



To: Members of the Cabinet

Notice of a Meeting of the Cabinet

Tuesday, 16 July 2024 at 2.00 pm

Room 2&3 - County Hall, New Road, Oxford OX1 1ND

If you wish to view proceedings online, please click on this [Live Stream Link](#).

Martin Reeves
Chief Executive

July 2024

Committee Officer: Chris Reynolds

Tel: 07542 029441; E-Mail: chris.reynolds@oxfordshire.gov.uk

Membership

Councillors

Liz Leffman	Leader of the Council
Dr Pete Sudbury	Deputy Leader of the Council with responsibility for Climate Change, Environment & Future Generations
Tim Bearder	Cabinet Member for Adult Social Care
Neil Fawcett	Cabinet Member for Community & Corporate Services
Andrew Gant	Cabinet Member for Transport Management
Kate Gregory	Cabinet Member for SEND Improvement
John Howson	Cabinet Member for Children, Education & Young People's Services
Dan Levy	Cabinet Member for Finance
Dr Nathan Ley	Cabinet Member for Public Health, Inequalities & Community Safety
Judy Roberts	Cabinet Member for Infrastructure & Development Strategy

*The Agenda is attached. Decisions taken at the meeting
will become effective at the end of the working day on 24 July 2024
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: 17 September 2024



AGENDA

1. Apologies for Absence

2. Declarations of Interest

- guidance note below

3. Minutes (Pages 1 - 12)

To approve the minutes of the meeting held on 18 June 2024 (**CA3**) and to receive information arising from them.

4. Questions from County Councillors

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

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

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

5. Petitions and Public Address

Members of the public who wish to speak at this meeting can attend the meeting in person or 'virtually' through an online connection.

To facilitate 'hybrid' meetings we are asking that requests to speak or present a petition are submitted by no later than 9am four working days before the meeting. Requests to speak should be sent to committeesdemocraticservices@oxfordshire.gov.uk

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that your views are taken into account. A written copy of your statement can be provided no later than 9am 2 working days before the meeting i.e Wednesday 10 July 2024. Written submissions should be no longer than 1 A4 sheet.

6. Appointments

7. Reports from Scrutiny Committees

There are no reports from Scrutiny Committees to be considered at this meeting.

8. Didcot Garden Town Housing Infrastructure Fund (HIF1) - Amendments to the Grant Determination Agreement (Pages 13 - 24)

Cabinet Member: Infrastructure and Development Strategy

Forward Plan Ref: 2024/198

Contact: Timothy Mann, Programme Lead

Timothy.mann@oxfordshire.gov.uk

Report by Director of Environment and Highways **(CA8)**

The Cabinet is RECOMMENDED to;

- a) Approve the proposed changes to the Grant Determination Agreement (GDA) as set out in paragraphs 13 and 14 of the report; and**
- b) Authorise the Director of Environment and Highways, in consultation with the Director of Law & Governance, Executive Director of Resources and Section 151 officer, Cabinet Member for Infrastructure and Development Strategy and Cabinet Member for Finance to finalise the terms of, and enter into, the amended Grant Determination Agreement.**

9. Oxfordshire Local Enterprise Partnership - Board Appointments (Pages 25 - 28)

Cabinet Member: Leader, Infrastructure and Development Strategy

Forward Plan Ref: 2024/206

Contact: Chloe Taylor, Head of Economy (Chloe.Taylor@oxfordshire.gov.uk)

Report by Chief Executive. **(CA9)**

The Cabinet is RECOMMENDED to

- a) Endorse the appointment of Dr Olga Kozlova as a Board Director upon the resignation of Professor Patrick Grant**
- b) Endorse the appointment of Cllr David Hingley as a Board Director upon the resignation of Cllr Barry Wood**

10. Treasury Management Annual Performance 2023/24 (Pages 29 - 42)

Cabinet Member: Finance
Forward Plan Ref: 2024/162
Contact: Tim Chapple, Treasury Manager
Tim.chapple@oxfordshire.gov.uk

Report by Executive Director of Resources and Section 151 Officer **(CA10)**

Cabinet is RECOMMENDED to note the report, and to RECOMMEND Council to note the council's treasury management activity and outcomes in 2023/24.

11. Business Management & Monitoring Report - May 2024 (Pages 43 - 126)

Cabinet Member: Finance
Forward Plan Ref: 2024/063
Contact: Kathy Wilcox, Head of Financial Strategy
Kathy.wilcox@oxfordshire.gov.uk

Report by Executive Director of Finance and Section 151 Officer **(CA11)**

The Cabinet is RECOMMENDED to

- a) Note the report and annexes.
- b) Approve the virement requests in Annex B-2a and note the requests in Annex B-2b.
- c) Approve the OxLEP carry forward of funding and transfer £0.2m held in the Council's reserves to OxLEP Ltd.
- d) Approve the increase to charges for the Home to School Transport Spare Seat Scheme from September 2024.

12. Capital Programme Update and Monitoring Report - July 2024 (Pages 127 - 150)

Cabinet Member: Finance
Forward Plan Ref: 2024/205
Contact: Natalie Crawford, Capital Programme Manager,
Natalie.crawford@oxfordshire.gov.uk

Report by Executive Director of Finance and Section 151 Officer **(CA11)**

The Cabinet is RECOMMENDED to:

Capital Programme

- 1. **Note the capital monitoring position for 2024/25 set out in this report and summarised in Annex 1.**

2. **Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report.**

Budget Changes / Budget Release

3. **approve to release £4m of corporate funds back to the capital programme from the Special Education Needs (SEN) Provision Programme due to the additional SEN High Needs Grant funding received between 2021/22 and 2024/25 following the announced funding allocations (paragraph 76).**
4. **approve the inclusion of Oxford Community Support Service (CSS) Cowley into the Capital Programme with an indicative budget of £1.078m to be funded from the Asset Rationalisation Programme, Property Decarbonisation Programme and Section 106 funding (paragraph 68).**
5. **approve the change of the use of the budget for the purposes of relocating Banbury Library (paragraph 70).**

13. Delegated Powers Report for April to June 2024 (TO FOLLOW)

Cabinet Member: Leader

Forward Plan Ref: 2024/245

Contact: Colm Ó Caomhánaigh, Democratic Services Manager,
Colm.ocaomhanaigh@oxfordshire.gov.uk

Report by Director of Law and Governance

14. Forward Plan and Future Business (Pages 151 - 162)

Cabinet Member: All

Contact Officer: Chris Reynolds, Senior Democratic Services Officer,
chris.reynolds@oxfordshire.gov.uk

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 **CA14**. 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.

15. For information only: Cabinet response to Scrutiny item (Pages 163 - 166)

Update on the Priority Action Plan

Councillors declaring interests

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

Members Code – Other registrable interests

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships

- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.
- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

Members Code – Non-registrable interests

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

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CABINET

MINUTES of the meeting held on Tuesday, 18 June 2024 commencing at 2.00 pm and finishing at 4.35 pm

Present:

Voting Members: Councillor Liz Leffman – in the Chair
Councillor Dr Pete Sudbury (Deputy Chair)
Councillor Andrew Gant
Councillor John Howson
Councillor Dan Levy
Councillor Dr Nathan Ley
Councillor Judy Roberts

Other Members in Attendance: Councillor Donna Ford

Officers:

Whole of meeting Martin Reeves (Chief Executive), Lorna Baxter (Executive Director of Resources & Section 151 Officer), Anita Bradley (Director of Law & Governance and Monitoring Officer), Chris Reynolds (Senior Democratic Services Officer)

The Cabinet 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.

76/24 APOLOGIES FOR ABSENCE

(Agenda Item. 1)

Apologies for absence were received from Councillors Tim Bearder, Neil Fawcett and Kate Gregory.

77/24 DECLARATIONS OF INTEREST

(Agenda Item. 2)

There were none.

78/24 MINUTES

(Agenda Item. 3)

The minutes of the meeting held on 14th May 2024 were approved as a correct record.

79/24 QUESTIONS FROM COUNTY COUNCILLORS

(Agenda Item. 4)

See annex.

80/24 PETITIONS AND PUBLIC ADDRESS

(Agenda Item. 5)

Petition – Oxpens River Bridge Scheme

Dan Glazebrook

The Chair informed the petitioner that a Chief Officer of the Council would send a response to the petition within 10 working days.

10 Oxfordshire County Council to become a Council of Sanctuary

Mark Goldring
Agegnehu Mamo
Jugurta Chabane

81/24 APPOINTMENTS 2024-2025

(Agenda Item. 6)

Cabinet had before it a report recommending member appointments to a variety of bodies which in different ways supported the discharge of the Council's executive functions. The report reflected the basis on which appointments to the respective bodies had been made in the past and, subject to any adjustments that would be considered appropriate, invited the Cabinet to agree arrangements for filling the councillor places on those bodies.

The Chair presented the report and referred to one vacancy which remained to be filled.

RESOLVED to agree the appointments to the bodies set out in the Annex to the report with correction to the title of the Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations where applicable.

82/24 REPORTS FROM SCRUTINY COMMITTEES

(Agenda Item. 7)

Councillor Nigel Simpson presented the report of the People Overview and Scrutiny Committee on Adult Social Care CQC Assurance Update

Councillor Kieron Mallon presented the report of the Place Overview and Scrutiny Committee on Circular Economy Strategy.

Cabinet received the Scrutiny reports and will respond in due course.

**83/24 OXFORDSHIRE BUS SERVICE IMPROVEMENT PLAN (BSIP) -
UPDATE FOR 2024**

(Agenda Item. 8)

Cabinet had before it a report presenting an updated Oxfordshire Bus Service Improvement Plan (BSIP). The updated BSP outlined the vision, aims and proposals for improving bus services in Oxfordshire from 2025 to 2030. It was a requirement for receiving the final instalment of BSIP funding from the Department for Transport and it was produced in collaboration with bus operators and stakeholders.

Councillor Andrew Gant, Cabinet Member for Transport Management, presented the report. He emphasised the extensive level of bus service provision in Oxfordshire compared to other areas of the country and the work that had taken place in partnership with stakeholders which had resulted in the ambitious plan before members.

During discussion, the following points were made:-

- The report had not addressed the “dwell” time at bus stops caused by ticketing issues and the fact there was only one point of entry and exit on the County’s buses
- The need to encourage independent and state schools to use buses to reduce car journeys
- The start time for concessionary bus passes should be reviewed
- The potential for tickets to be transferrable between bus operators and for connectivity with train services should be explored
- The needs of cyclists needed to be considered
- Aggregation of ticket fares should be investigated

Councillor Gant moved and Councillor Sudbury seconded the recommendations, and they were approved.

RESOLVED to

- a) approve adoption of the updated Oxfordshire BSIP**
- b) delegate authority for sign off on future updates of the Oxfordshire BSIP to the Director of Environment and Transport in consultation with the Cabinet Member for Transport Management.**

84/24 OXFORDSHIRE COUNTY COUNCIL'S PRODUCTIVITY PLAN

(Agenda Item. 9)

Cabinet received a report recommending the approval of the productivity plan for Oxfordshire County Council. The plan had been produced in response to the DLUHC's request for councils to share their current plans to transform services, use technology and data, reduce spend and identify barriers to efficiency. The plans were a requirement for all Councils as part of the Government's 2024/25 Local Government Finance Settlement.

The Chair presented the report and outlined a number of the positive achievements of the Council including "Delivering the Future Together" the response to the SEND improvement plan and the "Oxfordshire Way" programme within Adult Social Care. The council has also prepared an additional document to be submitted to the DLUHC alongside the productivity plan. This document highlighted the areas where central government intervention could unlock barriers to efficiency, such as inconsistent and short-term funding, complex and overlapping regulations, and lack of flexibility and autonomy.

During discussion members referred to the anomalies concerning Government policy on Home to School transport.

Councillor Leffman moved, and Councillor Sudbury seconded the recommendations and they were approved.

RESOLVED to:

- (a) **approve the productivity plan for submission to the Department for Levelling Up, Housing and Communities**
- (b) **approve the additional barriers to efficiency document for submission to the Department for Levelling Up, Housing and Communities**

85/24 OXFORDSHIRE COUNTY COUNCIL TO BECOME A COUNCIL OF SANCTUARY

(Agenda Item. 10)

Cabinet considered a report recommending that the Council worked towards submitting an application to become a recognised Council of Sanctuary, as proposed in a motion passed by full council in November 2023. The report outlined what it meant to be a Council of Sanctuary, the policy implications, and the progress made against the other resolutions in the motion to Council.

Cabinet was addressed by three representatives of the Asylum Welcome charity who spoke in support of the proposals in the report.

The Chair presented the report and referred to the collaborative work taking place with other councils in the county on providing the services needed by asylum seekers and refugees. The Council of Sanctuary status would provide a framework against which the services could be measured.

Councillor Leffman moved, and Councillor Sudbury seconded the recommendations, and they were approved.

RESOLVED to

- a) agree that the Council should work towards submitting an application to become a recognised Council of Sanctuary, as proposed in a motion passed by full council on 7 November 2023;**
- b) note the requirement for the development of a strategy or framework for migration for future decision making and integration into the Council's business and budget planning process;**
- c) delegate the submission of an application for Sanctuary Status to the Executive Director (People) in consultation with the Leader of the Council;**
- d) note the progress made against the other resolutions in the motion.**

86/24 MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT

(Agenda Item. 11)

Cabinet had before it a report recommending approval of a Modern Slavery and Human Trafficking Statement. The statement outlined the council's commitment and actions to prevent modern slavery in its work and supply chains, as required by the Modern Slavery Act 2015 for commercial organisations with a turnover of over £36 million. The statement summarised the council's existing policies and procedures around pay and recruitment, safeguarding vulnerable children and adults, and procurement processes, as well as the training and awareness-raising activities for staff and suppliers.

The Chair presented the report and explained that, whilst it was not a requirement for local authorities to adopt this statement, it was considered appropriate in view of the Council's activities particularly with regard to procurement.

During discussion, members welcomed the adoption of the statement and the inclusion of the whistleblowing policy through which any potential breaches of the legislation could be reported.

Councillor Leffman moved, and Councillor Howson seconded the recommendation, and it was approved.

RESOLVED to approve the Modern Slavery and Human Trafficking Statement for Oxfordshire County Council as set out in the report.

87/24 PERIOD POVERTY SCHEME TRIAL

(Agenda Item. 12)

Cabinet had before it a report which updated members on the progress made on the period poverty motion passed by the Council in September 2023, and recommended a trial scheme to provide free period products to residents using £10,000 from the cost-of-living programme funding.

The Chair presented the report and referred to the complex work that had taken place in developing the scheme to enable procurement and distribution of the various products appropriately in locations in the county.

Cllr Leffman moved, and Councillor Roberts seconded the recommendations, and they were approved.

RESOLVED to

- a) approve the allocation of the £10,000 from the cost-of-living programme funding for a trial scheme of period products to support residents experiencing period poverty.**
- b) note the update on progress made on the Period Poverty motion approved by Council on 12 September 2023.**

88/24 ANNUAL PERFORMANCE REPORT AND PROVISIONAL REVENUE OUTTURN 2023/24

(Agenda Item. 13)

Cabinet considered a report presenting the council's annual performance report and provisional year- end finance position for 2023/24. The annual report reflected the end of year position against the corporate priorities, and budget documents supporting the Council's ambitions and priorities. The Strategic Plan agreed by Council in February 2022 set out the Council's ambitions for 2023/24.

Councillors Dan Levy, Cabinet Member for Finance, presented the report. He referred to the considerable achievements of the Council against its strategic objectives but recognised that there were some areas in which improvement was needed. There had been significant improvement in the financial position in Children's and Adults services and he thanked all those who had contributed to the performance results detailed in the report. He also thanked the Executive Director of Resources and her staff for their advice and ongoing hard work in monitoring the Council's financial performance throughout the year.

During discussion, members referred to ongoing concerns regarding the deficit in the High Needs Direct Support Grant budget and the need for any future Government to consider ways to support the increasing costs of the education service.

The Chair emphasised the Council's achievements detailed in the report including 20 awards which had been received during the year and congratulated all the officers involved.

Councillor Levy moved and Councillor Sudbury seconded the recommendations, and they were approved.

RESOLVED to:-

- a) note the annual Performance Report for 2023/24.**
- b) note the summary of the provisional year - end financial position for 2023/24 along with the year-end position on general balances and earmarked reserves as explained in Annex B.**
- c) agree that the £1.6m surplus on the On-Street Parking Account at the end of the 2023/24 financial year, that has not yet been applied to fund eligible expenditure in accordance with Section 55(4) of the Road Traffic Regulation Act 1984, can be carried forward to the 2024/25 financial year as set out in Annex B-3c**
- d) approve the creation of a new reserve to support the council's Commercial Strategy and initial contribution of £2.0m.**
- e) approve the addition of £2.8m to the IFRS9 Reserve.**
- f) approve the addition of £1.0m to the Budget Priorities Reserve.**
- g) To note the Digital Inclusion Action Plan progress update for 2023/24 – Annex C.**
- h) To note the Voluntary and Community progress update for 2023/24 – Annex D.**

89/24 CAPITAL OUTTURN REPORT 2023/24

(Agenda Item. 14)

Cabinet received a report on performance relating to the Capital Programme for 2023/24.

The ten-year Capital Programme set out the agreed capital investment to deliver the priorities identified in the council's Capital and Investment Strategy. This report updated members on the performance against the programme shown in the latest monitoring report for 2023/24 and also compared back to the capital programme agreed by Council in February 2023. Figures shown reflected those to be included in the Council's Statement of Accounts for 2023/24.

Councillor Dan Levy, Cabinet Member for Finance, presented the report. He summarised the main areas of expenditure including the Pupil Place Plan, Major Infrastructure, Highways Asset Management Plan, Property Strategy, IT, Digital & Innovation Strategy.

The report proposed the creation of a new reserve to support the development of green financing and to make an initial contribution of £1.0m funded from the interest released at the end of 2023/24. This was to help the council achieve its climate action goals and invest in low-carbon projects.

During discussion, members welcomed the funding for Zero Emissions Buses Regional Area project where 75 buses had been delivered in total with 65 buses operational on routes around Oxford. An additional 84 buses would be delivered by August 2024. In addition to County Council funding, the project had drawn in a considerable amount of inward investment. Members also referred to the investment in Children's homes which would help reduce the costs of outplacement to areas outside the County.

Councillor Levy moved and Councillor Howson seconded the recommendations, and they were approved.

RESOLVED to:

- a) note the performance against the capital programme for 2023/24 as set out in the report.**
- b) approve the creation of a new reserve to support the development of green financing and to make an initial contribution of £1.0m funded from the interest released at the end of 2023/24 (as set out in paragraph 65 of the report)**

90/24 CAPITAL PROGRAMME APPROVALS - JUNE 2024

(Agenda Item. 15)

Cabinet had before it a report which out change requests requiring Cabinet approval that will be incorporated into the agreed programme and included in the next update to the Capital Programme in June 2024.

Councillor Dan Levy, Cabinet Member for Finance, presented the report and explained details of the four schemes which were recommended for approval.

During discussion, members welcomed, in particular, the scheme to enhance the walking and cycling infrastructure in Abingdon which was a missing link on the National Cycling Route 5 and thanked officers for their hard work in bringing this scheme forward.

Councillor Levy moved and Councillor Howson seconded the recommendations, and they were approved.

RESOLVED to:

- a) approve the inclusion of the A4130 Rowstock Roundabout to Steventon Lights scheme into the Capital Programme with an indicative budget of £1.041m to be fully funded from S106 developer contributions.
- b) approve the inclusion of the Abingdon National Cycle Network Route 5 (NCN5) Missing Link scheme into the Capital Programme with an indicative budget of £1.474m funded from the Active Travel Fund Tranche 4 Extension.
- c) approve a budget increase of £4.657m from £4.763m to £9.420m, to progress the expansion of Grove Church of England Primary School, funded by S106 contributions (£5.620m), Basic Need (£1.000m) and Basic Need Contingency (£2.800m).
- d) approve the inclusion of Union Street Phase 1.5 & 2 into the Capital Programme, with an indicative budget of £1.450m, to be partly funded by the Asset Rationalisation Programme agreed by Full Council in February 2022, with an initial budget of £4.700m (increased in February 2024 by £2.300m) and the Decarbonisation Programme where £8.200m funding was agreed in March 2024.

91/24 FORWARD PLAN AND FUTURE BUSINESS

(Agenda Item. 16)

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

CABINET – 18 JUNE 2024

ITEM 4 – QUESTIONS FROM COUNTY COUNCILLORS

<p>1. COUNCILLOR IAN MIDDLETON</p> <p>"A controlled crossing across the A44 near to Begbroke has been something the village has been calling for for over 30 years. 2 years ago this administration finally approved the proposals and allocated funding. The Parish Council were extremely impressed that we'd at last taken their concerns seriously and they would have their crossing very soon.</p> <p>Some 2 years on from that point we have approved drawings and completed a consultation on the project, yet we still have no idea when the crossing will be installed. Proposed start date after start date has been missed and during a recent meeting I attended with Paul Fermer it appeared that the works had still not been programmed.</p> <p>Villagers' eager anticipation about the crossing and positive view of the council has now soured into distrust and annoyance that we seemingly don't want to commit to actually getting the job done. There is now a belief that they are being fobbed off and a concern that funding may be pulled, leaving them back where they started 2 years ago. I have assured them that this is not the case, but their faith in those promises is starting to wear thin.</p> <p>Could the cabinet member now</p>	<p>COUNCILLOR ANDREW GANT, CABINET MEMBER FOR TRANSPORT MANAGEMENT</p> <p>I have discussed with officers and can confirm that the scheme to install a crossing at Begbroke has funding allocated and is within the councils' minor improvements programme. Unfortunately, the work has not progressed as quickly as hoped or communicated, and I appreciate the frustration around this. I have asked officers to ensure effort is made to meet delivery commitments made and that any delays are communicated.</p> <p>I can confirm that detailed design is nearing completion. I have asked officers to provide you with the remaining steps and likely timeframe for remaining work, this will be provided by the end of the month.</p>
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<p>provide me with a firm date for the start of works and his personal assurances that this date will not be missed? Preferably a date before the end of this administration as I'd like to see the project through before the next County Council election".</p>	
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Divisions Affected – Didcot Ladygrove, Hendreds & Harwell, Sutton Courtenay & Marcham, Berinsfield & Garsington, Didcot West

CABINET

16 July 2024

Didcot Garden Town Housing Infrastructure Fund (HIF1) AMENDMENTS TO THE GRANT DETERMINATION AGREEMENT

Report by Director of Environment and Highways

RECOMMENDATION

1. The Cabinet is **RECOMMENDED** to;
 - a) Approve the proposed changes to the Grant Determination Agreement (GDA) as set out in paragraphs 13 and 14 of the report; and
 - b) Authorise the Director of Environment and Highways, in consultation with the Director of Law & Governance and Monitoring Officer, Executive Director of Resources and Section 151 officer, Cabinet Member for Infrastructure and Development Strategy and Cabinet Member for Finance to finalise the terms of, and enter into, the amended Grant Determination Agreement.

Executive Summary

2. The Didcot Garden Town Housing Infrastructure Fund project (HIF1) has been widely publicised and the details published in previous Cabinet reports.
3. Following consideration by the Council's Planning and Regulation Committee in July 2023, the HIF1 planning application was 'called in' by the Secretary of State for Levelling Up, Housing and Communities on 25 July 2023, and a decision is now awaited following the conclusion of conjoined planning and Orders Public Inquiries, which closed in May 2024.
4. After extensive negotiation, Homes England has agreed to contribute further funding to the programme of £36,400,000, potentially extending to £116,000,000, and to extend the funding window to 31 March 2028. The remaining required funding can be met by the previously approved contributions from OxLEP, Section 106 income, and the allowance in the Council's budget through capital borrowing.

5. The Grant Determination Agreement with Homes England needs to be amended to reflect these changes, by way of a Deed of Variation.

Background

6. In October 2019, following a series of Cabinet approvals and a successful Housing Infrastructure Fund grant award of £218m, the HIF1 project was included in the County Council's capital programme. The original funding agreement, between the Council and Homes England, known as the Grant Determination Agreement (GDA), was entered into in June 2020.
7. On 15 March 2022, Cabinet resolved to authorise the Corporate Director of Environment and Place, in consultation with the Director of Law & Governance, Director of Finance, Cabinet Member for Travel and Development Strategy and Cabinet Member for Finance to enter into an amended GDA with Homes England to accommodate changes to timescale and budget.
8. On 21 June 2022, Cabinet resolved to approve the amendments to the GDA and authorised the signing of the Deed of Variation to the GDA by the Director of Transport and Infrastructure in consultation with the Director of Law & Governance, Director of Finance, Cabinet Member for Infrastructure and Development Strategy and Cabinet Member for Finance. This resulted in Homes England extending its funding allocation from £218,016,437 to £239,816,437, with funding availability up to March 2026.

Scheme Review

9. Following the call-in of the planning application by the Secretary of State for Levelling up, Housing and Communities, a review of the programme and cost of the Scheme was undertaken. As a result of this review, it became clear that the current budget envelope and the time allocation for completion of the Scheme was insufficient due to the delays resulting from the call-in of the planning application and the related additional Public Inquiry process on top of that originally accounted for in relation to the statutory orders (CPO, Side Roads Order and Bridge Scheme).
10. The review outcomes were that the total budget envelope had increased by £36,386,575 and construction would be completed in January 2028. These matters were set out in the evidence presented in the Public Inquiries.
11. The reasons for these changes can be summarised as follows:

Planning and Orders Inquiries

In July 2023, the Council's Planning and Regulation Committee voted to recommend refusal of the planning application for the HIF1 Scheme, and on 25 July 2023 the Council received notification that the Secretary of State for Levelling Up, Housing and Communities had 'called in' the planning application for his own determination.

The Inquiry into the called-in planning application was conjoined with the Inquiries into the statutory Orders and the resulting Inquiries ran from 20 February 2024 to 9 May 2024 (with the planning Inquiry being formally closed that day and the statutory Orders Inquiries being formally closed on 21 May 2024). Working to the assumption that it may take approximately six months to receive decisions on the called-in planning application and the statutory Orders (and noting that these will be decisions from two different Secretaries of State), it is anticipated that the scheme will be delayed by approximately a year and a half. The calling of the General Election within the decision period may also contribute to this delay.

Inflation

Construction price inflation accelerated significantly from early 2022. When the previous Material Change Request was submitted in December 2021, the total inflation was estimated to be £27.1m. With the additional impact of the delay due to the Inquiries, it is now estimated that the construction inflation costs to be applied to the Scheme will be substantially higher, at £59.3m. This is an increase of £32.2m. This was set out in evidence at the conjoined Inquiries into the Scheme.

Other related costs

Projected costs associated with the Inquiries and subsequent delay have increased, including legal fees, contract and project management costs, ancillary costs and general cost increases.

12. The new key milestone dates for the delivery of the project are outlined in Table 1 of this report.

Changes to the HIF Grant Determination Agreement

13. In October 2023, the Council submitted a Material Change Request to Homes England. On 19 April 2024 Homes England confirmed an additional £36,400,000, potentially extending to £116,000,000, towards the HIF1 Scheme. The funding breakdown can be found in Table 3.
14. As the programme and budget are now outside of the previously amended Grant Determination Agreement with Homes England signed in May 2023, further amendments to the agreement are required in order to deliver the infrastructure provided by the Scheme. The amendment to the agreement will include the following elements:
 - An extension to the availability period to 31st March 2028 and associated change in milestones (see Table 1).
 - An increase in HIF funding to at least £276,216,437, and a maximum of £355,816,437 (£79.6m will be held by Homes England as a funder contingency and will only be available to the Council following written agreement from Homes England). See Table 3.

- A change to the drawdown profile, including a stipulation that the total grant that can be claimed between 1 April 2026 and 31 March 2028 shall not exceed £289,902,334.
 - As is currently the case, the Council will be required to cover any and all further cost overruns over and above the grant (now £355.8m) and meet costs not claimed by the end of the availability period (now 31 March 2028).
 - A requirement to demonstrate delivery of all the 12,655 Housing Outputs, irrespective of any cost or programme over-runs.
15. Officers continue to negotiate the specific wording for the revised GDA in line with the principles outlined in this report. On completion of the redraft, formal approval will be required in line with the delegations sought through this Cabinet decision report.
 16. The current and proposed funding packages supporting the onward delivery of the Scheme are included at Table 2 and 3 respectively.

Progress to Date

17. The conjoined Planning and Orders Inquiries sat from 20 February 2024 to 9 May 2024.
18. Oxfordshire County Council, South Oxfordshire and Vale of White Horse District Councils, and UK Atomic Energy Authority (UKAEA) presented evidence in support of the planning application and Orders for the Scheme.
19. The Planning Inquiry was formally closed on 9 May, and the Orders Inquiries were formally closed on 21 May, following a non-sitting period to enable the completion of legal agreements.
20. The Inspector is now drafting her reports to the relevant Secretaries of State (being the Secretary of State for Transport in relation to the Orders and the Secretary of State for Levelling Up, Housing and Communities in relation to the planning application). The respective Secretaries of State will make the final decisions, and it is anticipated that these will be issued on or before 8 October 2024. It is possible that this date may be impacted by the General Election.
21. Graham Construction Limited has been appointed to undertake the detailed design of the Culham River Crossing and Clifton Hampden Bypass elements of the Scheme, and design work is underway. Procurement is currently underway for the detailed design of the combined Didcot Science Bridge and A4130 elements of the Scheme, now jointly known as Didcot Science Bridge.
22. Work is ongoing on developing the Science Vale Area Travel Plan which complements the HIF Scheme and ensures that the wider objectives and benefits are achieved, putting the HIF1 Scheme in wider context of the area and other relevant plans.

Programme

23. The delivery programme was updated as part of the Material Change Request process.
24. Key milestones through to completion are set out within Table 1.

Table 1 –Proposed Key Milestones HIF1

Activity	Target Date
Cabinet – GDA amendment	Jul 2024
Planning and Orders determination	Oct 2024
Detailed design and construction contract procurement complete	Mid/late 2025
Possession of land	Mid/late 2025
Construction commences	By Jan 2026
Construction complete	Jan 2028
Project close	Spring 2028

25. The critical path to the delivery of the HIF1 Scheme runs through the detailed design and construction of the Culham River Crossing element. It should, however, be noted that the timescales associated with a decision being made by Secretaries of State following the Public Inquires are not fixed and are outside of the Council's influence. Hence, a risk remains that these may extend beyond the timescales built into the project programme.
26. The programme will be continually updated as the project progresses and in line with Council internal governance requirements, to ensure that any risks to its delivery are highlighted at the earliest opportunity.

Financial Implications

Project Costs

27. The total Scheme cost to completion is estimated to be **£332.538m**, which includes £46.853m for quantified risk and optimism bias, and £59.307m for inflation.

Project Funding

28. Funding has currently been secured as per that presented in Table 2.

Table 2 – Current Funding Summary

Source	Value (£'000's)
---------------	------------------------

Housing Infrastructure Fund grant	239,816
Section 106 (held)	6,736
Section 106 (underwritten by Council but expected to be received prior to project close)	9,713
Oxfordshire Local Enterprise Partnership*	10,000
Council capital borrowing (approved as part of budget 8 February 2022)	29,893
Total	296,152

*secured against future business rates retention and forward funded by Council as part of approved capital programme

29. The Council entered into the GDA with Homes England in late June 2020, and a revised GDA in May 2023, to secure the grant monies, subject to a series of conditions linked to Scheme progression, a number of which have already been discharged.
30. The proposed revised funding package is set out within Table 3.

Table 3 – Revised Funding Summary

Source	Value (£'000's)
Housing Infrastructure Fund grant	276,216
Section 106 (held)	6,736
Section 106 (underwritten by Council but expected to be received prior to project close)	9,713
Oxfordshire Local Enterprise Partnership*	10,000
Council capital borrowing (approved as part of budget 8 February 2022)	29,893
Sub total	332,552
Housing Infrastructure Fund grant contingency**	79,600
Total	412,152

*secured against future business rates retention and forward funded by Council as part of approved capital programme

**subject to further approval - see paragraph 14 above

31. The HIF grant availability has been extended to March 2028, subject to conditions, including those in Paragraph 14. As is currently the case, OCC will be required to cover any and all further cost overruns over and above the grant (now £276.2m, and potentially up to £355.8m) and meet costs not claimed by the end of the availability period (now 31 March 2028).
32. The current spend profile indicates that the HIF grant would be drawn down first, with any additional financial contributions to the Scheme backloaded to the latter stages of delivery. Therefore, spend on any additional contributions is anticipated to commence in 2027 onwards. The HIF grant funder contingency would be available following written agreement from Homes England on a case by case basis and is not intended to replace other Scheme funding.

Comments checked by:

Legal Implications

33. There are several legal mechanisms within the current GDA agreement which reduce the risk on the Council. The milestone extension events outline the exceptional circumstances that, if they occur, trigger discussions with Homes England and result in movement of the Milestone Date(s) set in the GDA.
34. There is a mechanism for escalating issues affecting the delivery of the infrastructure schemes to Homes England and the DLUHC. This escalation has been used in negotiating the revised availability period and finances in the GDA Deed of variation.
35. Any changes to the GDA as amended by the Variation Agreement are binding on the parties.

Comments checked by:

Jayne Pringle, Head of Law (Contracts & Conveyancing) & Legal Business Partner, jayne.pringle@oxfordshire.gov.uk

Equality & Inclusion Implications

36. The equalities implications of the HIF1 Scheme have been assessed robustly through the design development stages of the Scheme and in reaching the preferred option. These equalities implications have been considered in line with the Equality Act 2010 through the completion of an Equality Impact Assessment (EqIA).

Sustainability Implications

37. Sustainability implications and credentials have been covered in previous Cabinet reports. Throughout the development of HIF1, officers will continue to work with Members to ensure it meets their priorities. This will include how the Scheme integrates with the Travel Plan for the wider Science Vale area. Appendix A contains further information.

Risk Management

38. The core concern for the Council is the financial risk faced if there are any delays to delivery caused by exceptional circumstances. The Council will have to pay for any cost overruns past the end of the funding availability period of March 2028.
39. At the time of contracting the original agreement with Homes England, a clause was inserted to ensure that Homes England could not clawback funding that had been spent on the Scheme in good faith.

Consultations

40. A series of public consultations have been undertaken throughout the previous development stages of the HIF1 Scheme. Further information has been provided in previous Cabinet reports.

Paul Fermer
Director of Environment and Highways

Appendices: Appendix A – Sustainability Credentials

Background papers: None

Contact Officer: Tim Mann, Programme Lead
timothy.mann@oxfordshire.gov.uk

July 2024

Appendix A

SUSTAINABILITY CREDENTIALS

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Appendix A: Sustainability credentials

The purpose of this Appendix is to provide more detail on how the Didcot Garden Town Housing Infrastructure Fund project (HIF1) addresses climate change issues, and how the wider strategy in the Science Vale area integrates with HIF1 to achieve wider sustainability aims for the area in the short, medium, and long term. HIF1 will provide a major step in delivering these longer term aims.

Science Vale (Didcot) Area Travel Plan

The Area Travel Plan sets out how people will be traveling around the whole Science Vale area and the other interventions that are needed alongside the HIF1 funded infrastructure to achieve modal shift to public transport, walking and cycling, reduce the need to travel, measures that support behavioural change and also work towards the Local Transport and Connectivity Plan targets. These measures may include further active travel user prioritisation on the historic bridges, future bus improvements across the area and speed limit changes. The work for the Science Vale (Didcot) Area Travel Plan is currently being scoped as part of the programme to develop the strategy alongside other assessment tools that are used to fully assess the wider impacts including sustainability credentials.

HIF1

The sustainability credentials of HIF1, including in respect of climate change issues, were fully explored in the recent call-in planning inquiry. OCC produced detailed expert evidence in support of HIF1's sustainability credentials. That evidence was summarised in OCC's closing submissions to the call-in planning inquiry, which can be found on the inquiry website¹. Key points include the following.

The effect of HIF1 on climate change and carbon emissions was fully considered in Chapter 15 – Climate of the Environmental Statement for HIF1, which assesses the effects on the climate of greenhouse gases arising from the construction and operation of HIF1. The assessment showed that greenhouse gas effects during the HIF1 construction phase (which arise from matters including the embodied carbon in construction materials) are predicted to be minor adverse and therefore not significant. HIF1 operation (i.e. emissions from road users) is shown to reduce greenhouse gas emissions compared to the without HIF1 scenario, thus HIF1 is predicted to have a minor beneficial effect in respect of greenhouse gas emissions during the operational phase. The reduction in greenhouse gas emissions with HIF1 in operation is a result of reduced congestion and journey times as a consequence of the improvements to the road network.

Significance is determined by contextualising the emissions by reference to the UK carbon budgets, with a level of less than 1% of the carbon budget not considered to be significant. HIF1's contribution to the UK's 4th carbon budget (for 2023 – 2027) is 0.0077%, comprising 154,842t CO₂e for construction and -4,601t CO₂e for operation (i.e. a reduction for operation compared with the do nothing baseline). For the 5th (2028

¹ https://gat04-live-1517c8a4486c41609369c68f30c8-aa81074.divio-media.org/filer_public/05/15/05156f58-1309-4681-95fa-279166a59cee/occ_-_closing.pdf. See paragraphs 124 – 136 under the sub-heading "Issue 8: the effect of the proposal on climate change and carbon emissions".

– 2032) and 6th (2033 – 2037) budgets, there is no construction contribution as HIF1 is built, and the operational emissions are again reduced, such that HIF1 does not contribute at all to the UK carbon budget and, indeed, creates some additional headroom.

Since the Environmental Statement was produced, the Department for Transport has updated the Emissions Factors Toolkit (“**EFT**”), with the latest version 12.0.1 being released in December 2023. OCC presented a sensitivity analysis to the planning inquiry, which showed that the EFT v12 update has only a very slight impact on the assessment presented in the ES. Thus the position remains, in accordance with the conclusions of the Environmental Statement, that there is a minor adverse impact during construction and a minor beneficial impact during operation, and there are no likely significant effects.

These emission figures are dependent on the outputs of the traffic modelling for HIF1, and OCC produced expert evidence for the called-in planning inquiry showing that the traffic modelling is robust. Indeed, even if the actual figures varied from those modelled (which is not predicted), the contributions to the UK carbon budget are so small that it would make no difference to the assessment of significance in respect of greenhouse gas emissions.

Mitigation measures have been embedded into the HIF1 design to minimise the effects of carbon emissions. These include:

- design enhancements,
- more efficient construction processes, and a
- focus on reuse of materials and waste reduction.

These mitigation measures are secured through their inclusion in the Construction Environmental Management Plan and the Site Waste Management Plan that will be included within the CEMP. Greenhouse gas mitigation measures include energy-efficient road lighting design and encouraging low-carbon forms of transport through the construction of the shared cycleways / footways. In addition, a carbon management plan is required by condition to support carbon reductions, by quantifying emissions, setting targets, monitoring and reporting.

More generally, it should be noted that HIF1 is designed to improve access to future allocated housing and employment growth in the local area, including access by walking, cycling and public transport. HIF1 is policy backed by and is the cornerstone of mitigation for the planned growth in the area. HIF1 does not aim to provide unlimited highway capacity for cars, or to remove all congestion; it forms part of a balanced transport strategy, which also provides high quality walking and cycling infrastructure, helping to engender modal shift to more sustainable modes. HIF1 also forms a critical part of the forthcoming Science Vale (Didcot) Area Travel Plan, providing a key role in creating resilient active travel and public transport networks, which support the area.

Divisions Affected - ALL

**CABINET
16 July 2024**

OXFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP – BOARD APPOINTMENTS

Report by the Chief Executive

RECOMMENDATION

1. **The Cabinet is RECOMMENDED to**
 - a) Endorse the appointment of Dr Olga Kozlova as a Board Director upon the resignation of Professor Patrick Grant
 - b) Endorse the appointment of Cllr David Hingley as a Board Director upon the resignation of Cllr Barry Wood

Executive Summary

2. This paper sets out the decisions taken at the OxLEP Board meeting on 11 June 2024 requiring Company Member endorsement.
3. The recommendations relate to the appointment of two new Non-Executive Directors (NED's) replacing existing NED's who have signalled their intent to resign.
4. The OxLEP Board is making these recommendations to Cabinet following the revision of the OXLEP Ltd Company Articles on the 1 April 2024. These changes gave effect to the Transfer of Functions and confirmed Sole Membership of the Company in favour of Oxfordshire County Council. The Articles of Association define specific Reserved Matters which are the Appointment of Directors, Approval of Business Plan and associated Budget.

Background

5. The government confirmed in August 2023 the responsibility for LEP functions would be transferred to upper tier local authorities. In February 2024 Cabinet agreed that the council would become the controlling member of OxLEP Board exercising its membership functions through Cabinet. This change in control was agreed by the OxLEP Board in March 2024 and came in to effect on 1 April 2024.

6. The change in ownership formed the basis of the first phase of a three phased approach to LEP transition.
7. The project team is now focused on the second phase of the transition which includes:
 - A review of purpose and economic planning, including updates to the Strategic Economic Plan
 - Developing a medium-long term business plan along with ongoing review of operational alignment with existing council economic and related functions
 - Reviewing the medium-term approach to business engagement and broader partnership bodies in-line with the new operating model and strategy
 - Alignment of policy and processes, ensuring optimum operational efficiency with the County Council
8. This work is being progressed and it is likely that this will result in revised governance structures to reflect the council's member status. These proposals will form the basis of a future Cabinet report.
9. As part of the transition process, the current OxLEP board has been asked to continue to serve to support the implementation process. In June 2024 the OxLEP Board considered a report regarding board appointments. As this is a Reserved Matter these recommendations require Cabinet approval.

Board Succession

10. The OxLEP Board is made up of 18 Non-Executive Directors (NED's) and one Executive Director (ex-officio). The number and range of NED's was determined by the Board in line with government guidance. The current Board has representation from Business, Oxfordshire Local Authorities, Universities and a representative of the FE College sector. The NED's are nominated by their respective organisations, except for the business representatives who are subject to a fully transparent recruitment process overseen by OxLEP's Nominations and Personnel Committee.
11. Professor Patrick Grant, the representative from the University of Oxford has submitted his resignation from the OxLEP Board after five years of service. The University has nominated Dr Olga Kozlova as their representative on the Board to replace Professor Grant.
12. The OxLEP Nominations and Personnel Committee, in line with best practice and custom reviewed this nomination and recommended to the OxLEP Board the appointment of Dr Kozlova on the 11 June 2024.
13. In addition to Patrick Grant's resignation the recent Local Government election process returned a change of political control and therefore leadership in

Cherwell District. Cllr David Hingley, the new Leader of Cherwell District Council has been nominated as their Non-Executive Board Director.

14. The OxLEP Board are recommending to Cabinet that these nominations be endorsed.

Corporate Policies and Priorities

15. LEP transition aligns with the vision set out in the County Council's Strategic Plan to lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county. It also supports the priorities of:

- Putting action to address the climate emergency at the heart of our work
- Tackling inequalities in Oxfordshire
- Investing in an inclusive, integrated and sustainable transport network
- Working with local businesses and partners for environmental, economic and social benefit

Financial Implications

16. There are no financial implications arising directly from this report.

Comments checked by:

Kathy Wilcox, Head of Corporate Finance

Legal Implications

17. The recommendations in the report enable the appointment of new Directors to the Board of OxLEP. As a reserved matter this requires confirmation by Cabinet.

Comments checked by:

Paul Grant, Head of Legal and Deputy Monitoring Officer,
paul.grant@oxfordshire.gov.uk (Legal)

MARTIN REEVES

Chief Executive

Contact Officer: [Chloe Taylor, Head of Economy
chloe.taylor@oxfordshire.gov.uk](mailto:chloe.taylor@oxfordshire.gov.uk)

July 2024

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Division(s): N/A

ITEM

CABINET 16 JULY 2024

TREASURY MANAGEMENT ANNUAL PERFORMANCE 2023/24

Report by the Executive Director of Resources & Section 151 Officer

RECOMMENDATION

1. Cabinet is **RECOMMENDED** to note the report, and to **RECOMMEND** Council to note the council's treasury management activity and outcomes in 2023/24.

Executive Summary

2. Treasury management is defined as: "The management of the organisation's borrowing, investments and cash flows, including its banking, money market and capital market transactions, the effective control of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks."
3. The Chartered Institute of Public Finance and Accountancy's (CIPFA's) 'Code of Practice on Treasury Management 2021' requires that the Council and Audit & Governance Committee receives a report on Treasury Management activities at least four times per year. This report is the final report for the financial year 2023/24 and sets out the position at 31 March 2024.
4. Throughout this report performance for the 2023/24 financial year is measured against the budget agreed by Council in February 2023.
5. At 31 March 2024, the council's outstanding debt totalled £284m and the average rate of interest paid on long-term debt during the year was 4.39%. £10m of maturing Public Works Loan Board (PWLB) loans and £10m of LOBO¹ loans were repaid during the year. No new external borrowing was arranged during 2023/24. The Council's debt financing position for 2023/24 is shown in Annex 1.
6. The [Treasury Management Strategy for 2023/24](#) agreed in February 2023 assumed an average base rate forecast of 4.25% consistent with rates at that time. Taking into account historic loans, the investment return on in house investments for 2023/24 was forecast to be 3.00% on an average portfolio of £379m.
7. The Council achieved an average in-house return for the year of 3.96% on average cash balances of £490.107m, producing gross interest receivable of £19.617m. In relation to external funds, the return for the year was 4.70% producing gross distributions totalling £4.747m, bringing total investment income to £24.364m. This compares to budgeted

¹ LOBO (Lender's Option/Borrower's Option) Loans are long-term loans which include a re-pricing option for the bank at predetermined intervals.

investment income of £14.863m, giving a net overachievement of £9.501m which contributed to the £7.2m underspend on [Interest on Balances reported in the Provisional Outturn reported in June 2024](#). £7.819m of the investment income received was used to fund the indexation of Section 106 funding held by the council.

8. At 31 March 2024, the council's investment portfolio of £537.181m comprised £439.375m in house investments and £97.806m in pooled funds with a variable net asset value. Annex 4 provides an analysis of the investment portfolio at 31 March 2024.

Treasury Management Activity

Debt Financing & Maturing Debt

9. The Strategy for Long Term Borrowing agreed in February 2023 included the option to fund new or replacement borrowing up to the value of £180m through internal borrowing. The aim was to reduce the Council's exposure to credit risk and reduce the cost of carry (difference between borrowing costs and investment returns) whilst debt rates remained higher than investment interest rates.
10. The council is able to borrow from the Public Works Loan Board (PWLB), through the money markets, or through internal borrowing by temporarily using its cash balances. The strategy for the year assumed that the council's borrowing requirement would be met through internal borrowing, as external borrowing rates were forecast to remain high during the year, then reduce over the medium term. Borrowing rates did remain high during the year, therefore no new external borrowing was arranged during 2023/24.
11. As at 31 March 2024, the authority had 43 PWLB loans totalling £244.383m, 7 LOBO loans totalling £35.0m and one £5.0m money market loan. The weighted average for interest paid on long-term debt was 4.39%. The Council's debt portfolio as at 31 March 2024 is shown in Annex 1.
12. As set out in Annex 2 the Council repaid £12m of maturing PWLB loans during the year. The council also repaid £10m of LOBO loans during the year, when the lender exercised their option to amend the interest rate. The outturn for interest payable on loans in 2023/24 was £12.9m which was below the budgeted figure of £13.1m.

Investment Strategy

13. In line with the CIPFA Code of Practice on Treasury Management, the council prioritised security and liquidity of cash above the requirement to maximise returns during 2023/24. Fixed deposits, call accounts, notice accounts, money market funds and pooled funds were utilised to deposit the council's in-house cash surpluses. Credit quality information regarding the institutions on the council's approved Lending List was continuously monitored to reduce risk.
14. In order to reduce credit risk exposure, deposits with other local authorities were favoured over deposits with banking institutions which still carry bail in risk. The rates achieved when lending to other local authorities was similar to the rates offered by banks. This strategy therefore reduced credit risk without foregoing investment return.

15. The 2023/24 Treasury Management Strategy allowed for 50% of the total portfolio to be held in Strategic Pooled funds and this policy was maintained throughout the year, although the value held in these funds was consistently well-below that maximum.

The Council's Lending List

16. In-house cash balances are deposited with institutions that meet the council's approved credit rating criteria. The approved lending list, which sets out those institutions, is updated to reflect changes in bank and building society credit ratings. Changes are reported to Cabinet as part of the Business Management & Monitoring Report. The approved lending list may also be further restricted by officers, in response to changing conditions and perceived risk. There were no changes to the lending list in 2023/24.

Investment Income Received in 2023/24

17. Temporary surplus cash balances include: developer contributions; council reserves and balances; and various other funds to which the Council pays interest at each financial year end. The budgeted return on these in-house balances for 2023/24 was 3.00% and assumed an average in-house cash balance of £379.144m.
18. The actual average daily balance of temporary surplus cash invested in-house was £490.107m in 2023/24 and the average in-house return was 3.96%, producing gross interest receivable of £19.617m. Gross distributions from pooled funds totalling £4.747m were also realised in year, bringing total investment income to £24.364m. This compares to budgeted investment income of £14.863m, giving a net overachievement of £9.501m. The net overachievement was as a result of a combination of higher than forecast average cash balances, interest rates peaking higher than forecast, and higher than forecast distributions from pooled funds. £7.819m of the investment income received was used to fund the indexation of Section 106 funding held by the council.
19. Cash balances for the year were lower than they otherwise would have been as a result of negative High Needs DSG balances which increased from £41.1m at 1 April 2023 to £55.8m at 31 March 2024. The impact of this is an estimated opportunity cost of £2.23m in unearned interest during 2023/24. The cumulative impact of this to 31 March 2024 is £2.98m.
20. The Council operates a number of instant access call accounts and money market funds to deposit short-term cash surpluses. During 2023/24 the average balance held on instant access was £58.524m.
21. At 31 March 2024 the total value of pooled fund investments was £97.805m. The values as at 31 March 2024 represented a book value gain of £2.448m compared to the value at 31 March 2023.
22. The statutory override which requires councils to hold changes in fair value to external funds on the balance sheet is due to expire in March 2025. If the override is not extended, changes in fair value of the funds will be taken to the revenue account, which could cause an unfunded pressure. To mitigate against such potential pressures in future years, a

reserve has been created with an initial contribution of £5m to smooth out any fluctuations in pooled fund values.

23. At 31 March 2024, the Council's investment portfolio of £537.181m comprised £399.700m of fixed term deposits, £39.675m at short term notice in money market funds and £97.805m in pooled funds with a variable net asset value. Annex 4 provides an analysis of the investment portfolio at 31 March 2024.
24. During 2023/24 the Council entered into a new Revolving Credit Facility (RCF) of £10m with Yorkshire Housing Ltd. None of the RCFs in place during the year were utilised. Non utilisation fees for the facilities produced £0.065m interest for the year.
25. The Council's Treasury Management Strategy Team regularly monitors the risk profile of the Council's investment portfolio. An analysis of the credit and maturity position of the portfolio at 31 March 2024 is included at Annex 3.

Prudential Indicators for Treasury Management

26. The strategy for the year included treasury limits and prudential indicators in relation to debt and interest rate exposure, as a way to limit the risk the council is exposed to.
27. During the financial year, the Council operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy for 2023/24. The outturn for the Prudential Indicators is shown in Annex 4.

External Performance Indicators and Statistics

28. The Council's treasury management advisors Link Treasury Services benchmark the Council's investment performance against its other clients on a quarterly basis. The results of the quarter 4 benchmarking to 31 March 2024 are included in Annex 5.
29. The benchmarking results show that the Council was achieving lower than average interest on deposits at 31 March 2024 compared to the benchmark group. This is as result of placing deposits with institutions that are of higher than average credit quality, coupled with a lag on average returns due to on-going historic loans taken out before the period of global economic volatility.

Financial Implications

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

Comments checked by:

Kathy Wilcox, Head of Corporate Finance and Deputy Section 151 Officer ,
kathy.wilcox@oxfordshire.gov.uk

Legal Implications

31. The report meets the requirements of both the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003. There are no other legal implications.

Comments checked by:

Paul Grant, Head of Legal, paul.grant@oxfordshire.gov.uk

Sustainability Implications

32. This report is not expected to have any negative impact with regards to the Council's zero carbon emissions commitment by 2030.

Lorna Baxter

Executive Director of Resources & Section 151 Officer

Contact officer: Tim Chapple, Treasury Manager

Telephone Number: 07917 262935

June 2024

Annex 1

OXFORDSHIRE COUNTY COUNCIL DEBT PROFILE 31 MARCH 2024

LOAN No	£m	RATE %	Start Date	End Date
483469	3.000	4.250	12/11/1999	22/11/2024
483659	2.000	4.250	25/11/1999	30/04/2025
487777	4.000	4.650	16/05/2003	01/05/2028
488562	7.650	4.700	19/03/2004	16/03/2030
488563	1.733	4.700	19/03/2004	16/03/2030
488989	6.000	4.850	16/08/2004	13/07/2030
489168	6.000	4.700	22/10/2004	01/03/2030
489287	6.000	4.600	22/11/2004	01/04/2032
489429	6.000	4.550	02/12/2004	01/06/2032
489856	5.000	4.600	06/05/2005	01/05/2033
490105	5.000	4.450	23/05/2005	01/12/2033
491669	4.000	4.450	23/05/2006	14/06/2026
491948	5.000	4.650	16/08/2006	31/12/2026
491957	4.000	4.500	18/08/2006	31/12/2031
491958	4.000	4.500	18/08/2006	30/09/2031
491959	2.000	4.600	21/08/2006	30/04/2027
491960	10.000	4.600	21/08/2006	30/09/2026
492021	5.000	4.350	25/08/2006	22/11/2031
492063	5.000	4.450	31/08/2006	31/03/2028
492064	5.000	4.450	31/08/2006	30/04/2027
492088	4.000	4.350	04/09/2006	02/03/2032
492117	4.000	4.450	07/09/2006	02/03/2037
492371	13.000	4.500	31/10/2006	31/12/2026
492375	10.000	4.200	01/11/2006	31/12/2036
492376	10.000	4.200	01/11/2006	31/03/2037
492386	2.000	4.350	03/11/2006	01/04/2027
492535	10.000	4.200	29/11/2006	30/06/2037

LOAN No	£m	RATE %	Start Date	End/Call Date
492561	6.000	4.250	07/12/2006	30/06/2032
492598	8.000	4.500	18/12/2006	30/04/2027
492599	6.000	4.500	18/12/2006	31/05/2027
492789	6.000	4.500	24/01/2007	31/01/2032
492990	6.000	4.450	06/03/2007	31/03/2032
492807	4.000	4.250	25/01/2007	30/06/2053
493378	4.000	4.900	11/06/2007	30/06/2032
493638	6.000	4.550	02/08/2007	30/09/2052
493803	4.000	4.650	23/08/2007	20/09/2032
493822	6.000	4.450	23/08/2007	30/09/2053
494069	6.000	4.500	21/11/2007	30/09/2052
494171	6.000	4.480	27/12/2007	31/03/2052
494200	6.000	4.420	04/01/2008	31/03/2057
494703	6.000	4.460	04/08/2008	13/07/2058
494747	10.000	4.390	15/08/2008	26/03/2058
497549	5.000	4.190	08/07/2010	14/06/2054
PWLB Total	244.383			
MM Loan 1	5.000	3.950	31/05/2005	29/05/2065
MM Loan Total	5.000			
LOBO 07	5.000	4.500	27/04/2005	27/10/2023
LOBO 09	5.000	3.680	23/11/2005	24/11/2025
LOBO 10	5.000	3.800	31/07/2006	29/07/2023
LOBO 11	5.000	3.840	31/07/2006	31/07/2026
LOBO 12	5.000	3.825	02/10/2006	04/10/2027
LOBO 13	5.000	4.010	02/10/2006	02/10/2024
LOBO 15	5.000	3.720	21/09/2006	13/10/2027
LOBO Total	35.000			
GRAND TOTAL	284.383			

Long-term debt that Matured in 2023/24

Date	Amount £m	Rate %	Repayment Type	Loan Type
30/04/2023	2.000	5.625	Maturity	PWLB
22/05/2023	2.000	5.625	Maturity	PWLB
01/11/2023	8.000	5.000	Maturity	PWLB
27/10/2023	5.000	4.290	Maturity	LOBO
31/08/2023	5.000	3.820	Maturity	LOBO
Total	22.000			

Repayment Types

Maturity – Full amount of principal is repaid at the final maturity date

EIP – Equal Instalments of Principal are repaid every 6 months until the final maturity date

OXFORDSHIRE COUNTY COUNCIL INVESTMENT PORTFOLIO 31/03/2024

Fixed term deposits held at 31/03/2024

Counterparty	Principal Deposited	Maturity Date
Bury Metropolitan Borough Council	£2,000,000.00	10/04/2024
Ashford Borough Council	£5,000,000.00	23/04/2024
Police and Crime Commissioner for Merseyside	£5,000,000.00	24/04/2024
North Lanarkshire Council	£5,000,000.00	24/04/2024
Ashford Borough Council	£5,000,000.00	24/04/2024
Rotherham Metropolitan Borough Council	£5,000,000.00	26/04/2024
Rotherham Metropolitan Borough Council	£5,000,000.00	26/04/2024
Gravesham Borough Council	£2,500,000.00	26/04/2024
Gravesham Borough Council	£1,800,000.00	26/04/2024
Gravesham Borough Council	£2,400,000.00	26/04/2024
Rushmoor Borough Council	£5,000,000.00	10/05/2024
London Borough of Newham Council	£5,000,000.00	13/05/2024
London Borough of Newham Council	£5,000,000.00	13/05/2024
Gloucester City Council	£7,000,000.00	15/05/2024
Cheshire East Council	£5,000,000.00	15/05/2024
West Dunbartonshire Council	£5,000,000.00	16/05/2024
The Highland Council	£3,000,000.00	17/05/2024
Rushmoor Borough Council	£5,000,000.00	21/05/2024
North Lanarkshire Council	£5,000,000.00	21/05/2024
South Ayrshire Council	£5,000,000.00	24/05/2024
Worcestershire County Council	£5,000,000.00	06/06/2024
Manchester City Council	£5,000,000.00	17/06/2024
Worcestershire County Council	£5,000,000.00	27/06/2024
Bradford Metropolitan District Council	£5,000,000.00	28/06/2024
The Highland Council	£5,000,000.00	01/07/2024
Conwy County Borough Council	£5,000,000.00	03/07/2024
North Lanarkshire Council	£5,000,000.00	05/07/2024
Isle of Wight Council	£5,000,000.00	05/07/2024
North Lanarkshire Council	£5,000,000.00	05/07/2024
Isle of Wight Council	£5,000,000.00	05/07/2024
Conwy County Borough Council	£5,000,000.00	09/07/2024
Monmouthshire County Council	£5,000,000.00	10/07/2024
Plymouth City Council	£5,000,000.00	19/07/2024
London Borough of Lambeth Council	£5,000,000.00	22/07/2024
Bradford Metropolitan District Council	£5,000,000.00	24/07/2024
London Borough of Newham Council	£10,000,000.00	30/07/2024
Blackpool Council	£5,000,000.00	31/07/2024
Cheshire East Council	£5,000,000.00	01/08/2024
Cambridgeshire County Council	£5,000,000.00	15/08/2024
West Dunbartonshire Council	£5,000,000.00	15/08/2024

London Borough of Brent Council	£5,000,000.00	15/08/2024
Plymouth City Council	£5,000,000.00	04/09/2024
London Borough of Haringey Council	£5,000,000.00	05/09/2024
The Highland Council	£5,000,000.00	25/09/2024
Rotherham Metropolitan Borough Council	£5,000,000.00	30/09/2024
Falkirk Council	£5,000,000.00	01/10/2024
Great Yarmouth Borough Council	£8,000,000.00	08/10/2024
Orkney Islands Council	£5,000,000.00	10/10/2024
The Highland Council	£7,000,000.00	16/10/2024
London Borough of Haringey Council	£5,000,000.00	18/10/2024
West Dunbartonshire Council	£5,000,000.00	23/10/2024
Fife Council	£5,000,000.00	24/10/2024
Police and Crime Commissioner for Lancashire	£5,000,000.00	28/10/2024
Fife Council	£5,000,000.00	31/10/2024
Worthing Borough Council	£3,000,000.00	19/11/2024
Aberdeen City Council	£5,000,000.00	19/11/2024
Aberdeen City Council	£5,000,000.00	19/11/2024
Aberdeen City Council	£5,000,000.00	20/11/2024
Cambridgeshire County Council	£5,000,000.00	22/11/2024
Blackpool Council	£5,000,000.00	22/11/2024
Cheshire East Council	£5,000,000.00	22/11/2024
Moray Council	£5,000,000.00	26/11/2024
Police and Crime Commissioner for Merseyside	£5,000,000.00	11/12/2024
Merthyr Tydfil County Borough Council	£5,000,000.00	27/12/2024
Falkirk Council	£5,000,000.00	03/01/2025
Aberdeen City Council	£5,000,000.00	03/01/2025
Police and Crime Commissioner for Lancashire	£5,000,000.00	06/01/2025
South Ayrshire Council	£3,000,000.00	08/01/2025
East Dunbartonshire Council	£5,000,000.00	29/01/2025
Falkirk Council	£5,000,000.00	31/01/2025
West Dunbartonshire Council	£5,000,000.00	06/02/2025
Fife Council	£5,000,000.00	14/02/2025
Bolton Metropolitan Borough Council	£5,000,000.00	14/02/2025
Fife Council	£5,000,000.00	18/02/2025
Short Term Deposit Total	£364,700,000.00	
Counterparty	Principal Deposited	Maturity Date
Police and Crime Commissioner for Lancashire	£5,000,000.00	14/04/2025
Kirklees Council	£5,000,000.00	15/08/2025
Derbyshire County Council	£5,000,000.00	26/08/2025
North East Lincolnshire Council	£5,000,000.00	21/11/2025
Worthing Borough Council	£5,000,000.00	21/11/2025
Derbyshire County Council	£5,000,000.00	25/08/2026
Kirklees Council	£5,000,000.00	22/01/2027
Long Term Deposit Total	£35,000,000.00	
Total Deposits	£399,700,000.00	

Money Market Funds

Counterparty	Balance at 31/03/24 (£)	Notice period
Aberdeen Liquidity Fund	50,000.00	Same day
Goldman Sachs Sterling Liquid Fund	0.00	Same day
Deutsche Sterling Liquid Fund	0.00	Same day
Federated Sterling Liquidity Funds	14,600,000.00	Same day
Legal & General Sterling Liquidity Fund	25,000,000.00	Same day
CCLA Public Sector Deposit Fund	9,036.94	Same day
Morgan Stanley Sterling Liquid Fund	1,000.00	Same day
Total	39,660,036.94	

Notice / Call Accounts

Counterparty	Balance at 31/03/24 (£)	Notice period
Santander Call Account	3,643.29	Same day
Barclays Current	9,325.51	Same day
Handlesbanken	2,383.99	Same day
Total	15,401.12	

Strategic Bond Funds

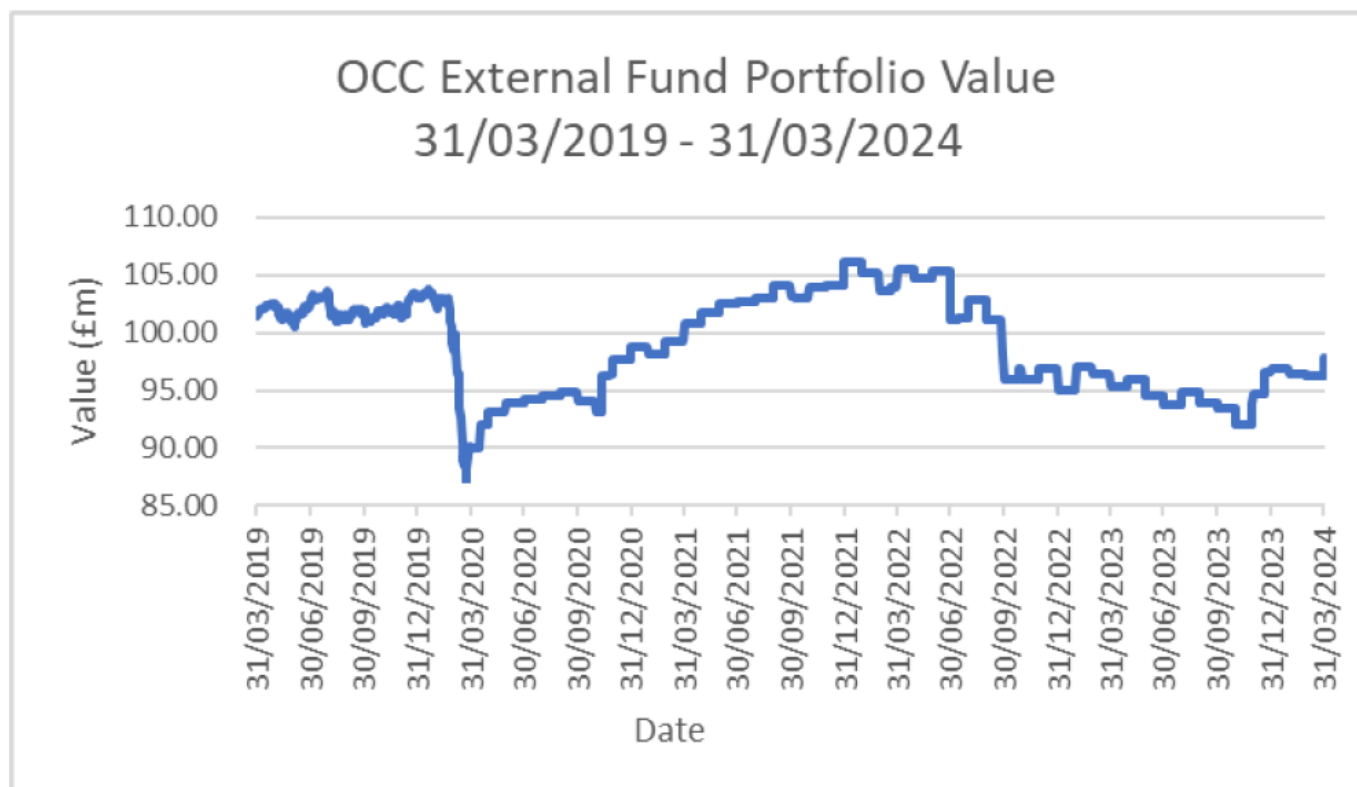
Fund	Balance at 31/03/24 (£)	Notice period
Threadneedle strategic bond fund (income)	12,387,459.53	4 days
Threadneedle Global Equity Income Fund	17,004,032.10	4 days
Kames Diversified Income	9,371,045.78	4 days
Ninety One Diversified Income	8,944,158.16	4 days
M&G Strategic Corporate Bond Fund	11,417,673.11	4 days
Schroder Income Maximiser	10,863,994.88	4 days
CCLA Better World Cautious Fund	4,925,710.94	4 days
Total	74,914,074.50	

Property Funds

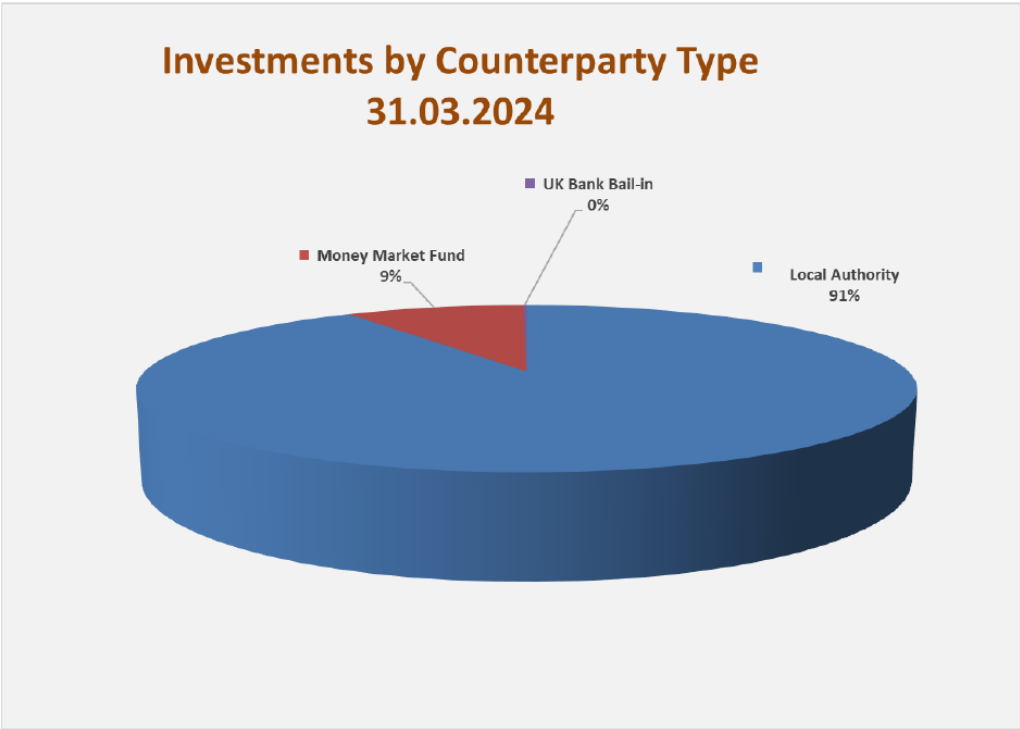
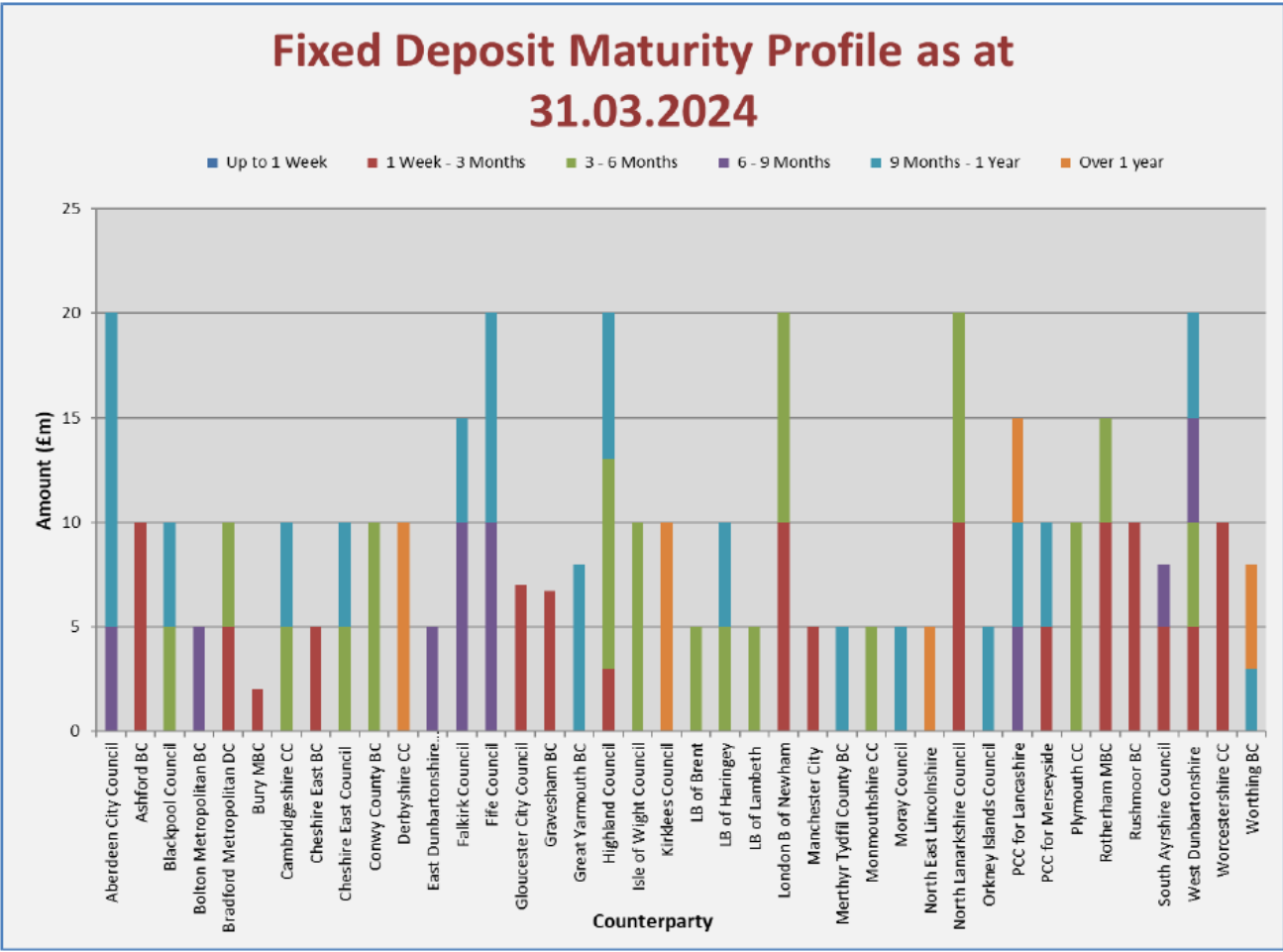
Fund	Balance at 31/03/24 (£)	Notice period
CCLA Local Authorities Property Fund	22,891,899.31	6 Monthly
Total	22,891,899.31	

Total Strategic Pooled Funds **£97,805,973.81**

Strategic Pooled Fund Portfolio Value Over Time



Investment portfolio risk profile at 31/03/24



Prudential Indicators Outturn 31 March 2024**Authorised and Operational Limit for External Debt**

Authorised Limit for External Debt	£555,000,000
Operational Limit for External Debt	£570,000,000
Actual External Debt at 31 March 2024	£301,382,618

Fixed Interest Rate Exposure

Fixed Interest Net Borrowing limit	£350,000,000
Actual at 31 March 2024	-£135,317,382

Variable Interest Rate Exposure

Variable Interest Net Borrowing limit	0
Actual at 31 March 2024	-£85,481,411

Sums Invested over 364 days

Total sums invested for more than 364 days maximum limit	£215,000,000
Actual sums invested for more than 364 days at 31 March 2024	£35,000,000

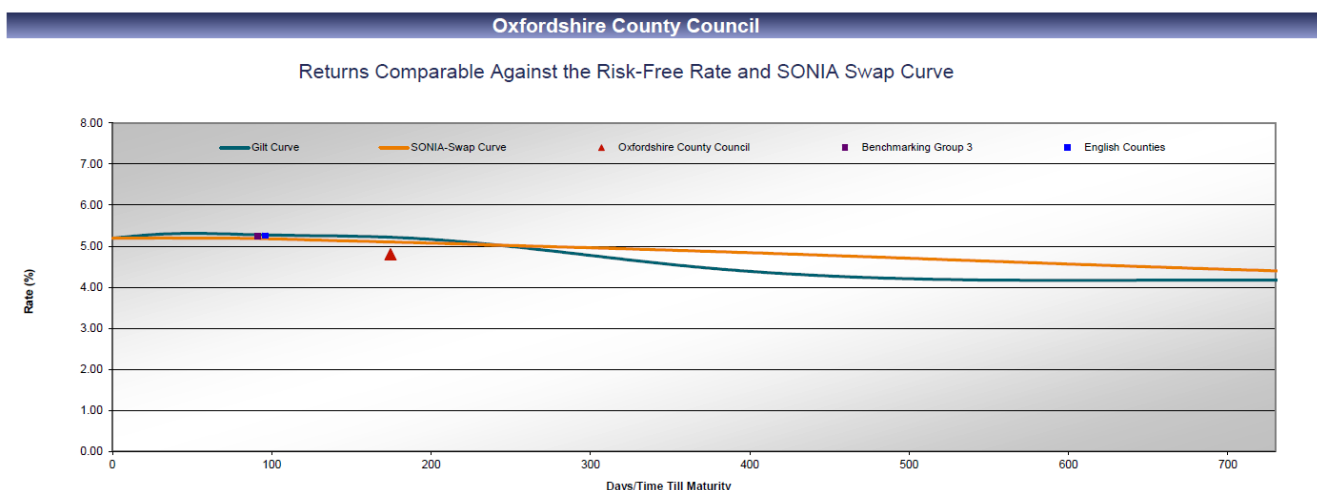
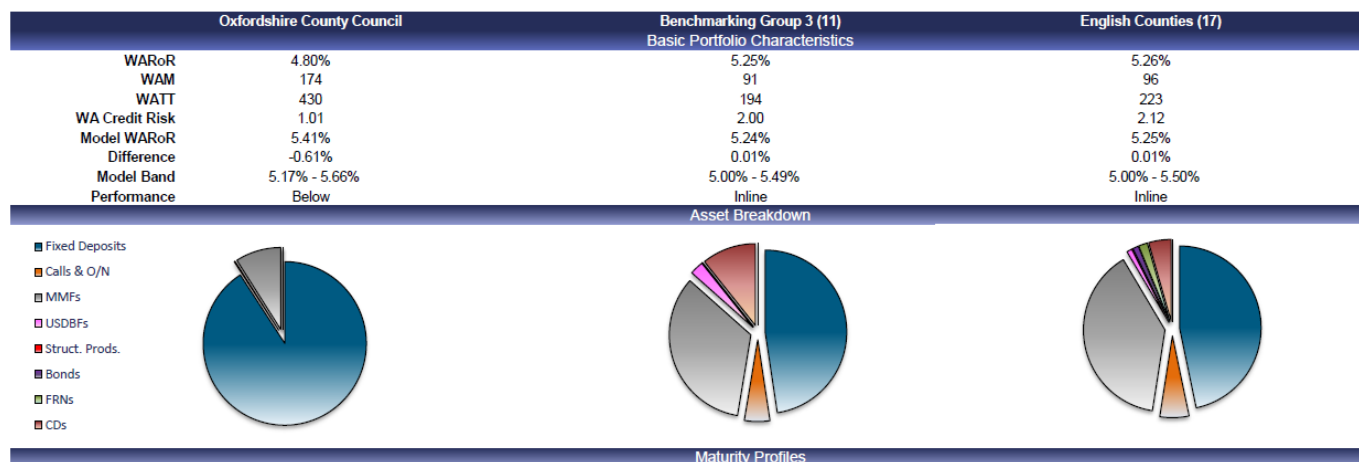
Maturity Structure of Borrowing at 31/03/24

	Limit %	Actual %
From 01/04/23		
Under 12 months	0 - 20	3.52
12 – 24 months	0 - 25	1.05
24 months – 5 years	0 - 35	20.04
5 years – 10 years	5 - 40	30.02
10 years +	40 - 95	45.36

The Prudential Indictors for maturity structure are set with reference to the start of the financial year. The actual % shown above relates to the maturity period remaining at 01/04/23 on loans still outstanding at 31/03/24.

Benchmarking

Weighted Average Return



	WARoR	WAM	WATT	WARisk	Gilt	SONIA-Swap	Difference		Model Bands	Performance
Oxfordshire County Council	4.80%	174	430	1.01	5.22%	5.10%	-0.42%	-0.30%	5.17% - 5.66%	Below
Benchmarking Group 3	5.25%	91	194	2.00	5.28%	5.19%	-0.03%	0.06%	5.00% - 5.49%	Inline
English Counties	5.26%	96	223	2.12	5.27%	5.18%	-0.01%	0.08%	5.00% - 5.50%	Inline

Oxfordshire County Council had a lower return compared to peers as at 31/03/2024, though with a much lower credit risk. The lower return was as a result of interest lag due to some historic loans.

CABINET
16 July 2024

BUSINESS MANAGEMENT AND MONITORING REPORT
May 2024

Report by the Executive Director of Resources & Section 151 Officer

RECOMMENDATION

1. **The Cabinet is RECOMMENDED to**
 - a) Note the report and annexes.
 - b) Approve the virement requests in Annex B-2a and note the requests in Annex B-2b.
 - c) Approve the OxLEP carry forward of funding and transfer £0.2m held in the Council's reserves to OxLEP Ltd.
 - d) Approve the increase to charges for the Home to School Transport Spare Seat Scheme from September 2024.

Executive Summary

1. The business management reports are part of a suite of performance, risk and budget documents which set out the council's ambitions, priorities, and financial performance. The [2022 – 2025 Strategic Plan](#) sets out the Council's ambitions. It also shows our priority activities for the current financial year.
2. This report presents the May 2024 performance, risk, and finance position for the council.
3. Further information is provided in the following annexes to the report:

Annex A: Performance as at May 2024.

Annex B: Finance as at May 2024.

4. The performance section of this report concentrates on performance exceptions. These are measures reporting Red (off target), or Amber, (slightly off target, Amber for the last two consecutive months or more). The full performance report is included at Annex A.

Performance Overview

1. The Outcomes Framework for 2024/2025 reports on the council's nine strategic priorities. A further priority relates to running the business and includes the customer contact centre and measures included in the council's Financial Strategy. The Outcomes Framework which sits underneath the strategic priorities is comprised of monthly, quarterly, termly, six-monthly and annual measures which may change as we progress through the year. At the appropriate period, relevant measures will be included in the report.
2. As at the end of May 2024 the indicators were rated as follows:

May 2024	Green		Amber		Red		Monitoring Only/Data Unavailable		Total
Monthly	15	58%	3	11%	0	0%	8	31%	26
Total	15	58%	3	11%	0	0%	8	31%	26

Table 1: Summary of May 2024 performance for all measures. RAG = Green = meets or exceeds target, Amber = misses target by narrow margin and Red = misses target by significant margin.

3. A total of 26 measures were reported in May 2024 (Table 1). All of these were monthly measures.
 - 15 (58%) of the measures were reported as Green (meeting or exceeding target) in May.
 - Three (11%) were rated as Amber (misses target by narrow margin), of which one, OCC01.07 *Total % of household waste which is reused, recycled, or composted* was Amber for 2+ months.
 - Zero (0%) were rated as Red (misses target by a significant margin).
4. This bi-monthly Cabinet report is the first of 2024/2025. The table (Table 2) below compares monthly measures for the 2024/2025 reporting year. Please note that the number of reported measures fluctuates throughout the year.

Reporting Month	Green		Amber		Red		Monitoring Only		Data unavailable		Total
April 2024	14	44%	3	9%	1	3%	7	22%	7	22%	32*
May 2024	22	58%	6	15%	2	7%	7	18%	1	2%	38

Table 2: Comparison of monthly reporting measures for Financial Year 2024/2025. *April 2024 does not include measures from priority OCC11 (finance).

5. There are two measures reporting as Red for the reporting period. Table 3 lists the performance measures reporting as Red at the end of May 2024. Full details can be found in Annex A.

Performance measures reporting Red for May 2024	
11.02 Achievement of planned savings	
11.11 Debt requiring impairment – Adult Social Care contribution debtors	

Table 3: Red RAG Status Measures May 2024 Reporting Period.

6. This table indicates the direction of travel of monthly measures compared to April 2024.

Status changes – April to May 2024	
Red to Green	Not applicable.
Amber to Green	OCC05.03 - 204.6 KM (4.4%) of the road network to be treated
Red to Amber	Not applicable.
Green to Amber	OCC04.01 - % of people who received short term services during 24/25 with no further support request.
Amber to Red	Not applicable.

Green to Red	Not applicable.
---------------------	-----------------

Table 4: Change in Performance across April to May 2024.

Performance Exceptions

1. This section of the report details all measures reporting Red or Amber status (consecutive for two months or more) with extracted supporting commentary from the Directorate, the full commentary can be seen at Annex A. The exception report focusses on the three exceptions, two measures have a Red rating and the one measure that has reported an Amber rating for two months or more.

Priority OCC01: Put action to address the climate emergency at the heart of our activities.

This priority has two measures being reported in May 2024: one is reporting as Green and one is reporting as Amber.



Figure 1: Priority OCC01 Monthly performance for 2024/2025 financial year.

Measure:	April Status:	May Status:	Director:
OCC01.07 Total % of household waste which is reused, recycled, or composted	Amber	Amber	Bill Cotton

Table 5: Priority OCC01 Measure Exceptions - May 2024.

On 31 January 2024 Defra published statistics for Waste Disposal Authorities for 2022/23, confirming Oxfordshire remains first for the overall percentage of waste reused, recycled, or composted for the tenth year in a row with a recycling rate of 57.2%. This compares to Devon and Surrey in joint second place at 54%, and West Sussex at 53.7%.

To meet Oxfordshire Joint Municipal Waste Management Strategy targets, a step change is needed. This can only be made by the district councils and OCC acting together, but local authorities nationally have been unable to commit investment in significant changes in waste services because anticipated government waste policy changes have been repeatedly delayed by Defra.

In January 2023 Defra published its consultation response on introducing a Deposit Return Scheme (DRS) for drinks containers from October 2025. In July 2023 Defra then announced the delay of Extended Producer Responsibility (EPR) for packaging until October 2025 to avoid the risk of causing inflationary pressures.

In April 2024 Defra announced that the delay of the roll out of a DRS in the UK until 2027. In May 2024 Defra announced the timescales for implementation of Simpler Recycling reforms for businesses, hospitals and schools by 31 March 2025 and households by 31 March 2026. However, progress of the regulations through Parliament to enable this are now on hold until after the general election.

Locally, we have continued to promote messaging for residents to encourage behaviour change, including promotion of libraries of things and recycling of electricals in May.

Priority: Priority OCC11: Running the business - Finance

This priority has 12 measures being reported in May 2024: seven are Green, three Amber, and two Red.



Figure 2: Priority OCC11 Monthly performance for 2024/2025 financial year.

Measure:	April Status:	May Status:	Director:
11.02 Achievement of planned savings	N/A	Red	Lorna Baxter
11.11 Debt requiring impairment – Adult Social Care contribution debtors	N/A	Red	Lorna Baxter

Table 6: Priority OCC11 Measure Exceptions - May 2024.

Please refer to 'Financial Position' Section and Annex B for additional information relating to OCC11: Running the business - Finance.

Performance Highlights

1. This section of the report concentrates on several highlights achieved this period in delivering our strategic priorities.

Put action to address the climate emergency at the heart of our work.

Link: [Public health chief urges climate action for the sake of health](#)

Oxfordshire County Council's Director of Public Health, Ansaf Azhar, is calling on residents to take individual action to tackle climate change for the benefit of their health.

In his annual report Ansaf Azhar has called climate change one of most significant threats to the population both in Oxfordshire and globally.

He said: "Our environment significantly influences our health. Recent flooding in Oxfordshire brought this into the spotlight, where some suffered a loss of livelihood and we saw a negative impact on mental health and wellbeing. These events are going to be more common going forward.

"This is why I want to talk about the health impacts of climate change and the positive benefits of climate action for individuals, families and communities."

Tackle inequalities in Oxfordshire.

Link: [Cost of living support proposed for approval](#)

Residents struggling to meet basic living costs will continue to benefit from Oxfordshire County Council's cost of living support, with a new package of measures for 2024/25 proposed for approval by the council's cabinet on 14 May.

Following an allocation of £3,361,256 from the government's Household Support Fund, the council would be able to provide support for the next six months.

Councillor Nathan Ley, Oxfordshire County Council's Cabinet Member for Public Health, Inequalities and Community Safety, said: "While the rate of inflation has reduced a great deal, the impact is still being felt by many, especially low-income households with many costs remaining very high.

"This is why it's so important that this funding from the government's Household Support Fund means we can carry on providing support to those who need it the most for the next six months."

Prioritise the health and wellbeing of residents.

Link: [Oxfordshire County Council to help people quit smoking the 'Easyway'](#)

A free and clinically proven programme to help people quit smoking is being piloted by Oxfordshire County Council.

The council is trialling the innovative, drug-free Allen Carr's Easyway (ACE) method as part of ambitions to make the county smoke free.

Councillor Dr Nathan Ley, Oxfordshire County Council's Cabinet Member for Public Health, Inequalities and Community Safety, said: "Our smoke free ambitions are a real priority for the council, and this pilot will be complementing our current smoking cessation offer from [Stop for Life Oxon](#).

"If we can achieve our aims, we'll have helped to improve the health and wellbeing of Oxfordshire residents, while also reducing pressure and costs on social care and the NHS."

Support carers and the social care system.

Link: [Pedal powered fun for people living with young onset dementia](#)

A cycling session has brought together people from Oxfordshire living with young onset dementia, helping them to get back in the saddle and meet new friends.

Organised by Dementia Oxfordshire – a service provided by Age UK Oxfordshire with funding support from Oxfordshire County Council – the Bike and Banter sessions welcome adults who have been diagnosed with dementia before the age of 65, supporting them to stay active and independent on their bikes.

Councillor Tim Bearder, Oxfordshire County Council's Cabinet Member for Adult Social Care, said: "We're always looking for new and innovative ways to deliver social care support closer to home, enabling people to live well and independently within their own communities. It's something we call The Oxfordshire Way.

"Dementia Oxfordshire's Bike and Banter event is a great example of this in action, offering practical support as well as an opportunity to come together and share experiences with other people going through similar things."

Invest in an inclusive, integrated, and sustainable transport network.

Link: [Park and ride combined parking and bus ticket prices frozen until April 2025](#)

The price of a joint ticket for parking and bus travel at Oxford's park and rides has been frozen for another year.

The combined ticket, which offers parking for 16 hours plus return bus travel, will stay at £4 for a car with one adult or £5 for a car with two adults until April 2025. With both options, up to three children under 16 can travel for free.

Joint ticketing, which is now a permanent feature at the five park and ride sites, was introduced by Oxfordshire County Council, Oxford City Council, Oxford Bus Company and Stagecoach [in 2022](#).

Councillor Andrew Gant, Oxfordshire County Council's Cabinet Member for Transport Management, said: "Oxford's park and rides are the cheapest and most convenient way for drivers to get into the city centre, as well as other locations such as Oxford's hospitals, Oxford Brookes University, Headington, Summertown and Wheatley.

"Joint ticketing has proved to be extremely popular and it is great news that the prices are staying the same for another year. More people on the buses means fewer cars on the road, less congestion and less pollution."

Preserve and improve access to nature and green spaces.

Link: [Oxfordshire's Local Nature Recovery Strategy \(LNRS\)](#)

Oxfordshire County Council have been developing a Local Nature Recovery Strategy (LNRS) for Oxfordshire with close support from project partners. The main aims of the strategy are:

- Identify the most important existing areas for biodiversity in Oxfordshire.
- State the most important priorities (outcomes) to achieve for biodiversity (our range of animals, plants, fungi, and microorganisms)
- Map out any specific locations where potential actions are specifically recommended to create areas in Oxfordshire that could become of particular importance to biodiversity in the future.

We began with workshops and surveys where we heard from over 1000 people and organisations in Oxfordshire about their priorities and ambitions for a recovering and resilient Oxfordshire. We then came back to over 120 people at an online [webinar](#) to summarise the findings and plan next steps for creating an LNRS. We have asked people to tell us about any specific locations where they were already willing or planning to create, restore, or improve areas of habitat. Following this, we were told of 172 locations covering nearly 5000 hectares. In the coming months, the LNRS will be creating draft documents to view online to collect thoughts on the drafted map of areas that could become particularly important for biodiversity in Oxfordshire.

Creating opportunities for children and young people to reach their full potential.

Link: [New childcare nursery opens in Southmoor, near Abingdon](#)

Families in Southmoor, Abingdon, are to benefit from the opening of a new children's nursery, run by the [Little Angels Childcare Group](#).

Southmoor Little Angels – which opened today, Tuesday 7 May – will provide year-round, extended day childcare for children from six months to four years of age.

Government funded places will also be available, with a range of options including term time only attendance.

Southmoor Little Angels will use a former children's centre building, which has been refurbished with the help of a £35,000 grant from Oxfordshire County Council.

Councillor John Howson, Oxfordshire County Council's Cabinet Member for Children, Education and Young People's Services, said: "The new nursery in Southmoor will provide a safe and stimulating environment for young children, delivered by an experienced Oxfordshire childcare provider.

"I am very proud of this latest nursery project, part of Oxfordshire County Council's ongoing commitment to provide the very best start for every child in the county."

Work with local businesses and partners for environmental, economic, and social benefit.

Link: [Nineteen inaugural Fellows announced as part of Local Policy Lab partnership](#)

Nineteen graduate students have been announced as the inaugural Local Policy Fellows as part of the [Local Policy Lab](#), the new alliance between the University of Oxford, Oxford Brookes University and Oxfordshire County Council.

The Local Policy Fellowship programme provides an opportunity for students and researchers to engage with their local community and to better understand the public policy context of the city and local environment where they live.

The Local Policy Fellows will work in partnership with Oxfordshire County Council and its policy partners to design and conduct impact evaluations, evaluate datasets, and collect qualitative data around health and climate policy initiatives. Additional support for each Fellow will be provided by professional facilitators and academic mentors from Oxford University.

Strategic Risk Management Overview

1. A strategic risk is a risk to the council's strategic priorities or long-term outcomes; or a risk with a significance that has an impact at the corporate level.
2. The table below provides an overview of the current strategic risk position. Strategic risks are reviewed monthly as part of the Business management and monitoring process. Risks can be added and escalated at any time during the year.

Risk Name	Risk Description	31 May 2024				
		Inherent Score	Previous Residual Risk Score	Current Residual Risk Score	Current Residual Risk Rating	Direction of Travel
01. Financial Resilience	The council is not financially sustainable in the immediate/medium term.	25	12	12	●	➡
02. Cyber security	A successful and significant Cyber-attack leading to disruption, damage or compromise of any of the council's computer services, information systems, infrastructure or data.	25	15	15	●	➡
03. HIF1&HIF2	HIF1 and HIF2 become undeliverable and/or potential financial risk to the council	16	12	12	●	➡
04. Managing Demand across Adult's and Children's Services	Fluctuating demand of community across Oxfordshire can result in varying requirements in resource.	15	12	8	★	⬇️
05. Special Educational Needs and Disability (SEND)	Local area SEND partnership inspection outcomes found widespread systemic failure. Delay for children having their SEND needs met. Reputational damage (locally, regionally, and nationally).	20	12	12	●	➡
06. Oxford Core Schemes	Failure to deliver Oxford Core Schemes (Traffic Filters, Workplace Parking Levy, Zero Emissions Zone and associated city area schemes such as Low Traffic Neighbourhoods) with public support.	20	16	16	▲	➡
07. Strategic Workforce Planning	A risk that the county council's workforce does not have capacity, capability or resilience to deliver key functions, statutory services or transformational changes required to ensure the councils objectives and long-term priorities are met. Further, that the diversity of the workforce satisfies statutory requirements.	16	12	12	●	➡
08. Policy & Budget	Inability to seek agreement in relation to the policy and budget framework from a minority administration.	25	8	8	★	➡
09. Delivering the Future Together	Failure to deliver organisation wide transformation.	25	12	12	●	➡

Table 7: Strategic Risk Overview for May 2024. Please note that a strategic risk regarding resilience in the face of climate change will be forthcoming early in 2024.

Financial Position

1. As shown below there is a forecast Directorate overspend of £2.9m. After taking account of additional interest receivable on balances held by the council, the overall forecast position is balanced to the net operating budget.

	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m	Forecast Variance May-24 %
Adult Services	249.8	249.8	0.0	0.0%
Children's Services	194.1	194.1	0.0	0.0%
Environment & Place	73.4	75.0	1.6	2.2%
Public Health	4.8	4.8	0.0	0.0%
Community Safety	27.9	28.5	0.6	0.0%
Resources	69.8	70.4	0.6	0.9%
Directorate Total	619.8	622.7	2.9	0.4%
Budgets Held Centrally				
Capital Financing	30.2	30.2	0.0	0.0%
Interest on Balances	-20.2	-21.6	-1.4	6.7%
Contingency	7.3	5.8	-1.5	-20.5%
Pay Inflation	15.4	15.4	0.0	0.0%
Un-ringfenced Specific Grants	-51.7	-51.7	0.0	0.0%
Insurance	1.7	1.7	0.0	0.0%
Contribution from COVID-19 reserve	-3.8	-3.8	0.0	0.0%
Contribution from Budget Priority Reserve	-1.4	-1.4	0.0	0.0%
Contributions to reserves	13.9	13.9	0.0	0.0%
Contribution to/from balances	0.0	0.0	0.0	0.0%
Total Budgets Held Centrally	-8.6	-11.5	-2.9	33.1%
Net Operating Budget	611.2	611.2	0.0	0.0%
Business Rates & Council Tax funding	-611.2	-611.2	0.0	0.0%
Forecast Year End Position	0.0	0.0	0.0	0.0%

Table 8: Financial Overview for May 2024

2. The budget for 2024/25 agreed in February 2024 includes £30.2m new funding for inflation as well as £28.8m for demand and other pressures. New budget reductions of £12.8m were also agreed and built into budgets for 2024/25.
3. The forecast for Adult Services remains balanced to the budget. Risks within the council elements of the pooled budgets are being managed by the service.
4. The forecast for Childrens' Services is breakeven, however the underlying pressures in Childrens' Services highlighted in the Outturn report to Cabinet in June 2024 and the achievement of planned savings remains a significant challenge in 2024/25.
5. Community Safety are forecasting an overspend of £0.6m due to risks in the forecast delivery of savings.

6. Environment & Place is forecasting an overspend of £1.6m due to delays in the approval of the council's application by the Department for Transport (DfT) resulting in an underachievement of lane rental income.
7. There is a forecast overspend of £0.6m for Resources as a result of high locum costs in the Legal service.
8. £7.3m on-going budget was agreed to be held as contingency for risks as part of the 2024/25 budget. The use of £1.5m contingency has been included in the forecast position to offset the directorate pressures. As the year progresses, and there is more certainty over the forecast position, more of the contingency will be factored into the forecast along with any change in the forecast interest on balances.
9. The 2024/25 budget includes planned directorate savings of £30.1m. 34% of these savings are assessed as delivered and 66% are forecast to be delivered.
10. The risk assessed level of balances in 2024/25 is £30.2m. A further one-off balance of £2.3m was agreed to be added to balances as part of the Provisional Outturn Report 2023/24 to Cabinet in June 2024. After taking account of the use of contingency and additional interest on balances, balances are currently £2.3m above the risk assessed level.
11. The forecast 2024/25 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £21.3m in line with the budget approved by Council in February 2024. The CIPFA code of practice requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £55.8m as at 31 March 2024 to £77.1m at 31 March 2025.

Review of Charges

12. Charges for the Home to School Transport Spare Seat Scheme were increased by 5% in February 2024 pending a further review ahead of the 2024/25 school year.
13. To align the council's charges for the scheme to keep up with the rising costs of transport contracts and with amounts charged by other external providers in the local market it is recommended to increase the charges by a further 20%. This is expected to better align the charges with the cost of the transport and contribute to meeting the cost of providing the transport. An instalment payment plan is available to help spread the cost of the transport over the year.

14. The table below sets out the existing agreed and proposed charges.

Charge	Unit	Existing Charge exc VAT 2024/25 £	Existing Charge inc VAT 2024/25 £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
Contributions To School Transport (Spare Seat)	Over 3 Miles Pre and Post-16	846.60	846.60	1015.92	1015.92	20%	01/09/2024	Discretionary	ZR

Scheme) (Per annum)	Students								
	Under 3 Miles Pre and Post-16 Students	455.00	455.00	546.00	546.00	20%	01/09/2024	Discretionary	ZR

Table 8: Review of Charges for the Home to School Transport Spare Seat Scheme 2024

Financial Implications

15. This report includes an update on the forecast financial position and risks for the council along with action being taken to manage the budget within the position agreed by Council in February 2024. Strong and sustained financial management, collective action and oversight continues to be required to ensure that services are managed within budgets in 2024/25.

Comments checked by: Kathy Wilcox, Head of Corporate Finance and Deputy Section 151 Officer.

Legal Implications

16. The Council's constitution at Part 3.2 (Budget and Policy Framework) and Part 3.3 (Virement Rules) sets out the obligations and responsibilities of both the Cabinet and the Full Council in approving, adopting and implementing the council's budget and policy framework.
17. The Council has a fiduciary duty to council taxpayers, which means it must consider the prudent use of resources, including control of expenditure, financial prudence in the short and long term and the need to act in good faith in relation to compliance with statutory duties and exercising statutory powers. The report sets out as at May 2024 performance, risk and finance position for the Council as part of its fiduciary duty to implement budgetary controls and monitoring.

Comments checked by: Anita Bradley, Director of Law and Governance

LORNA BAXTER

Executive Director of Resources & Section 151 Officer

Contact Officers:

Louise Tustian, Head of Insight and Corporate Programmes

Kathy Wilcox, Head of Corporate Finance & Deputy Section 151 Officer

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Annex A - Performance - May 2024

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Key

Status Indicator	Status Description
	Misses target by significant margin
	Misses target by narrow margin
	Meets or exceeds target
	Data missing
n/a	Monitoring only

Put action to address the climate emergency at the heart of our work

We will lead by example, setting ambitious targets to reduce our own carbon emissions and aligning our carbon net zero commitments to the principles of the Climate and Ecology Bill. Our environmental and planning ambitions will prioritise climate action and community resilience.

Status of Indicators	31/05/2024
OCC01 - Put action to address the climate emergency at the heart of our work	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC01.02 Total No. of streetlights fitted with LED Lanterns	<ul style="list-style-type: none"> Bill Cotton Paul Fermer 	Cllr A Gant	Target for this month has been exceeded.					105	75	★	339	125	★
OCC01.07 Total % of household waste which is reused, recycled or composted	<ul style="list-style-type: none"> Bill Cotton Rachel Wileman 	Cllr A Gant	Waste performance is reported a month in arrears and the figure reported is the forecast end of year performance for 2024/25. The forecasts are variable and show minor fluctuations through the year as seasonal factors are taken into account. Most local authorities including Oxfordshire have seen recycling rates decrease from 2021/22, and Oxfordshire's forecast recycling rate for 2024/25 is below target. In May 2024 Defra announced			The financial cost of waste disposal can be reduced by increasing reuse, recycling and composting. The main way of mitigating increased costs is through encouraging behavioural change to make more effective use of kerbside and HWRC recycling facilities until a step change can be achieved through partnership working and national waste policy changes. Payments to local authorities for managing packaging waste under the EPR scheme will now not be received	Target of recycling and composting at least 65% of household waste by 2025 in the Oxfordshire Joint Municipal Waste Management Strategy is unlikely to be achieved. The continued lack of clarity in some areas from Government about some elements of Simpler Recycling, the Government's response to the consultation on consistent collections published in October 2023, continues to make investment decisions by local authorities in significant	56.97%	61.50%	●	56.97%	61.50%	●

			the timescales for implementation of Simpler Recycling reforms for businesses, hospitals and schools by 31 March 2025 and households by 31 March 2026. However, progress of the regulations through Parliament to enable this are now on hold until after the general election.			until after October 2025.	service changes very difficult. This is a national issue.						

Tackle inequalities in Oxfordshire

We will work with our partners and local communities to address health, social and educational inequalities focusing on those in greatest need.

We will seek practical solutions for those most adversely affected by the pandemic.

We will support digital inclusion initiatives that give our residents the skills, connectivity and accessibility to our services and provide alternative options for those who cannot access our services digitally.

Status of Indicators	31/05/2024
OCC02 - Tackle inequalities in Oxfordshire	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC02.01 Digital Inclusion through libraries (number of hours of use of library public computers)	Mark Haynes	Cllr N Fawcett	We continue to see a demand for access to free public computers and internet.	Work is ongoing to refresh our aging PN hardware, and a pilot scheme is due to begin shortly at Westgate, Abingdon and Cowley libraries to trial a completely new system including new software.				7,637	5,500	★	15,555	11,000	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC02.03 Number of physical visits to Libraries	Mark Haynes	Cllr N Fawcett	Physical visits to libraries remains the most popular way for customers to interact with our services (nearly 2 million visits to Oxfordshire Libraries in 2023/24).	Library staff continue to work hard to arrange events and activities to keep libraries at the heart of their communities, and to remain centres of culture and learning. At the moment, attention is turning towards the Summer Reading Challenge - this is a national initiative to encourage children to continue reading over the summer holidays, and to promote reading for pleasure. The theme for 2024 is "Marvellous Makers".				168,479	125,000	★	342,682	245,000	★

Prioritise the health and wellbeing of residents

We will work with the health and wellbeing board and our partners to deliver and support services that make a vital contribution to our residents' physical and mental wellbeing.

We will support the wellbeing of those in our community who have been affected, physically and mentally, by the COVID-19 pandemic and will continue to support our volunteers and the voluntary sector.

Status of Indicators	31/05/2024
OCC03 - Prioritise the health and wellbeing of residents	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Finance Impact	Risk Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC03.09 No of people contacted via Making Every Conversation Count	Mark Haynes	Cllr N Fawcett	MECC (Making Every Contact Count) continues to be a hugely successful partnership between Libraries and Public Health. May has been a particular focus on MECC, with a number of targets set for Library Managers, additional displays of books relating to Health and Wellbeing, refresher training, and events.					862	450	★	1,723	900	★

Support carers and the social care system

We will engage nationally to push for a fair deal for the funding of social care.

Locally, we will support carers, including young carers and help those who want to live independently.

We will work with communities and the voluntary sector to explore new ways to provide services and focus on preventative services, helping people to stay active and supported at all stages of their lives.

We will support intergenerational programmes to build strong and resilient communities.

We will work in collaboration across the health and social care system.

Status of Indicators	31/05/2024
OCC04 - Support carers and the social care system	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC04.01 % of people who received short-term services during 24/25 with no further support request	Karen Fuller	Cllr T Bearder						77.00	77.50	●	77.00	77.50	●
OCC04.02 % of residents 18-64 with Learning Disability support who live on their own or with family	Karen Fuller	Cllr T Bearder						89.56%		n/a	89.56%		n/a
OCC04.03 % Section 42 safeguarding enquiries where identified risk was reduced or removed	Karen Fuller	Cllr T Bearder						94.06	93.00	★	94.06	93.00	★
OCC04.04 Adults aged 65+ (per100,000) whose support needs met by residential and nursing care homes	Karen Fuller	Cllr T Bearder	In the last month there have been 468 permanent care home admissions or a rate of 349 per 100,000 population aged 65 or over.					349.00		n/a	349.00		n/a

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC04.05 Percentage of people transferring from homecare to care homes	Karen Fuller	Cllr T Bearder						17.90	20.00	★	17.90	20.00	★

Invest in an inclusive, integrated and sustainable transport network

We will create a transport network that makes active travel the first choice for short journeys and invest in public transport to significantly reduce our reliance on car journeys. In areas of planned housing growth, we will prioritise active and public transport over road capacity for cars.

Status of Indicators	31/05/2024
OCC05 - Invest in an inclusive, integrated and sustainable transport network	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC05.03 204.6 KM (4.4%) of the road network to be treated Page 63	<ul style="list-style-type: none"> Bill Cotton Paul Fermer 	Cllr A Gant	<p>The annual target for the 2024/25 total surfacing program has been set at 4.4% of the network (excluding patching).</p> <ul style="list-style-type: none"> 98.60 km were treated during May (2.14 % of the network). As at 31st of May, 158.5 km (3.43% of the network) has been treated. This means we are on track against the final target. 	The actual target for the month of June will increase from 2.5 km to 28.5 km as some schemes expected in April were reprogrammed to the beginning of June due to unfavourable weather conditions.				98.60	98.50	★	158.50	184.00	★

Preserve and improve access to nature and green spaces

We will work with partners to provide safe and clean green spaces across the county that support the physical and mental wellbeing of our residents.

We will take action to protect and increase biodiversity, supporting nature recovery, in both rural and urban environments.

Status of Indicators	31/05/2024
OCC06 - Preserve and improve access to nature and green spaces	?!

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC06.02 Percentage of newly planted trees still alive on land OCC own & manage Page 64	<ul style="list-style-type: none"> Bill Cotton Rachel Wileman 	Cllr P Sudbury	Although 10 trees planted last planting season have died, the percentage alive has increased because the losses have been offset by the completion of this year's tree planting of an additional 413 trees.			No impact	No financial impact	96.50%		n/a	96.50%		n/a

Create opportunities for children and young people to reach their full potential

We will support all our children and young people, and their families, to achieve their very best and to prepare them for their future, including safeguarding, and supporting those more vulnerable and with additional needs.

We will continue to work with partners to provide help early so children and families are less likely to be in need.


Status of Indicators	31/05/2024
OCC07 - Create opportunities for children and young people to reach their full potential	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC07.02 No of children we care for who are Unaccompanied Asylum Seeking Children	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						100		n/a	193		n/a
OCC07.03 % of children we care for placed out of county and more than 20 miles away from home	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson	At the end of May 263 people out of 770 were placed out of Oxfordshire and more than 20 miles away from their home address.					34.00		!	34.00		!
OCC07.04 Number of Children and Young People accessing the Music Service	Mark Haynes	Cllr N Fawcett						8,093.00	8,100.00	★	8,093.00	8,100.00	★
OCC07.05 The number of children subject of a child protection plan	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						518.00	618.00	★	521.50	618.00	★
OCC07.06 Number of Oxfordshire children we care for	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						670		n/a	670		n/a
OCC07.07 % of Education Health & Care Plans completed within 20 weeks	<ul style="list-style-type: none"> Lisa Lyons Stephen Chandler 	Cllr J Howson						59.2%		n/a	61.0%		n/a

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC07.08 The number of Education Health Care Plans maintained by the local authority	<ul style="list-style-type: none"> ■ Lisa Lyons ■ Stephen Chandler 	Cllr J Howson						6,682.00		n/a	6,660.50		n/a

Play our part in a vibrant and participatory local democracy

- We are committed to taking decisions in an open and inclusive way.
- We will engage and listen to Oxfordshire residents.
- We will be open to scrutiny and regularly provide progress updates.
- We will put the impact on the climate and future generations at the heart of decision making.
- We will manage our own resources carefully.

Status of Indicators	31/05/2024
OCC08 - Play our part in a vibrant and participatory local democracy	

This report does not contain any data

This priority has no measures to report in this reporting period

Work with local businesses and partners for environmental, economic and social benefit

We will help Oxfordshire become a recognised centre of innovation in green and sustainable technologies.
We will use our purchasing power for environmental, social and economic benefit and ensure that our pandemic recovery planning supports sustainable job creation.

Status of Indicators	31/05/2024
OCC09 - Work with local businesses and partners for environmental, economic and social benefit	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC09.02 Participation in innovation funding bids or new projects in support of Living Oxfordshire	Tim Spiers	Cllr N Fawcett						3.00	1.00	★	4.00	2.00	★

Running the Business - Customer Experience

Status of Indicators	31/05/2024
OCC10 - Customer Service	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.03 Overall customer satisfaction rate for the Customer Service Centre – telephony	Mark Haynes	Cllr N Fawcett						100%	80%	★	100%	80%	★
OCC10.04 Customer enquiries resolved via telephony contact channel at first contact	Mark Haynes	Cllr N Fawcett	In May 7791 calls were answered at the first point of contact (73% of the total calls). Compared to April this was 8591 (74%)	We continue to monitor the call types to establish any trends and reasons that we can mitigate against. Sickness is constantly monitored in terms of each individual team, return to work meetings are undertaken with a view to reducing absence times.	This figure will always fluctuate due to several variables including the demand volume (which can be beyond our control such as weather events) and staffing levels. We closely monitor forecasted call volumes, based on historical arrival patterns, known events (such as policy changes) and expected staffing levels.	If a lower number of calls are not resolved at the first point of contact, this can lead to increased pressure on the back office service areas as the customers are having to be dealt with by them and not by the customer service centre.	The financial implications of a lower percentage of queries being answered by the customer service centre are that these are usually cheaper channels and therefore a cheaper cost to serve.	73.00	75.00	●	147.00	150.00	●

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC10.05 Percentage of FOIs responded to within timescales	Mark Haynes	Cllr N Fawcett	We have completed all FOI and EIR requests in 20 working days for 4 months. This was a great result by everyone to meet this deadline. We have prioritised FOI/EIR to stress their importance across the organisation.	We have updated guidance documents and policy on the intranet for staff to use to write their response. A weekly report on open requests goes to ELT and other managers so they can monitor requests and help the FOI Team respond on-time. We have made several changes to improve our timeliness and quality of responses.	Our performance improved since a Senior FOI Officer started in November 2023. We are still working to update guidance documents, the intranet and internet, and Directorates to highlight the importance of meeting the deadlines. We measure our performance against the ICO response ratings. We aim to be 'good', which is 95%+ of requests responded on-time. Our current rating, as of 4 June, is 98.9% of initial requests responded on-time for the 2024-25 FY.			100.00	90.00	★	200.00	180.00	★
OCC10.06 Overall customer satisfaction rates for standard Registration Service	Mark Haynes	Cllr N Fawcett	Although there was a slight decline, the Registration Service have met the customer satisfaction KPI for May 2024 achieving 95% customer satisfaction. Below are some of the comments received from customers in May:					95%	95%	★	97%	95%	★

Page 71			<ul style="list-style-type: none"> • I thought our registrar/cere staff were amazing - they really took the time to find out about us, and made our ceremony feel very personal and special to us, thank you! • The ceremony went flawlessly and we wouldn't have changed anything. Staff were very accommodatin and helpful. • The lady who our appointment was with was amazing and so kind and accommodatin especially when our baby needed feeding during our time slot. Most amazing service, thank you. • The service I received was great! Lovely and very professional, very straight 										











			forward, would recommend the Oxford registration service to anyone.										
			<ul style="list-style-type: none"> I found the registrar very helpful and compassionate. The Deputy Registrar I met was respectful, considerate and sensitive throughout our conversation. Her manner and "pace" of conversation was appropriate and appreciated. 										
OCC10.07 Overall customer satisfaction rate for Coroners Inquest Service	Mark Haynes	Cllr N Fawcett	<p>We continue to receive excellent feedback from families following inquest cases. Some examples are below:</p> <ul style="list-style-type: none"> Please will you thank everyone from your office for the outstanding professionalism and compassion towards my family during this difficult time. Stephanie in 					100%	99%	★	100%	99%	★

Page 73			<p>particular has been amazing.</p> <ul style="list-style-type: none">• David Freeman was helpful in so many ways right from our first contact with him. He always made us feel supported and fully informed during the 2 years and 8 months between our daughter's death and the inquest. His level of contact and empathy were second to none and we would like to thank him for his professionalist and kindness throughout this difficult process.• During this inquest hearing Mr Salter was kind and considerate towards us both and made us feel a real part of the inquest despite us only being able to join via MS										

Page 24			<p>Teams. He included our thoughts and feelings where it was appropriate. Thank you.</p> <ul style="list-style-type: none"> Stuart spoke with us each day prior to the inquest starting to ensure that we were aware of what would happen. He even added an additional microphone to enable us to hear the jury's questions. 										
OCC10.13 The percentage of customer telephone calls abandoned at the Customer Service Centre	Mark Haynes	Cllr N Fawcett						5.00%	10.00%	★	5.00%	10.00%	★

Running the business - Finance

Status of Indicators	31/05/2024
OCC11 - Finance	

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.01 Overall forecast revenue variance across the Council	Lorna Baxter	Cllr D Levy						0.00	0.00		0.00	0.00	
OCC11.02 Achievement of planned savings	Lorna Baxter	Cllr D Levy	This measure assesses the achievement of planned savings against the 90% target. The directorates are forecasting 71% delivery due to uncertainty on delivery of full savings early in the financial year.					71.00	90.00		71.00	90.00	
OCC11.03 General balances are forecast to remain at or above the risk assessed level	Lorna Baxter	Cllr D Levy						108.00	85.00		108.00	85.00	
OCC11.04 Directorates deliver services and achieve planned performance within agreed budget	Lorna Baxter	Cllr D Levy						0.50	1.00		0.50	1.00	
OCC11.05 Total Outturn variation for DSG funded services (schools/early years)	Lorna Baxter	Cllr D Levy						0.00	0.00		0.00	0.00	

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.06 Total Outturn variation for DSG funded services (high needs)	Lorna Baxter	Cllr D Levy						£21,262,0	£21,300,0	★	£21,262,0	£21,300,0	★
OCC11.07 Use of non-DSG revenue grant funding	Lorna Baxter	Cllr D Levy						95.00	95.00	★	95.00	95.00	★
OCC11.08 % of agreed invoices paid within 30 days	Lorna Baxter	Cllr D Levy						96.54	95.00	★	96.54	95.00	★
OCC11.09 Invoice collection rate - Corporate Debtors	Lorna Baxter	Cllr D Levy	This measure identifies the percentage of invoices issued that have been paid within 120 days. In this period, we measured invoices issued in February 2024. The collection rate was 97.68%, above the target of 95%.					97.68	95.00	★	97.68	95.00	★

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.10 Debt requiring impairment - Corporate Debtors	Lorna Baxter	Cllr D Levy	Debt requiring impairment is the value of invoices with potential to become unrecoverable. The potential loss requires recording in the accounts at year end. If at year end there is an overall increase in the value of invoices at risk, we are required to top up the impairment balance. Consequently, this figure is tracked through the year. Debt requiring impairment this month is £0.509m. The top five cases account for 42% of the total bad debt and is being actively worked on. The top debtor is £0.158m and has gone into liquidation, however a £0.064 dividend was received from the liquidators in March and a further 'substantial' dividend is expected by September.					508,999	300,000		508,999	300,000	

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.11 Debt requiring impairment - Adult Social Care contribution debtors	Lorna Baxter	Cllr D Levy	<p>The impairment figure has increased from £4.534m as at 30th April to £4.806m, an increase of £272k. During May, 221 impairment cases were reduced by £201k. However, there was an increase of £135k across 241 existing cases, and a further 56 new cases impaired at a total of £338k.</p> <p>As reported previously, wider economic factors have had a significant effect on means tested social care contribution debt levels, as have delays with the court of protection and related activity, this tracks with other local authorities' experience. A bad debt task team, operational since July 2022, has been closed and a revised debt reduction plan for the next year is being worked on.</p>					4,806,095	3,500,000	▲	4,806,095	3,500,000	▲

Measure	Director	Portfolio Holder	Comment	Improvement Plan	Timeframe	Risk Impact	Finance Impact	Period Actual	Period Target	Status	YTD Actual	YTD Target	YTD
OCC11.15 Invoice Collection Rate - Adult Social Care contribution debtors	Lorna Baxter	Cllr D Levy	In this period, we measured invoices issued in February 2024. The 120-day invoice collection rate was 91.42% for this period, below the 92% target but above the average for 2023/24, which was 90.85%. A development to redesign reminder letters went live in October 2023 and has driven an improvement in collection rates. There are further developments and improvements to be implemented which are expected to push the collection rate up to the target of 92% in 2024/25.					91.42	92.00	★	91.42	92.00	★

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Introduction

1. This annex sets out the first financial monitoring information for the 2024/25 financial year and is based on information to the end of May 2024. Key issues, as well as risks relating to inflation, demand and other factors, plus areas of emerging pressure are explained below.

The following additional information is provided to support the information in this Annex:

Annex B – 1 (a) to (e)	Detailed directorate positions
Annex B – 2a	Virements to approve
Annex B – 2b	Virements to note
Annex B – 3	Earmarked reserves
Annex B – 4	Government grants
Annex B – 5	General Balances

Overall Financial Position

2. As shown below there is a forecast Directorate overspend of £2.9m. After taking account of additional interest receivable on balances held by the council, the overall forecast position is balanced to the net operating budget.

	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m	Forecast Variance May-24 %
Adult Services	249.8	249.8	0.0	0.0%
Childrens' Services	194.1	194.1	0.0	0.0%
Environment & Place	73.4	75.0	1.6	2.2%
Public Health	4.8	4.8	0.0	0.0%
Community Safety	27.9	28.5	0.6	2.3%
Resources	69.8	70.4	0.6	0.9%
Directorate Total	619.8	622.7	2.9	0.5%
Budgets Held Centrally				
Capital Financing	30.2	30.2	0.0	0.0%
Interest on Balances	-20.2	-21.6	-1.4	6.7%
Contingency	7.3	5.8	-1.5	-20.5%
Pay Inflation	15.4	15.4	0.0	0.0%
Un-ringfenced Specific Grants	-51.7	-51.7	0.0	0.0%
Insurance	1.7	1.7	0.0	0.0%
Contribution from COVID-19 reserve	-3.8	-3.8	0.0	0.0%
Contribution from Budget Priority Reserve	-1.4	-1.4	0.0	0.0%
Contributions to reserves	13.9	13.9	0.0	0.0%
Contribution to/from balances	0.0	0.0	0.0	0.0%
Total Budgets Held Centrally	-8.6	-11.5	-2.9	33.1%
Net Operating Budget	611.2	611.2	0.0	0.0%
Business Rates & Council Tax funding	-611.2	-611.2	0.0	0.0%
Forecast Year End Position	0.0	0.0	0.0	0.0%

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3. The budget for 2024/25 agreed in February 2024 includes £30.2m new funding for inflation as well as £28.8m for demand and other pressures. New budget reductions of £12.8m were also agreed and built into budgets for 2024/25.
4. The forecast for Adult Services remains balanced to the budget. Risks within the council elements of the pooled budgets are being managed by the service.
5. The forecast for Childrens' Services is breakeven, however the underlying pressures in Childrens' Services highlighted in the Outturn report to Cabinet in June 2024 remain a significant challenge in 2024/25.
6. Community Safety are forecasting an overspend of £0.6m due to risks in the forecast delivery of savings.
7. Environment & Place is forecasting an overspend of £1.6m due to delays in the approval of the council's application by the Department for Transport (DfT) resulting in an underachievement of lane rental income.
8. There is a forecast overspend of £0.6m for Resources as a result of high locum costs in the Legal service.
9. £7.3m on-going budget was agreed to be held as contingency for risks as part of the 2024/25 budget. The use of £1.5m contingency has been included in the forecast position to offset the directorate pressures. As the year progresses, and there is more certainty over the forecast position, more of the contingency will be factored into the forecast along with any change in the forecast interest on balances.
10. The 2024/25 budget includes planned directorate savings of £30.1m. 34% of these savings are assessed as delivered and 66% are forecast to be delivered.
11. The risk assessed level of balances in 2024/25 is £30.2m. A further one-off balance of £2.3m was agreed to be added to balances as part of the Provisional Outturn Report 2023/24 to Cabinet in June 2024. After taking account of the use of contingency and additional interest on balances, balances are currently £2.3m above the risk assessed level.
12. The forecast 2024/25 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £21.3m in line with the budget approved by Council in February 2024. The CIPFA code of practice requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative High Needs DSG balance held in this reserve from £55.8m as at 31 March 2024 to £77.1m at 31 March 2025.

Directorate Forecasts

Adult Services

13. Adult Services is forecasting a breakeven position against a budget of £249.8m.

Service Area	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m
Adult Social Care	25.2	25.2	0.0
Health, Education & Social Care Commissioning	5.5	5.5	0.0
Housing & Social Care Commissioning	1.4	1.4	0.0
Business Support Service	1.1	1.1	0.0
Pooled Budgets	216.6	216.6	0.0
Total Adult Services	249.8	249.8	0.0

14. The forecast reflects an agreement on the sharing of costs for adults with Section 117 aftercare support under the Mental Health Act with the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board, bringing the health and social care system funding more in line with other local authorities and care boards.

Pooled Budgets

Age Well Pooled Budget

15. The Age Well pool combines health and social care expenditure on care homes, activity relating to hospital avoidance and prevention and early support activities for older people.
16. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB) so each partner is responsible for the variation against their element of the funding.
17. The council elements of the Age Well pool are forecast to breakeven in 2024/25, on the assumption that savings are delivered. Further detail is provided in the savings section of the report.
18. The council's share of the Better Care Fund (BCF) being utilised within the pool is £31.1m in 2024/25, an increase of 5.7% from 2023/24.
19. There are significant risks and assumptions within the forecast where certainty is not possible at this stage, these include:
- Growth in placements, particularly residential, through the year. Although there is a seasonal trend, it is difficult to predict accurately how activity will move.
 - The ICB are yet to formally agree to their share of the costs for adults with Section 117 aftercare support under the Mental Health Act for service users over the age of 65.

Live Well Pooled Budget

20. The Live Well pool supports a combination of health and social care needs for adults of working age with learning disabilities, acquired brain injury or mental health needs and adults with physical disabilities.

21. Budgets within the pool are managed on an aligned basis with the Integrated Care Board (ICB) for Buckinghamshire, Oxfordshire, and Berkshire West (BOB).
22. The council elements of the Live Well pool are forecast to spend to budgets.
23. Risks or uncertainties in both service groups relate to:
 - Growth in care packages, particularly for supported living and home support, through the year. Although there is a seasonal trend it is difficult to predict accurately how activity will move throughout the remaining four months of the year.
 - The ICB are yet to formally agree to their share of the costs for adults with Section 117 aftercare support under the Mental Health Act for service users with a physical disability.

Non-Pool Services

24. A breakeven position is forecast across all other services.

Reserves

25. £1.0m held in the Budget Priorities reserve for Adult Social Care at 1 April 2024 will be used to fund known pressures in 2024/25.
26. £0.6m is held in reserves because of additional contributions made by the ICB in previous years, this will be allocated in 2024/25 and 2025/26 as agreed with the Joint Commissioning Executive.
27. As the Supervisory Body the council has a statutory obligation to assess and authorise Deprivation of Liberty Safeguarding (DoLS) requests. The number of requests the council receives has increased so £0.4m has been held in the Budget Priorities reserve to help meet its statutory obligation. This funding will be utilised in 2024/25.
28. £0.1m held in the Government Initiative Reserve relates to ongoing costs associated with charging reforms prior to implementation which is now scheduled for autumn 2025.
29. £0.3m of Apprenticeship funding is held within the grants and contributions reserve, funding was awarded to the council late in Feb 2024 to increase social work capacity within adult social care, the funding will be used before March 2025.
30. £0.2m Accelerated Reform Fund funding awarded in Jan 2024 will be used to address barriers to adopting innovative practices and build capacity and capability within adult social care.

Ringfenced Grants

31. As set out in Annex 4, ring-fenced government grants expected to be received by Adult Services in 2024/25 total £22.2m.

32. The Improved Better Care Fund Grant is £10.7m, with no change since 2023/24. The conditions attached to the grant funding require it to be used for the purposes of meeting adult social care needs, including contributing to the stabilisation of local care markets and supporting the NHS in addressing pressures such as delayed discharges.
33. The Market Sustainability and Improvement Fund is £10.0m and is being used to support the provider fee uplift in 2024/25 in line with the terms of the grant, to enhance the uplift, and to maintain uplifts from 2023/24 funded through the Market Sustainability and Fair Cost of Care grant which now forms part of this grant.
34. The Adult Social Care Discharge Fund is £1.5m. This will be used to provide interventions that improve discharge of patients from hospital to the most appropriate location for their ongoing care.

Virements

35. Virements to note reflect budget movements within the pools linked to inflationary uplifts and the recoding of existing savings within Adult Social Care, plus a budget tidy within the community support service.

Savings

36. The 2024/25 budget includes planned savings of £4.6m. 93% of savings are expected to be delivered and 7% are currently unconfirmed and have an element of risk in the delivery.
37. The unconfirmed savings relate to Delivering the Future Together. A further update will be provided in future reports.
38. There are also £0.3m of savings brought forward from 2023/24 to be delivered in 2024/25. 100% of this is expected to be delivered.

Investments

39. Planned investment of £1.4m were agreed as part of the 2024/25 budget. These are being implemented as follows:
 - £0.6m investment in Digital innovation to assist customer pathways and user experience in information finding and advice.
 - £0.1m investment in improving data and systems to drive efficiencies.
 - £0.1m investment in transport to increase independent travel.
 - £0.1m investment to encourage more people to become shared lives carers.
 - £0.1m to establish a Care Co-op Employment Hub with dedicated resource to support self-employed care workers to set up care co-operatives.
40. Further work is being carried out to utilise the remaining investment. £0.2m of the investment linked to the Oxfordshire Way is being managed by the Partnership Delivery Service.

Children's Services

41. Children's services is forecasting a breakeven position against a budget of £194.1m.

Service Area	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m
Education & Learning	48.4	48.4	0.0
Schools ¹	0.2	0.2	0.0
Subtotal Education	48.6	48.6	0.0
Early Help, Front Door & Social Care	87.2	87.2	0.0
Provider Services & Safeguarding	49.6	49.6	0.0
Subtotal Childrens' Social Care	136.8	136.8	0.0
Childrens' Services Central Costs	8.7	8.7	0.0
Total Childrens' Services	194.1	194.1	0.0
Overspend on High Needs DSG that will be transferred to the unusable reserve	88.4	109.7	21.3

Education

42. Within Education & Learning, Home to School Transport continues to be high risk. At this point in the year expenditure is forecast to be within the budget, however until transport arrangements for the new academic year from September are confirmed there remains a risk of overspends within this area.
43. The underlying pressures in Children's Services highlighted in the Outturn overspend reported to Cabinet in June 2024 remain a significant challenge in 2024/25.

Children's Social Care

44. A balanced position for Children's Social Care is forecast, however there are continued risks within this position.
45. In relation to staffing, several initiatives are planned to support the reduction of agency social workers. For 2024/25 this is currently expected to be managed within the budgets, however there could be risks in future financial years should the number and cost of agency social workers not reduce in line with expectations.
46. The latest activity for Childrens' Social Care is as below:

	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Apr	May
	2022/23	2022/23	2022/23	2023/24	2023/24	2023/24	2023/24	2024/25	2024/25
Oxfordshire born children	778	755	735	709	677	651	624	616	627

¹ *Maintained Schools are funded by Dedicated Schools Grant

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	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Apr	May
	2022/23	2022/23	2022/23	2023/24	2023/24	2023/24	2023/24	2024/25	2024/25
Disabled Children	61	62	58	56	51	50	49	50	48
Subtotal	839	817	793	765	728	701	673	666	675
Unaccompanied	69	73	108	100	94	108	95	99	99
Total	908	890	901	865	822	809	768	765	774

47. The downward trend in the number of children we care for during 2023/24 has in recent months broadly stabilised and is in line with the numbers forecast for the budget at this point in the year.

Childrens' Services Central Costs

48. The Central costs are forecast to be breakeven.

Dedicated Schools Grant (DSG)

49. The forecast overspend against High Needs DSG funding is a deficit of £21.3m and is in line with the budget approved by Council in February 2024.

Summary of DSG funding	2024/25 Budget £m	2024/25 Projected Outturn £m	Variance £m
Schools block	129.1	129.1	0.0
Central Services Schools block	5.2	5.2	0.0
High Needs block	88.4	109.7	21.3
Early Years block	74.8	74.8	0.0
Total	297.5	318.8	21.3

50. The CIPFA code of practice requires negative High Needs DSG balances to be held in an unusable reserve. The forecast deficit would increase the cumulative negative DSG balance held in this reserve from £45.6m as at 31 March 2024 to £66.9m at 31 March 2025.

Virements

51. Cabinet is requested to approve virements relating to correcting the budget allocations for Home to School Transport recharges and for the creation of budgets for new Children's Homes.

Savings

52. The 2024/25 budget includes planned savings of £12.8m. Although some of the savings have already been secured or are expected to be delivered, there remains £6.1m of savings to deliver through activities during the year to manage demand and cost of care which includes agency costs.

Investments

53. All of the planned investments of £6.7m agreed as part of the 2024/25 budget are forecast to be delivered.

These include:

- £1.5m investment for additional capacity in the SEND service.
- £1.0m investment to extend the Family Safeguarding model to reduce demand.
- £1.0m investment on Recruitment & Retention Strategy.
- £0.8m investment on Home to School Transport to improve data and systems and increase independent travel.
- £0.5m investment in Digital innovation to assist customer pathways and user experience in information finding and advice.
- £0.7m to develop the Oxfordshire Way approach.

Environment & Place

54. Environment & Place is forecasting an overspend of £1.6m against a budget of £73.4m.

Service Area	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m
Transport& Infrastructure	13.1	13.1	0.0
Planning, Environment & Climate Change	39.5	39.5	0.0
Highways & Operations	19.1	20.7	1.6
Directorate Support	1.7	1.7	0.0
Total Environment & Place	73.4	75.0	1.6

Transport and Infrastructure

55. Transport and Infrastructure comprises Transport Policy, Place Making and Infrastructure Delivery. This service area is forecasting a breakeven position.
56. The Infrastructure Delivery service area is forecasting a breakeven position. There are currently minor pressures, but the service is confident that this will be managed through capitalisation of staff time throughout the year. The service has reported that there may be a potential underspend around Homes England overhead capitalisation that has been historically funded through Homes England, but this position has not been confirmed and will be closely monitored and any change reported in future monitoring reports.
57. Transport Policy are forecasting a breakeven position. There are minor underspends through vacancies in the service, but services are exploring to see if these can support an overall in year delaying savings.
58. Placemaking services are forecasting a breakeven position.

Planning, Environment & Climate change

59. The Planning, Environment & Climate change service area is made up of Strategic Planning, Climate Change and Environment & Circular economy. The service area is forecasting a breakeven position.

60. The Strategic Planning, Climate Change and Environment & Circular Economy service areas are all forecasting a breakeven position.
61. Waste Management are forecasting a breakeven position. However, this is based on April tonnages as May waste data is not yet available.
62. The table below summarises budgeted and actual waste activity.

**	Budget				Outturn Forecast*			
Waste Stream	Annual	Tonnage		Price/Tonne	Annual	Tonnage		Price/Tonne
	£m	KTonnes	%	£	£m	KTonnes	%	£
Recycling/Composting	8.362	175	60%	47.86	8.289	162	55%	51.04
ERF	16.167	105	36%	154.41	18.862	126	43%	148.93
Landfill	1.624	11	4%	149.30	1.120	7	2%	164.37
Total	26.153	291	100%	90.09	28.271	295	100%	94.61
*April with some assumptions figures presented as the latest dataset.								
** Please note that budget, outturn & variance figures are rounded to the nearest 1000								

63. Other services within Environment & Circular economy are also forecasting a break-even position.

Highways & Operations

64. Highways & Operations are forecasting an overspend of £1.6m due to the underachievement of lane rental income through delays on approval by the Department of Transport (DfT).
65. The Highway Maintenance service is forecasting a breakeven position.
66. Current level of defects remains high, however in May, there was a reduction compared to the same period in 2023/24.

Month	Defects 2022/23	Defects 2023/24	Defects 2024/25	% Increase
April	3,320	4,143	4,314	4.12%
May	2,927	4,944	3,770	-23.74%
June	2212	4,695		
July	1979	4,134		
August	1888	2,553		

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Month	Defects 2022/23	Defects 2023/24	Defects 2024/25	% Increase
September	1715	2,363		
October	1650	2,927		
November	1980	3,088		
December	1840	2,837		
January	3057	3,574		
February	3023	3,881		
March	3839	4,290		

67. Network Management currently forecasting an overspend of £1.6m. This is due to a delay in DfT approving the council's application to implement charging for Lane Rental, in part due to the election period (see paragraph 70). Although the full level of income will not be achieved options and risks are being assessed to mitigate the impact, such as delays in other planned expenditure, income trends and additional drawdown of the parking account.
68. Supported transport is forecasting a breakeven position.

Directorate Support

69. The Directorate Support service area is forecasting a breakeven position.

Grants

70. There has been no new grant income at this stage of the report, all reported grants are consistent with the agreed budget.

Virements

71. There are number of virement that have been raised predominantly to realign and correct internal budgets as detailed in Annex 2b and Annex 2c. Cabinet is asked to approve these virements.

Savings

72. The 2024/25 budget includes planned savings of £9.0m. 55% are forecast to be delivered. The savings at risk of delivery includes:
- Lane rental an introduction of charges for all works on the business roads at the busiest times to minimise disruption: the service anticipates that the full £2.2m income expectation is unlikely to be achieved with projected delivery at 25%. This is due to delay at DfT of approving the application with a view it is now we will not get a decision until autumn. The service reported a correlating overspend in respect of this income of £1.6m.
 - Income of £0.2m from introduction of a new Controlled Parking Zones: Service reports that income realisation is likely to be between December and March through a mix of permit fees and fines. The position of CPZ income will be reported later monitoring cycle.
 - Income from Improved collection of fees, charges, and revenues of £0.2m: the service is currently looking to recruit additional staff by August 2024, there is a slight risk that recruitment will not be successful or delayed. Services are therefore currently forecasting a pessimistic 75% achievement of proposed income.

Investments

73. The 2024/25 budget includes planned investments of £2.8m. 98% are on track to be delivered and include:
- £0.2m to improve the collection of fees, charges, and penalties.
 - £0.5m for Gully and ditch clearing and repairs in areas recently flooded.
 - £0.5m to reclaim footpaths and cycleways, and manage vegetation.
 - £0.1m investment in improved enforcement of Controlled Parking Zones.
74. The investments at risk of being delivered include:
- £0.2m to introduce new Controlled Parking Zones: Network and coordination service is currently working on CPZ programme prioritisation to identify, design and consult four new schemes. New CPZs could go live by December 2024 at the earliest depending on the complexity/consultation response.
 - £0.2m investment in Automatic Number Plate Recognition to improve enforcement of moving traffic offences. Additional sites are being identified with an expectation that they will be live from October 2024.

Review of Charges

75. Charges for the Home to School Transport Spare Seat Scheme were increased by 5% in February 2024 pending a further review ahead of the 2024/25 school year.
76. To align the council's charges for the scheme to keep up with the rising costs of transport contracts and with amounts charged by other external providers in the local market it is recommended to increase the charges by a further 20%. This is expected to better align the charges with the cost of the transport and contribute to meeting the cost of providing the transport. An instalment payment plan is available to help spread the cost of the transport over the year.
77. The table below sets out the existing agreed and proposed charges.

Charge	Unit	Existing Charge exc VAT 2024/25 £	Existing Charge inc VAT 2024/25 £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
Contributions To School Transport (Spare Seat Scheme) (Per annum)	Over 3 Miles Pre and Post-16 Students	846.60	846.60	1015.92	1015.92	20%	01/09/2024	Discretionary	ZR

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Charge	Unit	Existing Charge exc VAT 2024/25 £	Existing Charge inc VAT 2024/25 £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class
	Under 3 Miles Pre and Post-16 Students	455.00	455.00	546.00	546.00	20%	01/09/2024	Discretionary	ZR

Public Health and Community Safety

78. Public Health and Community Safety are forecasting a £0.6m overspend position against a budget of £32.7m.

Service Area	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m
Public Health Functions	40.0	39.9	-0.1
Public Health Recharges	0.6	0.6	0.0
Other Income	-1.4	-1.4	0.0
Grant Income	-34.4	-34.4	0.0
Transfer to Public Health Reserve	0.0	0.1	0.1
Total Public Health	4.8	4.8	0.0
Total Community Safety	27.9	28.5	0.6
Total Public Health & Community Safety	32.7	33.4	0.6

Public Health

79. A break-even position is forecast for services funded by the Public Health grant after transferring a £0.1m underspend to the Public Health reserve at year end.
80. Sexual health services are reporting a £0.1m underspend linked to quarter 4 2023/24 activity levels being lower than anticipated.

Community Safety

81. Community Safety are forecasting an overspend of £0.6m.
82. There are £0.9m of savings to be achieved in 2024/25, plans are in place to deliver £0.3m leaving £0.6m of savings at risk, an update on the latest position with regards to savings will be provided in the next report.

Ringfenced Government Grants

83. The ringfenced Public Health grant totals £34.4m in 2024/25.

Use of Un-ringfenced Government Grant Funding

84. Un-ringfenced grants held centrally and agreed to be used to support expenditure budgets within Public Health and Community Safety include:

- £1.2m Domestic Abuse Duty Grant supporting the provision of accommodation-based support to victims of domestic abuse and their children.
- £0.6m Substance Misuse Treatment & Recovery Housing Grant being used to deliver the Government's aim that by 2024/25 there will be more people recovering from addiction in stable and secure housing.
- £1.1m Supplementary Substance Misuse Treatment and Recovery grant. This is the second year of a three-year scheme where the Office for Health Improvement and Disparities (OHID) is working alongside other government departments to support a process of investment in a whole system approach to tackling illicit drug use, including enforcement, diversion and treatment and recovery interventions.
- £0.2m Employment Individual Placement Support in community drug and alcohol treatment grant, to improve quality of life for people with alcohol and 'other drug' dependence.
- £1.2m Rough Sleeping Drug and Alcohol Grant is being used to provide specialist support for rough sleepers and those at risk.
- £1.0m Firefighter's Pension Fund Grant to mitigate against the impact of increased employer pensions contributions, the original Fire Pensions Grant now forms part of the Revenue Support Grant.
- £0.1m Firelink Grant - The council has been notified of a 20% reduction in this grant from the previous year and that this grant will continue to reduce by 20% in each of the next two years.

Reserves

85. Public Health earmarked reserves are £4.5m at 1 April 2024. £2.0m is earmarked to be spent in 2024/25, £1.1m in 2025/26, £0.6m in 2026/27 and £0.4m in 2027/28, leaving a balance of £0.4m. The reserve is continuously being reviewed, there will be further commitments against this funding agreed throughout 2024/25.
86. £0.1m is being held to expand the Making Every Contact Count work programme in Oxfordshire; this will be spent in 2024/25.
87. £3.2m is held in reserves for the renewal of fire and rescue vehicles and breathing apparatus equipment. A fleet replacement strategy has been developed and several vehicles have been ordered and expected to be received in 2024/25, the reserve will be fully utilised by 25/26.
88. The Fire Uplift Grant reserve is £0.5m at 1 April 2024. This is being held to fund employee costs expected to be incurred over the next three to five years.
89. £0.9m is being held to cover the cost of the replacement of Airwave for Oxfordshire Fire and Rescue Service and the implementation of the new national Emergency Service Mobile Communications Programme.

Virements

90. There is one virement to note realigning the residential treatment costs center reflecting the adult social care contribution to the service.

Savings

91. The Community Safety 2024/25 budget includes planned savings of £0.7m. 63% are forecast to be achieved due to uncertainty about the delivery of full savings early in the financial year. All the Public Health savings are forecast to be delivered.

Resources

92. The services within Resources are forecasting an overspend of £0.6m against a budget of £69.8m.

Service Area	Latest Budget May-24 £m	Forecast Spend May-24 £m	Forecast Variance May-24 £m
Corporate Services	1.4	1.4	0.0
Human Resources & Organisational Development	4.8	4.8	0.0
Communications, Strategy & Insight	3.8	3.8	0.0
IT, Innovation & Digital	10.2	10.2	0.0
Culture & Customer Experience	12.3	12.3	0.0
Finance & Procurement	9.5	9.5	0.0
Property, Investment & Facilities Management	19.1	19.1	0.0
Law & Governance	7.7	8.3	0.6
Delivery & Partnership	1.0	1.0	0.0
Total Resources	69.8	69.8	0.6

93. **Corporate Services** are forecasting a breakeven position.
94. **Human Resources & Organisational Development (HR&OD)** are forecasting a breakeven position. All savings are expected to be fully delivered.
95. **Communications, Strategy & Insight** are forecasting a breakeven position. All savings and investments are expected to be fully delivered.
96. **IT, Innovation & Digital** are forecasting a breakeven position, £0.5m savings are expected to be delivered, the corporate savings of £0.9m transferred into 2024/25 from 2023/24 is at risk of delivery and would need to be considered as part of the ITID reorganisation.
97. **Culture and Customer Experience** are forecasting a breakeven position, the Music Service is reporting an overspend of £0.2m but this is mitigated by underspends in other areas. The service is undergoing a restructure which will be completed in January 2025 to bring the service back to cost neutral. 78% of savings are expected to be delivered.

98. **Finance and Procurement** are forecasting a breakeven position, however there are risks to the delivery of some of the savings agreed in the budgets:
- Staffing savings will be achieved as a post that was originally planned as part of the budget increase from 24/25 will no longer be pursued.
 - Additional IBC contract savings are anticipated from quarter 3 with the offboarding of the Recruitment Service, but this has not yet been quantified.
99. **Property Services** are forecasting a breakeven position, however the budget excludes any impact of the Corporate Landlord scoping which is yet to be completed.
100. There is a forecast overspend of £0.6m for **Law and Governance** as a result of high locum costs in the Legal service.
101. **Delivery & Partnership** are forecasting a breakeven position. £0.4m investments are expected to be fully delivered and include £0.3m investment to restore the cost-of-living funding to support local advice centres.

Medium Term Financial Strategy Investments and Savings

102. The 2024/25 budget includes planned directorate savings of £30.1m. 35% of these savings are assessed as delivered and a further 71% is forecast to be delivered. Work is continuing to ensure that these savings are achieved.

Directorates	2024/25 Planned Savings	Actual Delivery to Date	Actual Delivery to Date	Forecast delivery	Forecast delivery
	£m	£m	%	£m	%
Adult Services	-4.6	-1.5	34%	-4.3	93%
Childrens Services	-12.8	-4.5	36%	-8.8	69%
Environment & Place	-9.0	-2.3	26%	-4.9	55%
Public Health	-0.2	-0.2	100%	-0.2	100%
Community Safety	-0.7	-0.3	40%	-0.4	63%
Resources	-2.9	-1.6	54%	-2.7	93%
TOTAL	-30.1	-10.4	35%	-21.3	71%

103. The 2024/25 budget includes planned directorate investments of £11.6m, 2% are assessed as delivered, 97% is forecast to be delivered. Childrens, Environment & Place and Resources directorates are expecting to fully deliver on their investments.

Directorates	2024/25 Planned Investments	Actual Delivery to Date	Actual Delivery to Date	Forecast delivery	Forecast delivery
	£m	£m	%	£m	%
Adult Services	1.4	0.0	0%	1.2	81%
Childrens Services	6.7	0.1	2%	6.7	100%

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Directorates	2024/25 Planned Investments	Actual Delivery to Date	Actual Delivery to Date	Forecast delivery	Forecast delivery
Environment & Place	2.8	0.1	3%	2.8	98%
Resources	0.6	0.0	1%	0.6	100%
TOTAL	11.6	0.2	2%	11.3	97%

Adult Services

104. The 2024/25 budget includes planned savings of £4.6m. 93% are forecast to be delivered. There are risks to delivery of the planned investments of £1.4m.

Childrens' Services

105. The 2024/25 budget includes planned savings of £12.8m. 69% of these savings are forecast to be delivered. All of the planned investments of £6.7m are forecast to be delivered.

Environment & Place

106. The 2024/25 budget includes planned savings of £9.0m. 45% are forecast to be delivered. 98% of planned investments of £2.8m are on track to be delivered.

Public Health & Community Safety

107. The 2024/25 budget includes planned savings of £0.8m. 23% are expected to be achieved.

Resources and Cross Directorate

108. The 2024/25 budget includes planned savings of £2.9m. 54% of these savings have been delivered and 93% are forecast to be delivered. 100% of planned investments of £0.6m are expected to be achieved.

Debt Management

Corporate Debtors

109. The combined collection rate, based on invoice volumes, for April and May 2024 was 97%, 2% above the 95% target. The collection rate based on the value of invoices for the same period was 97%.

110. Debt requiring impairment is currently £0.5m, £0.2m above the year-end target of £0.3m. The top five debt cases account for 42% of all bad debt. The highest debt relates to a dispute Joint Use Agreement, 14% of the total. The remaining four cases are being tracked and progressed by the corporate income recovery team.

Adult Social Care Debtors

111. The combined 120-day invoice collection rate for April and May 2024 was 91.5%, compared to the target collection rate of 92%. Financial Services continue to support Adult Services with activity to improve collection.

112. The 2023/24 year-end adults care contribution impairment for bad debt was £4.5m. Projected bad debt as at the end of May is £4.8m, £0.3m higher than the current impairment balance. This has increased by £0.3m since the last report.

As reported previously the on-going impacts of COVID-19 and wider economic factors had a significant effect on means tested social care contribution bad debt levels. The Adults service have concluded a debt recovery project working on historic bad debt and continue to work on improvements to business processes impacting debt levels.

Budgets Held Centrally

113. After taking account of the use of contingency and additional interest on balances to support the forecast directorate overspend, there is a combined underspend of £2.9m against budgets held centrally.

Capital Financing Costs

114. The borrowing costs and minimum revenue provision (MRP) for capital projects funded by Prudential Borrowing are either recharged to directorates where savings arising from the scheme are expected to meet them or met corporately from the budget for capital financing costs. It is anticipated that after taking account of recharges to directorates the actual costs of the capital financing will be broadly aligned with the budget in 2024/25.

Interest on Balances

115. The current forecast outturn position for in house interest receivable is £16.8m, which is £1.4m above budget as a result of interest rates forecast to remain higher for longer than assumed in the budget.
116. The forecast outturn position for external fund returns is £3.8m, which is in line with budget.
117. Interest payable is currently forecast to be £12.4m. It is anticipated that there may be an underspend against the budget so an update will be provided in future reports.
118. Cash balances for the year are forecast to be £77.1m lower than they would otherwise have been as a result of negative DSG balances (see paragraph 133). The impact of this is an estimated opportunity cost of £3.2m in unearned interest during 2024/25.

Pay Inflation and Contingency

119. Ongoing funding for pay inflation in 2024/25 total £15.4m and the contingency budget for 2024/25 totals £7.3m.
120. The pay inflation budget includes funding for an estimated pay award equivalent to 5.0% for all green book staff. An increase to the existing offer equivalent to 1% overall would be estimated to cost around £3.0m on-going and would need to be met from contingency.
121. The claim lodged by UNISON, GMB and Unite on 29 February 2024 included a request to increase pay by at least £3,000 or 10% (whichever is greater) on all spinal pay points. On 16 May 2024, national employers responded with the following offer:

- With effect from 1 April 2024, an increase of £1,290 (pro rata for part-time employees) to be paid as a consolidated, permanent addition on all NJC pay points 2 to 43 inclusive.
 - With effect from 1 April 2024, an increase of 2.50 per cent on all pay points above the maximum of the pay spine but graded below deputy chief officer (in accordance with Green Book Part 2 Para 5.41)
 - With effect from 1 April 2024 an increase of 2.50 per cent on all allowances (as listed in the 2023 NJC pay agreement circular dated 1 November 2023)
122. The National Joint Council for Local Authority and Fire Rescue Services (NJC) has agreed a pay increase of 4.0% to be paid to all Grey book staff effective from 1st July 2024, plus an improved occupational maternity pay provision (26 weeks at full pay, inclusive of all allowances and CPD, followed by 13 weeks at SMP).
123. The estimated financial impact of the pay increases will be provided in future reports to Cabinet.

Reserves

124. As set out in Annex B - 3 Earmarked Reserves are forecast to be £194.6m at 31 March 2025.

COVID-19 Reserve

125. The balance held in the reserve as at 31 March 2024 was £7.9m. As set out in the 2024/25 budget and Medium-Term Financial Strategy £6.1m of that total is planned to be used to fund COVID-19 related pressures in 2024/25 and future years.

Transformation Reserve

126. The Transformation Reserve has been used to support the costs of the implementation of the council's transformation programme, Delivering the Future Together.
127. Through Delivering the Future Together, a successful and sustainable Oxfordshire County Council of the future will be smaller and more focused on delivering key priorities to the best of our ability. To enable the priorities for the next phase of transformation to be delivered and to create a sustainable council for the future (including funding for Artificial Intelligence/technology) funding of £8.5m has been transferred from the Business Rates Reserve into the Transformation Reserve in 2024/25 as part of the budget agreed in February 2024. A further one – off revenue contribution of £1.5m was funded by additional interest on balances held by the council.
128. £5.0m of the funding available in the reserve after these contributions will be used to support transformation projects. All of the funding in the reserve is anticipated to be spent by the end of 2025/26.

Collection Fund Reserve

129. A combined collection fund reserve was agreed to be created as part of the 2024/25 budget to fund future volatility in the collection fund position alongside

the potential impact of a business rates reset. The budgeted balance of £4.0m has been increased to £6.2m as a result of additional business rates income received late in 2023/24.

IFRS9 Reserve

130. This reserve was created a new reserve to manage estimated risk pending confirmation about the statutory override. An initial contribution of £2.2m was funded by additional interest on balances held by the council in 2023/24. A further £2.8m contribution was approved by Cabinet to be added to this reserve in 2024/25 to provide sufficient cover for likely risks around changes in the value of pooled funds if those needed to be incorporated into the revenue budget when the statutory over-ride ends in April 2025.

Budget Priorities Reserve

131. This reserve is to fund the priorities of the Council. As at 1 April 2024 £10.7m was held in the reserve.
132. The Provisional Outturn report to Cabinet in May 2024 recommended that a contribution of £1.0m be made to the Budget Priorities Reserve to be used to complete or extend schemes already agreed as part of the Cabinet's priorities including Rail Studies and an extension of the funding for efficiency loans to schools.
133. £3.8m has been moved to the Redundancy Reserve in 2024/25 as agreed by council in February 2024.
134. As part of the 2024/25 budget £1.3m was agreed to be used to fund a one – off investment in Improvements to highways, cycle-paths and pavements in 2024/25 and a further £0.1m to support other investments.
135. The remaining £0.4m of £0.5m one - off funding for Community Hubs agreed as part of the 2023/24 budget is expected to be used in 2024/25.
136. £0.7m of the remaining funding for the Councillor Priority Fund agreed as part of the 2023/24 budget is expected to be spent in 2024/25.
137. £1.8m was transferred to the Capital Reserve during 2023/24 to support the capital element of the £2.6m funding for tree replacement. £0.8m to meet the revenue costs of the Tree Aftercare & Planting Service continues to be held in the reserve. The remaining £0.4m of the £3.0m investment agreed as part of the 2023/24 budget was agreed to be released in 2024/25 to support other budget priorities as part of the budget agreed in February 2024.
138. £1.0m will be used in 2024/25 to support the following priorities which were agreed in 2023/24:
- a. Vision Zero £0.3m
 - b. Food Strategy £0.3m
 - c. Low Traffic Neighborhoods £0.4m

Dedicated Schools Grant (DSG) Unusable Reserve

139. An unusable reserve was created in 2020/21 to hold **negative High Needs DSG balances** in line with a change to the CIPFA code of practice on DSG High Needs deficits. The net deficit of £21.3m for 2024/25 will increase the total High Needs deficit held in the reserve to £77.1m by March 2025. The regulations which require the negative balance to be held in an unusable reserve will come to an end

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on 31 March 2026. The impact of the unusable reserve on the council's ability to set a balanced budget over the medium term will need to be considered through the Budget & Business Planning Process for 2025/26.

Grants

140. As set out in Annex B - 4 government grants totalling £502.5m are expected to be received by the Council during 2024/25. This includes £14.8m in schools' grants for additional mainstream funding, early years funding and pupil premium, plus Adult Social Care Market Sustainability and Improvement Fund (£10.0m).

Homes for Ukraine

141. At the end of 2023/24 £11.7m unspent grant funding for the Homes for Ukraine scheme and £0.4m unspent funding for education costs relating to the scheme was held in the Grants & Contributions Reserve.
142. Funding was initially provided as a one-off payment of £10,500 per guest and then reduced to £5,900 for arrivals from 1 January 2023 onwards. For eligible minors the tariff remains at £10,500.
143. Based on the position as at the end of March 2024, £28.4m of the grant funding received to date has now been allocated and £1.5m remains unallocated. A further £1.0m funding is expected to be received following the quarter 4 claim and a further claim for Q1 of 2024/25 will be submitted shortly.

Oxfordshire Local Enterprise Partnership (OxLEP)

144. From 31 March 2024, Local Enterprise Partnerships (LEPs) ceased to have official recognition and existing LEP functions were transferred to upper-tier local authorities or combined authorities, where they exist. From 1 April 2024 the County Council has a controlling interest in OxLEP Ltd and is the sole member. Group accounts for 2024/25 will be prepared on that basis.
145. The OxLEP 2023/24 outturn was an underspend of £0.3m against the full year budget from lower in year spending and increased levels of grant income and bank interests.
146. The lower in-year spending were as a result of timing delays and rescheduling of activity associated with the LEP transition process and consequential service delivery specific factors. Where these timing delays have impacted operational delivery and therefore spend, the OxLEP Board, following full scrutiny are recommending the carry forward of these budgets into 2024/25 to allow these planned activities to be completed.
147. Based on these outturn figures, OxLEP are proposing that £0.1m of the £0.3m underspend is allocated to the support of delayed operational activity, and £0.03m contingency sum is approved to cover potential unplanned costs that may arise during the alignment phase of the LEP Transition in 2024/25. This change will see an overall improved net position of £0.2m against OxLEP's approved 3-year budget.
148. The OxLEP Finance and Audit Committee and OxLEP Board have agreed the recommendation to approve the OxLEP carry forward of funding and are making this recommendation to Cabinet following the revision of the OXLEP Ltd Company Articles on 1 April 2024.

149. There is a further recommendation to transfer £0.2m held in the Council's Partnership reserves to OxLEP Ltd due to the completion of the ERDF programme in July 2023 and sign-off provided by DLUHC.

General Balances

150. As set out in the Provisional Outturn Report to Cabinet in June 2024, General Balances were £42.0m as at 31 March 2023. £9.5m of this has been used to fund contributions to reserves in 2024/25, and a one-off balance of £2.3m has been agreed to be held in balances pending a decision about future use.
151. The risk assessed level of balances for 2024/25 is therefore £30.2m.
152. After taking account of the use of contingency and additional interest on balances, balances are currently £2.3m higher than the risk assessed level of £30.2m.

Business Management & Monitoring Report
Position to the end of May 2024
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	underspend- overspend+	%	Reporting Month £000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Adult Services	249,847	249,847	0	0.00%	0	0	G
Childrens' Services	194,093	194,093	0	0.00%	0	0	G
Environment and Place	73,378	74,978	1,600	2.18%	0	1,600	R
Public Health	4,804	4,804	0	0.00%	0.0	0	G
Community Safety	27,899	28,549	650	2.33%	0.0	650	R
Resources	69,823	70,423	600	0.86%	0	600	G
Directorate Total Net	619,844	622,694	2,850	0.46%	0	2,850	R

Business Management & Monitoring Report
Position to the end of May 2024
Budget Monitoring

Directorate	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Projected Year End Variance	Variance Last Month	Change in Variance	Projected Year End Traffic Light
	£000	£000	underspend- overspend+	%	£000	£000	Red > 1.5% Amber >1.1% <1.5% Green on track
Budget held Centrally							
Capital Financing	30,249	30,249	0	0.00%	0	0	
Interest on Balances	-20,195	-21,555	-1,360	6.73%	0	-1,360	
Contingency and Inflation	7,262	5,772	-1,490	-20.52%	0	-1,490	
Pay Inflation held corporately	15,370	15,370	0	0.00%	0	0	
Unringfenced Specific Government Grants	-51,749	-51,749	0	0.00%	0	0	
Insurance	1,737	1,737	0	0.00%	0	0	
Contribution from COVID-19 Reserve	-3,756	-3,756	0	0.00%	0	0	
Contribution from Budget Priorities Reserve	-1,396	-1,396	0	0.00%	0	0	
Contributions to (+)/from (-)reserves	13,871	13,871	0	0.00%	0	0	
Contribution to (+)/from(-) balances	0	0	0	#DIV/0!	0	0	
Total Budget held Centrally	-8,608	-11,458	-2,850	33.11%	0	-2,850	
Net Operating Budget	611,236	611,236	0	0.00%	0	0	
Business Rates & Council Tax Funding	-611,236	-611,236	0	0.00%	0	0	
Forecast Year End Position	0	0	0	0.00%	0	0	

Business Management & Monitoring Report
Position to the end of May 2024
Budget Monitoring

	Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Projected Year End Variance	Variance Last Month	Change in Variance	Projected End Traffic Light
			underspend- overspend+		Reporting Month		Red > 1.5% Amber >1.1% <1.5% Green on track
Directorate	£000	£000	£000	%	£000	£000	

Funded by		
Business Rates Top-Up	-	42,128
Revenue Support Grant	-	1,394
Business Rate Local Share	-	37,452
Business Rates collection Fund Surplus	-	-
Council Tax Requirement	-	498,633
Council Tax Surpluses	-	11,684
Section 31 grant	-	19,945
Total		-611,236

Business Management and Monitoring Report: Adult Services
Position to the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
SCS1	Adult Social Care	25,235	25,235	0	0	0
SCS2	Other Adult Social Care Services	5,518	5,518	0	0	0
SCS3	Housing & Social Care Commissioning	1,378	1,378	0	0	0
SCS4	Business Support Service	1,141	1,141	0	0	0
SCS5	Pooled Budget Contributions	216,575	216,575	0	0	0
Total Adult Services		249,847	249,847	0	0	0

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
CEF1	<u>Education & Learning</u>					
CEF1-1	Management & Central Costs	1,630	1,630	0	0	0
CEF1-2	SEND	7,122	7,122	0	0	0
CEF1-3	Learning & School Improvement	1,743	1,743	0	0	0
CEF1-4	Access to Learning	37,562	37,562	0	0	0
CEF1-5	Learner Engagement Service	337	337	0	0	0
Total Education & Learning		48,394	48,394	0	0	0
CEF2	<u>Early Help, Front Door + Social Care</u>					
CEF2-1	Family Help	10,610	10,610	0	0	0
CEF2-2	Front Door	5,351	5,351	0	0	0
CEF2-3	Childrens Social Care - NEW	69,796	69,796	0	0	0
CEF2-9	Change - NEW	1,477	1,477	0	0	0
Total Early Help, Front Door + Social Care		87,234	87,234	0	0	0

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
CEF3	<u>Provider Services & Safeguarding</u>					
CEF3-1	Provider Services	45,643	45,643	0	0	0
CEF3-2	QA Safeguarding + Recruit & Retention	3,960	3,960	0	0	0
Total Provider Services & Safeguarding		49,603	49,603	0	0	0
CEF4	<u>Schools</u>					
CEF4-1	Delegated Budgets	0	0	0	0	0
CEF4-2	Nursery Education Funding (EY)	0	0	0	0	0
CEF4-3	Non-Delegated School Costs	216	216	0	0	0
CEF4-4	School Support Non-Negotiable Recharges	0	0	0	0	0
CEF4-5	Capitalised Repairs & Maintenance	0	0	0	0	0
Total Schools		216	216	0	0	0

Business Management & Monitoring Report: Children's Services
Forecast Position at the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
CEF5	<u>Children's Services Central Costs</u>					
CEF5-1	Management & Administration	5,435	5,435	0	0	0
CEF5-2	Premature Retirement Compensation	3,211	3,211	0	0	0
CEF5-3	Commissioning Recharge - OLD	0	0	0	0	0
Total Children's Services Central Costs		8,646	8,646	0	0	0
Total Children's Services		194,093	194,093	0	0	0
MEMORANDUM: DEDICATED SCHOOLS GRANT - DSG Funded Expenditure (Gross)						
	Schools DSG	129,099	129,099	0	0	0
	High Needs DSG	88,440	109,702	21,262	0	21,262
	Early Years DSG	74,767	74,767	0	0	0
	Central DSG	5,154	5,154	0	0	0
Total DSG Funded Expenditure		297,460	318,722	21,262	0	21,262

Business Management & Monitoring Report: Environment and Place
Position to the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend- overspend+	£000	£000
EP1	Transport & Infrastructure	13,107	13,107	0	0	0
EP2	Planning, Environment & Climate Change	39,509	39,509	0	0	0
EP3	Highways & Operations	19,058	20,658	1,600	0	1,600
EP4	Directorate Support	1,704	1,704	0	0	0
TOTAL ENVIRONMENT AND PLACE		73,378	74,978	1,600	0	1,600

Business Management & Monitoring Report : Public Health & Community Safety
Position to the end of May 2024
Revenue Budget Monitoring

		Net Budget (latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend - overspend + £000	£000	£000
PH 1 & 2 Public Health Functions						
PH1-1	Sexual Health	6,290	6,190	-100	0	-100
PH1-2	NHS Health Check Programme	645	645	0	0	0
PH1-3	Health Protection	0	0	0	0	0
PH1-4	National Child Measurement Programme	0	0	0	0	0
PH1-5	Public Health Advice	150	150	0	0	0
PH1-6	0 - 5 year olds	12,385	12,385	0	0	0
PH2-1	Obesity	1,424	1,424	0	0	0
PH2-2	Physical Activity	120	120	0	0	0
PH2-3	Public Health General	2,572	2,572	0	0	0
PH2-4	Smoking and Tobacco Control	552	552	0	0	0
PH2-5	Children's 5-19 Public Health Programmes	0	0	0	0	0
PH2-6	Other Public Health Services	2,101	2,101	0	0	0
PH2-7	Drugs and Alcohol	10,941	10,941	0	0	0
PH2-8	Domestic Violence	1,448	1,448	0	0	0
Total Public Health Functions		38,628	38,528	-100	0	-100
PH3	Public Health Recharges	577	577	0	0	0
PH4	Grant Income	-34,401	-34,401	0	0	0
	Transfer to Public Health Reserve	0	100	100	0	100
Total Public Health		4,804	4,804	0	0	0
CDA3	Community Safety	27,899	28,549	650	0	650
Total Community Safety		27,899	28,549	650	0	650

Business Management & Monitoring Report: Resources
Position to the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
COD1	Corporate Services	1,407	1,407	0	0	0
COD2	Human Resources & Organisational Development	4,782	4,782	0	0	0
COD3	Communications, Strategy & Insight	3,820	3,820	0	0	0
COD4	ICT & Digital	10,190	10,190	0	0	0
COD5	Culture & Customer Experience	12,303	12,303	0	0	0

Business Management & Monitoring Report: Resources
Position to the end of May 2024
Revenue Budget Monitoring

		Net Budget (Latest Estimate)	Projected Full Year Spend	Projected Year End Variance	Variance Last Cabinet Reporting Month	Change in Variance
		£000	£000	underspend-overspend+	£000	£000
COD6	Finance	9,530	9,530	0	0	0
COD7	Property, Investment & FM	19,064	19,064	0	0	0
COD8	Law & Governance	7,726	8,326	600	0	600
COD9	Delivery & Partnership	1,001	1,001	0	0	0
Total Resources		69,823	70,423	600	0	600

Business Management Report
Position to the end of May 2024

CABINET IS RECOMMENDED TO APPROVE THE VIREMENTS AS DETAILED BELOW:

Directorate (CD = Cross Directorate)	Month of Cabinet meeting	Month of Directorate MMR	Narration	Budget BookLine	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CD	July	May	Correction of Home to School Transport budgets to reflect full recharge to Children's Services	CEF1-4	Access to Learning	P	2,035	0
CS	July	May	Set up expenditure budgets 2024/25 for the new homes via Invest to save	EP3-3	Supported Transport	P	-500	-1,535
				CEF2-3	Childrens Social Care	T	1,529	0
			Set up expenditure budgets 2024/25 for the new homes via Invest to save	CEF3-1	Provider Services	T	-1,529	0
				CEF2-3	Childrens Social Care	P	-1,558	0
				CEF3-1	Provider Services	P	1,558	0
Grand Total							1,535	-1,535

Business Management Report
Position to the end of May 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
CS	June	May	Adjust de-delegation budget 24-25 after 1st April	CEF1-3	Learning & School Improvement	P	-13	13
		May	DSG 24-25 after 1st April 2024 conversions	CEF4-1	Delegated Budgets	P	-3,064	3,064
			Holiday Activities & Food ringfenced grant 2024/25	CEF2-1	Early Help	T	1,547	-1,547
			Early Years DSG Budget Allocation Update	CEF1-4	Access to Learning	P	21,157	-21,157
				CEF4-2	Early Years Funding Formula	P	-21,157	21,157
			MASH establishment - business support post (MASH Funding and Growth paper)	CEF2-2	Front Door	P	-37	0
				CEF5-1	Management & Admin	P	37	0
			Reallocate budgets agreed as part of 2024/25 Budget Setting for SEN Savings	CEF1-2	SEND Service	P	-343	0
				CEF5-1	Management & Admin	P	343	0
			Early Years DSG Budget Allocation Update - Part 2	CEF1-4	Access to Learning	P	1,544	-1,544
				CEF4-2	Early Years Funding Formula	P	2	-2
			High Needs DSG Budget Update	CEF1-2	SEND Service	P	-641	641
				CEF4-1	Delegated Budgets	P	-360	360
			Reallocate budgets agreed as part of 2024/25 Budget Setting for Childrens Social Care budget realignment (clear holding codes)	CEF2-1	Early Help	P	-100	0
				CEF2-3	Childrens Social Care	P	6,252	0
				CEF3-1	Provider Services	P	2,563	143
				CEF5-1	Management & Admin	P	-8,858	0
			Reallocate budgets agreed as part of 2024/25 Budget Setting for Childrens Social Care Placements budget realignment (clear holding codes)	CEF2-3	Childrens Social Care	P	5,626	-554
				CEF3-1	Provider Services	P	3,918	-4,275
				CEF5-1	Management & Admin	P	-7,614	2,900
			Budget tidy up for ATV Permanence support to align with planned activity 2024/25	CEFATV	Adopt Thames Valley	P	45	-45
			Budget tidy up for ATV Adoption to align with planned activity 2024/25	CEFATV	Adopt Thames Valley	P	73	-73
	July	May	Reallocate budgets agreed as part of 2024/25 Budget Setting for Investments in SEND services	CEF1-1	Management & Central Costs	P	1,500	0
				CEF1-2	SEND Service	P	-500	0
				CEF3-2	QA Safeguarding + Recruit + Retention	P	-1,000	0

Business Management Report
Position to the end of May 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
AS	June	May	2024/25 Reallocation of centrally held ASC inflation for Age Well	BCFPPOOL	Age Well Pool	P	3,745	-3,745
				SCS5	Pooled Budget Contributions	P	0	0
			2024/25 Reallocation of centrally held ASC inflation for Live Well	ACSNPOOL	Live Well Pool	P	3,797	-3,797
				SCS5	Pooled Budget Contributions	P	0	0
			Age Well pooled budget amendment	BCFPPOOL	Age Well Pool	P	0	2,485
				SCS5	Pooled Budget Contributions	P	-2,485	0
			Reallocate budgets agreed as part of 2024/25 Budget Setting from Live Well to Age Well	ACSNPOOL	Live Well Pool	P	3,000	-3,000
				BCFPPOOL	Age Well Pool	P	-4,400	4,400
				SCS5	Pooled Budget Contributions	P	-900	900
			PD U65 Budget move to Age Well +65	ACSNPOOL	Live Well Pool	P	-869	869
				BCFPPOOL	Age Well Pool	P	869	-869
				SCS5	Pooled Budget Contributions	P	0	0
			2024/25 Reallocation of centrally held ASC inflation for Age Well May 2024 updates	ACSNPOOL	Live Well Pool	P	433	-433
				BCFPPOOL	Age Well Pool	P	295	-295
				SCS5	Pooled Budget Contributions	P	0	0
			Community Support Centre payawards 2022/23 & 2023/24 budget tidy	ACSNPOOL	Live Well Pool	P	0	0
				SCS1-5	Provider Services	P	-411	-209
				SCS5	Pooled Budget Contributions	P	620	0
RES	June	May	Budget tidy to balance Cost Centre prior to closure	COD5	Culture & Customer Experience	P	-8	8
		May	Estates Virements for 2024/25	COD7	Property, Investment & FM	P	-155	155
			Reallocation within Joint Use Agreement to reflect expected levels per site	COD7	Property, Investment & FM	P	109	-109
			Reallocation of budget from 7530 to 2010	COD1	Corporate Services	P	-337	337
EP	June	May	Temporary budget tidy to reflect Capability Fund Project grant	EP1-1	Transport Policy	T	1,226	-1,226
			Transport policy budget realignment 2024	EP1-1	Transport Policy	P	440	-440
			Virement of funding to the Public Rights of Way team	EP2-3	Environment & Circular Economy	P	25	0
				EP3-1	Highway Maintenance	P	-25	0
		Apr	Parking Budget Realignment 2024/25	EP3-2	Network Management	P	-564	564
			Post transformation tidy of the savings coded to Circular Economy	EP2-3	Environment & Circular Economy	P	795	-795
CD	June	May	Education Brokerage Funding	CEF1-2	SEND Service	P	-177	0
				SCS2	Health Ed. & Social Care Commissioning	P	177	0
			Central DSG Budget Allocation Update	CEF1-4	Access to Learning	P	34	-34

Business Management Report
Position to the end of May 2024

NEW VIREMENTS THAT HAVE BEEN ACTIONED FOR CABINET TO NOTE

Directorate (CD = Cross Directorate)	Month of Cabinet Meeting	Month of Directorate MMR	Narration	Budget Book Line	Service Area	Permanent / Temporary	Expenditure + increase / - decrease £000	Income - increase / + decrease £000
				CEF4-3	Non-Delegated Schools Costs	P	-109	109
				CEF4-4	Schools Support Service Recharges	P	76	-76
				COD3	Communications, Strategy & Insight	P	6	-6
				COD6	Finance & Procurement	P	70	-70
			Pay award 2023/24 - adjustment for Education Grant Funded posts	CEF1-2	SEND Service	P	-54	0
				CEF1-3	Learning & School Improvement	P	-18	-27
				CEF1-4	Access to Learning	P	-36	0
				CEF1-5	Learner Engagement	P	-1	-8
			Moving Staff Budgets into Strategic Leadership Team within Corporate Services	VSMGMT	Strategic Measures	P	145	0
				CEF3-1	Provider Services	P	-3	0
				COD1	Corporate Services	P	53	0
				COD3	Communications, Strategy & Insight	P	-3	0
				COD4	IT, Innovation & Digital	P	-18	0
				COD5	Culture & Customer Experience	P	-5	0
				COD8	Law & Governance	P	-13	0
				COD9	Delivery & Partnership	P	-12	0
PH&CS	June	May	PH Budget realign PH0241 update	PH1 & 2	Public Health Functions	P	-72	72
Grand Total							6,159	-6,159

Business Management & Monitoring Report
Position to the end of May 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
Revenue Grants Unapplied				
Grants and Contributions Reserve	33.7	-12.1	21.6	This reserve holds unspent ring-fenced grants and contributions committed to be spent in future years. This includes £4.5m Public Health ringfenced grant, £11.7m funding for the on-going cost of the Homes for Ukraine Scheme and £6.0m relating to the BT Openreach Broadband Gainshare.
Covid-19 Reserve	7.9	-3.8	4.1	This reserve was created to meet ongoing and emerging pressures and longer term service demands arising from the COVID-19 Pandemic. The use of £6.1m funding from the reserve is built into the council's Medium Term Financial Plan agreed in February 2024. After taking account of the planned use of the reserve in 2024/25, £1.4m is available to meet future pressures.
Government Initiatives Reserve	3.2	-0.5	2.7	This reserve is used to hold underspends on budgets funded by unringfenced grants held that relate to specific agreed outcomes or the implementation of Government initiatives.
Subtotal Revenue Grants Unapplied	44.7	-16.3	28.4	
Corporate Priorities				
Budget Priorities Reserve	10.7	-10.4	0.4	This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Strategy. £3.8m released from the 20 MPH Speed Limit Programme in 2023/24 will be moved to the Redundancy Reserve in 2024/25 as agreed by Council in February 2024. A further £1.6m will be used in 2024/25 to support a one - off investment in improvements to highways, cycle-paths and pavements.
Transformation Reserve	1.8	3.2	5.0	This reserve is needed to fund the implementation costs of the Council's Transformation programme.
Zero Emissions Zone	1.2	0.0	1.2	This reserve holds surpluses generated by Network Coordination for the development and expansion of the ZEZ in the future years.
Subtotal Corporate Priorities	13.8	-7.2	6.6	

Business Management & Monitoring Report
Position to the end of May 2024
Earmarked Reserves

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	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
Funding for Risk				
Insurance Reserve	10.3	0.0	10.3	This reserve covers the County Council for insurance claims that, based on the previous experience of the County Council, are likely to be received, as well as a number of insurance related issues.
Demographic Risk Reserve	17.0	4.0	21.0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility. The expectation is that this reserve will help to manage future demographic risk.
Council Elections	0.6	0.2	0.8	This will be used to fund future County Council elections. In years where no County Elections take place any underspend on the Council Elections budget will be transferred to this reserve.
Redundancy Reserve	2.4	1.3	3.7	This reserve is available to fund redundancy costs arising from Transformational Change.
Trading Accounts	0.1	-0.1	0.0	This reserve holds funds relating to traded activities to help manage volatility year to year or future investments.
Council Tax Collection Fund Reserve	3.0	-3.0	0.0	This reserve holds any surplus/ deficit as a result of income from council tax being more or less than originally estimated.
Business Rates Reserve	11.7	-11.7	0.0	This reserve has been held to smooth volatility in Business Rates income and to mitigate risk around future changes to Business Rates. £8.5m will be transferred to the Transformation Reserve in 2024/25 as part of the budget agreed in February 2024. £0.7m will be used to support the 2024/25 budget as set out in the Financial Monitoring Report to Cabinet in May 2024.
Collection Fund Risk Reserve	0.0	6.2	6.2	This reserve has been created from the merger of the Business Rates and Council Tax Collection Fund Reserve
IFRS 9 (Changes in the Value of Treasury Management)	0.0	2.2	2.2	New reserve to smooth the potential impact of IFRS9 (changes in the value of Treasury Management Pooled Funds at year end) which may impact on the revenue account in 25/26 if the statutory override which removes changes in their value from the accounts ends on 1 April 2025.
Subtotal Risk	45.0	-0.9	44.1	

Business Management & Monitoring Report
Position to the end of May 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
Capital & Equipment				
Capital Reserves	80.8	13.2	94.0	This reserve has been established for the purpose of financing capital expenditure in future years.
Vehicle and Equipment Reserve	4.1	-1.7	2.4	This reserve is to fund future replacements of vehicles and equipment.
Investment Pump Priming Reserve	0.1	0.0	0.1	Funding held to meet the costs of self-financing schemes which require pump priming until the funds are returned. Agreed to be used to support the following schemes as part of the 2023/24 budget: Low Carbon Business Travel Project (grey fleet) £0.8m, Energy Efficiency Recycling Fund for OCC Maintained Schools £0.8m, Initial funding to develop plans for the workplace charging levy £0.2m.
Subtotal Capital & Equipment	85.1	11.4	96.5	
Other Reserves				
Schools' Reserves	13.0	0.0	13.0	In accordance with the Education Reform Act 1988, the scheme of Local Management of Schools provides for the carry forward of individual schools surpluses and deficits. These reserves are committed to be spent on schools. Other School Reserves cover a number of miscellaneous education activities, including amounts loaned to individual schools against school reserves, and School Partnership Accounts which are operated in respect of inter-school activities.
Partnership Reserves	2.1	-0.3	1.7	This relates to funding for the Growth Deal
On Street Car Parking Reserve	6.5	-2.2	4.3	This surplus has arisen under the operation of the Road Traffic Regulation Act 1984 (section 55). The purposes for which these monies can be used are defined by statute.
Subtotal Other Reserves	21.6	-2.5	19.0	
Total Earmarked Reserves	210.1	-15.5	194.6	

Business Management & Monitoring Report
Position to the end of May 2024
Earmarked Reserves

	2024/25			Description
	Balance at 1 April 2024	Forecast Movement	Forecast Balance at 31 March 2025	
	£m	£m	£m	
DSG Unusable Reserve *	-45.6	-21.3	-66.9	* total excluding positive balances (e.g. new schools set up fund offset by High Needs Deficit)
DSG High Needs deficit within Unusable Reserve *	-55.8	-21.3	-77.1	
Total Earmarked Reserves after DSG Unusable Reserve	164.5	-36.8	127.7	

Business Management Report
Position to the end of May 2024
Government Grants 2024/25

Ringfenced	Directorate	Issued By	Estimate 2024/25	In year Adjustments/ New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
Page 121	Adult Services					
	R Improved Better Care Fund	DHSC	10,705	0	0	10,705
	R Adult Social Care Market Sustainability and Improvement Fund	DHSC	10,026	0	0	10,026
	R Adult Social Care Discharge Fund	DHSC	1,501	0	0	1,501
	R Adult Social Care Market Sustainability and Improvement Fund - Workforce Fund	DHSC	0	0	0	0
	R CQC Review and Assessment Grant	DHSC	0	0	0	0
	TOTAL ADULT SERVICES		22,232	0	0	22,232
	Children's Services					
	Dedicated School Grants					
	R Dedicated Schools Grant (DSG) - Schools Block	DfE	132,163	0	-3,064	129,099
	R Dedicated Schools Grant (DSG) - Central Block	DfE	5,153	0	1	5,154
	R Dedicated Schools Grant (DSG) - Early Years Block	DfE	73,221	0	1,546	74,767
	R Dedicated Schools Grant (DSG) - High Needs Block	DfE	89,405	0	-965	88,440
	Subtotal DSG Grants		299,942	0	-2,482	297,460
	School Grants					
	R Pupil Premium	DfE	8,194	0	0	8,194
	R Education Funding Agency - Sixth Form Funding and Threshold	DfE	321	0	0	321
	R PE and Sport Grant	DfE	2,217	0	0	2,217
	R Universal Infant Free School Meals	DfE	4,047	0	0	4,047
	R Teacher's Pay Grant	DfE	0	0	0	0
	R Teacher's Pension Grant	DfE	10	0	0	10
	R National Professional Qualification Grant	DfE	0	0	0	0

Business Management Report
Position to the end of May 2024
Government Grants 2024/25

Ringfenced	Directorate	Issued By	Estimate 2024/25	In year Adjustments/ New Allocations previously reported	In year Adjustments/ New Allocations reported this time	Latest Allocation
			£000	£000	£000	£000
R	Early Career Framework - Off Timetable	DfE	0	0	0	0
R	Early Career Framework - Mentor	DfE	0	0	0	0
R	Teacher's Pay Additional Grant	DfE	0	0	0	0
R	Early Year Supplement Grant	DfE	0	0	0	0
	Subtotal School Grants		14,789	0	0	14,789
	Other Children's Services Grants					
R	Youth Justice Grant	YJB	704	0	0	704
R	Asylum (UASC and Post 18)	HO	4,636	0	1,335	5,971
R	Extended Personal Adviser Duty Grant - Care Leavers Staffing	DfE	112	0	0	112
R	Staying Put Implementation Grant - Fostering Main	DfE	288	0	0	288
R	Remand Framework	YJB	37	0	0	37
R	Implementation of Supported Accommodation Reforms	DfE	299	0	691	990
R	Role of Virtual School Heads to children with a social worker	DfE	0	0	0	0
R	Role of Virtual School Heads to Certain Previously Looked after Children	DfE	0	0	0	0
R	Pupil Premium Plus post 16 pilot	DfE	0	0	0	0
R	Leaving Care Allowance Uplift	DfE	0	0	136	136
R	Reducing Parental Conflict Workforce Development Grant	DWP	0	0	60	60
R	Supported Internships for YP with SEND	NDTi	0	0	0	0
R	Matching project - Adoption Grant	DfE			114	114
R	Holiday Activities and Food Programme	DfE	0	0	1,547	1,547
R	Adoption Support Fund	DfE	0	0	0	0
R	Intervention Delivering Better Value in SEND - Grant for Data Analysis	DfE	0	0	0	0

Business Management Report
Position to the end of May 2024
Government Grants 2024/25

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Ringfenced	Directorate	Issued By	Estimate 2024/25 £000	In year Adjustments/ New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
R	Family Group Conferences	DfE	0	0	178	178
R	Multiply	DfE	0	0	0	0
R	Turnaround Programme	YJB	0	0	150	150
R	Child Decision Making Pilots (NRM)	HO	0	0	60	60
R	Fostering Recruitment Support Hub Mobilisation	DfE	0	0	42	42
	Subtotal Other Children's Services Grants		6,076	0	4,313	10,389
	TOTAL CHILDREN'S SERVICES		320,807	0	1,831	322,638
	Environment & Place					
R	Bus Service Operators Grant	DfT	309	0	0	309
R	Natural England	DEFRA	227	0	0	227
R	PMO	DEFRA	70	0	0	70
	TOTAL ENVIRONMENT & PLACE		606	0	0	606
	Public Health					
R	Public Health Grant	DHSC	34,401	0	0	34,401
R	Local Stop Smoking Grant	DHSC	790	0	0	790
	TOTAL PUBLIC HEALTH		35,191	0	0	35,191
	Community Safety					
R	Fire Fighter's Pension Fund Grant	DLUHC	1,061	0	0	1,061
R	Fire Fighter's Pension Fund Admin Grant	DLUHC	75	0	0	75
R	Fire Protection Uplift Grant	DLUHC	303	0	-51	252
R	Fire Fighter's New Dimensions Grant	DLUHC	40	0	0	40
	TOTAL COMMUNITY SAFETY		1,479	0	-51	1,428

Business Management Report
Position to the end of May 2024
Government Grants 2024/25

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Ringfenced	Directorate	Issued By	Estimate 2024/25 £000	In year Adjustments / New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
R	Resources	DLUHC		1473	0	1,473
R	Homes for Ukraine	AC	844	0	0	844
	Music Service					
	TOTAL RESOURCES		844	0	0	2,317
	Strategic Measures					
U	Lead Local Flood Authority	DEFRA	45			45
U	Extended Rights to Free Travel	DfE	278		707	985
U	Firelink	DLUHC	213		-126	87
U	Supporting Families - previously Troubled Families	DLUHC	1,048			1,048
U	New Homes Bonus	DLUHC	1,700			1,700
U	Local Reform & Community Voices Grant	DfE	328			328
U	Social Care in Prisons Grant	DfE	183			183
U	War Pensions Disregard Grant	DfE	4			4
U	Social Care Support Grant (including Independent Living Fund)	DLUHC	42,443			42,443
U	Services Grant	DfE	444			444
U	Supplementary Substance Misuse Treatment & Recovery Grant	OHID	635		501	1,136
U	Supplementary Substance Misuse Treatment & Recovery Housing Grant	OHID	622			622
U	Supplementary Substance Misuse Inpatient Detox & Rehabilitation	OHID	80			80
U	Domestic Abuse Duty Grant	DLUHC	1,151		38	1,189
U	Rough Sleeping Drugs & Alcohol Grant	DLUHC	1,140			1,140

Business Management Report
Position to the end of May 2024
Government Grants 2024/25

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Ringfenced	Directorate	Issued By	Estimate 2024/25 £000	In year Adjustments/ New Allocations previously reported £000	In year Adjustments/ New Allocations reported this time £000	Latest Allocation £000
U	Individual Placement and Support in community drug and alcohol treatment	OHID	228			228
	Subtotal Strategic Measures		50,541	0	1,120	51,661
	Business Rates					
U	Section 31 Grant for Business Rate Compensation	DLUHC	19,945			19,945
U	Business Rates S31 Grant Top-Up	DLUHC	42,128			42,128
U	Revenue Support Grant	DLUHC	1,394			1,394
	Subtotal Business Rates		63,467	0	0	63,467
	Grants held on behalf of Local Enterprise Partnership					
R	Dept for Business & Trade funding	BEIS	261			261
R	DfE Skills Bootcamp funding	DLUHC	2,696			2,696
	Subtotal Grants held on behalf of Local Enterprise Partnership		2,957	0	0	2,957
	TOTAL STRATEGIC MEASURES		116,965	0	1,120	118,085
	Total All Grants		498,124	0	2,900	502,497

R Ringfenced grant

U Un-ringfenced grant

Issued by

HO Home Office

DHSC Department of Health & Social Care

DfT Department for Transport

DfE Department for Education

DLUHC Department for Levelling Up, Housing and Communities

BEIS Department for Business, Energy & Industrial Strategy

OHID Office for Health Improvement and Disparities

DEFRA Department for Environment, Food and Rural Affairs

AC Arts Council

YJB Youth Justice Board

NDTI National Development team for Inclusion

Business Management & Monitoring Report
Position to the end of May 2024
General Revenue Balances

	Forecast 2024/25	
	£m	£m
General Balances: Outturn 2023/24	42.026	
County Fund Balance		42.026
Planned Contribution from Balances (February 2024)		-3.700
Planned Contribution from Balances (June 2024)		-5.800
Original forecast outturn position 2023/24		32.526
Additions		
Calls on balances deducted		
		0.000
Automatic calls on/returns to balances		0.000
Additional Strategic Measures		0.000
Net General Balances		32.526
Calls on / returns to balances requested in this report		0.000
Forecast Variation at Year End		0.000
Less forecast overspend (as set out in Annex 1)		0.000
Forecast Outturn position		32.526
Risk Assessed Level of Balances for 2024/25		30.200
Surplus/(deficit) balances compared to risk assessed level		2.326

CABINET – 16 JULY 2024

CAPITAL PROGRAMME UPDATE AND MONITORING REPORT

**Report by the Executive Director of Resources and Section 151
Officer**

Recommendations

1. The Cabinet is RECOMMENDED to:

Capital Programme

1. Note the capital monitoring position for 2024/25 set out in this report and summarised in Annex 1.
2. Approve the updated Capital Programme at Annex 2 incorporating the changes set out in this report.

Budget Changes / Budget Release

3. approve to release £4m of corporate funds back to the capital programme from the Special Education Needs (SEN) Provision Programme due to the additional SEN High Needs Grant funding received between 2021/22 and 2024/25 following the announced funding allocations (paragraph 76).
4. approve the inclusion of Oxford Community Support Service (CSS) Cowley into the Capital Programme with an indicative budget of £1.078m to be funded from the Asset Rationalisation Programme, Property Decarbonisation Programme and Section 106 funding (paragraph 68).
5. approve the change of the use of the budget for the purposes of relocating Banbury Library (paragraph 70).

Executive Summary

2. The Strategic Plan sets out our vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer, and healthier county.
3. The Capital and Investment Strategy agreed in February 2024 articulates how capital investment will help achieve this vision and the council's nine priorities. In addition, the capital programme also supports statutory functions such as school placements and urgent health and safety capital maintenance works.
4. The ten-year Capital Programme sets out how the council will use capital expenditure to deliver these council priorities. The Capital Programme is updated quarterly and fully refreshed annually as part of the Budget and

Business Planning Process to ensure that it remains aligned to the latest priorities, reflects the latest cost projections and profile for delivery, and incorporates the current funding position.

5. This is the first capital programme update and monitoring report for 2024/25 and sets out the monitoring position based on activity to the end of May 2024.
6. The report also updates to the Capital Programme approved by Council on 20 February 2024 taking into account additional funding and new schemes. The updated programme also incorporates changes agreed through the Capital Programme Approval Reports to Cabinet during the year as well as new funding.
7. The forecast programme expenditure for 2024/25 is £325.7m (excluding earmarked reserves). This has increased by £11.7m compared to the original capital programme for 2024/25 approved by Council in February 2024. The updated programme reflects the spend profile from the latest delivery timeframes and the inclusion of new grants received by the Council.
8. The total ten-year capital programme (2024/25 to 2033/34) is £1,233.8m. The updated capital programme summary is set out in Annex 2. The main changes since the report to Council on 20 February 2024 are set out in this report.

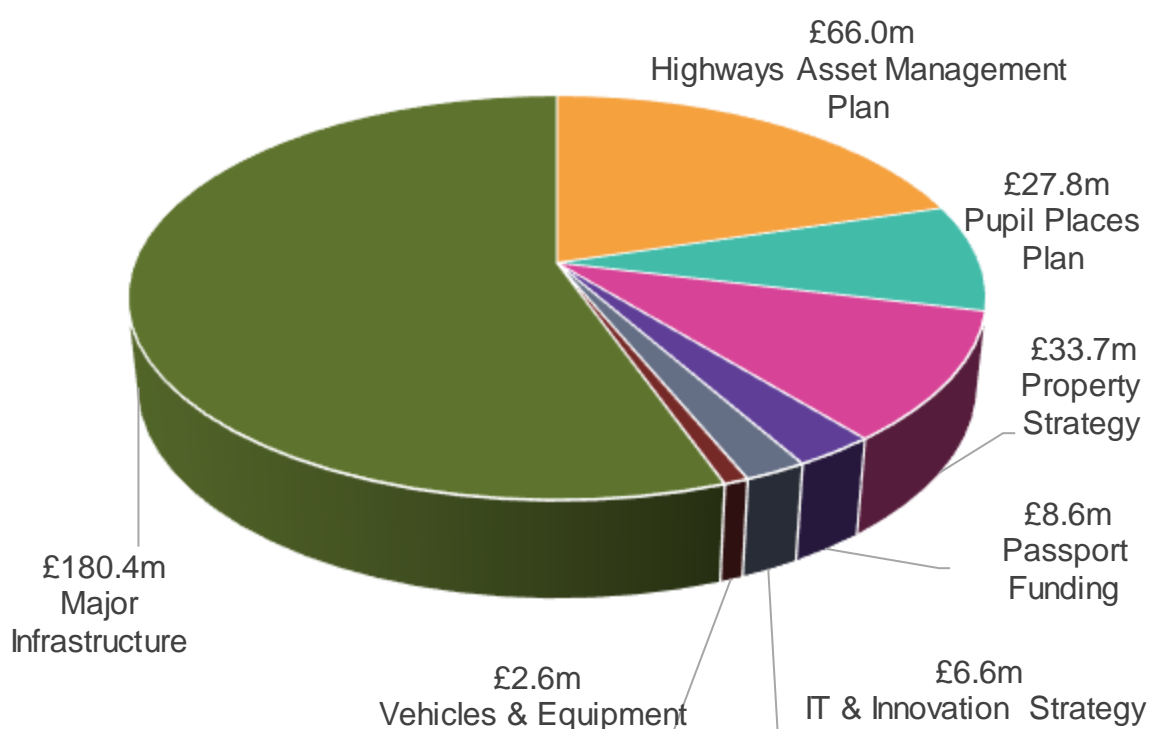
Introduction

9. Capital expenditure is defined as spending that creates an asset for the council (e.g. buildings, vehicles, and equipment) as well as spending which meets the definition in regulations specified under the Local Government Act 2003. This includes spend on non-current assets that are not owned by the council such as academies and the award of capital grants and funding agreements.
10. The capital programme supports the delivery of the council's vision and priorities as set out in the Strategic Plan. The programme is updated quarterly and fully refreshed annually as part of the Budget and Business Planning Process to ensure that it remains aligned with the latest priorities, reflects the latest cost projections and profile for delivery, and incorporates the current funding position.
11. The programme comprises the following strategy areas:
 - **Pupil Place Plan:** including basic need (new schools and expansion), maintenance, health and safety and improvements
 - **Major Infrastructure:** including Growth Deal Infrastructure programme
 - **Highways and structural maintenance:** including street lighting, and bridges
 - **Property Strategy:** including health & safety, maintenance, improvements, the Investment Strategy and climate change measures,
 - **IT, Digital & Innovation Strategy:** including broadband and equipment

- **Passported Funds:** including Disabled Facilities Grant and Devolved Schools Capital
- **Vehicles and Equipment:** including fire and rescue vehicles and equipment

12. The detailed investment profile for the 2024/25 Capital Programme is set out below:

2024/25 Programme - Latest Spend Forecast



13. This is the first capital programme update and monitoring report for the financial year and focuses on the delivery of the 2024/25 capital programme based on projections at the end of May 2024 and new inclusions within the overall ten-year capital programme.

14. The following annexes are attached:

- Annex 1 Capital Programme Monitoring 2024/25 (Summary)
- Annex 2 Updated Capital Programme 2024/25 – 2033/34 (Summary)

2024/25 Capital Monitoring

15. The capital monitoring position set out in Annex 1, shows forecast expenditure for 2024/25 of £325.7m (excluding earmarked reserves). This has increased by £11.7m compared to the latest capital programme approved by Council on February 2024. The updated programme reflects

the year end position for 2023/24 and the impact of re-profiling expenditure into 2024/25 where necessary to reflect the anticipated scheme delivery.

The table below summarises the changes since February 2024 by strategy area:

Strategy Area	Last Approved Programme 2024/25 * £m	Latest Forecast Expenditure 2024/25 £m	Variation £m
Pupil Places Plan	26.4	27.8	+1.4
Major Infrastructure	176.4	180.4	+4.0
Highways Asset Management Plan	64.2	66.0	+1.8
Property Strategy	29.9	33.7	+3.8
IT, Digital & Innovation Strategy	6.6	6.6	+0.0
Passported Funding	8.0	8.6	+0.6
Vehicles & Equipment	2.5	2.6	+0.1
Total Strategy Programmes	314.0	325.7	+11.7
Earmarked Reserves / Pipeline Schemes	6.0	4.7	-1.3
Total Capital Programme	320.0	330.4	+10.4

* Approved by Council 20 February 2024

16. Actual capital expenditure at the end of May 2024 was £16.6m. The combined spend to date and current forecasted in-year commitments for the Capital Programme are £119.7m or 37% of the revised estimate for the year. The rate of expenditure is expected to increase in the remaining months of the year due to a number of schemes reaching the delivery stage.

Pupil Places Plan

17. The Pupil Place Programme has forecast spend of £27.8m compared to the original budget of £26.4m in 2024/25, an increase of £1.4m. The Pupil Place Plan includes three main programmes:
- Basic Need - these are usually school expansion projects that are funded by central government grant and/or Section 106 developer funding / Community Infrastructure Levy funding to ensure there are enough school places for children within Oxfordshire.
 - Growth Portfolio – these are usually new school projects within large housing sites allocated in local plans that are funded from contributions sought from developers via a Section 106 agreement towards the costs of providing community and social infrastructure.
 - Schools Annual Programmes – this includes the School Structural Maintenance Programme funded from the School Condition Allocation, which addresses the highest condition based priorities within the school estate enhancing the school stock condition and reducing the backlog maintenance, and the School Access Programme which ensure that mainstream buildings are accessible for pupils with Special Educational Needs and Disabilities.

18. Projects in the basic need and growth portfolio programmes are either delivered directly by the Council, delivered by a housing developer or by a third party (usually an Academy Trust or Diocese) via a funding agreement. Regardless of how they are delivered, each project brings benefits to residents living in Oxfordshire by improving the quality and facilities at existing schools; providing additional pupil places allowing greater parental choice and ensuring that housing developments have the infrastructure necessary for them to become thriving communities.

Basic Need Programme

19. The Basic Needs Programme is forecasting spend of £9.7m in 2024/25 and is broadly expected to be in line with budget. Currently, four projects are in construction and are due to be completed this financial year creating the following additional pupil places and improved facilities:
- Oxfordshire Hospital School (Remodelling of Cuddeston Corner to accommodate Family Solutions and Oxford Hospital School)
 - Woodstock Primary School (105 additional pupil places).
 - Aston & Cote CE Primary School (35 additional pupil places)
 - Bloxham Primary School (New hall and reconfiguration of internal spaces to create new kitchen).

In addition, there are 10 projects in the pre-construction phase, some of which will commence on site this financial year:

- Oxford, St Frideswide SEND Resource Base (Resource Base) and
- Oxford, Mabel Prichard Special School (23 additional SEND places).
- Woodstock, Marlborough CE School (150 additional pupil places)
- Witney, Woodgreen School (150 additional pupil places).
- North Hinksey CE Primary School (replacement of temporary accommodation)
- Faringdon Community College (replacement of temporary accommodation)
- Sonning Common, Bishopswood SEN (relocation of accommodation and expansion of secondary base within Chiltern Edge School),
- Grove CE Primary School (105 additional pupil places),
- Chinnor, Mill Lane Primary School (replacement of temporary accommodation),
- Heyford Park School (150 additional pupil places),

Growth Portfolio Programme

20. The Growth Portfolio programme is forecasting to spend £9.9m in 2024/25 and is broadly expected to be in line with budget. Currently, one project is in construction and is due to be completed this financial year:
- St Edburg's CE Primary School (210 additional pupil places)

In addition, there are 4 projects in the pre-construction phase, some of which will commence on site this financial year:

- Wallingford, St Nicholas CE Primary School (relocation) (70 additional pupil places),
- Didcot, Great Western Park SEND School (120 additional SEND pupil places) and
- Upper Heyford Primary School (315 place new primary + 65 place nursery),
- Didcot Valley Park Primary School (630 place new primary),

Schools Annual Programmes

21. The funding for the School Access Initiative has increased from £0.200m to £0.300m to ensure that mainstream school buildings are accessible for pupils with Special Educational Needs and Disabilities. Projects at primary and secondary schools will be carried out throughout this financial year.
22. The School Structural Maintenance Programme for 2024/25 has highlighted a total of 58 projects to be completed over a two-year programme. This includes 14 projects which began in 2023/24. Nine of these are Air Source Heat Pump projects which are substantially completed but are awaiting the distribution network operator upgrades to fully complete.
23. A further 44 projects are in various stages of progression for delivery by the end of March 2026. The latest spend forecast is £7.5m in 2024/25 as per budget. Some of the larger projects included are:
 - Woodeaton Manor School – New roof,
 - Abingdon, Caldecott Primary School – New boilers and roof repairs,
 - Crowmarsh Gifford C of E Primary School – Fire alarm, drainage and roofing,
 - Ambrosden, Five Acres Primary School – New heaters and cladding,
 - Thame, John Hampden County Primary School – New roof,
 - Bicester, Langford Village Community Primary School – New roof,
 - Banbury, Queensway Primary School – Drainage and roof,
 - Chinnor, St Andrews's C of E Primary School – Roof and cladding,
 - Henley-on-Thames, Valley Road Primary School – New windows and boilers,

Major Infrastructure

24. The latest capital forecast for 2024/25 is £180.4m and compares to the original budget of £176.4m, an increase of £3.940m. The programme is divided into sub-programme areas as shown in the table below

Major Infrastructure	Original Budget	Latest Forecast	Variation
	£'000	£'000	£'000

Housing Infrastructure Fund 1 (HIF1)	18,600	22,791	+4,191
Housing Infrastructure Fund 2 (HIF2) & A40	47,400	28,904	-18,496
A423 Improvement Programme	7,000	9,000	+2,000
Active Travel Phase 3 & Mobility Hubs	4,750	4,740	-10
Bicester & Banbury Locality	23,920	23,405	-515
Oxford Locality	11,687	13,937	+2,250
South & Vale Locality	32,700	33,869	+1,169
Major Infrastructure Delivery Sub-total	146,057	136,646	-9,411
Major Infrastructure Placemaking Sub-total	14,879	15,264	+385
Transport Policy Sub-total	15,507	28,437	+12,966
Major Infrastructure –Total	176,443	180,383	+3,940

Major Infrastructure- Delivery

25. Forecast capital spend of £136.7m is £9.4m (or 6%) less than the original capital budget of £146.1m. The programme comprises of three main funding areas and the key in-year budget variations are reported below.

HIF1 Programme

26. The HIF1 programme remains in the pre-construction phase awaiting the outcome and decision on the public inquiry. Ahead of that Homes England have approved a Material Change Request, which confirms an extended programme timeline and additional funding should approval for the scheme to go ahead be received. At the time of writing this report final internal approvals are progressing so that a revised Grant Determination Agreement can be approved. Work on the programme to reduce the risk of any delay, pending the inquiry decision, is progressing better than originally anticipated. This is reflected in the latest forecast of £22.8m, which is £4.2m higher than the latest budget.

HIF2 & A40

27. The HIF2 Programme and in particular the Integrated Bus Lane scheme, has been paused, as the council awaits Homes England's decision on a Material Change Request, which is now due in July 2024. This request seeks approval for a revised timeframe, scope, and funding model. The delay in progressing the programme means that the anticipated in-year forecast of £15.0m is now £18.8m less than the original budget of £33.8m.
28. The elements of the A40 Programme in construction are progressing well. The Oxford North Phase 1 is in the final part of the close out stage. The Eynsham Park & Ride, part of the Science Transit Phase 2 programme, continues through its defect's rectification stage. While the Access to Witney scheme is progressing through its pre-construction phase, including the securing of land parcels. As such there is nothing material to report in terms of in-year financial variation to the latest budget.

Growth Deal Programme and Other Funding

29. The programme is now forecasting spend of £85.0m, compared to the original budget of £80.1m, an increase of £4.9m. The main projects

contributing to the net increased spend (and allowing for the 2023/24 outturn position) are as follows:

- Oxford Citywide Cycle and Walk scheme is now in the close out stage and has come in under budget by £0.8m
 - Oxford Zero Emission Zone Scheme, following the main procurement phase for construction, is forecasting an increased in-year cost of £1.0m.
 - A4130 Steventon Lights scheme has accelerated its programme, mainly through utility diversions, prior to construction, forecasting an additional £0.7m this year.
30. Construction is ongoing for Benson Relief Road, Wantage Eastern Link Road, Kidlington Roundabout and Bicester, Banbury Road Roundabout schemes with forecasted completion dates in 2024/25. Construction contracts have been agreed for the Lodge Hill and A4130 Steventon Lights Schemes with construction expected to commence in 2024/25 and continue into 2025/26.
31. There are several other schemes included in the capital programme which are at various development stages, these include Woodstock Road Corridor, A40 Access to Witney, Oxpens to Osney Bridge and Banbury, Tramway Road and Watlington Relief Road.
32. The Housing and Growth Deal funding allocation that is supporting various schemes has to be spent by March 2025.

Major Infrastructure – Placemaking

33. The programme is forecasting a spend of £15.3m which is £0.4m more than the original budget of £14.9m. Included within the programme is the £10m contribution (funded through OxLEP) with National Rail, who are progressing the development at the Oxford Railway Station.

Transport Policy

34. The programme is forecasting a spend of £28.5m, an increase of £13.0m, when compared with the original budget of £15.5m. This is due mainly to the reprofiling of the grant payments to the bus companies (contribution towards the purchase of electric buses under the Zero Emission Bus Regional Area programme) following changes to their delivery plans. It is forecasted that the delivery of the programme through the £38.8m overall funding provision will be completed during 2024/25.

Highways Asset Management Plan

35. The planned target total surfacing programme (excluding patching) for 2024/25, is calculated at 4.4% of the network. The expectation was that this would enable the council to maintain the 4,656km of network that it is responsible for in as close as possible to a 'steady state' within the funding available.

36. The total in-year forecast capital expenditure for 2024/25 is estimated to be £66.0m and has increased by £1.9m compared to the original budget. The programme is divided into sub-programme areas as shown in the table below:

Highways Asset Management Plan	Latest Budget	Forecast	Variation
	£'000	£'000	£'000
Structural Maintenance Annual Programme	43,055	42,171	-884
Improvement Programme	2,000	2,100	+100
Major Schemes & Other Programmes	14,569	16,692	+2,123
Network Management Programme	3,543	3,774	+231
Other	1,000	1,300	+300
Highways Asset Management Plan – Total	64,167	66,037	+1,870

37. The annual Structural Maintenance Programme is forecast to spend £42.2m this year, a reprofile of £0.9 compared to the original budget of £43.1m.

38. The planned activities for the main programmes are summarised below:

Project	Planned Schemes	Comments on actual compared to planned delivery
Surface Treatments (schemes)	120	Schemes to restore the condition or prolonging the life of existing carriageways.
Carriageways (schemes)	9	Surfacing/reconstruction/strengthening of roads.
Structural Highways Improvements (schemes)	56	Surface inlay and minor patching schemes across the county. There will also be minor works carried out in addition to this throughout the year.
Footways (schemes)	107	Repair/construction of footways and cycleways.
Drainage (schemes)	40	Repair/renewal of existing drainage infrastructure and provision of new infrastructure to resolve known drainage issues. There is also planned reactive work which will be carried out.
Bridges (schemes)	14	Strengthening/replacement/imposition of management measures on weak structures.
Public Rights of Way	5	Improved Pedestrian Access Points (delivered as planned-reactive – dependent upon need). In addition to this new/refurbished kit bridges (delivered as planned-reactive with in-house resource).
Electrical	2,822	LED Replacement units being installed this year.
20mph Speed limit (schemes)	16 90	Phase 2 – Remaining Schemes reprogrammed from last year. Phase 3 – potential schemes this year

Project	Planned Schemes	Comments on actual compared to planned delivery
Section 42 contributions (schemes)	40	Programme delivered by the City Council and covers all the unclassified roads and footways within the city. Over 20 schemes have been re-scheduled to the next year, due to funding.

39. The annual Improvement Programme is forecasting to spend £2.1m in 2024/25. This provides road safety and traffic improvements including road markings, cycle provision improvements, pedestrian crossings, footway improvements and speed limit alterations. The programme also includes enhancement to support journey time reliability, which also aid bus movements, and traffic signal improvement schemes.
40. Major Schemes & Other Programme is forecast to spend £16.7m in 2024/25, an increase of £2.1m compared to the programme agreed in February 2024. This is mainly due to additional grant funding of £1.3m (Capital Approvals – Cabinet April 2024) from the Department for Transport (DfT) Road Safety Fund. The forecast also includes the Vision Zero Programme which is forecast to spend £1.9m in 2024/25.
41. Following a fatal road traffic collision near to RAF Croughton in Northamptonshire, a road safety review identified a number of schemes in Oxfordshire that have been approved and funded for delivery by the Department for Transport. The Council has received £3.994m of funding (an additional £1.3m) to deliver the programme of improvements. Recognising the importance of these measures, additional resources have been mobilised to deliver the programme within the current financial year.

Property Strategy

42. The Property Strategy is forecasting expenditure of £33.7m in 2024/25, an increase of £3.8m compared to the original budget of £29.9m.

Estate Decarbonisation Programme

43. The council declared a climate emergency in 2019 with a target of 2030 to bring the council's operations and activities to net zero. Alongside this the UK government target for net zero, which the council is party to, is for an area wide target of net zero by 2050.
44. The council's property accounts for approximately 33% of the emissions within this 2030 target (on 2022/23 data). It is clear there is a long-term plan for decarbonisation of the UK electricity grid, however this target is in line with the UK government commitment of net zero by 2050.

45. As such the strategic approach to reaching the decarbonisation targets is to stop fossil fuelled activities within the council's properties, which is predominantly heating, via the electrification of these components.
46. Although there will be a carbon component remaining by 2030 from the use of electricity, this will be much reduced and the council will be on the pathway to fully net zero in line with the decarbonisation of the electricity grid. This should enable a reducing need for carbon offsetting by 2030 and beyond.
47. The transition to electric heating will predominantly be via heat pumps and infrared heating. Due to the lower operating temperatures of the heat pumps improvements are required in thermal building fabric (e.g. single glazing to double or triple glazing, insulation installations, etc.) to decrease the potential running costs. Nonetheless even with these improvements because of the, currently, low cost of gas compared to electricity the running costs would be increased. As part of the strategic approach the Council would seek to install renewable electricity measures (solar PV) and upgrade electrical components (particularly lighting to LED), in order to ensure the overall running costs do not increase.
48. A reactive only maintenance approach has left much of the council's estate in a very poor-quality condition, with many components past their expected working life. As a result, there is an anticipated need to replace components, such as boilers, which would represent a cost avoidance.
49. This programme supports both the key objectives within the Climate Action Framework and Carbon Management Plan, but also the property strategy.
50. The Decarbonisation works proposed for the 33 sites (including underspend from last financial year and Salix monies), totalling £9.7m are predominantly being delivered via the same delivery mechanism. The council is about to start design work and £3m of grant funding for decarbonisation (PSDS3c) needs to be spent by 31 March 2025.

Corporate Estate Development

51. One project is in the construction phase:
 - Deddington Highways Depot will be completed in time for use in Winter 2024.

Several projects are in the pre-construction phase including:

- Carterton Fire Station
- New Fire Station at Rewley Road
- Redbridge Household Waste Recycling Centre improvement works
- Speedwell House – a contractor has been appointed to carry out strip-out works which should be completed during 2024/25.
- Union Street (Second Phase).

Office Rationalisation & Co-location

52. The office rationalisation & co-location programme continues. Nash Court and Knights Court have been closed with staff moved to new locations.
53. Phase 2 of the Knights Court move will happen this year with further works to Union Street and Oxford Community Support Service (CSS) with the project cost estimated at £1.675m to be spent across the properties.
54. Abbey House located in Abingdon will be vacated in June 2024 with staff moved to various locations in the south of the County. Supported Transport will move to Water Eaton later in 2024/25 at an estimated cost of £0.6m.

Resonance Supported Homes Fund

55. A further £1m has been paid under the Resonance Supported Homes Fund, total investment to date is £4.0m of the £5.0m provision. As detailed in the 2023/24 capital outturn report, five properties have been purchased, four are in development and one is now occupied. The fund will result in a total of 22 new shared living options. It is forecasted that the remaining sites will be occupied by the end of the calendar year.

Electric Vehicle Charging

56. The project to make EV charging gullies available for Oxfordshire residents has been affected by some technical challenges but the business plan is expected to be signed off in September 2024 with applications opening as soon as possible after that. Due to the later start the amount budgeted for this year is forecasted at £0.2m. The delivery timeframe for the roll out of the public charging across Oxfordshire Local EV infrastructure grant funded programme is forecasted later in the year with the possibility of a contract start before the end of the financial year.

Green Home's Upgrade (HUG2)

57. This is the second year of a two-year programme, which runs until the end of March 2025, to deliver energy-saving retrofit measures to owner occupied and privately rented properties in Oxfordshire. The programme is fully funded from the Green Homes Grant managed by Department for Energy Security and Net Zero (DESNZ).
58. Due to on-going market conditions owing to the availability of accredited installers, the national approval process for installers and the sign up from owners, it is currently forecasted that between 90 to 150 properties will be delivered in 2024/25 with a budget provision of £2.4m. The original grant offer from DESNZ made funding available up to £3.2m.

IT, Innovation & Digital Strategy

59. The total forecast expenditure for 2024/25 is £6.6m with no change from the original budget.

Digital Infrastructure

60. IT are working on a number of projects to implement new applications during 2024/25. Projects expected to be completed include:

- Vehicle Management Service – enabling the vehicle asset management system to move towards carbon reduction in vehicle use.
- Applicant Tracking System - recruitment system – improved offer for managers and potential employees to attract talent and meet our Employer of Choice as part of the council's vision.
- Power BI and Social Care Dashboards – to meet the provision of data driven decisions for social care and education services.

Projects starting in 2024/25 include:

- Public Services Telephone Network Withdrawal – working with suppliers to reduce risks and impacts of the withdrawal of the copper telephony network.

Broadband

61. Forecast expenditure for the Rural Gigabit Hub Sites programme is £1m in 2024/25, a decrease of £0.6m compared to the February capital programme. The original budget forecast for the programme was based on the £8m commitment, however the final spend for the overall programme is expected to be £6.8m. The programme is funded from grant and income from the Broadband Gainshare. It is forecasted that the drawdown from the Gainshare will be lower than originally budgeted and will be prioritised on future projects.

62. The 5GIR programme commenced in 2023/24 after being awarded £3.8m of grant funding by the Department for Science, Innovation and Technology to increase adoption of 5G connectivity. The programme is a regional partnership, known as England's Connected Heartland (ECH) which comprises local bodies from Berkshire, Buckinghamshire, Bedfordshire and Cambridgeshire with Oxfordshire as the lead authority. ECH will deploy resources from each of the participating authorities to develop joint opportunities with the wireless telecoms supply chain and to create an Advanced Wireless ecosystem. The project plans to deploy two physical 5G infrastructure builds; the Science & Innovation Campus Project at Harwell and the East West Railway Project to utilise trackside fibre between Bicester and Bletchley. Both projects are currently in the open procurement process with preferred bidders awards expected in August 2024. Depending on the delivery timeframe and commencement following the contractor appointment, it is forecasted £2.9m could be spent this financial year.

63. The Smart Infrastructure Pilot Programme commenced towards the end of 2023/24. Grant funding of £0.250m from the Department for Science, Innovation and Technology, requires match funding of £0.250m, which includes a match contribution from the private sector. The programme is for the deployment of up to 15 smart lighting columns, with the capability to seamlessly incorporate connectivity (5G and Wifi), alongside Internet of Things devices such as smart sensors and CCTV cameras along a corridor

between Oxford rail station and County Hall. These columns will be provided by Signify, who are providing a match contribution in the form of provision and management of a private 5G network. The procurement exercise for the columns and associated contracts have been completed during of 2024/25. It is forecasted that all columns will be deployed during the current financial year.

Passported Funding

64. Expenditure for 2024/25 is forecasted to be £8.6m, with an increase of £0.6m compared to the latest budget.
65. The Disabled Facilities Grant for 2024/25 announced in May 2024 notified funding of £7.262m. This funding, which is part of the Better Care Fund, is issued to the County Council but must be passed directly on to the City and District Councils in accordance with the grant determination.

Vehicles and Equipment

66. Expenditure for 2024/25 is forecasted to be £2.6m, a £0.01 increase compared to the latest budget.

Vehicle Management Services

67. Vehicle Management Services plan is for the installation of charging points (7kW, 22kW and 50kW DC) at 11 strategic depot locations, to enable overnight and opportunity charging of the council's fleet vehicles. To date, 8 of those sites have been completed with new charge points commissioned, enabling new EVs for the council fleet to be deployed. The remaining sites are scheduled for installations in the coming weeks, with wave 1 work due to be completed by the end of July 2024. In addition, 46 legacy charge points, installed in 2019/20 for fleet charging, are now reaching the end of their serviceable life and some equipment needs to be replaced urgently, including legacy units at some fire stations across the County.

CAPITAL GOVERNANCE APPROVALS

Property

Oxford Community Support Service (CCS)

68. Phase One works at Oxford CSS facilitated the staff move from Knights court as part of the Asset Rationalisation Programme. The next phase of work to be undertaken will increase user capacity and improve accessibility to the buildings. Approval is required to enter this programme of work into the Capital Programme with an indicative budget of £1.078m. £0.602m of the work is to be funded through the Asset Rationalisation Programme (£4.700m agreed by Council in February 2022 and a further £2.300m agreed in February 2024). The decarbonisation work required to meet the Council's Net Zero 2030 target is currently unfunded; a bid will be made through the next round of central government decarbonisation allocation to

fund the works. This will also be included within the next capital priority requirements through the budget & business planning process.

Relocation Banbury Library

69. Banbury Library is in a building currently leased by the Council at a cost of £0.055m per annum and is no longer suitable for a modern library service. A previously agreed scheme to co-locate Banbury Library alongside retail facilities was approved but later discounted due to escalating costs. To refit and to meet our decarbonisation targets, the required investment on the leased site will exceed £2m. To enable Banbury Library to relocate to a new site, the existing budget will be used to purchase a new site and contribute towards the refurbishment of the premises to fulfil the Library and Council requirements including our decarbonisation approach.
70. Approval is required to change the use of the budget to enable the relocation of Banbury Library to freehold premises. This will enable options to be explored in the area for a suitable site acquisition. In addition to the purchase price, there will be additional works required to the property to fit out, refurbish and decarbonise. The organisation will investigate alternative funding options to support the acquisition and the programme of works and the capital requirements will be included through the annual budget & business planning process.

CAPITAL FUNDING

71. Since the budget was set in February 2024, there have been further funding announcements of one-off funding and updates to the annual funding allocations that support the capital programme.

School Condition Allocation

72. The School Condition Allocation for 2024/25 was announced by the DfE in May 2024. Oxfordshire will receive a formulaic allocation of £4.386m, compared to the forecast funding of £4.200m included in the latest Capital Programme, additional funding of £0.186m. This will be added to the annual School Structural Maintenance Programme for maintained schools.

SEN High Needs Capital Allocation

73. The SEN High Needs Capital allocations for 2021/22 to 2023/24 were revised and the allocation for 2024/25 was announced in March 2024. The grant is being provided to assist in the delivery of new places or to improve existing provision for pupils with high needs across a range of different educational settings.
74. Oxfordshire County Council will receive a formulaic allocation of £28.2m for the period 2021/22 to 2024/25, compared to the forecast funding of £24.2m included in the latest Capital Programme, additional funding of £4.0m. This will be added to the SEN provision within the Pupil Places Capital Programme.

75. As part of the capital investment priorities through the budget & business planning process in February 2023, a budget provision of £8m from corporate funds was earmarked towards the expansion of Special Schools (phase 2). This was to support an overall budget provision of £37m funded from the SEN High Needs, S106 contributions and corporate funds.
76. As an additional £4m SEN High Needs capital grant is available up to 2024/25, it is proposed that £4m of the £8m corporate funds are reprioritised towards other capital investment priorities to be determined in the annual budget and business planning process. The overall budget provision will remain unchanged towards the delivery of the SEN Strategy.

Ten Year Capital Programme Update

77. The total ten-year capital programme (2024/25 to 2034/35) is now £1,233.8m (excluding earmarked reserves) an increase of £66.5m when compared to the latest capital programme approved by Council in February 2024. This is partly due to the 2023/24 outturn position. A summary of the updated capital programme is set out in Annex 2. Details of the position at the end of 2023/24 were set out in the Capital Programme Report for 2023/24 considered by Cabinet on 18 June 2024.
78. After taking account of the differences from the 2023/24 position, new funding added to the programme, and recent approvals, the overall ten-year capital has increased by £32.9m. The main reason is the inclusion of new grants coming into the capital programme (these were identified in the capital outturn 23/24 report).

Strategy Area	Last Approved Total Programme (2024/25 to 2033/34) * £m	Latest Updated Total Programme (2024/25 to 2033/34) £m	Variation £m	Variation in the size of the overall programme (including 2023/24) £m
Pupil Places Plan	209.3	224.3	+15.0	12.6
Major Infrastructure	621.3	647.9	+26.6	-0.2
Highways Asset Management Plan	212.8	219.4	+6.5	+12.3
Property Strategy	74.1	90.0	+15.9	+7.5
IT, Digital & Innovation Strategy	10.9	11.8	+0.9	+0.0
Passported Funding	13.4	14.3	+0.9	+1.2
Vehicles & Equipment	25.4	26.1	+0.7	-0.5
Total Strategy Programmes	1,167.3	1,233.8	+66.5	+32.9
Earmarked Reserves	113.0	110.7	-2.3	-2.3
Total Capital Programme	1,280.3	1,344.5	+64.2	+30.6

* Approved by Council 20 February 2024.

Capital Funding Update

Prudential Borrowing

79. The ten-year Capital Programme includes a requirement to fund £212.4m through prudential borrowing. The latest borrowing expected to be taken in 2024/25 is £76.9m. The majority of this relates to schemes that have already been delivered but have, until now, been funded temporarily by borrowing from other funding sources within the Capital Programme to delay the need to apply the prudential borrowing. The borrowing in 2024/25 is expected to include a further £14m from the £120m agreed in 2018 (£105m in total), and £17m from the £88.4m agreed in 2022. A further £15.3m for the £41.7m borrowing supporting the OxLEP City Deals programme, and £17.7m drawdown of the £40.8m supporting the Street Lighting LED replacement programme is also expected to be taken in 2024/25.
80. The use of prudential borrowing will increase the Council's Capital Financing Requirement. The Council is required under statute to set aside a Minimum Revenue Provision to pay down the Capital Financing Requirement. Prudential borrowing is generally paid over 25 years. The Medium-Term Financial Strategy takes account of this cost. As the Capital programme includes the OxLEP City Deal Programme, the borrowing costs relating to this scheme (for which the Council is the Accountable body) will be fully funded through Enterprise Zone 1 retained business rates.

Earmarked Reserves

81. The level of earmarked reserves has decreased by £2.3m from the previous reported position (Council 20 February 2024) to £110.7m due to the receipt of additional grant off set by the release of funding to support the Decarbonisation Programme following the announcement of the grant. The reserves includes £57.5m of budget provisions approved through the capital budget & business planning process in February 2024 and previous years. The reserves also includes the capital programme contingency for the delivery of the current ten-year capital programme plus other identified provisions.

Capital Reserves

82. The current level of capital reserves (including capital receipts and capital grants reserves) is approximately £197m. This is expected to reduce to approximately £63m at the end of 2025/26. The reduction is mainly due to the delivery of the Growth Deal Programme and the A423 Improvement Programme. Reserves can be used to temporarily fund schemes to delay the need for prudential borrowing or to help manage timing difference between the delivery of schemes and the receipt of Section 106 funding. The level of reserves impacts on the cashflow of the capital programme and the overall Council Balances and is already factored into the funding of the overall capital programme.

Risk Management

83. As reported previously, there are a mix of factors continuing to impact on the deliverability and cost of capital schemes. Where those schemes are

grant funded there is a risk that slippage could impact on the availability of grant funding as it is not possible to complete the scheme by the funding deadline. Inflationary pressures may also mean that costs increase further by the point the scheme reaches the construction phase eroding the value of the grant funding so that is insufficient to meet the revised scheme costs.

84. These risks are being managed through the council's capital governance process at both project and programme level and through the Strategic Capital Board. Where necessary action is being taken to adjust scheme deliverables and to use value engineering to maintain spend within the available funding.
85. The deadline for claiming the remaining £30m Housing & Growth Deal grant funding is 31 March 2025. Schemes in the programme, and planning decisions impacting on the achievability by that deadline, are being closely monitored during 2024/25 and action will be taken to maximise the use of the grant funding while minimising the risk to the council.
86. There are ongoing negotiations with Homes England in relation to the HIF2 scheme funding and timeline which presents a potential risk if a successful resolution is not reached.
87. The council is assessing and tracking seven strategic risks in 2024/25. One of these risks is that if either HIF1 or HIF2 programmes become undeliverable and/or the potential financial risk to the council. Updates on this risk are being reported through the Business Management & Monitoring Reports to Cabinet.

Financial Implications

88. The report sets out the planned investment and available funding for the ten-year Capital programme including the risks associated with the delivery of the programme.
89. The following risks are inherent within the funding of the capital programme:
 - Certainty over the timing and value of future capital receipts and Section 106 Contributions
 - Certainty over the receipt and security of future grant funding
90. If capital receipts or section 106 contributions are not received within the planned timeframe it may be necessary for the Council to temporarily fund capital expenditure through prudential borrowing. The council has a prudential borrowing reserve to help manage the revenue impact of additional prudential borrowing.
91. Where additional funding is required to fund schemes on a permanent basis this will need to be addressed by reducing investment elsewhere within the programme (reprioritisation) or by permanently funding through prudential borrowing. This would require the identification of long-term revenue funding as the Prudential Borrowing is usually repaid over 25 years through the Minimum Revenue Provision.

Comments checked by:

Kathy Wilcox
Head of Corporate Finance & Deputy S151 Officer

Staff Implications

92. There are no staffing implications arising directly from the report.

Equality & Inclusion Implications

93. There are no equality and inclusion implications arising directly from this report.

Legal Implications

94. In year changes to the capital programme must be approved by Cabinet in accordance with the Council's Financial Regulations. In particular paragraph 5.1.1(IV) sets out that where the total estimated resource allocation is above £1,000,000, then Cabinet can agree its inclusion into the Capital Programme, via the periodic Capital Report to Cabinet, based on the recommendations by Strategic Capital Board and the Section 151 Officer.

Comments checked by: Anita Bradley, Director of Law & Governance & Monitoring Officer

LORNA BAXTER

Executive Director of Resources and Section 151 Officer

Background papers:

Contact Officers: Kathy Wilcox, Head of Corporate Finance & Deputy S151 Officer
Natalie Crawford, Capital Programme Manager

June 2024

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Capital Programme Monitoring 2024/25

Strategy / Programme	Capital Programme (Council February 2024)				Latest Forecast				Variation				Current Year Expenditure Monitoring (2024/25)				Performance Compared to Original Programme (Council February 2024)		
	Outturn 2023/24	Current Year 2024/25	Future Years	Total	Outturn 2023/24	Current Year 2024/25	Future Years	Total	2023/24	Current Year	Future Years	Total	Actual expenditure to date	Commit- ments	Expenditure Realisation Rate	Actuals & Commitments	Current Year	Variation	Use of Resources Variation
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	%	%	£'000s	£'000s	%
Pupil Places Plan	39,178	26,405	182,904	248,487	36,789	27,805	196,526	261,120	-2,389	1,400	13,622	12,633	586	15,457	2%	58%	26,405	1,400	5%
Major Infrastructure	79,975	176,443	444,883	701,301	53,217	180,383	467,514	701,114	-26,758	3,940	22,631	-187	7,626	36,118	4%	24%	176,443	3,940	2%
Highways Asset Management Plan	55,954	64,167	148,686	268,807	61,711	66,037	153,363	281,111	5,757	1,870	4,677	12,304	2,927	38,622	4%	63%	64,167	1,870	3%
Property Strategy	17,975	29,900	44,205	92,080	9,636	33,701	56,287	99,624	-8,339	3,801	12,082	7,544	4,882	10,074	14%	44%	29,900	3,801	13%
IT, Digital & Innovation Strategy	5,842	6,600	4,268	16,710	4,862	6,600	5,248	16,710	-980	0	980	0	571	2,494	9%	46%	6,600	0	0%
Passport Funding	8,389	8,008	5,400	21,797	8,685	8,612	5,653	22,950	296	604	253	1,153	0	95	0%	1%	8,008	604	8%
Vehicles & Equipment	2,242	2,500	22,874	27,616	1,023	2,557	23,544	27,124	-1,219	57	670	-492	27	282	1%	12%	2,500	57	2%
Total Capital Programme Expenditure	209,555	314,023	853,220	1,376,798	175,923	325,695	908,135	1,409,753	-33,632	11,672	54,915	32,955	16,619	103,142	5%	37%	314,023	11,672	4%
Outline Schemes (Indicative funding subject to initial business case)	0	5,950	67,949	73,899	0	2,465	55,065	57,530	0	-3,485	-12,884	-16,369					5,950	-3,485	0%
Unmarked Reserves	0	0	39,130	39,130	0	2,225	50,994	53,219	0	2,225	11,864	14,089					0	2,225	0%
OVERALL TOTAL	209,555	319,973	960,299	1,489,827	175,923	330,385	1,014,194	1,520,502	-33,632	10,412	53,895	30,675	16,619	103,142	9%	68%	319,973	10,412	3%

Annex 2

Updated Capital Programme 2024/25 to 2033/34

Capital Investment Programme (latest forecast)							CAPITAL INVESTMENT TOTAL
Strategy/Programme	Current Year	Firm Programme	Provisional Programme				
	2024 / 25	2025 / 26	2026 / 27	2027 / 28	2028 / 29	up to 2033 / 34	
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Pupil Places Plan	27,805	66,072	19,578	14,271	10,450	86,155	224,331
Major Infrastructure	180,383	192,823	170,769	92,486	5,127	6,309	647,897
Highways Asset Management Plan	66,037	27,583	18,947	15,958	13,885	76,990	219,400
Property Strategy	33,701	40,355	14,366	655	200	711	89,988
Digital & Innovation Strategy	6,600	3,290	904	847	0	207	11,848
Passport Funding	8,612	1,466	1,000	1,000	603	1,584	14,265
Vehicles & Equipment	2,557	6,865	5,950	5,926	800	4,003	26,101
TOTAL ESTIMATED CAPITAL PROGRAMME EXPENDITURE	325,695	338,454	231,514	131,143	31,065	175,959	1,233,830
Pipeline Schemes (Indicative funding subject to initial business case)	2,465	17,000	16,541	18,500	831	2,193	57,530
Earmarked Reserves	2,225	1,000	4,000	6,500	9,180	30,314	53,219
TOTAL ESTIMATED CAPITAL PROGRAMME	330,385	356,454	252,055	156,143	41,076	208,466	1,344,579
TOTAL ESTIMATED PROGRAMME IN-YEAR RESOURCES	308,891	243,722	232,038	152,343	36,945	173,493	1,147,432
In-Year Shortfall (-) /Surplus (+)	-21,494	-112,732	-20,017	-3,800	-4,131	-34,973	-197,147
Cumulative Shortfall (-) / Surplus (+)	197,147	175,653	62,921	42,904	39,104	34,973	0

SOURCES OF FUNDING		2024 / 25	2025 / 26	2026 / 27	2027 / 28	2028 / 29	up to 2033 / 34	CAPITAL RESOURCES TOTAL
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
SCE(C) Formulaic Capital Allocations - Un-ringfenced Grant		91,888	118,978	23,800	23,500	23,500	93,300	374,966
Devolved Formula Capital- Grant		1,000	650	650	650	253	0	3,203
Prudential Borrowing		76,870	67,911	47,842	19,158	125	542	212,448
Grants		113,403	60,830	121,593	70,537	4,547	1,028	371,938
Developer Contributions		33,005	78,153	19,397	2,924	3,880	46,532	183,890
Other External Funding Contributions		370	720	0	0	0	0	1,090
Revenue Contributions		13,821	4,018	3,436	4,372	800	4,000	30,447
Schools Contributions		28	0	0	0	0	0	28
Use of Capital Receipts		0	25,194	28,249	33,866	3,840	28,091	119,240
Use of Capital Reserves		0	0	7,088	1,136	4,131	34,973	47,328
TOTAL ESTIMATED PROGRAMME RESOURCES UTILISED		330,385	356,454	252,055	156,143	41,076	208,466	1,344,579
TOTAL ESTIMATED IN YEAR RESOURCES AVAILABLE		308,891	243,722	232,038	152,343	36,945	173,493	1,147,432
Capital Grants Reserve C/Fwd	116,668	88,978	0	0	0	0	0	0
Usable Capital Receipts C/Fwd	33,075	39,347	15,593	2,664	0	0	0	0
Capital Reserve C/Fwd	47,404	47,328	47,328	40,240	39,104	34,973	0	0

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Division(s): N/A

CABINET- 16 July 2024

FORWARD PLAN AND FUTURE BUSINESS

Items identified from the Forward Plan for Forthcoming Decision

Topic/Decision

Portfolio/Ref

Cabinet, 17 September 2024

<ul style="list-style-type: none"> ▪ Sustainable school travel strategy To seek approval of strategy for adoption and publication on County website 	Cabinet, 2024/141 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Treasury Management Quarter 1 Report 2024/25 To provide an update on Treasury Management Activity in 2024/25 in accordance with the CIPFA code of practice. 	Cabinet, 2024/163 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ Business Management and Monitoring Report - July 2024 The business management reports are part of a suite of performance, risk and budget documents which set out our ambitions, priorities, and financial performance. 	Cabinet, 2024/200 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ Capital Programme Approvals - September 2024 Report on variation to the capital programme for approval (as required). 	Cabinet, 2024/201 - Cabinet Member for Finance
<ul style="list-style-type: none"> ▪ Ethical Procurement Policy The purpose of the Ethical Procurement Policy is to outline the Council's position on various aspects of ethics in procurement as well as to provide appropriate detail on how the Council approaches such matters and how it expects its suppliers and potential suppliers to approach such matters. The Ethical Procurement Policy includes a large section on modern slavery and also covers other areas such as expectations for suppliers, responsibilities of staff, fair employment practices in the supply chain, as well as reporting and whistleblowing. 	Cabinet, 2024/204 - Cabinet Member for Finance

Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 5 September 2024

<p>▪ Household Waste Recycling Centres (HWRC) - New CCTV provision with ANPR cameras</p> <p>To approve installation of new enhanced CCTV system across all HWRC's. including new ANPR (Automated Number Plate Recognition)</p>	<p>Delegated Decisions by Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations, 2024/056 - Deputy Leader of the Council with Responsibility for Climate Change, Environment & Future Generations</p>
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Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 11 September 2024

<p>▪ South Central Residential Framework</p> <p>OCC are part of the South Central Residential Framework, alongside 21 other LA's. It is a framework for Residential Children's Homes. There are many benefits to be a part of the framework.</p>	<p>Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 2024/244 - Cabinet Member for Children, Education & Young People's Services</p>
<p>▪ Funding Contribution towards Joint Commissioned CAMHS Contract with BOB ICB (2024-25)</p> <p>OCC funding contribution of £754k towards ICB CAMHS contract total value >£17million for 2024-25 delivered by Oxford Health.</p>	<p>Delegated Decisions by Cabinet Member for Children, Education & Young People's Services, 2024/238 - Cabinet Member for Children,</p>

	Education & Young People's Services
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Delegated Decisions by Cabinet Member for Community & Corporate Services, 16 July 2024

<ul style="list-style-type: none"> ▪ DSIT 5G Innovation Regions project - England's Connected Heartland DSIT have grant funded OCC with £3.8m. OCC needs to procure two contracts, each estimated at c £1.5m, using the DSIT grant. Decision will be required for award of contracts 	Delegated Decisions by Cabinet Member for Community & Corporate Services, 2024/050 - Cabinet Member for Community & Corporate Services
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Delegated Decisions by Cabinet Member for Transport Management, 5 September 2024

<ul style="list-style-type: none"> ▪ Souldern: Proposed 20 Mph Speed Limits This proposal is part of the County wide 20 Mph Speed Limit Project (Phase 3). 	Delegated Decisions by Cabinet Member for Transport Management, 2024/083 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Berinsfield: 20 Mph Speed Limit Proposals To determine speed limits after consideration of any formal consultation responses 	Delegated Decisions by Cabinet Member for Transport Management, 2024/071 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Culham: 20 Mph Speed Limit Proposals To determine speed limits after consideration of any formal consultation responses 	Delegated Decisions by Cabinet Member for Transport Management,

	2024/073 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Permitting Cycling in Queen St and Cornmarket St To seek approval to proceed with an ETRO (Experimental Traffic Regulation Order) to lift the ban on cycling which is currently in operation between 10 AM and 6 PM. The Team also seeks approval to reconfigure elements of public furniture to make the streets more legible, promoting a more peaceful interaction between transport modes. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/219 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Kiddington: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/157 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Kelmscott: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/156 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Shipton-on-Cherwell: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/155 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Hampton Gay & Poyle: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/154 - Cabinet Member for Transport

	Management
<ul style="list-style-type: none"> ▪ Northmoor: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/153 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Rotherfield Peppard: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/177 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stoke Row: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/176 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Wheatley: Proposed 20mph Speed Limits Part of Phase 3 Countywide Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/175 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Holton: Proposed 20mph Speed Limit Extension Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/174 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Buscot: Buscot & Buscot Wick - Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member

	for Transport Management, 2024/173 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Fyfield & Tubney: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limits 	Delegated Decisions by Cabinet Member for Transport Management, 2024/172 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Radley: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/171 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stanford-in-the-Vale: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/170 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Shutford: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/169 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Goddington: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/161 - Cabinet Member

	for Transport Management
<p>▪ A4074-B4015 Connecting Lane Junction Closure There have been motorcyclists fatalities at this road junction due to right turn from the A4074 southbound into the lane. This is a Vision Zero Road Safety Scheme designed to prevent similar incidents in the future.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/160 - Cabinet Member for Transport Management
<p>▪ East Hagbourne: 20mph Speed Limit Proposals Part of Phase 3 of the County-wide 20mph Speed Limit Project.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/115 - Cabinet Member for Transport Management
<p>▪ Freeland: 20 Mph Speed Limit Proposals Part of the County-wide 20 Mph Speed Limit Project.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/085 - Cabinet Member for Transport Management
<p>▪ A422, Hennef Way, Banbury - Proposed 40mph Speed Limits To seek approval for the introduction of a new 40mph limit. The introduction of a 40mph limit is being promoted on the A422 Hennef Way, Banbury as part of the DfT United States Visiting Forces road safety initiative. The objective is to improve road safety by reducing speeds and the risk of collisions at junctions.</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/237 - Cabinet Member for Transport Management
<p>▪ A4260 - between Bodicote and Adderbury - Proposed 40mph Speed Limits To seek approval for the introduction of a new 40mph limit. A 40mph limit is being promoted as part of the DfT United States Visiting Forces road safety initiative. This is required in order to improve road safety by reducing traffic speeds between Bodicote and Adderbury</p>	Delegated Decisions by Cabinet Member for Transport Management, 2024/236 - Cabinet Member for Transport Management

<p>▪ A44 Manor Road, Woodstock - Proposed 30mph Speed Limit Extension</p> <p>To seek approval for the extension of an existing 30mpg speed limit on the A44 Manor Road, Woodstock.</p> <p>Extension of the existing 30mph speed limit on the A44 Manor Road to be extended beyond the proposed right turning lane for the site access is to maintain the 30mph speed beyond the proposed site access for pedestrian and vehicle safety</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/235 - Cabinet Member for Transport Management</p>
<p>▪ Brize Meadow: Proposed 20mph Speed Limits</p> <p>To seek approval for the introduction of a 20mph speed limit on the Brize Meadow development in Brize Norton.</p> <p>The promotion of a 20mph speed limit on the Brize Meadow Development, to ensure road safety is maintained</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/234 - Cabinet Member for Transport Management</p>
<p>▪ Proposed Traffic Calming - B4027, Wheatley Road, Islip</p> <p>To seek approval for the introduction of traffic calming measures on the B4027 Wheatley Road, Islip</p> <p>Proposals are being brought forward for speed cushions on the B4027 Wheatley Road, Islip in order to reduce traffic speeds and reinforce the 20mph speed limit on the approach to the new traffic signals that are being installed on Islip Bridge</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/233 - Cabinet Member for Transport Management</p>
<p>▪ School Street Phase 2 - Proposed Use of ANPR Cameras to Enforce the Phase 2 School Streets</p> <p>Decision is required on the proposed use of ANPR Cameras to enforce the Phase 2 School Streets.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/232 - Cabinet Member for Transport Management</p>
<p>▪ Elms Road, Thame - Proposed No Waiting At Any Time Restrictions</p> <p>To seek approval for the introduction of waiting restrictions associated with a s278 agreement.</p>	<p>Delegated Decisions by Cabinet Member for Transport Management, 2024/228 - Cabinet Member for Transport Management</p>
<p>▪ West Hendred: Proposed 20mph Speed Limits</p> <p>Part of Phase 3 Countywide 20mph Speed Limit Project.</p>	<p>Delegated Decisions by</p>

	Cabinet Member for Transport Management, 2024/152 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Letcombe Regis: Proposed 20mph Speed Limits Part of Phase 3 Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/151 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Little Wittenham: Proposed 20mph Speed Limits Part of Phase 3 of Countywide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/150 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Hook Norton: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/143 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Fernham: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/126 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Appleford: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/125 -

	Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Denchworth: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/124 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Stadhampton: Proposed 20mph Speed Limits Part of Phase 3 County-wide Speed Limits Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/123 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Horspath: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/122 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Horley: Proposed 20mph Speed Limits Part of Phase 3 of the County-wide 20mph Speed Limit Project. 	Delegated Decisions by Cabinet Member for Transport Management, 2024/121 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Hornton: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/120 - Cabinet Member for Transport Management

<ul style="list-style-type: none"> ▪ Ducklington: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/119 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Chadlington: Proposed 20mph Speed Limits Part of Phase 3 County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/118 - Cabinet Member for Transport Management
<ul style="list-style-type: none"> ▪ Sibford Gower: Proposed 20mph Speed Limits Part of Phase 3 of County-wide 20mph Speed Limit Project 	Delegated Decisions by Cabinet Member for Transport Management, 2024/117 - Cabinet Member for Transport Management

Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 15 August 2024

<ul style="list-style-type: none"> ▪ Tramway Accessibility Improvements - Contracts and Agreements Delegate authority to the Director of Transport and Infrastructure in consultation with the Head of Legal and Deputy Monitoring Officer to finalise the target cost and programme for Stage 2 (Construction) and issue a Notice to Proceed to Milestone Infrastructure Ltd under the existing NEC 4 Engineering and Construction Contract for the Tramway Accessibility Improvements 	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2024/096 - Cabinet Member for Infrastructure and Development Strategy
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Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 5 September 2024

<ul style="list-style-type: none"> ▪ A423 Kennington Improvement Programme - Contracts and Agreements To consider a recommendation to enter in to construction contract for A423 Kennington Improvement Programme. 	Delegated Decisions by Cabinet Member for Infrastructure & Development Strategy, 2023/152 - Cabinet Member for Infrastructure and Development Strategy
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Delegated Decisions by Cabinet Member for Adult Social Care, 17 September 2024

<ul style="list-style-type: none"> ▪ Live Well at Home Framework Deployment of contract extension from April 25. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2024/241 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Specialist Dementia Bed Block Provision - July 2024 Contract extension for 12 months from July 2024. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2024/240 - Cabinet Member for Adult Social Care
<ul style="list-style-type: none"> ▪ Specialist Dementia Bed Block Provision - July 2023 Retrospective approval for contract award – July 2023. 	Delegated Decisions by Cabinet Member for Adult Social Care, 2024/239 - Cabinet Member for Adult Social Care

Overview & Scrutiny Recommendation Response Pro forma

Under section 9FE of the Local Government Act 2000, Overview and Scrutiny Committees must require the Cabinet or local authority to respond to a report or recommendations made thereto by an Overview and Scrutiny Committee. Such a response must be provided within two months from the date on which it is requested¹ and, if the report or recommendations in questions were published, the response also must be so.

This template provides a structure which respondents are encouraged to use. However, respondents are welcome to depart from the suggested structure provided the same information is included in a response. The usual way to publish a response is to include it in the agenda of a meeting of the body to which the report or recommendations were addressed.

Issue: Update on the Priority Action Plan

Lead Cabinet Member(s): Cllr John Howson, Cabinet Member for Children, Education, and Young People's Services; Cllr Kate Gregory, Cabinet Member for SEND Improvement

Date response requested:² 23 April 2024

Response to report:

The priority action plan (PAP) was developed by the Local Area Partnership in response to the outcome of the Ofsted/ CQC area inspection of SEND published in September 2023. The PAP was signed off by Ofsted in January 2024. There was some Member involvement in the development of the PAP, but it is noted that the PAP was developed and submitted prior to the new Education and Young People Overview & Scrutiny Committee (EYP) was established.

Aspects of the PAP are also reported to the Oxfordshire Joint Health Overview and Scrutiny Committee

Members sit on the membership of the SEND Improvement and Assurance Board, and there has been further reporting to EYP on the progress against the improvements.

¹ Date of the meeting at which report/recommendations were received

² Date of the meeting at which report/recommendations were received

Overview & Scrutiny Recommendation Response Pro forma

In respect to the Committee's observations around further communication to all Members, the Children, Education and Families Directorate have committed to a series of All Member briefings on a wide range of operational and strategic areas relating to education and SEND.

Future reports in respect of the PAP and SEND/ education landscape, that are received by EYP, could focus upon the detailed reports from the delivery subgroups via the co-chairs, who are managing the operational business as usual and changes to services within the workstreams.

In respect of the observation on the development of further empathy and clarity in respect of complaints and queries and concerns, although there is more work to do, we have developed increased responsiveness and a more relational style, encouraging staff to have 'in person' conversations to resolve issues. We have had increasing feedback about an improvement in this area.

There has been continuous work on communication and engagement with the wider public, parents and carers, stakeholders and Members. There are specific workstreams on engagement and communications which includes ongoing development of relational practice in communications to parents, carers and children. This has also encompassed the approach to complaints, queries and concerns raised by parents and carers.

Specific workstreams and actions are improving the voices of children in young people not only in the PAP but in the continuous wider improvement of services in SEND and across Council and partner agencies. The approaches include a focus on individual case response and hearing the voice of children through to wider strategic engagement.

Response to recommendations:

Recommendation	Accepted, rejected or partially accepted	Proposed action (if different to that recommended) and indicative timescale (unless rejected)
1. That the Council should ensure that the voice of children and young people is sought and heard more clearly within the Priority Action Plan	Accepted	The priority action plan has a workstream dedicated to supporting the participation, engagement and co production with children and young people. A youth SEND forum has been established as an advisory/ steering group linking to the SEND Improvement and

Overview & Scrutiny Recommendation Response Pro forma

and within the work arising from it.		Assurance Board and to other activity for children and Young People with SEND across the Council and partnerships. A wider mechanism for consultation to reach children and young people to participate and provide feedback and views on a wide range of matters that matter to them, has been developed. This mechanism will be fully operational in the Autumn 2024.
2. That the Council should arrange for members of the Committee to be invited to sit on the Task and Finish groups.	Rejected	<p>The recommendation originated from EYP in January 2024 where there was a conversation in which members thought they would be involved in SEND improvement task and finish groups and were asking again to get involved. The interest and willingness to get involved is appreciated, but it could not be promised or confirmed.</p> <p>The recommendation was for the Director to consider involvement of Members directly in those groups. Having taken advice and thought through the potential conflicts of interest, it is her view that as soon as Councillors become involved in technical and operational work in task and finish groups, they immediately make themselves accountable for the activity/ decisions and outcomes. This will occur even if they are participant observers. It blurs the political/ operational boundary, and they can't hold themselves to account. The holding to account is the role of cabinet and Committees.</p>

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