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 requested[1] 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: **Transport Working Group (Report of Place Overview and Scrutiny Committee)**

Lead Cabinet Member(s): **Cllr Judy Roberts, Cabinet Member for Place, Environment, and Climate Action and Cllr Andrew Gant, Cabinet Member for Transport Management**

Date response requested:[2] **17 June 2025**

Response to report:
Enter text here.

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 invest in resources to audit and map existing cycling and walking infrastructure to understand the current status, condition,	PARTIALLY ACCEPTED	The auditing of active travel *infrastructure* is a key step that is undertaken in the creation of every LCWIP, and auditing results can be found in each LCWIP report. Earlier LCWIPs may not have followed the same audit procedures as more recent

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

and quality (including LTN 1/20 compliance) and identify gaps, including processes to crowdsource.		LCWIPs and will be updated according to OCC's new standardised procedures as soon as is practicable and necessary to do so. As for auditing active travel infrastructure that does not fall within the boundaries of LCWIPs. There are ongoing projects to audit active travel infrastructure on routes identified in the Strategic Active Travel Network to identify the best routes between key trip generators county-wide. Regarding mapping active travel infrastructure, the LCWIP process also involves collecting crowdsourced data on problems with active travel infrastructure in each LCWIP town. This data is used to identify the final list of LCWIP improvements. The Active Travel Team has engaged in a project to map all these proposed LCWIP infrastructure improvements county-wide (See response to recommendation 2). The team has investigated the level of effort that would be required to complete a full map of crowdsourced infrastructure data for Oxfordshire, and the effort is high. Given OCC's ongoing efforts to audit and map LCWIP infrastructure improvements, the additional mapping will need to be phased so that OCC's resources will be best utilised on continuing to develop LCWIPs and identify improvements.
2. That the Council should use open data tools to create publicly accessible, interactive maps that show the status of LCWIP delivery and future projects.	ACCEPTED	The Active Travel Team initiated a project in early 2025 to map all LCWIP improvements county-wide. This mapping project is now underway, and the resulting map will pinpoint the locations and types of all proposed improvements and indicate the delivery status of each improvement. This map will be publicly available and contain interactive and open data features.

		In parallel, the Active Travel Team is planning to redesign Oxfordshire County Council's active travel webpage to include a list of all proposed LCWIP improvements, along with live updates on their delivery status.
3. That the Council should ensure all relevant teams are trained in LTN 1/20 guidance, and that active travel is integrated into their day-to-day responsibilities.	ACCEPTED	Action has already been taken concrete steps to train officers and embed LTN 1/20 guidance and active travel principles across its operations. Targeted "lunch and learn" sessions have been delivered across teams for training and awareness of LTN 1/20 standards and their implications. Managers have been briefed to reinforce these principles in team meetings, and key staff involved in scheme design are required to engage with training materials and attend relevant courses. The Active Travel Team is also exploring the option of inviting an officer from Active Travel England (ATE) to deliver internal training sessions. In parallel, work is underway to produce the OCC Street Design Code, a comprehensive document that consolidates all existing design guidance—including the Cycling Design Standards, Walking Design Standards, Kerbside Strategy, Bus Stop Design Guidance, and Street Design Guidance—into a single, LTN 1/20-compliant resource. This will ensure that all future design work automatically aligns with national standards and supports funding applications. Finally, the matrix working approach, which is currently being implemented, will ensure that active travel is embedded into the day-to-day responsibilities of relevant teams.
4. That the Council should develop a clear governance structure that outlines the	ACCEPTED	The Active Travel Team recently launched the LCWIP Standardisation Project to address challenges and inconsistencies with the procedures involved in *developing*

roles and responsibilities of different teams in delivering the LCWIP.		LCWIPs. This initiative involves creating a standard template OCC LCWIP along with procedural guidelines. Place planning teams are responsible for the development of LCWIPs, and the Active Travel Team is responsible for guidance and oversight. This work has been carried out in collaboration with Place-Shaping teams and the Active Travel Delivery Team. The LCWIP template and standardisation procedures have now been circulated internally, and place planning teams are in the process of integrating them into their operations. Regarding the *delivery* of LCWIPs, the standardisation process also introduced a countywide active travel improvements prioritisation procedure. This ensures all identified improvements are prioritised using a consistent framework and allows funding to be allocated to the highest priority improvement based on scoring. These steps lay a firm foundation for delivering LCWIP improvements in a strategic and well-balanced way. We will work on establishing a common process once an improvement has been selected for delivery. We acknowledge that a detailed governance structure regarding the delivery of LCWIPs could further improve the new systems and will incorporate the task of designing a new delivery governance structure into the LCWIP standardisation procedures.
5. That the Council should develop its own in-house capacity to design and develop active travel schemes and bring them forward for delivery.	PARTIALLY ACCEPTED	In house capacity and capability is preferable to outsourcing and there is a commitment to build this, however, a level external support will still be required both in relation to skill sets and certain activity within the design and delivery process, along with not over resourcing internally when work levels fluctuate.

6. That the Council should actively develop a strategic approach to funding that includes identifying potential sources of funding and engaging with external organisations to secure financial support, including a revised approach to active travel whereby strategic funding becomes business as usual.	ACCEPTED	As described in responses to recommendations 4 and 9, the Active Travel Team has recently implemented improved funding allocation procedures for prioritised LCWIP improvements county-wide. After improvements are prioritised around the end of this calendar year, these procedures will enable officers to efficiently allocate funding from existing stable streams including annual Council capital funding for active travel, ATE funding, DfT funding, Sustrans funding, and CIL (Community Infrastructure Levy) funding making strategic funding business as usual. The council is actively working to streamline the s106 funding process, with the aim to secure future developer contributions to help deliver identified LCWIP interventions. OCC officers actively engage with external funders to identify additional funding for projects where needed, and we will continue to do so for active travel projects. See responses to Recommendations a. and 10 for more details.
7. That the Council should adopt an agreed methodology to calculate how much is currently spent on active travel per person per year, in line with Department for Transport metrics.	ACCEPTED	It is currently difficult to calculate exactly how much is currently spent on active travel per person per year because there is no centralised record that consolidates all OCC active travel funding streams. In 2024, the Active Travel Team developed a centralised tracking system to consolidate funding streams from ATE and OCC capital funding. In parallel, OCC's Pipeline Programme Coordinator is leading the development of a broader platform to centralise all infrastructure schemes across the Council, regardless of delivery stage. This "Pre-Delivery Portal" (PDP) is designed to integrate data from multiple services—such as Education, Waste, and

		Transport—and will eventually include active travel schemes funding. Officers will investigate the feasibility of producing this methodology and calculating this number with assistance from other OCC teams.
8. That the Council should match Scottish levels of funding for active travel, currently at £50 per resident per year.	REJECTED	The Office for National Statistics (mid-2023), the population of Oxfordshire is approximately 750,200 residents (2023) therefore this recommendation is saying that council should spend £37.5m a year on active travel. In fiscal year 2024/25 through S106, Active Travel Grant Funding, and maintenance funding The Council has spent £24.8m (that is two-thirds of £35.5m) on active travel. Further funding is needed to deliver the LCWIPs across the county. This is not just capital but revenue to develop the schemes. This level of funding allocated to active travel will be subject to the Council budget setting process and decisions and is not therefore something that can be committed to in isolation.
9. That the Council should create a prioritisation matrix to systematically allocate funding to projects based on their impact and feasibility.	ACCEPTED	As introduced in response to Recommendation 4 above, a key component of the LCWIP Standardisation Project has been the revision of how active travel schemes are selected and prioritised for funding. In collaboration with the Active Travel Infrastructure Delivery Team and Place-Shaping teams, the Active Travel Team has developed a robust Prioritisation procedure for prioritising LCWIP improvements, which is currently being applied to all existing Oxfordshire LCWIPs. The development of this matrix

		kicked off in January 2025 and is currently in use for all active LCWIPs. LCWIPs that were developed before this procedure was implemented are being retroactively reviewed and prioritised. How prioritisation works: Place Planning Teams across the county apply a set of 14 prioritisation criteria developed by the Active Travel Team. These criteria are grouped into three categories, each assessing a different dimension of a scheme's value: • Effectiveness: evaluates the potential impact of a scheme on increasing walking, wheeling, and cycling uptake. • Policy Alignment: assesses how well the scheme supports OCC's strategic objectives and broader policy goals. • Deliverability: measures the practical feasibility of delivering the scheme, including cost, technical complexity, and readiness. Each criterion includes: • A data source (e.g., Propensity to Cycle Tool, SATN mapping, school access data) • A set of evaluators (e.g., thresholds or conditions) • A scoring scale (0, 1, or 2) Each scheme is scored across all criteria, and an average score is calculated. This score is then compared against other schemes countywide to establish a prioritised list.

Overview & Scrutiny Recommendation Response Pro forma

		Funding Allocation When funding becomes available, schemes with the highest scores will be subject to scheme development, engagement, consultation, and council approval. This removes the need for ad hoc petitions and ensures that funding decisions reflect strategic priorities rather than reactive requests. Because the criteria include strategic indicators—such as SATN connectivity, LCWIP inclusion, and school access—the resulting prioritised list inherently reflects OCC's active travel and wider place shaping strategic priorities.
a. That the Council should strengthen partnerships with local organisations, such as universities, colleges, and health institutions, to leverage their resources and support for active travel projects.	ACCEPTED	Council officers will continue to foster partnerships with local organisations and seek funding or match funding for specific projects as they arise. As active travel projects come forward for delivery through prioritised pipeline, project teams will engage with potentially interested parties to seek all potential funding sources.
10. That the Council should encourage these organisations to invest in specific projects by providing clear information on the benefits and costs, using the open data tools to support this.	ACCEPTED	Both our prioritised list of LCWIP schemes and the Pre Delivery Portal (PDP) support the opportunity to seek external investment and funding for Active Travel schemes. Both databases will give us the ability to store clear information for each scheme (for example the benefits and costs), so that officers are able to map the projects to the most appropriate funding opportunities. Where possible and relevant, officers will use this detail to seek external investment for projects.
11. That the Council should develop a Co-production Handbook to guide the involvement of local stakeholders and	ACCEPTED	The County Council already has a Co-Production Handbook developed by the Co-Production Team with a revised edition scheduled for publication in Autumn 2025.

the public in the design and delivery of active travel projects.		Beyond the development of co-production guidance and applying its directives in the active travel area, the Active Travel Team, with input from the Co-Production Team has established the Active Travel Co-Production Group (ATCPG). This group brings together 16 representatives from Oxfordshire's leading active travel and disability stakeholder organisations, ensuring a broad and inclusive range of perspectives. The ATCPG serves two key bidirectional functions: assessment and assistance. The ATCPG meets quarterly and operates under a transparent governance framework chaired by the Active Travel Champion. ATCPG Members are encouraged to submit items for discussion via a structured form, which feeds into a Microsoft Lists platform to track progress and potential policy integration. The Active Travel Team is currently designing all policies in collaboration with stakeholders, in full application of the Council's commitment to policy co-production.
12. That the Council should use interactive online maps and other tools to keep the public informed about the progress of projects and to gather their input.	ACCEPTED	See response to recommendations 1 and 2 for details about ongoing efforts to map LCWIP projects for public view. Officers are also currently investigating the level of effort required to create a public map of ongoing schemes outside of LCWIP schemes. OCC will continue to engage in robust public engagement procedures and coproduction to gather public feedback during scheme development and while developing policy and plans.
13. That the Council should work transparently with local communities to complete the open data mapping and to adopt the Active Travel England	PARTIALLY ACCEPTED	Regarding open data mapping, as per our response to recommendation two, it is currently not feasible to engage in the open data mapping project at this time.

Guidance on Best Practice Community Consultation and Engagement.		Regarding adopting Active Travel England's Guidance on Best Practice Community Consultation and Engagement, the Council is aware of this guidance and broadly in line with our current approach. The Council is due to refresh its Consultation, Engagement and Co-production Strategy this fiscal year and will specifically review this guidance as part of this strategy refresh.
14. That the Council should use the Futures Toolkit, adopting tools such as strategic forecasting, back casting, and forecasting, so as to become more comfortable with uncertainty in implementing its vision-led approach.	ACCEPTED	"Implementing 'Decide & Provide': Requirements for Transport Assessments" is adopted by the county council. Consideration of how a 'vision-led approach' might be applied to plan making is being explored and will take into account national guidance on this once published.
15. That the Council should ensure, in its development and implementation of Movement and Place Strategies, that data is used as a key strategic tool with mode share targets being widely used.	ACCEPTED	This is being progressed. The content, approach, style, and engagement approach, along with the programme, was agreed at Informal cabinet in July. The Science Vale and Bicester Plans are two plans officers are due to consult on this in November.
16. That the Council ensures vision-led planning is data-led with projects at all levels being assessed against modal share targets.	PARTIALLY ACCEPTED	Consideration of how a vision-led approach might be applied to plan making is being explored and will take into account national guidance on this once published. We will be developing an Integrated Transport vision for the county and are exploring how transport monitoring and evaluation can be improved and be better managed.
17. That the Council should work to ensure that strategic funding for active travel is a priority for Enterprise Oxfordshire.	PARTIALLY ACCEPTED	Enterprise Oxfordshire is currently preparing its business plan for 2026/27. Active travel will be considered as part of that process, alongside the forthcoming review of economic development priorities and functions being led by the county council's Head of Future Economy

Overview & Scrutiny Recommendation Response Pro forma

18. That the Council should ensure that there is sufficient capacity for future versions of the Oxfordshire Infrastructure Strategy to be measured against modal share targets and the LTCP's headline targets.	ACCEPTED	OxIS is currently under development. The LTCP Annual Monitoring Report updates on LTCP headline targets and KPIs.
19. That the Council should ensure further resource is provided to the active travel teams to enable it to participate in developer fora in order to engage developers at an early stage and to highlight the importance of mode share targets in their considerations.	PARTIALLY ACCEPTED	The Transport Development Management teams already engage with developers seeking active travel measures as part of the preapplication service we offer, or by the LPAs service. For larger strategic sites OCC may enter in PPA agreements with the LPAs and developers (for all local authority service requirements). All sites are required to accord with local and national policies for any planning proposal. But officers must be mindful of a site's location, what is physically achievable and meets the 3 CIL tests for S106 obligations. We of course cannot guarantee all developer will approach us.