

**CABINET**  
**19 November 2024**

**BUSINESS MANAGEMENT AND MONITORING REPORT**  
**September 2024**  
**Report by the Executive Director of Resources & Section 151 Officer**

**RECOMMENDATION**

1. **The Cabinet is RECOMMENDED to**
  - ) Note the report and annexes.
  - a) Approve the virement requests in Annex B-2a and note the requests in Annex B-2b.
  - b) Approve an introduction of a new charge in 2024/25 for monitoring of biodiversity net gain compliance.
  - c) Approve the increased charges in 2024/25 for the Disclosure and Barring Service (DBS)

**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 September 2024 performance, risk, and finance position for the council.
3. Further information is provided in the following annexes to the report:
  - Annex A – Performance
  - Annex B – Finance
  - Annex C – Climate Action Programme Qtr2 update
  - Annex D – Equality, Diversity & Inclusion Plan Qtr2 update
4. The performance section of this report concentrates on performance exceptions (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.
5. Amendments to Measures

Measure **OCC10.04 Customer enquires resolved via telephony contact channel at first contact** has been removed and replaced by upgrading the below service level measure:

**OCC10.04 - Answer 80% of calls to the Customer Service Centre within 30 seconds (exclude Social and Health Care Team (SHCT)):** With the introduction of the new omnichannel contact centre platform in early November 2024, this gives

us the opportunity to look wider across the customer journey and experience received across multiple channels once implemented.

Measure **OCC04.04 % Adults aged 65+ (per 100,000) whose support needs met by residential and nursing care home** has been revised to:

**OCC04.04 Adults aged 65+ (per 100,000) admitted to residential and care homes:** This measures the number of adults aged 65 and over whose long-term support needs are met by admission to residential and nursing care homes (per 100,000 population). The target has been set to monitor how we are performing against the rest of the country.

Removed measure **OCC04.05 % of people transferring from homecare to care homes** has been replaced with:

**OCC04.05 - Adults aged 65+ (per 100,000 population) admitted to residential and care homes (stretched target):** This measure is in addition to measure **OCC04.04**

This stretched target is provided as part of the Better Care Fund (BCF), where the council agrees an improvement target with the Department of Health and Social Care, which must show improvement on the previous year.

#### Measures where the data is unavailable.

**OCC03.06 Percentage of births that have received a face-to-face New Birth Visit:**

A new contract with the service provider started on the 1 April 2024, we anticipate data will be available for Quarter 3 reporting.

**OCC07.01 % of 2-2½ year review showing children at or above the expected level of development:** A new contract with the service provider started on the 1 April 2024, we anticipate data will be available for Quarter 3 reporting.

#### Performance Overview

- 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.

- As at the end of September 2024 the indicators were rated as follows:

September 2024	Green		Amber		Red		Monitoring Only		Data Unavailable		Complaints measures – where no complaint received		Total	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
Monthly	19	58%	4	12%	0	0%	6	18%	0	0%	4	12%	33	59%
Quarterly	14	70%	1	5%	3	15%	0	0%	2	10%	0	0%	20	36%
Biannual	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%	1	2%

Annual	1	50%	0	0%	1	50%	0	0%	0	0%	0	0%	2	3%
<b>Total</b>	<b>34</b>	<b>61%</b>	<b>6</b>	<b>11%</b>	<b>4</b>	<b>7%</b>	<b>6</b>	<b>11%</b>	<b>2</b>	<b>3%</b>	<b>4</b>	<b>7%</b>	<b>56</b>	<b>100%</b>

Table 1: Summary of September 2024 performance for all measures. RAG = Green = meets or exceeds target, Amber = misses target by narrow margin and Red = misses target by significant margin. This table does not include measures from priority OCC11 (finance).

8. A total of 56 measures reported in September 2024 (Table 1), consisting of:
- 34 measures rated as Green (meeting or exceeding target).
  - Six measures rated as Amber (missing the target by a narrow margin), of which five were Amber for 2+ months.
  - Four measures rated as Red (missing the target by a significant margin).
  - Six measures rated as Monitoring only (No target).
  - Two measures as Data unavailable.
  - Four measures as no data due to no complaints being received.

9. This bi-monthly Cabinet report is the third of 2024/2025. The table (Table 2) below compares monthly measures for the 2024/2025 reporting year, please note the number of reported measures fluctuates throughout the year.

Reporting month	Green		Amber		Red		Monitoring Only / No data		Complaints measures where no complaints were received		Total
	Count	%	Count	%	Count	%	Count	%	Count	%	
April 2024	14	44%	3	9%	1	3%	7	22%	Not applicable		32
May 2024	22	58%	6	15%	2	7%	7	18%	Not applicable		38
June 2024	32	56%	7	12%	2	4%	9	16%	Not applicable		57
July 2024	22	57%	6	15%	4	10%	7	18%	Not applicable		39
August 2024	17	52%	5	15%	1	3%	6	18%	Not applicable		33
<b>September 2024</b>	<b>43</b>	<b>61%</b>	<b>9</b>	<b>12%</b>	<b>7</b>	<b>10%</b>	<b>8</b>	<b>11%</b>	<b>4</b>	<b>6%</b>	<b>71</b>

Table 2: Comparison of monthly reporting measures for Financial Year 2024/2025. \*April, June and August measures do not include measures from priority OCC11 (finance).

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

Performance measures reporting Red for September 2024
OCC01.04 Oxfordshire Greenhouse gas emissions as published annually by DESNZ with a 2-year lag
OCC03.08 Average response time to emergency incidents within Oxfordshire
OCC03.10 Money saved or recovered for the victims of scams, doorstep crime & other forms
OCC03.12 Number of accidental dwelling fires per 100,000 population within Oxfordshire
OCC11.02 Achievement of planned savings
OCC11.06 Total outturn variation for DSG funded services (high needs)
OCC11.11 Debt requiring impairment - Adult Social Care contribution debtors

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

11. This table indicates the direction of travel of measures compared to August 2024.

Status changes – August to September 2024	
<b>Red to Green</b>	OCC09.02 Participation in innovation funding bids or new projects in support of living Oxfordshire
<b>Amber to Green</b>	OCC05.03 204.6 KM (4.4%) of the road network to be treated, OCC10.06 Overall customer satisfaction rates for standard Registration Service
<b>Red to Amber</b>	Not applicable
<b>Green to Amber</b>	OCC10.04 Answer 80% of calls to the Customer Service Centre within 30 seconds (exclude SHCT)
<b>Amber to Red</b>	Not applicable
<b>Green to Red</b>	OCC03.10 Money saved or recovered for the victims of scams, doorstep crime & other forms

Table 4: Change in Performance across August to September 2024.

### Performance Exceptions

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 focuses on fourteen exceptions, seven measures have Red ratings, and seven measures have Amber ratings for two months or more.

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

This priority has five measures being reported in September 2024: three (60%) are reporting as Green, one (20%) is reporting as an Amber exception, and one (20%) is reporting as Red.



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

Measure	August Status:	September Status:	Director:
OCC01.04 Oxfordshire Greenhouse gas emissions as published annually by DESNZ with a 2-year lag	No previous data available to enable comparison	Red	Robin Rogers
OCC01.07 Total % of household waste which is reused, recycled or composted	Amber	Amber	Paul Fermer

Table 5: Priority OCC01 Measure Exception - September 2024

## **OCC01.04 Oxfordshire Greenhouse gas emissions as published annually by DESNZ with a 2-year lag**

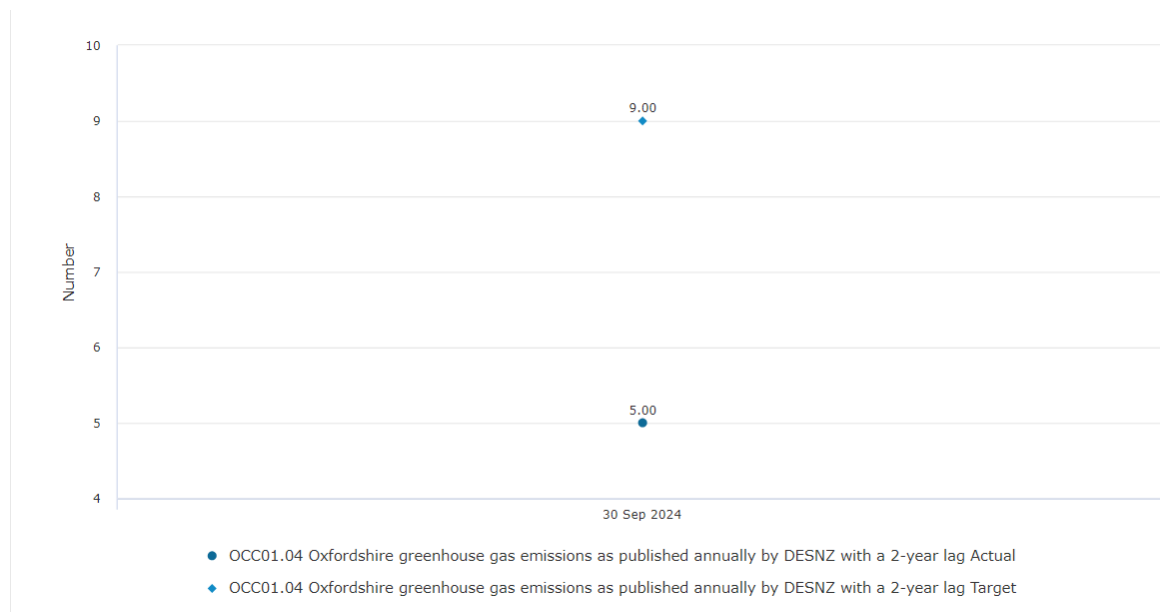


Figure 2: OCC01.04 Annual performance for 2024/2025 financial year

Oxfordshire's Greenhouse gas emissions reduced by 5% compared to the previous year. The 9% annual reduction is needed to stay within the five-year cumulative carbon budget set by the Oxfordshire Net Zero Route Map and Action Plan (ONZRMAP) and to keep the county on track to meet its net zero emissions target by 2050. While Oxfordshire did not meet the ambitious pathway to a zero carbon Oxfordshire (PAZCO) trajectory for Oxfordshire Leading the Way, it did meet the Climate Change Committee carbon budget.

The council is prioritising investment in climate initiatives to drive emissions reductions and is making efforts to collaborate closely with various partners to enhance the effectiveness of these actions.

## **OCC01.07 Total % of household waste which is reused, recycled, or composted**

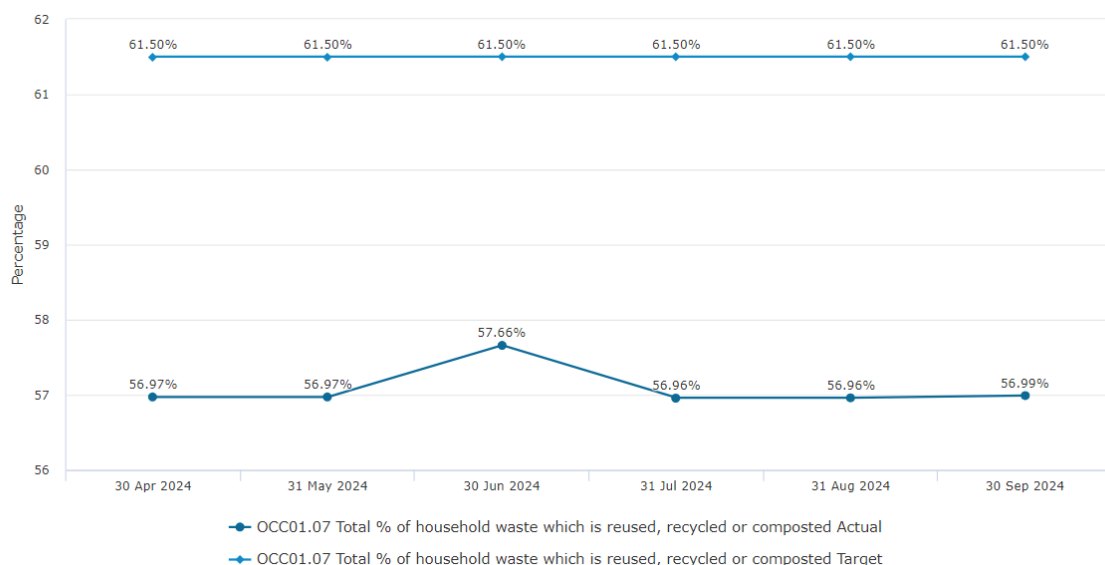


Figure 3: OCC01.07 Monthly performance for 2024/2025 financial year

The Service continues to await policy guidance from DEFRA regarding the national approach.

**Priority OCC03: Prioritise the health and wellbeing of residents**

This priority has nine measures being reported in September 2024: four (45%) are reporting as Green, one (11%) is reporting as an Amber exception, and three (33%) are reporting as Red. One (11%) measure is reported as data unavailable.



Figure 5: Priority OCC04. Monthly performance for 2024/2025 financial year

Measure	August Status:	Sept Status:	Director:
OCC03.08 Average response time to emergency incidents within Oxfordshire	Green	Red	Rob MacDougall
OCC03.10 Money saved or recovered for the victims of scams, doorstep crime & other forms	Green	Red	Rob MacDougall
OCC03.11 No of people directly reached with Trading Standards preventative advice and support	Amber	Amber	Rob MacDougall
OCC03.12 Number of accidental dwelling fires per 100,000 population within Oxfordshire	Green	Red	Rob MacDougall

Table 6: Priority OCC03 Measure Exceptions - September 2024

**OCC03.08 Average response time to emergency incidents within Oxfordshire**

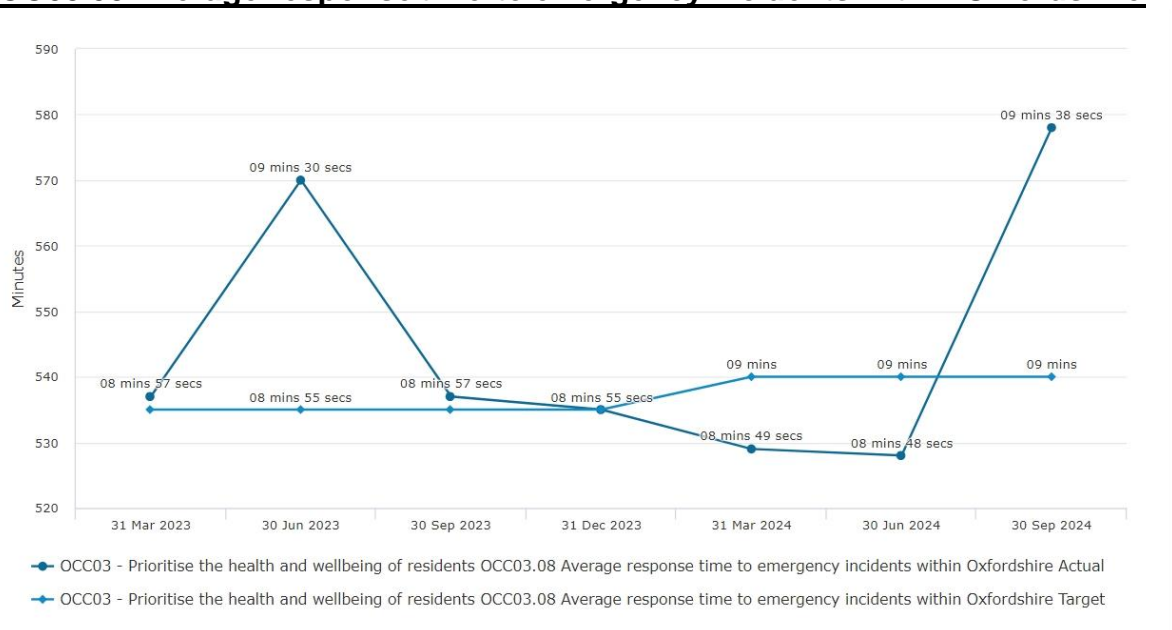


Figure 6: OCC03.08 Quarterly performance for 2024/2025 financial year

The service aims for an average response time of 9 minutes, the current performance is 9 minutes and 38 seconds. This 38-second deviation, representing a 7.04% increase, highlighting the impact of on-call station availability on response times. To address this.

**OCC03.10 Money saved or recovered for the victims of scams, doorstep crime & other forms**

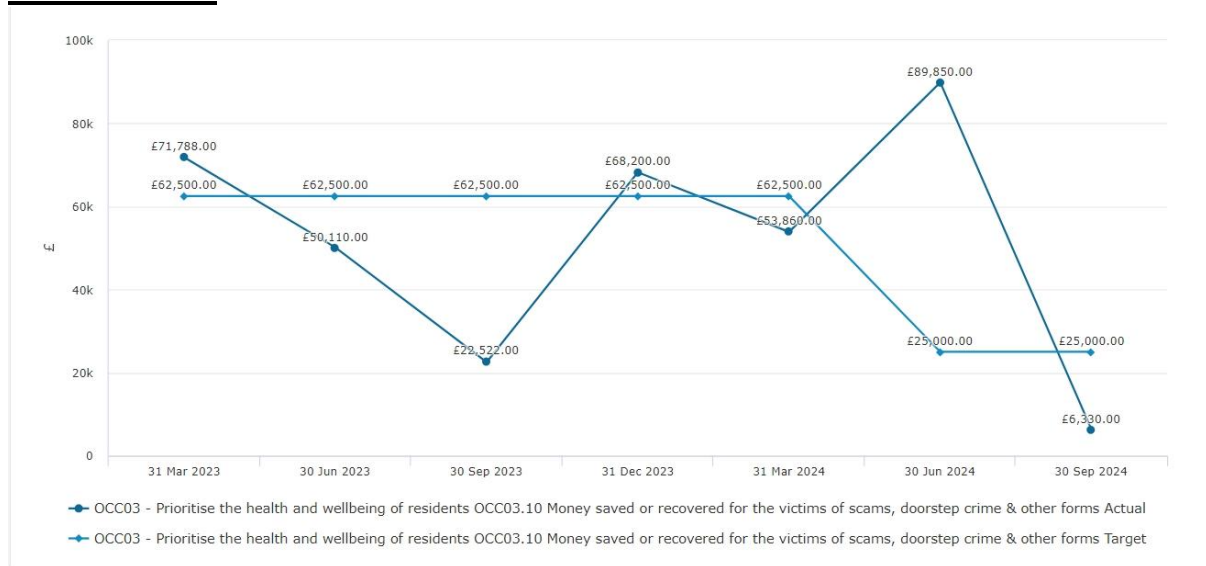


Figure 7: OCC03.10 Quarterly performance for 2024/2025 financial year

This measure aims to recover or save money for victims of crime, with an aspirational target set at £25,000. However, the actual performance in Quarter 2 stands at £6,330, which is approximately 25% of the target.

Performance in Quarter 1 was well above the target and the year-to-date performance is Green. The service has managed to save residents nearly £96,180 this financial year, showcasing its effectiveness and the importance of timely intervention.

**OCC03.11 No of people directly reached with Trading Standards preventative advice and support**

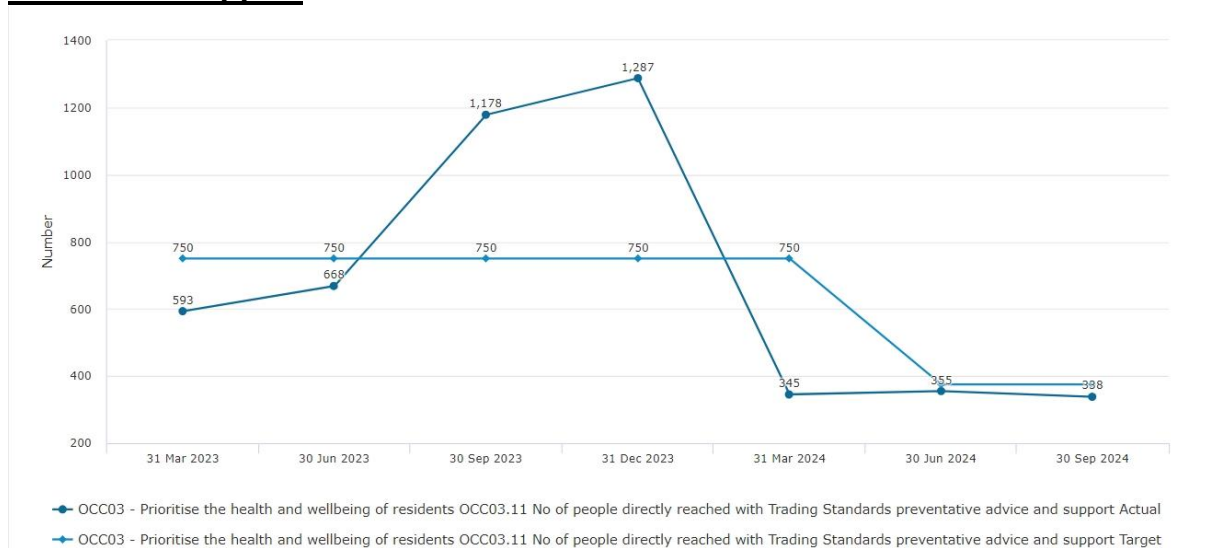


Figure 8: OCC03.11 Quarterly performance for 2024/2025 financial year

In Qtr2 338 people were directly reached, 30 residents received one-on-one scam and fraud intervention support, and 16 call blockers were installed to protect residents from scam and nuisance calls.

The primary focus of the preventative advice and support activities is on scam prevention, scam interventions, with sub activities such as the number of electric

blankets tested for safety.

### OCC03.12 Number of accidental dwelling fires per 100,000 population within Oxfordshire

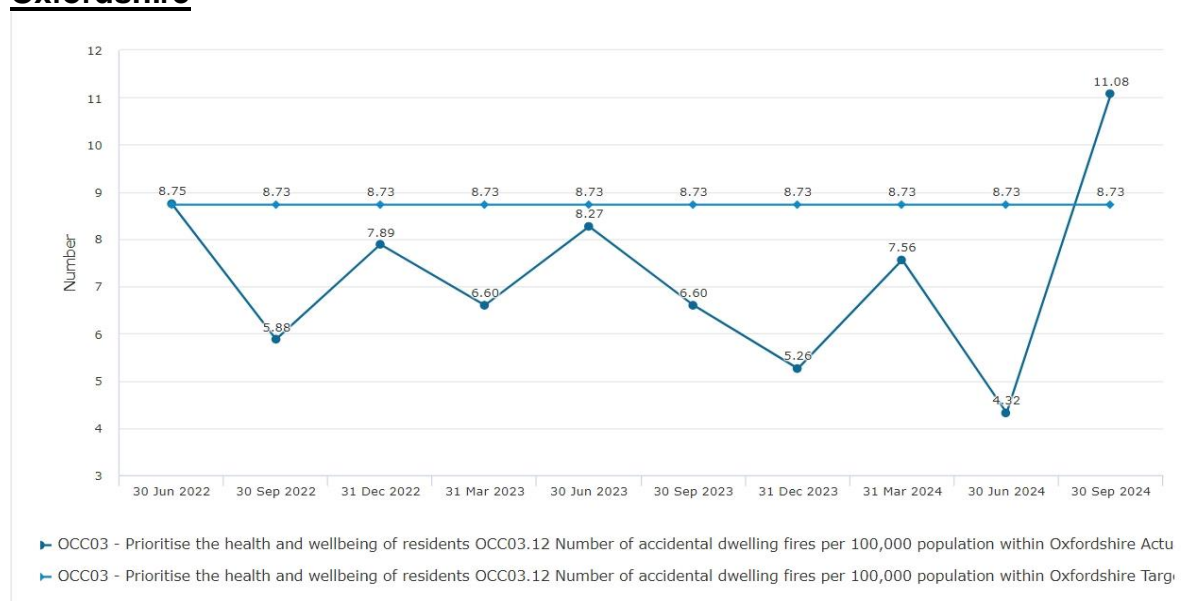


Figure 9: OCC03.12 Quarterly performance for 2024/2025 financial year

The service aims to keep the number of accidental dwelling fires per 100,000 population within Oxfordshire at or below 8.73, the actual figure for Quarter 2 is 11.08, which is above target and below the previous three-year average of 15.6 for this time of year and below the Great Britain average of 44.7 in 2022/2023.

For 2024/25, the service is focusing on proactive fire prevention by agreeing on performance measures with Community Risk and Response Managers. Stations will receive community risk profiles to target those most at risk of fires. Fire prevention activities include a multi-agency approach, social media awareness campaigns, and Safe and Well visits that provide referrals to other health and wellbeing services.

The service remains committed to protecting the community, Reducing harm, and saving lives through targeted prevention and protection efforts.

### **Priority OCC04: Support carers and the social care system**

This priority has five measures being reported in September 2024: two (40%) are reporting as Green and two (40%) are reporting as Amber exceptions. One measure is reported as monitoring only.



Figure 10: Priority OCC04 Monthly performance for 2024/2025 financial year

Measure	August Status:	Sept Status:	Director:
OCC04.01 % of people who received short-term services during 24/25 with no further support request	Amber	Amber	Karen Fuller
OCC04.05 Adults aged 65+ (per 100,000) admitted to residential and care homes (stretched target)	Amber	Amber	Karen Fuller

Table 7: Priority OCC04 Measure Exceptions - September 2024



**OCC04.01 % of people who received short-term services during 24/25 with no further support request**



Figure 11: OCC04.01 Monthly performance for 2024/2025 financial year

The reablement service in Oxfordshire aims to help individuals regain their independence after an illness. In September, the service achieved a 76% success rate, slightly below the national average target of 77.5%. This is an improvement from the August position of 75.58%.

In the first six months of this year, 1,239 people completed reablement, a 14% increase from last year. While 750 people became completely independent, 150 had reduced care needs. So far in 2024/25 85.3% of service users have seen a decrease in their care needs, and the number of residents supported to become more independent has risen by over 4%.

Performance demonstrates ongoing progress and a strong commitment to helping residents maintain their independence. The service will continue to work with system partners and residents to ensure that people are able to access reablement support in the community as well as via the hospital discharge pathways.

**OCC04.05 Adults aged 65+ (per 100,000) admitted to residential and care homes (stretched target)**

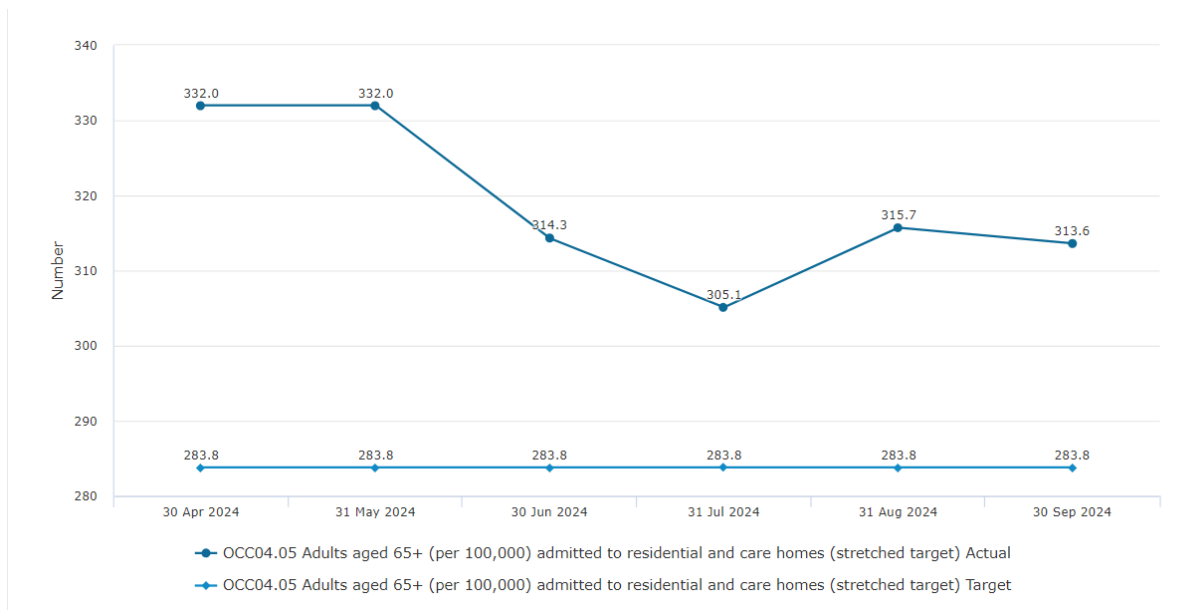


Figure 12: OCC04.05 Monthly performance for 2024/2025 financial year

The actual rate of admissions for adults aged 65+ decreased from 315.7 per 100,000 population in August to 313.6 per 100,000 in September.

This national measure tracks the number of people whose support needs are met by permanent care home admissions. While most people prefer to live at home, sometimes a care home is the best option. The goal is to reduce the number of permanent care home admissions. Last year (2023/24), 453 people were admitted, a rate of 346.2 per 100,000, which is better than the national average of 560.8 per 100,000 population. In the last 12 months, 442 people were admitted, a reduction from 2023/24, placing Oxfordshire in the top 10% nationally.

For 2022/23, Oxfordshire’s rate was 357.7, ranking 16th out of 151 authorities. As part of the Better Care Fund, the Council agreed an improvement target with the Department of Health and Social Care, which must show improvement on the previous year. The stretched target for 2024/25 is 400 admissions or a rate of 294 per 100,000 population. Last year our BCF target was 326 per 100,000 population, compared to our current target of 283.8 per 100,000.

Efforts to support people at home include increasing home care services and extra care housing, with a 6% increase in home care hours purchased.

**Priority OCC06: Preserve and improve access to nature and Green spaces**

This priority has three measures being reported in September 2024: two (67%) are reporting as Green and one (33%) is reporting as an Amber exception.



Figure 13: OCC06: Preserve and improve access to nature and Green spaces. Monthly performance for 2024/2025 financial year.

Measure	August Status	Sept Status	Director
OCC06.04% [by length] of Public Rights of Way network free from serious issues or obstruction	Amber	Amber	Paul Fermer

Table 8: Priority OCC06 Measure Exceptions - September 2024

## **OCC06.04% [by length] of Public Rights of Way network free from serious issues or obstruction**

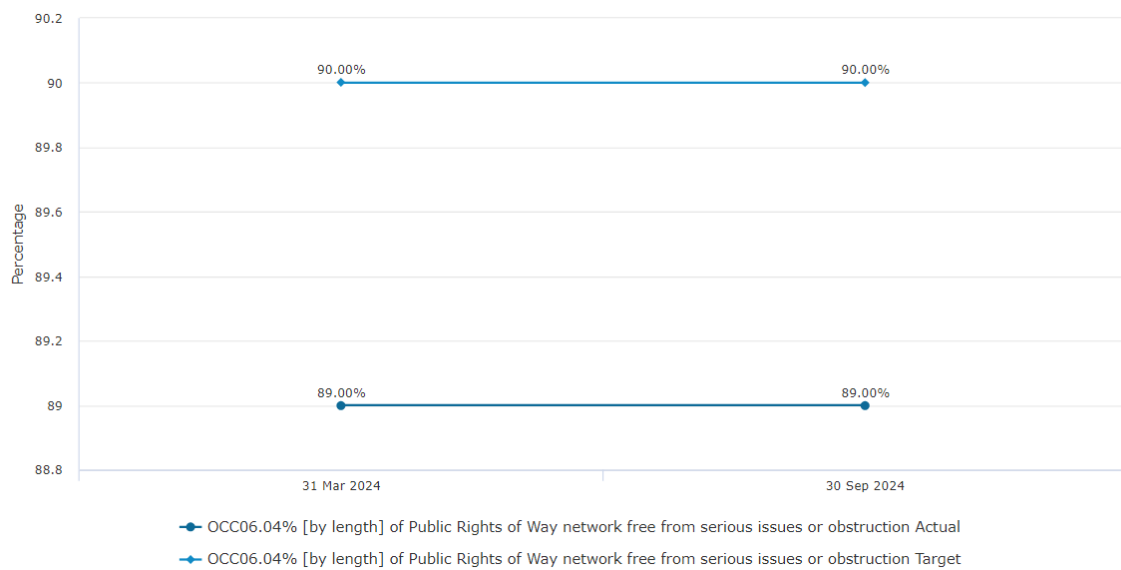


Figure 14: OCC06.04 Biannual performance for 2024/2025 financial year

The performance for the percentage of the Public Rights of Way (PRoW) network free from serious issues or obstructions is 89%, just below the target of 90%. This figure has remained consistent since March.

The council is responsible for 4266 km of PRoW network, and so despite an increase of 4.8 km (0.1% of the total network) in the length of links free from significant issues this quarter, the overall percentage did not change. The Countryside Access GIS system (CAMs) splits PRoW into 'links,' and the percentage is calculated by identifying all significant unresolved issues on the network, such as barbed wire fences, locked gates, unauthorised structures, unauthorised excavation, and buildings on the path. The total length of links associated with these issues is then determined to calculate the percentage of PRoW free from serious issues or obstructions. It is important to note that a link can be several kilometres long, even if the issue only affects a short section.

Many public right of way projects requires extended time to complete, but efforts are being made to promptly address issues identified during inspections or reported by residents.

### **Priority OCC11: Running the business**

This priority has 12 bi-monthly and three quarterly measures being reported in September 2024: nine (60%) are Green, three (20%) Amber, and three (20%) Red.



Figure 15: OCC011 Finance: Bi-Monthly performance for 2024/2025 financial year

Measure:	July Status:	Sept Status:	Director:
OCC11.02 Achievement of planned savings	Red	Red	Lorna Baxter

OCC11.05 Total outturn variation DSG funded services (Schools / early years)	Amber	Amber	Lorna Baxter
OCC11.06 Total outturn variation for DSG funded services (high needs)	Red	Red	Lorna Baxter
OCC11.10 Debt requiring impairment – Corporate debtors	Amber	Amber	Lorna Baxter
OCC11.11 Debt requiring impairment – Adult Social Care contribution debtors	Red	Red	Lorna Baxter

Table 9: Priority OCC11 Measure Exceptions - September 2024.

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

## Performance Highlights

- 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: [Energy efficient classrooms for Whitchurch Primary School](#)

Pupils at Whitchurch Primary School are set to benefit from environmentally friendly classrooms after successfully applying for a schools' energy efficiency loan from Oxfordshire County Council. The school applied to the council for £22,000, out of an £800,000 fund, to finance the installation of solar photovoltaic (PV) technology, designed to convert sunlight into electrical energy.

### **Tackle inequalities in Oxfordshire**

Link: [More success for Oxfordshire's innovative employment service](#)

Oxfordshire County Council has been graded "good" under new European accreditation guidelines for its support of adults with additional needs in finding and retaining stable employment. The council's Oxfordshire Employment service, part of its adult social care services, provides crucial work experience and support. This rating, awarded through the Supported Employment Quality Framework (SEQF), highlights the council's nearly 80 years of dedication to supported employment and its role as one of the first to undergo this new assessment.

### **Prioritise the health and wellbeing of residents**

Link: [Eligible groups encouraged to get their flu and COVID boosters](#)

People in Oxfordshire eligible for annual winter flu and COVID jabs are encouraged to get vaccinated promptly. The flu vaccine is free for pregnant women, children aged two to three or in primary and secondary education, individuals in clinical risk groups (e.g., those with diabetes, heart disease, or weakened immune systems) and their close contacts, care home residents, carers, frontline health and social care workers, and everyone over 65.

### **Support carers and the social care system**

Link: [Robots being used in Oxfordshire to help research the importance of touch](#)

Robots are being used in Oxfordshire as a training tool for the council's occupational therapists, helping them to gain a greater understanding of the impact of touch during physical and seated assessments. Occupational therapists from County Council's adult social care team are working with experts from University College London (UCL) and the Oxford Robotics Institute (ORI), University of Oxford, on the innovative research which uses robots to take the place of a person being assessed, programmed to take on different life like characteristics and health concerns.

### **Invest in an inclusive, integrated, and sustainable transport network**

*Link: [North Oxford travel improvements complete](#)*

Residents in and around Cherwell and north Oxford are now benefitting from easier travel as construction work is complete on Oxfordshire County Council's Kidlington roundabout project. The project has improved footways and cycleways, added much needed pedestrian crossings and extended bus lanes. This completes the county council's North Oxford corridor improvements programme, which provides transport infrastructure to support the expected housing growth across Cherwell district.

### **Preserve and improve access to nature and Green spaces.**

*Link: [Reclaiming nature: taking inspiration from a rare and extraordinary Oxfordshire meadow that's barely changed for 1,000 years](#)*

Oxfordshire County Council is transferring the lease of a meadow it owns in Swinford to the owners of the nearby Thames Valley Wildflower Meadow Restoration Project in Long Mead. The aim is to allow local experts in biodiversity to bring the meadow back to its full potential and help create a nature recovery network and habitat corridor linking a series of ancient meadows together. Some of the people involved in the project explain why it's taking place and how it will work.

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

*Link: [Oxfordshire's Adopt Archie campaign needs 'forever families'](#)*

Oxfordshire County Council and Adopt Thames Valley have launched a campaign to dispel myths about adoption and encourage more residents to consider adopting. The campaign features Archie, a lively two-year-old boy in need of a loving home. Archie enjoys racing toy cars, messy play, and sensory toys. The campaign aims to show that anyone with experience in caring for children can be a great candidate for adoption.

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

*Link: [Food labelling and safety tests helping to keep residents safe](#)*

Businesses that produce or sell food are being urged to ensure they are not putting customers at risk after over half of recently assessed food samples were found to be incorrectly labelled. Oxfordshire County Council's Trading Standards team regularly undertakes testing on food products to ensure that labelling is accurate, and products do not contain any harmful materials or Undeclared allergens such as peanuts or milk.

### **13. 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.
3. Of the ten strategic risks, eight remain static, with the same scoring as reported in August 2024 and two risks have seen improvement.

Risk Name	Risk Description	30 Sep 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	8	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	8	★	↘
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	6	4	★	↘
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	●	➡
10. Climate Impact	Increasing vulnerability to climate impacts leads to failure of key infrastructure and services with a direct impact on health, safety, environment, and businesses.	25	20.00	20.00	▲	➡

Table 10 Strategic Risk Overview for September 2024.

#### 14. Climate Action Programme Quarter 2 update

Table 10 provides an overview of the status of projects included in the 2024/25 Climate Action Programme, across its three pillars:

- Becoming a climate active council
- Decarbonising our estate and operations by 2030
- Enabling Oxfordshire's transition to net zero.

The Quarter 1 reporting focused on the 19 measures which are being taken forward by the Climate Action service, while this Quarter 2 update also includes the nine projects being taken forward by other services. From Quarter 3 onwards, it is proposed that all 28 projects will be reported on a quarterly basis.

Plan	Green		Amber		Red		Data unavailable		Total
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	
Quarter 1	15	79%	4	21%	0	0%	0	0%	19
Quarter 2	20	71%	7	25%	1	4%	0	0%	28

Table 11: RAG status of Climate Action Programme projects for Quarter 1 and 2 2024/25

Annex C provides additional information on the Climate Action programme Quarter 2 progress.

#### 15. Equality, Diversity and Inclusion (EDI) Action Plan Quarter 2 update

Table 11 provides an overview of the status of measures included in the 2024/25 EDI action plan.

EDI Action Plan	Green		Amber		Red		Data unavailable		Total
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	
<b>Quarter 1</b>									
Employer of Choice	9	75%	1	8%	0	0%	2	17%	12
Partner of Choice	2	50%	0	0%	0	0%	2	50%	4
Place shaper of choice	8	89%	1	11%	0	0%	0	0%	9
Total	19	76%	2	8%	0	0%	4	16%	25
<b>Quarter 2</b>									
Employer of Choice	11	92%	1	8%	0	0%	0	0%	12
Partner of Choice	4	100%	0	0%	0	0%	0	0%	4
Place shaper of choice	9	100%	0	0%	0	0%	0	0%	9
Total	24	96%	1	4%	0	0%	0	0%	25

Table 12: RAG status of EDI action plan for Quarter 1 2024/25

EDI Measure 24 - Better Housing Better Health services offer support to residents living in poor quality housing in all areas – this measure is now completed.

Annex D outlines the progress of the Equality, Diversity, and Inclusion Action Plan for Quarter 2 2024/25.



## Financial position

16. As shown below there is a forecast service area overspend of £6.1m, an increase of £1.0m from the position reported to the September Cabinet. After taking account of additional interest receivable on balances held by the council and anticipated capital financing costs, the overall position is a forecast underspend of £1.3m.

	Latest Budget Sept-24 £m	Forecast Spend Sept-24 £m	Forecast Variance Sept-24 £m	Forecast Variance Sept-24 %	Forecast Variance July-24 £m	Change Since July-24 £m
Adult Services	250.2	250.2	0.0	0.0%	0.0	0.0
Children's Services	200.4	204.0	3.5	1.8%	2.3	1.3
Environment & Highways	69.7	70.3	0.6	0.9%	0.9	-0.3
Economy & Place	1.8	1.8	0.0	0.0%	0.0	0.0
Oxfordshire Fire & Rescue Service and Community Safety	28.7	29.3	0.7	2.3%	0.6	0.0
Public Health & Communities	12.6	12.6	0.0	0.0%	0.0	0.0
Resources and Law & Governance	57.8	59.1	1.3	2.3%	1.3	0.0
Transformation, Digital & Customer Experience	7.7	7.7	0.0	0.0%	0.0	0.0
<b>Service Areas Total</b>	<b>628.9</b>	<b>635.0</b>	<b>6.1</b>	<b>0.0</b>	<b>5.1</b>	<b>1.0</b>
<b>Budgets Held Centrally</b>						
Capital Financing	20.7	17.3	-3.5	-16.6%	-3.1	-0.4
Interest on Balances	-10.7	-14.6	-3.9	37.0%	-2.5	-1.4
Contingency	7.4	7.4	-0.0	0.0%	0.0	-0.0
Pay Inflation	14.4	14.4	0.0	0.0%	0.0	0.0
Un-ringfenced Specific Grants	-55.3	-55.3	-0.0	0.0%	0.0	-0.0
Insurance	1.7	1.7	0.0	0.0%	0.0	0.0
Contribution from COVID-19 reserve	-3.8	-3.8	0.0	0.0%	0.0	0.0
Contribution from Budget Priority Reserve	-1.4	-1.4	0.0	0.0%	0.0	0.0
Contributions to reserves	11.5	11.5	0.0	0.0%	0.0	0.0
<b>Total Budgets Held Centrally</b>	<b>-15.4</b>	<b>-22.8</b>	<b>-7.4</b>	<b>48.1%</b>	<b>-5.6</b>	<b>-1.8</b>
<b>Net Operating Budget</b>	<b>613.5</b>	<b>612.2</b>	<b>-1.3</b>	<b>-0.2%</b>	<b>-0.4</b>	<b>-0.9</b>
Business Rates & Council Tax funding	-613.5	-613.5	0.0	0.0%	0.0	0.0
<b>Forecast Year End Position</b>	<b>0.0</b>	<b>-1.3</b>	<b>-1.3</b>	<b>-0.2%</b>	<b>-0.4</b>	<b>-0.9</b>

Table 13 Finance overall forecast position

17. The breakeven position for Adult Services reported to the September Cabinet remains unchanged.

18. The forecast overspend of £3.5m for Children's Services has worsened by £1.3m and is due to pressures within Home to School Transport and risks in the delivery of previously agreed savings built into the 2024/25 budget.
19. The overspend for Environment & Highways has reduced by £0.3m since July 2024. The £0.6m pressure includes a £2.2m overspend in Network Management relating to the underachievement of lane rental income savings, offset by a £1.6m underspend in Highways maintenance from a reduction in energy costs from lower energy activity.
20. The breakeven position for Economy and Place reported to the September Cabinet remains unchanged.
21. Public Health & Communities are forecasting a breakeven position. Within that a forecast £0.2m underspend against the Public Health grant funding is assumed to be transferred to reserves at year end.
22. The forecast overspend of £0.7m for Oxfordshire Fire & Rescue Service and Community Safety has remained unchanged from the July position and is due to risks in the delivery of previously agreed savings built into the 2024/25 budget.
23. The forecast overspend of £1.3m for Resources and Law & Governance has remained unchanged from the position reported to Cabinet in September, the pressure is mainly driven by high locum costs in the Legal service.
24. Transformation, Digital & Customer Experience are reporting a breakeven position.
25. £7.4m on-going budget was agreed to be held in contingency as part of the 2024/25 budget. This will be held to meet potential risks around pay inflation and anticipated winter pressures in Adults and Children's Services later in the financial year. The current forecast assumes that there is no underspend against the contingency budget on the basis of these potential risks. However, as the year progresses and there is more certainty over the forecast position, any variances against the contingency budget will be factored in.
26. The 2024/25 budget includes planned service areas savings of £30.1m. 43% of these savings are assessed as delivered and 71% are forecast to be delivered.
27. The risk assessed level of one – off funding held in general balances in 2024/25 is £30.2m. A residual balance of £2.3m relating to the underspend at the end of 2023/24 was agreed to be held in balances as part of the Provisional Outturn Report for 2023/24. After taking account of the forecast underspend, balances are currently forecast to be £3.6m above the risk assessed level at 31 March 2024.
28. The forecast 2024/25 deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £26.1m, £4.9m higher than 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 £81.9m at 31 March 2025.

### **Financial Implications**

29. 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 and on-going into 2025/26.

Comments checked by: Ian Dyson, Director of Financial and Commercial Services

### **Legal Implications**

30. 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.
31. 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 July 2024 performance, risk and finance position for the Council as part of its fiduciary duty to implement budgetary controls and monitoring.

Comments checked by: Paul Grant, Head of Legal and Deputy Monitoring Officer

**LORNA BAXTER**

Executive Director of Resources & Section 151 Officer

### **Contact Officers:**

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