the main town of Witney. The District is also home to the substantial military base at Brize Norton.

West Oxfordshire has the highest proportion of Construction businesses in the County. This is reflected to an extent in its high proportion of employment in Skilled Trades. It also has the county's highest proportion of employment in Customer Service and Sales occupations. West Oxfordshire is home to some of the larger employers in the county, notably Siemens Magnet Technology at Eynsham, Owen Mumford medical technology in Woodstock and Chipping Norton, and Abbott Diabetes Care in Witney.

West Oxfordshire has the second highest job density (0.93) in Oxfordshire after Oxford City. Given that wage disparity between residential and workplace rates indicate a level of out-commuting, West Oxfordshire must be presumed to draw in commuters, most probably from the rural area of the Cotswolds district of Gloucestershire.

South Oxfordshire

South Oxfordshire is an exceptionally rural area, bordering Reading to the South, and close to West London. It partly falls inside the Chilterns AONB. It is home to the RAF's leading helicopter base, at Benson.

South Oxfordshire has the highest proportion of businesses in the Professional Scientific and Technical category, probably due to the long-established complex at Culham.

South Oxfordshire has the lowest workplace earnings in the County, and the greatest disparity between workplace and residence earnings; this may be related to the District having the lowest job density in Oxfordshire, with much employment coming from out-commuting, especially to Oxford and Reading. South Oxfordshire shares with Vale of White Horse the highest levels of employment in Senior Management and Professional categories; groups 1-3 inclusive.

Vale of White Horse

Vale of White Horse closely follows South Oxfordshire in terms of employment in the Professional Scientific and Technical category. Again, this is largely due to a single concentration, in this case the Harwell Science and Innovation Campus, although the high proportions of science and technology businesses at Milton Park also has a substantial impact.

Vale of White Horse has the highest proportion of residents with qualifications at NVQ Level 4 and above (45%). This would seem to be linked closely to the high proportions of both senior Management, Professional, and Associate Professional occupations, and the very small gap between workplace and residential earnings, suggesting that the commercialised science of many businesses at Harwell and Milton Park has a substantial local impact.

The Vale has the narrowest gap between workplace and residential wage rates. This in itself would suggest very limited value in out-commuting from the District, despite the close proximity of the substantial economic activity at Swindon.

5   Conclusions

A World Class Economy will succeed financially, socially and environmentally. Options need to be identified for bridging the gap between the economy's current state and the ambition for it to be world class.

History, geography and subsequent self-reinforcing 'agglomeration' effects arising from the concentration of skills, jobs and other businesses have given Oxfordshire a strong economic base on which to build. Politically important from Medieval times, the presence of Oxford University, and it's place on strategically important communication routes – road, river/canal, railway and now motorway and telecoms – has given the County both substantial and long-lived foundations on which to build its' economy. Oxfordshire is recognised nationally and by SEEDA as a high performing sub-regional economy with a high rate of employment, high skills levels and high productivity in comparison to the South East and to the rest of the UK.

Despite this Oxfordshire has some issues to address: it has had low levels of jobs growth in recent years, its large public sector is vulnerable to spending restraint in the medium-term future and it is not as strong as neighbouring Berkshire in sectors that generate high levels of GVA per job. Oxfordshire does not have the scale of London or other benchmark 'global high tech regions' such as Silicon Valley in California. Nor does it appear to have as strong a global reputation for its high tech economy as Cambridge and the evidence suggests that it does not have the level, or rate of growth, of productivity as neighbouring Berkshire.

Having set itself the aim of having a world class economy in 2030, the structure of economic assessment needs to be adapted to the needs of Oxfordshire by identifying:

- A fuller meaning of what a world class economy means to Oxfordshire;
- The gap between where we are now and maintaining or developing a world class economy;
- The options available to maintain or develop a world class economy, both alone and as part of a wider geography.

6   Issues to be addressed in the economic development of Oxfordshire

There are a number of issues to be addressed in the local economy. There are legacy weaknesses which we must ameliorate, and there are risks to our future prosperity that must be treated, transferred or tolerated.

The economy of Oxfordshire is the result of a range of factors only some of which are specific to Oxfordshire itself. Understanding these factors provides the starting point for

understanding potential areas of policy intervention. These will need to be understood in the context of Oxfordshire's other key objectives that refer to the environment and climate change, thriving communities and breaking the cycle of deprivation. The key issues arising from the economic assessment to date are:

1. Low recent growth in GVA

2. Size of public sector – large and likely to decline

3. Productivity not improving enough

4. (problems with GVA per head as a metric)

5. Education and Skills: under - performance

6. Population change – effects of growth and decline

7. Un-affordable Housing

8. Communications and Infrastructure congested

9. Un-sustainability of current system

10. Effects of recession on already deprived communities

11. Slow growth forecast for future

12. Lack of shared 'story' about the Oxfordshire economy

To increase Oxfordshire's GVA per head will therefore involve a range of possible policy and operational responses designed to affect the variables that contribute to changes in GVA per head:

♦ Level of economically inactive population – retired / students (dependency ratio)

♦ Proportion of part time jobs

♦ Proportion of better paid jobs

♦ Amount of commuting arising from the balance of jobs and homes

♦ Level of unemployment

♦ The proportion of businesses in more profitable industry sectors

♦ The overall size of the economy that is related to the intensity of agglomeration / spill-over effects that increase competitiveness.

♦ The strength of international connections that tend to increase productivity and therefore GVA

♦ The level of innovation that increases productivity

♦ The level of investment that enables more productivity and greater wealth creation from the existing stock of ideas and entrepreneurs

♦ The entrepreneurial / enterprise culture that creates more businesses that produce more GVA

- The level of skills and their affect on productivity – if there are jobs to make use of the skills – and on a wide range of social costs

There is a need for continued improvements to understanding of Oxfordshire economy amongst a wider community of policy makers and stakeholders. Particular issues to address include:

- On going attention to emergent threats to the Oxfordshire economy. This would essentially build a 'risk register' for the economy, allowing for a risk management approach to be adopted in terms of protecting existing employment and economic activity.

- The potential value of greater collaboration across Central England as a global economic region. Benchmarking has shown that comparator places with high-tech and knowledge based globally competitive economies frequently encompass much larger areas and populations that Oxfordshire. An evaluation of the potential of working as part of a broader partnership needs to be undertaken to ensure that we are taking the best approach to achieving our aim of being a world class economy.

- Best practice from other bench mark communities. A clearer understanding of the critical factors for success in building a world class economy will inform and support policy making and the development of appropriate interventions to achieve our goals.

- How to ensure adequate investment is available during the coming years to enable the development of new and growing businesses. An understanding of the possibilities for innovation in securing public and private sector funding for critical infrastructure will be vital to retain and enhance a competitive edge during the expected period of reduced public sector capital expenditure.

- Improved understanding of exactly how to help small businesses grow successfully into medium sized businesses and medium sized business to grow into large businesses.

- Review of economic development strategy based on the economic assessment. The Economic Development Strategy for Oxfordshire (EDSO) is due to be refreshed in the spring of 2010. A solid and commonly agreed evidence base for the trends, expectations and possibilities of the economy will make the most substantial contribution to this process and ensure that there is a robust strategy for the delivery of our economic aspirations.

- Ensure governance arrangements are effective in enabling timely and appropriate decisions affecting economic development. There has been considerable flux within the structures and processes for supporting economic development. The Economic Assessment provides an opportune point for reflection on the current structures and considerations about alternatives to ensure the effective delivery of the support and interventions required to reach the goals set out in Oxfordshire 2030.

ANNEX 1: Technical papers and references

The following papers have been, or need to be, prepared to support the Economic Assessment. In some cases the papers referenced refer to external reports.

1. Bench marking

2. Business Structure

3. Deprivation

4. Future Challenges

5. GVA technical issues

6. High tech and knowledge intensive references

7. Hi-tech and Bioscience Sector References

8. Homeworking

9. Housing

10. ICT sector definition references

11. Industry sector definitions

12. Innovation

13. Investment

14. Land use: Employment land use and housing

15. Localities: Market towns, Rural, SVUK

16. Migration

17. Military sector employment and contribution to the economy

18. Sectors: bio-tech, clean tech, cultural industries, engineering, retail, tourism, Universities, Voluntary and Community Sector (VCS)

19. SIC codes and SOC codes

20. Skills evidence

21. Transport

ANNEX 2: Calculating GVA

GVA is a top down measure of economic performance at "basic" prices and at county level includes wages and profits.

Sub-regional (NUTS3) GVA Incomes approach…

Income generated through goods and services

Made up from:

Compensation of employees – WAGES

+

Mixed incomes – INCOME FROM SELF EMPLOYMENT

+

Gross operating surplus – COMPANY PROFITS

Compensation of employees – manufacturing (ONS ABI survey); non-manufacturing (ASHE and STES surveys); wages on farms (DEFRA survey)

Mixed income - Inland Revenue and DEFRA

Gross operating surplus - Inland Revenue & ONS/BERR inquiries and ONS estimates

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GVA is **NOT** a measure of:

- the value of goods produced/sold

- standard of living - does not include taxes or benefits such as job seeker allowance

- quality of life

GVA per head measures the production of an area relative to its resident working age population. While the intention is that it should measure productivity it fails to do this because it is affected by in-commuting, varying levels of economic activity and the structure of the economy and should therefore be replaced by GVA per job or GVA per hour worked (which takes account of varying levels of part time working).

However, some caution needs to be applied to this approach. Because of the use of resident population, rather than resident working population, the analysis is vulnerable to demographic skews. Oxfordshire has seen an increasingly aging population, which has the effect of diluting the GVA produced amongst the working age population. In addition GVA of an area is produced by its workforce whether they are residents or not of that area. A higher level of in-commuting, such as is found in Berkshire, will lead to a higher level of GVA per (resident) head. Further, of the 12 NUTS3 areas in the UK ranked higher than Oxfordshire, only Berkshire (ranked number 4) is a similar Shire County; all other areas are tightly defined urban areas, including Swindon, Nottingham and Peterborough.

ANNEX 3: The Key Questions to be Asked by the Economic Assessment[25]

- What do we already know that can be justified with reference to the evidence we hold?

- Does this enable us to describe both what is going on directly in our area and the global, national, regional and local forces driving it?

- Can we describe the economic geography of our area in terms of the impact of other places on it and its impact on them?

- Can we supplement this with forecasting information which will show future trends and developments?

- In light of the above, how can we best describe our economy and, more broadly, the economic wellbeing of our area in terms of:

     o spatial and economic variation: economic sub-areas, rural, urban. coastal geography

     o the key characteristics of those areas in terms of: demography, skills, employment, enterprise

     o the drivers for change in terms of each of those factors in each area

     o the relative importance in each area of supplementary contexts including: inclusion, environment, housing, planning and connectivity.

- If this represents a factual description of place, what anecdotal or other impressions exist which challenge or validate it?

- Do these reveal gaps in data or knowledge, for each of the sub-areas and categories of information relevant set out above, which can and need to be collected and or mapped?

- Can this data be collected easily, can proxies be developed, and can it be accessed on a commercial basis?

- What other documents, produced by the council and its partners, can be used to challenge or confirm your analysis?

- How can we use the evidence in the LEA to support our planning and policy activities?

Source – IdeA Guidance on Preparing Local Economic Assessments

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[25] How to do a Local Economic Assessment, PAS and IDEA/LGA, consultation draft 31st July 2009 page 10

Feedback from Spatial Planning and Infrastructure Partnership, SPIP, members meeting 1ˢᵗ March 2010

The draft minute from the SPIP concerning their discussion of the economic assessment is as follows:

The next steps in the process for Economic Strategy review and update were considered. The County Council was proceeding on the basis that the Economic Assessment would inform commissioning of the new County Economic Development Strategy. The Partnership expressed the view that under its Terms of Reference it was the body which should approve the commissioning of the new Strategy. It was noted that the current 'status quo' position was that the Strategy itself would be prepared by the Oxfordshire Economic Partnership. It was suggested that it would be helpful if both Partnerships could consider and agree a 'Pre-Strategy' briefing document which identified the key themes arising from the Economic Assessment and set out the terms of reference for the Strategy.

There was some discussion of the definition of Oxfordshire as a functional economic sub-region. The County Council view was that this was now a settled issue. However, there was some comment that spatial differentiation within the Economic Assessment was not fully covered. There were significant differences in economic issues in different parts of the county. Government Office commented that the wider geographical context should be considered and explored in the Assessment. There appeared to be too narrow a focus on immediately adjoining county areas. Comparative analysis was also needed in a global or international context. This would be necessary to back up any consideration of the 'world class economy' aspiration. SEEDA pointed out that there was a need for careful consideration of the Economic Assessment with various sectorial interest groups (major employers, small business sector, education sector, tourism interests, defence were all mentioned). It was also noted that particular attention should be given to sectors which might offer significant growth prospects in the next ten years.

AGREED:

- Progress on the Economic Assessment was noted.
- SPIP should prepare and approve a Pre-Strategy briefing document and commission the Strategy work by Oxfordshire Economic Partnership (this work should be done in summer 2010 after the general election).
- OEP would be invited to present their emerging thinking on the Strategy to SPIP within a similar timescale.
- All members of the Partnership were invited to submit their feedback on the Economic Assessment directly to the County Council but to copy their input to the SPIP secretariat. (The Chairman noted that he would offer some specific feedback of his own)

Dave Waller, 8ᵗʰ March 2010

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Division(s): NA

CABINET - 16 MARCH 2010

Q3 PERFORMANCE MANAGEMENT: OCTOBER – DECEMBER 2010

Report by County Council Management Team

Introduction

1. This report headlines Oxfordshire County Council's performance for the above period, based on the corporate balanced scorecard which measures progress in the four key areas of: -

    ■ **Customer**
    ■ **Projects**
    ■ **Finance**
    ■ **People**

2. The full balanced scorecard is available on the web site for information. It not only shows numerical performance with a Red/ Amber/ Green (RAG) rating, but also details the baseline position, and whether the trend is positive, negative or staying the same. It indicates the risk of not hitting the target in terms of likelihood and impact, and describes action plans in place for high risk targets, or areas of poor performance.

What is going well?

3. Notable achievements this quarter include: -

    *   Number of apprentices
        The Council has exceeded its target to increase the number of apprentices to 54 by April 2010. There are currently 60 apprentices working in the Council.

    *   Children's Centres
        The full compliment of Children's Centres is now established, ahead of schedule, bringing a total of 45 countywide.

What requires attention?

4. All areas of poor performance are being given attention by relevant officers and portfolio holders. Significant areas of concern, along with what is being done about them, are as follows: -

    *   Safeguarding
        One safeguarding outcomes target is now red: the target to have 'No more than 15% of children becoming the subject of a child protection plan for the

second time'. The Strategic & Professional Interest Group (SPIG) is focusing additional resources to determine the cause of this and identify remedial action.

- • <u>Tackling local authority impact on climate change</u>
  The Council is not on track to reach level 2 in climate change adaptation planning, with a decline in performance from amber to red. There are now plans in place to secure additional resources to address this decline.

What needs to develop?

5.   Two high profile areas requiring development over the coming months are as follows: -

- • <u>Raising Achievement</u>
  The number of schools in Ofsted special measures has increased from one to three, while the target is to have no schools in special measures. For the schools in question, a task group has been assigned to each one to help remove it from special measures as soon as possible. For all other schools, work is taking place through the area service managers and the School Improvement Partners (SIPs) to review the school self evaluations and to target assistance to schools that may have areas for development.

- • <u>Helping deliver a world class economy</u>
  One of the three targets in this section has moved from green to amber: 'revised economic strategy in place' and another has remained amber for the third quarter in a row: '90% of milestones met to achieve L2/L3 skills'. The Oxfordshire Economic Assessment is currently in development, as the previous agenda item shows. A revised economic strategy, along with milestones surrounding adult skills, will be developed in light of this assessment.

RECOMMENDATION

6.   **The Cabinet is RECOMMENDED to note this report.**

COUNTY COUNCIL MANAGEMENT TEAM

Background information: The full balanced scorecard is available on the web site and for Members in the Members Resources. A paper copy has been provided to Cabinet Members, Political Group Leaders and the Opposition Shadow Cabinet Member

Contact Officer: Christa Brodie-Levinsohn, Corporate Performance.
                            Tel: 01865 815463

March 2010

Division(s): N/A

CABINET – 16 MARCH 2010

ESTABLISHMENT REVIEW

Report by Head of Human Resources

Introduction

1.   This report provides an update on Establishment Review activity and the associated Recruitment Approval process. It also gives details of the agreed establishment figure at 31 December 2009 together with staff numbers reported at that date.

2.   The overall objectives of the review are to:-

*   gain control over the numbers of staff, which should result in an initial stabilisation and subsequent reduction in numbers as well as cost savings;
*   achieve a shift in distribution of resources to front-line services and certain approved business critical roles;
*   reduce overall costs associated with temporary/interim staff and recruitment advertising;
*   handle redeployment more effectively;
*   raise accountability across the Council in terms of resource allocation.

Current Numbers

3.   In headline terms, the establishment and staffing numbers (FTE) as at 31 December 2009 are 5789.56 Establishment (5235.43 FTE in post). These figures exclude the school bloc, but include cleaning and catering staff based in schools employed within Food with Thought and QCS Cleaning and Facilities.

4.   We monitor the balance between full time and part time workers to ensure that the best interests of the Council and the taxpayer are served. For information, the numbers as at 31 December 2009 were as follows: Full time – 3427 and Part time – 4027. This equates to the total of 5235.43 FTE.

5.   All service areas within directorates have an agreed establishment figure which is updated on a quarterly basis.

6.   The main changes between Quarter 2 and Quarter 3 are:

*   Special Educational Needs Support Service have moved from Central to South;

*   Increase of 12.88 employed FTE in ICT due to a number of contractors being moved into existing vacant posts within the team;

- Some administrative staff have moved to Adult Social Care from Strategy & Transformation within Social and Community Services. Previously administrative support staff were all held centrally within Strategy & Transformation and have now been transferred to the operational teams under Adult Social Care.

- Shared Services establishment showed decrease at 30-9-09 of -41.57 FTE but should have shown -25.88 therefore this quarter increase 14.61 FTE. This increase is due to new posts in the Financial Management Accounting Team for Schools and Social & Community Services as well as SAP Trainers for Schools.

7. Establishment changes between 1 October 2009 and 31 December 2009 are shown in the table below. A breakdown of movements by directorate and service area is provided at Appendices 1 and 2.

	Changes	Establishment expressed in FTE
Reported establishment Figure at 30 September – Non-Schools		5845.35
Additions to Establishment	38.71	5884.06
Deletions from Establishment	-94.5	5789.56
Establishment Figure at 30 December 2009		5789.56
Net Change	-55.79	

Agency/Advertising costs

8. The cost of agency staff has remained static this quarter. The cost of recruitment advertising has reduced considerably since Quarter 1 due to the move away from paper based advertisements to on-line:

Recruitment Advertising Costs Q1 – Q3		
Quarter 1	Quarter 2	Quarter 3
159,156.34	34,428.82	33,319.58

Redeployment

9. All staff in the redeployment pool are considered for each vacancy - this is now an integral part of the recruitment approval process. All vacancies coming through the approvals process, including exempt posts, go to the Job Finder Service before being released for advertisement to ensure that anyone whose job is at risk is considered prior to advertising, if they meet the minimum specification for the job. The Job Finder Service also works closely with the Oxfordshire Employment Service who aim to find employment for people with physical and learning disabilities. Since the job finder service was introduced in January 2007, there have been 74 successful redeployments.

Accountability

10.   To ensure that we achieve the required shift in distribution of resources to front-line services and other business critical roles and that we have the appropriate resource allocation in place, Heads of Service are required to check and confirm establishment data by their service area on the following basis (dates below reflect this quarter's reporting):
    *   Establishment figure (FTE) at 31 December 2009
    *   Authorised vacancies (FTE) included in that number
    *   FTE employed at 31 December 2009
    *   Reason for movement over the last quarter – details of new posts, resignations, temporary appointments
    *   Vacancies at 31 December 2009 (FTE)
    *   Grant funded posts (FTE)

11. Vacancies held for longer than 6 months need to be justified by directorates. These are under continual challenge with our service areas via the HR Business Partners. A further review of vacancies was conducted in December which has resulted in an overall reduction of 112.87 FTE.

RECOMMENDATION

The cabinet is RECOMMENDED to:

(a)   note the report; and

(b)   confirm that the Establishment Review continues to meet requirements in reporting and managing staffing numbers.

STEVE MUNN
Head of Human Resources

Background papers: Nil

Contact Officer: Sue James, Strategic HR Officer, Tel: 01865 815465.

5 February 2010

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ESTABLISHMENT REPORT 31 DECEMBER 2009

DIRECTORATE	SERVICE AREA	Total Established Posts at 30-9-09	Changes to Establishment	Establishment 31-Dec-2009	FTE Employed at 31-Dec-2009	Quarterly Change in FTE — FTE	Quarterly Change in FTE — %	Vacancies at 31-Dec-2009
CHILDREN, YOUNG PEOPLE & FAMILIES	Central Area	697.61	-174.64	522.97	436.50	-140.56	-24.4%	86.47
	Northern Area	397.40	-18.21	379.19	324.33	-10.99	-3.3%	54.86
	Southern Area	419.54	184.73	604.27	538.80	170.62	46.3%	65.47
	Commissioning, Performance and Quality Assurance	214.61	-7.00	207.61	182.02	-4.01	-2.2%	25.49
COMMUNITY SAFETY AND SHARED SERVICES	Traveller Liaison	7.00	0.00	7.00	7.00	0.00	0.0%	0.00
	Safer Communities	8.41	0.00	8.41	6.41	0.00	0.0%	2.00
	Emergency Planning	5.49	0.00	5.49	4.49	0.00	0.0%	1.00
	Fire & Rescue Service - uniformed	269.00	0.00	269.00	277.07	0.50	0.2%	0.00
	Fire & Rescue Service - non-uniformed	60.09	-0.66	59.43	54.44	0.50	0.9%	2.95
	Trading Standards	53.32	0.00	53.32	49.55	0.00	0.0%	4.00
	Shared Services	655.78	30.30	686.08	596.10	6.04	1.0%	64.75
CORPORATE CORE	Business & Support	12.00	0.00	12.00	12.00	1.00	9.1%	0.00
	Legal & Democratic	70.01	-3.35	66.66	60.61	-0.61	-1.0%	6.05
	Policy & Change	33.53	-2.00	31.53	27.71	-0.61	-2.2%	3.82
	Partnerships	11.42	-0.50	10.92	10.45	0.00	0.0%	0.47
	Communications	23.54	-3.00	20.54	11.23	0.40	3.7%	9.31
	Strategic HR & OD	26.42	1.81	28.23	26.38	2.60	10.9%	1.85
	ICT	207.33	-3.32	204.01	195.10	12.88	7.1%	8.91
	Finance & Procurement	53.26	3.21	56.47	49.77	4.35	9.6%	6.70
ENVIRONMENT & ECONOMY	Sustainable Development	121.05	0.00	121.05	117.43	-1.89	-1.6%	6.67
	Business Support & Executive	12.73	0.00	12.73	13.31	0.00	0.0%	0.00
	Transport	411.33	-16.51	394.82	383.08	4.63	1.2%	13.00
	Property	55.46	-1.80	53.66	51.67	-0.99	-1.9%	1.00
SOCIAL & COMMUNITY SERVICES	Adult Social Care	1255.48	-3.56	1251.92	1144.38	18.45	1.6%	107.63
	Community Services	559.37	-17.45	541.92	497.05	3.19	0.6%	44.87
	Major Programmes	15.81	0.00	15.81	11.73	1.00	9.3%	4.08
	Strategy and Transformation	188.36	-23.84	164.52	146.82	-17.10	-10.4%	17.70
	TOTAL	5845.35	-55.79	5789.56	5235.43	49.40	1.0%	539.05

NB: Children Young People & Families: Special Educational Needs Support Service moved from Central to South;

Administrative staff moved from Strategy and Transformation to Adult Social Care;

Shared Services establishment showed decrease at 30-9-09 of -41.57 FTE but should have shown -25.88 therefore this quarter increase 14.61 FTE

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ESTABLISHMENT REPORT 31 DECEMBER 2009

Directorate Totals

DIRECTORATE	Established Posts at 30 September 09	Changes to Establishment	Establishment at 31 December 2009	FTE Employed at 31 December 2009	Quarterly Change in FTE Employed	Vacancies at 31 December 2009	Grant Funded Posts	Cost of Agency Staff * £
CHILDREN, YOUNG PEOPLE & FAMILIES	1729.16	-15.12	1714.04	1481.65	15.06	232.29	449.29	448,956
COMMUNITY SAFETY & SHARED SERVICES	1059.09	29.64	1088.73	995.06	7.04	74.70	3.00	151,802
CORPORATE CORE	437.51	-7.15	430.36	393.25	20.01	37.11	4.00	68,605
ENVIRONMENT & ECONOMY	600.57	-18.31	582.26	565.49	1.75	20.67	33.00	208,506
SOCIAL & COMMUNITY SERVICES	2019.02	-44.85	1974.17	1799.98	5.54	174.28	55.22	438,575
TOTAL	5845.35	-55.79	5789.56	5235.43	49.40	539.05	544.51	1,316,444

Please note: The vacancies plus the FTE employed will not always be equivalent to the Establishment. Where employees are absent eg on maternity leave or long term sick and have been temporarily replaced, both the absent employee and the temporary employee will have been counted.

* This figure does not necessarily bear a direct relationship with vacant posts.

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Division(s): N/A

CABINET – 16 MARCH 2010

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision	Portfolio/Ref

Cabinet, 20 April 2010

▪ **Financial Monitoring - April 2010**
Monthly financial report on revenue and capital spending against budget allocations, including virements between budget heads

Leader, 2009/249

▪ **Building Schools for the Future**
To set out the Building Schools for the Future model and its implications for the Council.

Leader, 2010/042

▪ **Delegated Powers of the Chief Executive**
To report on a quarterly basis any executive decision taken by the Chief Executive under the specific powers and functions delegated to her under the terms of Part 7.4 of the Council's Constitution – Paragraph 1(A)(c)(i). Item not for scrutiny call in.

Leader, 2009/250

▪ **Appointments to Outside Bodies**
To consider the Learning Disability Partnership Board and Southern England Local Partners.

Leader, 2010/037

▪ **Oxford School**
To receive a report on progress with developments in relation to Oxford School and to take such decisions as necessary.

Schools Improvement, 2010/039

▪ **A415 Newbridge**
To seek approval for planning, statutory orders and outline project appraisal.

Transport, 2010/033

Cabinet Member for Schools Improvement, 7 April 2010

▪ **Wood Farm Primary School**
If no objections are received, to consider the statutory notice to expand Wood Farm Primary School.

Cabinet Member for Schools Improvement, 2009/193

▪ **Uffington CE Primary School**
To seek permission to publish a statutory notice for the creation of a nursery class at the school.

Cabinet Member for Schools Improvement, 2010/022

▪ **Dr South's CE(A) Primary School**
To seek permission to publish a statutory notice for the creation of a nursery class at the school.

Cabinet Member for Schools Improvement, 2010/023

Cabinet Member for Children, Young People & Families, 7 April 2010

▪ **Early Years Capital Grants** To consider full applications received (if any) for Early Years Capital Grants.	Cabinet Member for Children, Young People & Families, 2010/038

Cabinet Member for Safer & Stronger Communities, 12 April 2010

▪ **Adult Learning Service Review of Property** To seek approval to proposals following a review by the Adult Learning Service of its use of property.	Cabinet Member for Safer & Stronger Communities, 2010/046

Cabinet Member for Transport, 22 April 2010

▪ **Oxford - Headington Central CPZ - Minor Amendments** To agree minor amendments to the Headington parking scheme.	Cabinet Member for Transport, 2009/206
▪ **Grove - Main Street and Denchworth Road - Prohibition of Waiting** To consider making a Road Traffic Regulation Order as advertised and if so to authorise the necessary works	Cabinet Member for Transport, 2009/169
▪ **Oxford Rail Station: Planning Approval** To consider results of a stakeholder and public consultation on the detail of a planning application for a new Transfer Deck at Oxford Station prior to submission to Oxford City Council.	Cabinet Member for Transport, 2009/216
▪ **Disabled Persons' Parking Places (DPPP's) South Oxfordshire District** To seek approval to provide proposed new bays, formalisation of existing bays and removal of bays no longer required.	Cabinet Member for Transport, 2010/025
▪ **East Saint Helen Street, Abingdon - Contra-Flow Cycle Lane** To decide whether or not to proceed with the scheme.	Cabinet Member for Transport, 2010/024
▪ **Highway Matters - Northfield End and Bell Street** To clarify status and highway and financial implications at these locations and confirm appropriate action.	Cabinet Member for Transport, 2010/036

Cabinet Member for Growth & Infrastructure, 22 April 2010

▪ **Impact of the Proposed LEZ on Low Frequency Bus Services** To consider, in accordance with a decision taken on 26 March 2009, whether there should be any exemptions from the proposed LEZ, in time for this to be taken into account in the tendering for subsidised bus services due in late January 2010, which will include some services which would operate in the LEZ area	Cabinet Member for Growth & Infrastructure, 2009/211

Democratic Services

March 2010

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