

# **Budget & Business Planning**

**Medium Term Financial Strategy  
2024/25 - 2026/27**

**Service Budgets for 2024/25**

**Capital & Investment Strategy  
2024/25 - 2033/34**



## **Preface**

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This publication provides an overview of Oxfordshire County Council's planned expenditure and funding in 2024/25 as well as the council's financial strategy for 2024/25 to 2026/27.

The following information is provided for each directorate:

- The detailed revenue budget for 2024/25 by service area;
- Budget changes built into the medium term financial strategy for 2024/25 and the following two years;
- Fees and charges for 2024/25 as set out in the Review of Charges agreed by Cabinet in January 2024.

The council's contribution to budgets managed jointly with Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) are shown as part of the budgets for Adult Services.

The council's capital programme which shows planned expenditure on new or improved school buildings and roads, for example, is also included along with the council's Capital & Investment Strategy.

The medium term financial strategy contained in this booklet supports a range of service provision which contributes to the council's vision and priorities.

This publication complements Oxfordshire County Council's council tax leaflet for 2024/25.

This is available on the Council's website at [www.oxfordshire.gov.uk/cms/content/council-funding-and-spending](http://www.oxfordshire.gov.uk/cms/content/council-funding-and-spending)

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# Introduction

## Key Data

2023/24 £000		2024/25 £000
<b>1,047,104</b>	<b>*Gross Expenditure</b>	<b>1,130,354</b>
-385,429	less Government Grants	-431,700
-82,887	less Income	-87,418
0	less Revenue Support Grant	-1,394
-40,000	less Business Rates Top-Up	-42,128
-19,098	less S31 Business Rates Relief Grants	-19,945
-36,016	less Business Rates from District Councils	-37,452
-14,954	less Council Tax Surpluses	-11,684
<b>468,720</b>	<b>= Council Tax Requirement</b>	<b>498,633</b>

2.99%	Increase in Council Tax	4.99%
£1,527.44	Council Tax (Band D)	£1,820.56

The following tables provide an analysis of the changes in the Council's gross expenditure and income budgets from 2023/24 to 2024/25:

	£000	%
<b>2023/24 Gross Expenditure</b>	<b>1,047,104</b>	
Inflation	0	0.0%
Function and Grant Changes	-377	0.0%
Previously Agreed Budget Changes	26,291	2.5%
New Agreed Budget Changes	58,069	5.5%
<b>2024/25 Gross Expenditure</b>	<b>1,131,087</b>	<b>8.0%</b>

	£000	%
<b>2023/24 Income (Including Grants)</b>	<b>-577,525</b>	
Inflation		0.0%
Function and Grant Changes	-17,682	3.1%
Previously Agreed Budget Changes	4,769	-0.8%
New Agreed Budget Changes	-42,017	7.3%
<b>2024/25 Income (Including Grants)</b>	<b>-632,455</b>	<b>9.5%</b>

# Council Summary Information

Medium Term Financial Strategy 2024/25 - 2026/27

Summary

	INDICATIVE BUDGET								
	2024/25			2025/26			2026/27		
	Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget	Proposed Base Budget	Proposed Allocation	Proposed Budget
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Directorate Budgets</b>									
Adult Services	229,459	22,974	252,433	252,433	10,588	263,020	263,020	14,000	277,020
Children's Services	172,753	25,648	198,401	198,401	2,519	200,920	200,920	-6,529	194,391
Environment & Place	73,435	1,778	75,213	75,213	1,796	77,009	77,009	590	77,599
Community Safety & Public Health	32,002	2,210	34,212	34,212	1,064	35,276	35,276	120	35,396
Resources	72,190	1,557	73,748	73,748	1,110	74,858	74,858	-572	74,286
Pay Inflation <sup>1/2</sup>				0	800	800	800	7,500	8,300
<b>Directorate Budgets</b>	<b>579,839</b>	<b>54,167</b>	<b>634,006</b>	<b>634,006</b>	<b>17,877</b>	<b>651,883</b>	<b>651,883</b>	<b>15,109</b>	<b>666,992</b>
<b>Strategic Measures</b>									
Capital Financing									
- Principal	13,399	1,534	14,933	14,933	1,484	16,417	16,417		16,417
- Interest	15,003	313	15,316	15,316	-161	15,155	15,155		15,155
Interest on Balances	-16,629	-3,566	-20,195	-20,195	4,134	-16,061	-16,061	3,100	-12,961
Un-Ringfenced Specific Grants	-42,896	-7,646	-50,541	-50,541	6,914	-43,627	-43,627		-43,627
Contingency & Inflation	7,503	-243	7,260	7,260	100	7,360	7,360		7,360
Insurance Recharge	1,436	302	1,738	1,738	1,738	1,738	1,738		1,738
<b>Total Strategic Measures</b>	<b>-22,183</b>	<b>-9,305</b>	<b>-31,489</b>	<b>-31,489</b>	<b>12,471</b>	<b>-19,018</b>	<b>-19,018</b>	<b>3,100</b>	<b>-15,918</b>
<b>Contributions to/from Balances &amp; Reserves</b>									
General Balances	7,600	-7,600	0			0	0		0
Prudential Borrowing Costs	10,804	-594	10,210	10,210	-1,920	8,290	8,290		8,290
Budget Equalisation Reserve	4,286	-3,134	1,152	1,152	-1,152	0	0		0
Transformation Reserve		-1,491	-1,491	-1,491	634	-857	-857	857	0
Budget Priorities Reserve	1,823	-3,219	-1,396	-1,396	1,396	0	0		0
COVID - 19 Reserve	-7,380	3,624	-3,756	-3,756	1,438	-2,318	-2,318	2,318	0
Demographic Risk Reserve	4,000.0		4,000	4,000.0		4,000	4,000.0		4,000
<b>Total Contributions to (+)/from (-) reserves</b>	<b>21,133</b>	<b>-12,414</b>	<b>8,719</b>	<b>8,719</b>	<b>396</b>	<b>9,115</b>	<b>9,115</b>	<b>3,175</b>	<b>12,290</b>
<b>Budget Shortfall</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-13,946</b>	<b>-13,946</b>	<b>-13,946</b>	<b>-133</b>	<b>-14,079</b>
<b>Net Operating Budget</b>	<b>578,788</b>	<b>32,448</b>	<b>611,236</b>	<b>611,236</b>	<b>16,798</b>	<b>628,034</b>	<b>628,034</b>	<b>21,251</b>	<b>649,285</b>

Medium Term Financial Strategy 2023/24 - 2025/26

Financing

	INDICATIVE BUDGET								
	2024/25			2025/26			2026/27		
	Base Budget	Proposed Budget Change	Proposed Budget	Proposed Base Budget	Proposed Budget Change	Proposed Budget	Proposed Base Budget	Proposed Budget Change	Proposed Budget
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Net Operating Budget	578,788	32,448	611,236	611,236	16,798	628,034	628,034	21,251	649,285
<b>Funded by:</b>									
<b>Government Grant</b>									
- Revenue Support Grant		-1,394	-1,394	-1,394	0	-1,394	-1,394		-1,394
- S31 Business Rate Reliefs	-19,098	-847	-19,945	-19,945	3,640	-16,305	-16,305		-16,305
- Business Rates Top-up	-40,000	-2,128	-42,128	-42,128	-843	-42,971	-42,971	-859	-43,830
<b>Total Government Grant</b>	<b>-59,098</b>	<b>-4,369</b>	<b>-63,467</b>	<b>-63,467</b>	<b>2,797</b>	<b>-60,670</b>	<b>-60,670</b>	<b>-859</b>	<b>-61,529</b>
<b>Business Rates</b>									
- Business Rates local share	-36,016	-1,437	-37,452	-37,452	-4,476	-41,928	-41,928	-859	-42,787
- Collection Fund Surplus/Deficit	-2,065	2,065	0	0	0	0	0	0	0
<b>Total Business Rates</b>	<b>-38,081</b>	<b>628</b>	<b>-37,452</b>	<b>-37,452</b>	<b>-4,476</b>	<b>-41,928</b>	<b>-41,928</b>	<b>-859</b>	<b>-42,787</b>
Council Tax Surpluses	-14,975	3,270	-11,705	-11,705	3,705	-8,000	-8,000		-8,000
Care Leavers Discount	21	0	21	21		21	21		21
<b>COUNCIL TAX REQUIREMENT</b>	<b>466,655</b>	<b>31,977</b>	<b>498,633</b>	<b>498,633</b>	<b>18,824</b>	<b>517,457</b>	<b>517,457</b>	<b>19,533</b>	<b>536,990</b>
<b>Council Tax Calculation</b>									
Council Tax Base			273,890			278,683			283,560
Council Tax (Band D equivalent)			£1,820.56			£1,856.79			£1,893.74
<b>Increase in Council Tax (precept)</b>			6.9%			3.8%			3.8%
<b>Increase in Band D Council Tax</b>			4.99%			1.99%			1.99%

# Financial Strategy 2024/25

## Overview

1. The Financial Strategy sets out the approach the Council will take to ensure it is financially sustainable over the medium and long term. It supports the delivery of other corporate strategies, such as the Strategic Plan and the Capital & Investment Strategy as well as the more detailed objectives of service strategies and plans such as the Property Strategy. Integrated and aligned strategies and plans are imperative to financial resilience and stability as the impact of actions or decisions on one or more of these strategies will have an impact on the others.
2. Financial resilience is the ability, from a financial perspective, to respond to changes in delivery or demand without placing the organisation at risk of financial failure. The budget is underpinned by a financial strategy to ensure the financial sustainability of the Council, deliver essential services to residents and achieve our vision making Oxfordshire a greener, fairer and healthier county, within a limited amount of resource.
3. Financial sustainability and resilience requires successful and sustained focus on the delivery of four critical elements and financial planning principles for the revenue budget and medium term financial strategy:
  - Transforming the council to become employer, partner and place shaper of choice.
  - Managing the impact of rising need through demand management.
  - Delivering agreed savings and planned outcomes from investments.
  - Ensuring the level of earmarked reserves and general balances is adequate based on the level of risk and financial uncertainty and only using one-off resources for temporary purposes.

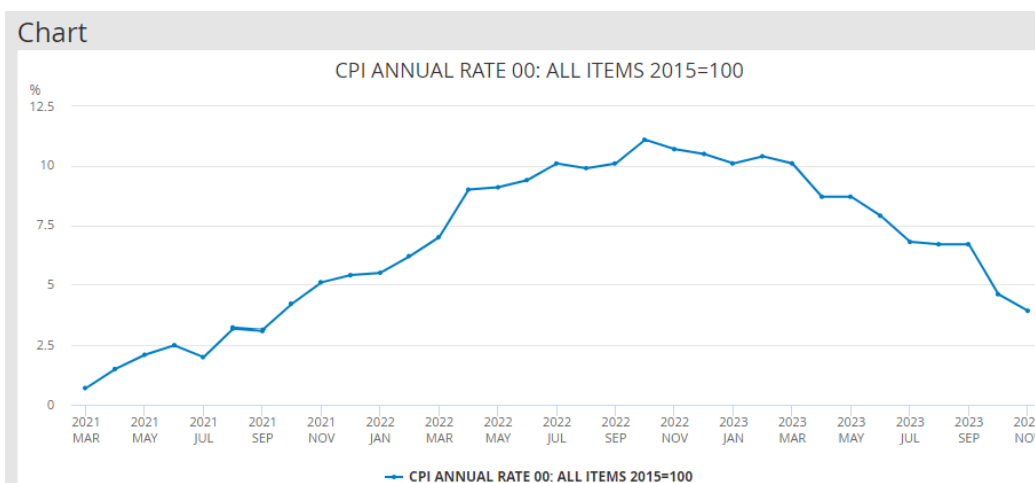
## Short Term Funding Context (2024/25)

4. Whilst a two-year policy statement for 2023/24 and 2024/25 was published in December 2022 setting out the government's intentions for the local government finance settlement for those two years, only a single year Local Government Finance Settlement for 2023/24 was provided. A further policy statement for 2024/25 was published on 5 December 2023, followed by a single year Provisional Local Government Finance Settlement for 2024/25 on 18 December 2023 and the Final Local Government Finance Settlement on 5 February 2024.
5. The Government uses Core Spending Power as a way of measuring the resources available to local authorities through the local government finance settlement. However, this includes both Council Tax increases and some ring-fenced grants, so it is not a clear measure of how much government funding has been provided for general services or by how much the funding has increased. The increase in Core Spending Power for 2024/25 for the Council following the Final Local Government Settlement is 7.7%, or £47.0m.

- £31.9m of the increase (68%) relates to the assumption that the maximum Council Tax increase of 4.99% is taken along with forecast taxbase growth.
- £12.0m of the increase (26%) relates to increases in Social Care grants announced as part of the Policy Statement in 2022 and already included in the draft MTFs agreed by Council in February 2023.
- £5.6m of the increase (12%) relates to the increase in the Settlement Funding Assessment which is increased annually by the CPI rate in the September preceding the start of the year, i.e., September 2023
- A £2.4m reduction (-5%) as a result of a reduction on the total funding available through the general Services Grant.

6. Whilst the increase in funding will go a significant way to meeting inflationary and demand pressures, there is still a requirement to make considerable savings and the need to increase council tax by the maximum allowable of 4.99% in order to deliver a balanced budget.

7. Increases in funding need to be seen in the context of inflation and its cumulative impact in the 2022/23 and 2023/24 financial years. The graph below shows the path of the Consumer Prices Index (CPI) since March 2021. CPI reached a peak of 11.1% in October 2022 and has slowly decreased to 3.9% in November 2023. The CPI time series shows that there has been a total increase of 22.3% over this period.



8. Taxbase growth has remained strong in 2023/24 and 2024/25 at 1.99% and 1.77% respectively. Future growth is assumed in the proposed MTFs at 1.75% per year which provides additional annual increases in funding of c£7.5m. An increase of 1.99% in Band D council tax is assumed in each of 2025/26 and 2026/27 as no information about future increases or the continuation of the Adult Social Care Precept is currently available beyond 2024/25.

9. The current MTFs included a contingency budget of £8.3m in 2023/24. Some of this has been used on a permanent basis to meet the cost of the pay award which was higher than expected when the budget was set. The contingency has been re-

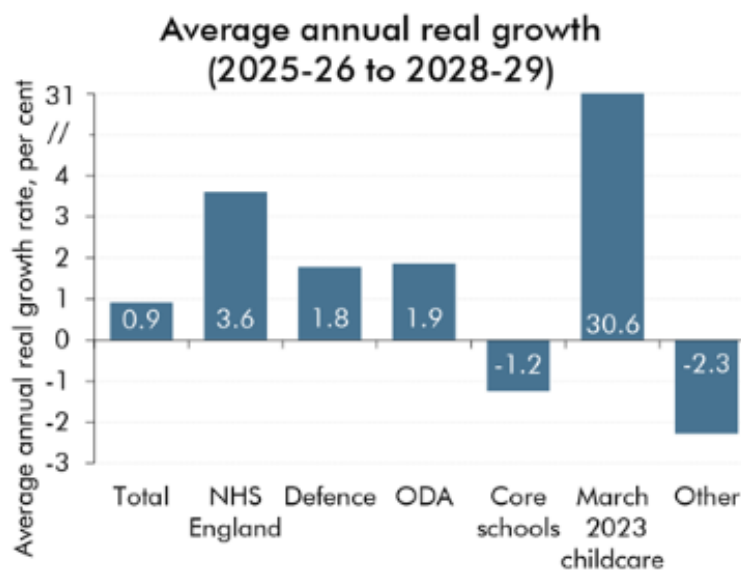


established as part of the budget proposals for 2024/25, with a budget of £7.3m, providing some necessary cover to meet any further inflationary or demand pressures given the current volatility. The Earmarked Reserves & General Balances Policy Statement 2024/25 (Section 4.6) sets out both the risk assessment for the level of General Balances taking into account the current financial uncertainty and the continuing higher levels of financial risk.

## **Medium Term Funding Context (2025/26 to 2026/27)**

10. There remains a lack of certainty in key aspects of Local Government funding. The policy statements published in both 2022 and 2023 state that the government recognises that providing councils with greater certainty on key aspects of their funding is important for the budget setting process and the ability to plan for the future. However, alongside this, the Policy Statement issued in December 2023 continued to refer to the position in relation to the local government funding reforms stating ‘the government remains committed to improving the local government finance landscape in the next Parliament. At the 2023 to 2024 Settlement, we heard calls from the sector for stability. Now is not the time for fundamental reform, for instance implementing the Review of Relative Needs and Resources or a reset of accumulated business rates growth. This continues to be the government’s position.’
11. The medium-term funding context is not only uncertain due to delays in in the implementation of the government’s long planned reforms to fair funding, business rates but also as a result of the following factors:
  - Reductions in general funding for local government from 2010 and the increase in the proportion of the council’s spend on social care needs, means the ability to deliver further savings is reduced.
  - Continued pressures on demand for social care and the sufficiency of market provision, particularly for Children’s Social Care.
  - The broader economic environment, including the availability of workforce, high interest rates and the cumulative impact of inflation.
  - Continuing significant cost of living pressures on communities and residents.
  - Delays and uncertainty regarding the implementation of adult social care charging reforms.
  - On-going uncertainty about the future arrangements for the management of past and future overspends relating to High Needs Dedicated Schools Grant, where the accumulated deficit built is expected to be £68.0m by the end of 2024/25.
12. The current financial risks in the public sector are also set out in the Office for Budget Responsibility publication from July 2023 titled Fiscal Risks and Sustainability. This states, the ‘2020s are turning out to be a very risky era for the public finances. In just three years, they have been hit by the Covid pandemic in early 2020, the energy and cost-of-living crisis from mid-2021, and the sudden interest rate rises in 2022, whose consequences continue to unfold. This rapid succession of shocks has delivered the deepest recession in three centuries, the sharpest rise in energy prices since the 1970s, and the steepest sustained rise in borrowing costs since the 1990s.’

13. The Office for Budget Responsibility (OBR) forecasts for spending projections arising from Autumn Statement 2022 for the period 2025/26 to 2027/28 set out a 0.7% real terms annual cut in funding for 'other services' which includes Local Government. The projections arising from the Autumn Statement 2023 for 'other services' show spending needing to fall by 2.3% a year in real terms from 2025/26 (see table below). However, if defence and Official Development Assistance (ODA) spending are increased in line with the Government's ambitions rather than current GDP share, this would lead to unprotected spending needing to fall by an average of 4.1% a year. This means there is the likelihood that in the medium term there will be very significant financial challenges for local authorities. It is therefore imperative to plan ahead to ensure a balanced budget is set each year as well as responding to emerging needs and priorities.
14. Furthermore, the OBR report states that 'delivering a 2.3% a year real terms fall in day-to-day spending would present challenges. Performance indicators for public services continue to show signs of strain, for example eleven 'Section 114' notices have been issued by local authorities since 2018, compared to two in the preceding 18 years. The Institute for Government's recent report found that performance in eight out of nine major public services has declined since 2010, with schools the exception'.



15. To ensure that the council is sustainable in the medium term and be the best we can for our residents, there is an imperative to fundamentally change how we do things. Over the next two years, our vision for a successful and sustainable Council of the future is one where we:
- are smaller; operating from fewer buildings making sure those we keep are used to their full capacity;
  - embrace technology where it improves productivity and connectivity to the people we serve, helping us become more efficient;
  - collaborate more closely with partners in the voluntary and community sector so we're no longer the main provider for every service; and
  - exploit commercial opportunities where they deliver value for our residents.

16. This vision will be delivered through the Council's Delivering the Future Together transformation programme. The programme will accelerate delivery of financial and non financial benefits achieving our operating principles and supporting the Council's financial sustainability.

#### Dedicated Schools Grant (DSG) Unusable Reserve

17. As set out in the Earmarked Reserves and General Balances Policy Statement (Section 4.6) it is expected that the deficit on the Dedicated Schools Grant (DSG) Unusable Reserve will increase over the medium term and could reach a deficit balance of £144.3m by the end of the MTFs period based on the deficits set out in Annex B. This unsustainable position confronts most authorities with responsibility for schools. The School and Early Years Finance (England) Regulations 2020 stipulate that a deficit on the DSG must be carried forward to be funded from future DSG income unless permission is sought from the Secretary of State for Education to fund the deficit from general resources.
18. Regulations require the negative balance to be held in an unusable reserve. The DSG 'statutory override' has been extended for a one-off period of three years (up to March 2026). The SEND and alternative provision improvement plan issued by the DfE in March 2023 stated 'it is critical that, during this extension, local authorities continue to work with all parts of the SEND system to put themselves in the best position so that when the 'statutory override' comes to an end, local authorities are able to demonstrate their ability to deal with remaining DSG deficits.' The document does not however contain any plan to bring levels of funding for High Needs provision up to sustainable levels. Irrespective of this, it is imperative that the council continues to develop and implement its reforms for High Needs to bring expenditure more in line with grant allocations.
19. Demand for High Needs continues to outstrip the growth in the grant funding and as set out in the Business Management & Monitoring Report to Cabinet in January 2024 the forecast deficit compared to Dedicated Schools Grant (DSG) funding for High Needs is £21.3m in 2024/25. Oxfordshire participated in Phase 1 of the DfE's Delivering Better Value scheme. This national programme, providing £1m of grant funding to help manage High Needs deficits. Despite this investment and the outcome of the programme, continued increases in demand mean that annual deficits against the grant funding are expected to grow in future years.
20. Beyond the period of the statutory override, the expectation is that the balance on the DSG Unusable Reserve will transfer back to the Council's total Earmarked Reserves. If this happens, it materially impacts on the overall level of reserves and by 1 April 2026, the total earmarked reserves held by the Council would only be £45.8m putting the financial standing of the council at risk. In this scenario, the council would need to take action to address the position. The risk associated with this is considered significant, however given the extension of the regulations, this does not need to be addressed until the 2026/27 financial year. Therefore, the position does not currently impact on decisions in the short term but consideration does need to be given in the medium term on how this might be addressed.

## Long Term Funding Context (to 2033/34)

21. The financial risks in the public sector over the longer term are also set out in the OBR report on Fiscal Risks and Sustainability. The context of the longer-term position needs to be seen following on from the challenging position in the short and medium term. This makes it more important to ensure that the Council is fit for purpose and transforms to remain sustainable over the long term.
22. The report states 'governments face growing costs from an ageing society, a warming planet, and rising geopolitical tensions – challenges that no longer loom in the distance in our 50-year projections but pose significant fiscal risks in this decade:
  - as the 'baby boom' cohorts enter retirement and high inflation ratchets up the cost of the triple lock, state pension spending is expected to be £23 billion in today's terms (0.8% of GDP) higher in 2027/28 than at the start of the decade;
  - as global temperatures rise and the 2050 deadline for reaching net zero draws closer, rising take-up of electric vehicles is expected to cost £13 billion a year in forgone fuel duty by 2030, while the public investments needed to support the decarbonisation of power, buildings, and industry could reach £17 billion a year by that date; and
  - in response to growing security threats in Europe and Asia, the Government has said it aspires to increase defence spending – for the first time in seven decades – from 2.0 to 2.5% of GDP, at a potential cost of £13 billion a year in today's terms.'
23. At a local level, the county is facing significant demographic pressures. Economic prosperity and the quality of the environment make Oxfordshire an attractive place in which to live and work., The February 2022 update of the Oxfordshire County Council housing-led forecasts predict a total population in Oxfordshire of 853,500 by 2030, a growth of 157,600 (+20%). Over the same period, the number of people aged 65 and over is projected to grow by almost 25%. Over the next twenty years the number of people aged over 85 is expected to double with one in four requiring intensive support from the social and health care system. It is expected that there will be an increase in the number of clients with learning disabilities as well as an increase in this client group's life expectancy. In addition, the 0-17 population is expected to rise by 16% leading to an increase in the number of children requiring school places. This will result in an erosion of existing and forecast spare capacity in many primary schools and in time, secondary schools.
24. Long term planning is particularly challenging in the current environment. However, in planning for the long term, it remains important to understand both the context of Oxfordshire as well as the main drivers of change. In this context, we need to ensure that the most fundamental issues facing the organisation which have been identified are responded to.
25. The longer-term trajectory for housing led forecasts indicate that the level of tax base growth is expected to continue to increase broadly at its current rate of c1.75% to 2.00% per year. Assuming interventions over the medium term have an impact on

managing demand; that inflation levels are assumed to return to within the Bank of England target of 2% and that council tax increases remain in line with inflation, then the prospect for the Council of meeting its increasing demographic pressures is likely to be achievable.

26. However, this does not take into account significant funding reductions which may arise over the medium term and any potential impact of the High Needs DSG deficit returning to the Council's Balance sheet. These scenarios will need to be modelled as well for alternative possible future economic and political environments.
27. The Capital & Investment Strategy at Section 5.1 sets out the long-term context in which capital expenditure and investment decisions are made and articulates how the Council's capital investment will help achieve the Council's vision and priorities as well as respond to demographic changes. The Council has a capital investment requirement over the ten-year period to 2033/34 of £363m. The Council will need to consider different mechanisms for financing over the longer term to deliver this level of investment. A Commercial Strategy is currently in development which will help to address the issue.

## **Measuring Financial Performance**

28. Measuring the Council's financial health through a set of targeted measures is a key way of measuring our financial health and resilience in supporting the Council's plans and priorities. The key indicators upon which we will measure ourselves are set out in Annex 1 below.
29. There are two key data sets which are used to measure financial health and resilience: CIPFA's Financial Resilience Index<sup>1</sup> and the Office for Local Government (OFLOG) data explorer. Both are designed to support and improve discussions surrounding local authority financial resilience. They show a council's performance against a range of measures associated with financial risk, including the level of earmarked reserves and general balances. The data sets are a comparative tool to be used to support good financial management and generate a common understanding of the financial position within authorities.
30. The information from the two datasets for Oxfordshire compared to similar authorities is set out in Annex 2. Whilst there are a range of indicators, the themes generally relate to the three areas below.
  - Levels of Debt – Oxfordshire is well placed in these metrics. The levels of debt to income are in the lower quartile and in respect of level of debt compared to core spending, Oxfordshire is well below the median range. Debt servicing as a percentage of core spending is also at the low end of the median range. In the resilience index, the gross external debt metric is low risk.
  - Levels of Non Ringfenced Reserves (General Balances) – As a percentage of both service spend and net revenue expenditure, Oxfordshire is within the median range (lower end).

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<sup>1</sup> The December 2023 Index uses figures from the 2022/23 DLUHC revenue and expenditure Outturn data return (RO)

- Levels of Reserves (Ringfenced and General Balances) - In the resilience index, Oxfordshire is in the middle compared to others, and the change in level of reserves is lower than other comparators. The reserves sustainability measures, measuring the change in reserves in each of the last three years, Oxfordshire is lower risk compared to others.
- Social Care spend – Oxfordshire is within the median range (lower end) suggesting that the risk is comparatively less than others. In the financial resilience index, the Social Care ratio, at 78% of spend compared to net revenue expenditure is lower risk than comparators.

31. The one indicator where Oxfordshire scores comparatively higher risk than other County Councils is in relation to Business Rates - growth above baseline. This indicator is calculated as the difference between the baseline funding level and retained rates income, over the baseline funding level. This is perceived as a risk because compared with many other counties, Oxfordshire's income from business rates growth is high. However, given the implementation of funding reforms and a business rates reset will now not occur before 2025/26, there is no risk in the short-term. Furthermore, any business rates loss is expected to be phased reducing the impact in anyone year. The potential impact on the MTFs in 2025/26 and 2026/27 will be reviewed next year when further information may be available.

## **Financial Management**

32. Financial indicators alone do not give a complete picture of financial health and sustainability; strengths of financial management and governance are also an essential foundation of any successful organisation.

33. The Code of Practice for Financial Management (the FM Code) was introduced by CIPFA in November 2019. on behalf of the Ministry of Housing, Communities and Local Government (MHCLG) in the context of increasing concerns about the financial resilience and sustainability of local authorities. The FM code is not statutory but compliance with the code is obligatory. It brings together elements that are already part of existing statutory guidance:

- Role of the Chief Financial Officer in Local Government (S151 Officer)
- Prudential Code for Capital Finance
- Code of Practice on Local Authority Accounting in the United Kingdom

34. The FM Code, which includes 19 standards, clarifies how Chief Finance Officers should satisfy their statutory responsibility for good financial administration as required in section 151 of the Local Government Act 1972. Importantly it emphasises the collective financial responsibility of the leadership team, including the relevant elected members, of which the Chief Finance Officer is one member.

35. The first full year of compliance with the FM Code was 2021/22. It is for the individual authority to determine whether it meets the standards and to make any changes that may be required to ensure compliance. Authorities should be able to provide evidence that they have reviewed their financial management arrangements against the

standards and that they have taken such action as may be necessary to comply with them.

36. An assessment has been made of the Council's current compliance with the FM Code. The assessment has identified that the Council is well placed to evidence compliance from 1 April 2024. 17 of the 19 Standards have been assessed as Green and 2 assessed as Amber meaning that compliance can be evidenced. Where relevant, proposed further actions that can be taken to enhance compliance have been included in the assessment. The assessment will also be used to help inform the Council's Annual Governance Statement (AGS) which will be published alongside the Statement of Accounts. The Summary Assessment is included at Annex 3.

## Key Performance Indicators

The Financial Strategy enables the Authority to undertake Budget Planning for the short, medium and longer term, and to make sound decisions on the commitment of financial resources whilst ensuring strong financial resilience. As such the Financial Strategy supports the Strategic Plan, and a budget planning process that can ensure finances are allocated to support the delivery of all the council's key priorities.

The Financial Strategy directly supports the council's priorities. There are two key strategic indicators (SI) that demonstrate the effectiveness of the Financial Strategy:

1. The Council is financially resilient
2. The Council has good financial management and governance

The following set out the performance activity and measures for monitoring these indicators, the frequency of monitoring and where they are reported to. The key measures are reported publicly through Cabinet and Performance & Corporate Services Overview & Scrutiny Committee as part of the monthly Business Management & Monitoring Report (BMMR), others are monitored within the Finance Service and reported by exception or are routinely reported to the Audit and Governance Committee.

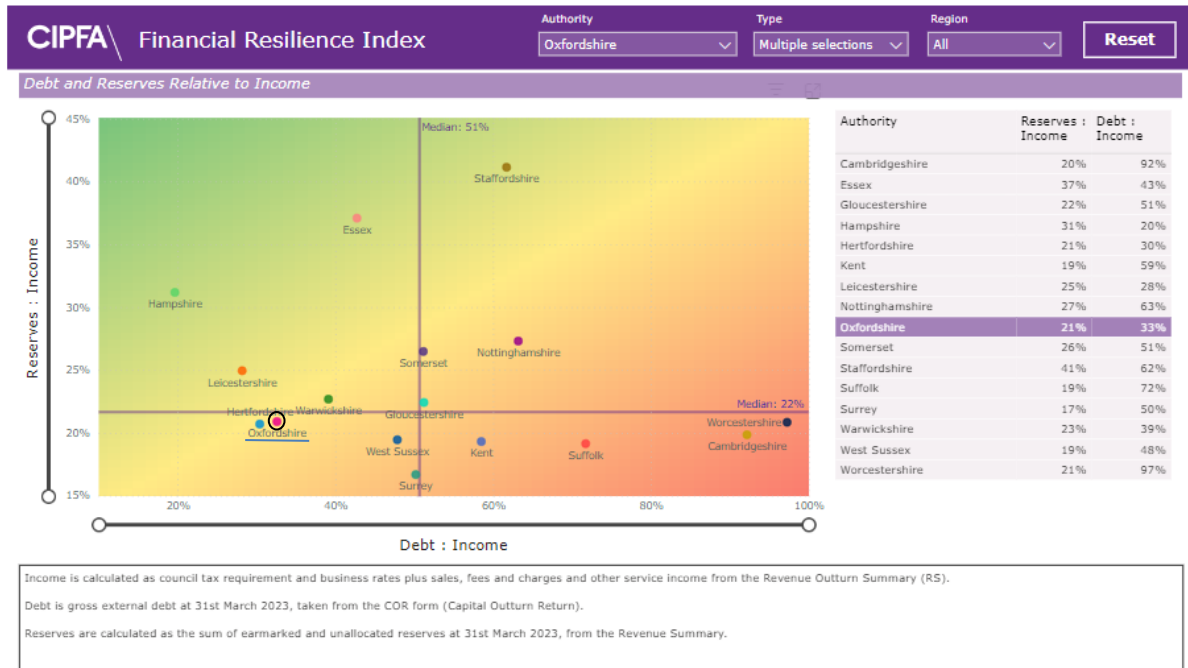
SI	Measure	2024/25 Target	Reporting Frequency	Reported to:
<b>Delivering to budget and achieving savings:</b>				
1	Overall forecast revenue variance across the Council	Break even or underspend	Bi-Monthly Business Management & Monitoring Report (BMMR)	Cabinet
1	Achievement of Planned savings in 2024/25	90%	Bi-Monthly BMMR	Cabinet
2	Directorates deliver services and achieve planned performance within budget	=< 1% revenue budget variation (with service outcomes achieved)	Bi-Monthly BMMR	Cabinet



<b>Ability to manage unplanned/unforeseen events:</b>				
1	General Balances are forecast to remain within 85% of the risk assessed level for 2024/25.	>85% of the risk assessed level of £30.2m.	Bi-Monthly BMMR	Cabinet
<b>Use of Grants</b>				
2	Total Outturn variation for Dedicated Schools Grant (DSG) funded services (schools and early years)	Break even or underspend	Bi-Monthly BMMR	Cabinet
2	Total Outturn variation for Dedicated Schools Grant (DSG) funded services (high needs)	Overspend no higher than £21.3m (see Annex B)	Bi-Monthly BMMR	Cabinet
2	Use of non-DSG revenue grant funding	=>95% of grant funding is spent in year	Bi-Monthly BMMR	Cabinet
<b>Systems and processes operate effectively and are well controlled to reduce and detect error and fraud:</b>				
2	Positive assurance from External Audit	Zero material issues identified by External Audit	Quarterly and Annual Report (September)	Audit & Governance Committee
2	Annual report of the Chief Internal Auditor (CIA)	Positive assurance by the CIA	Annually (May)	Audit & Governance Committee
2	Positive assurance following Internal Audits of Financial Systems and processes	90% audits of financial systems are rated Green or Amber	Quarterly	Audit & Governance Committee
2	Internal Audit actions for financial systems implemented within agreed timescales	90% of priority 1 and 2 audit actions implemented within the originally agreed timescale	Quarterly	Audit & Governance Committee
2	% of agreed invoices paid within 30 days	>95%	Bi-Monthly BMMR	Cabinet
<b>Compliance with the CIPFA Financial Management Code of Practice</b>				
2	annual self-assessment of compliance to the CIPFA FM standards	100% compliance (green and amber RAG ratings)	Annually (January)	Cabinet / Audit & Governance Committee
<b>Debt Management</b>				
2	Invoice Collection Rate – Corporate Debtors	95%	Bi-Monthly BMMR	Cabinet
2	Invoice Collection Rate – ASC contribution debtors	92%	Bi-Monthly BMMR	Cabinet
2	Debt Requiring Impairment – Corporate Debtors	<£0.300M	Bi-Monthly BMMR	Cabinet
2	Debt Requiring Impairment – ASC contribution debtors	<£2.5M	Bi-Monthly BMMR	Cabinet
<b>Treasury Management</b>				

2	Average cash balance compared to forecast average cash balance	=<0% or +15% variation	Quarterly (Quarterly Treasury Management Report)	Cabinet / Audit & Governance Committee
2	Average interest rate achieved on in-house investment portfolio	>=3.00%	Quarterly (Quarterly Treasury Management Report)	Cabinet / Audit & Governance Committee
2	Average Annualised Return achieved for externally managed funds	>=3.75%	Quarterly (Quarterly Treasury Management Report)	Cabinet / Audit & Governance Committee

Capital Programme indicators are included in the Capital & Investment Strategy at Section 5.1



**CIPFA Financial Resilience Index** Authority: **Oxfordshire** Indicator Group: **Primary** Year: **2022-23**

*Results Breakdown*

Indicators of Financial Stress

Indicator	Min	Indicator Value	Max
Reserves Sustainability Measure	23.06	100.00	100.00
Level of Reserves	28.91%	39.18%	75.72%
Change In Reserves	-11.51%	65.17%	143.96%
Interest Payable/ Net Revenue Expenditure	1.50%	2.27%	4.59%
Gross External Debt	£263,069k	£322,119k	£1,024,870k
Social care ratio	72.03%	78.26%	85.52%
Fees & Charges to Service Expenditure Ratio	5.29%	7.01%	12.16%
Council Tax Requirement / Net Revenue Expenditure	68.35%	82.69%	100.36%
Growth Above Baseline	2.01%	5.26%	8.39%

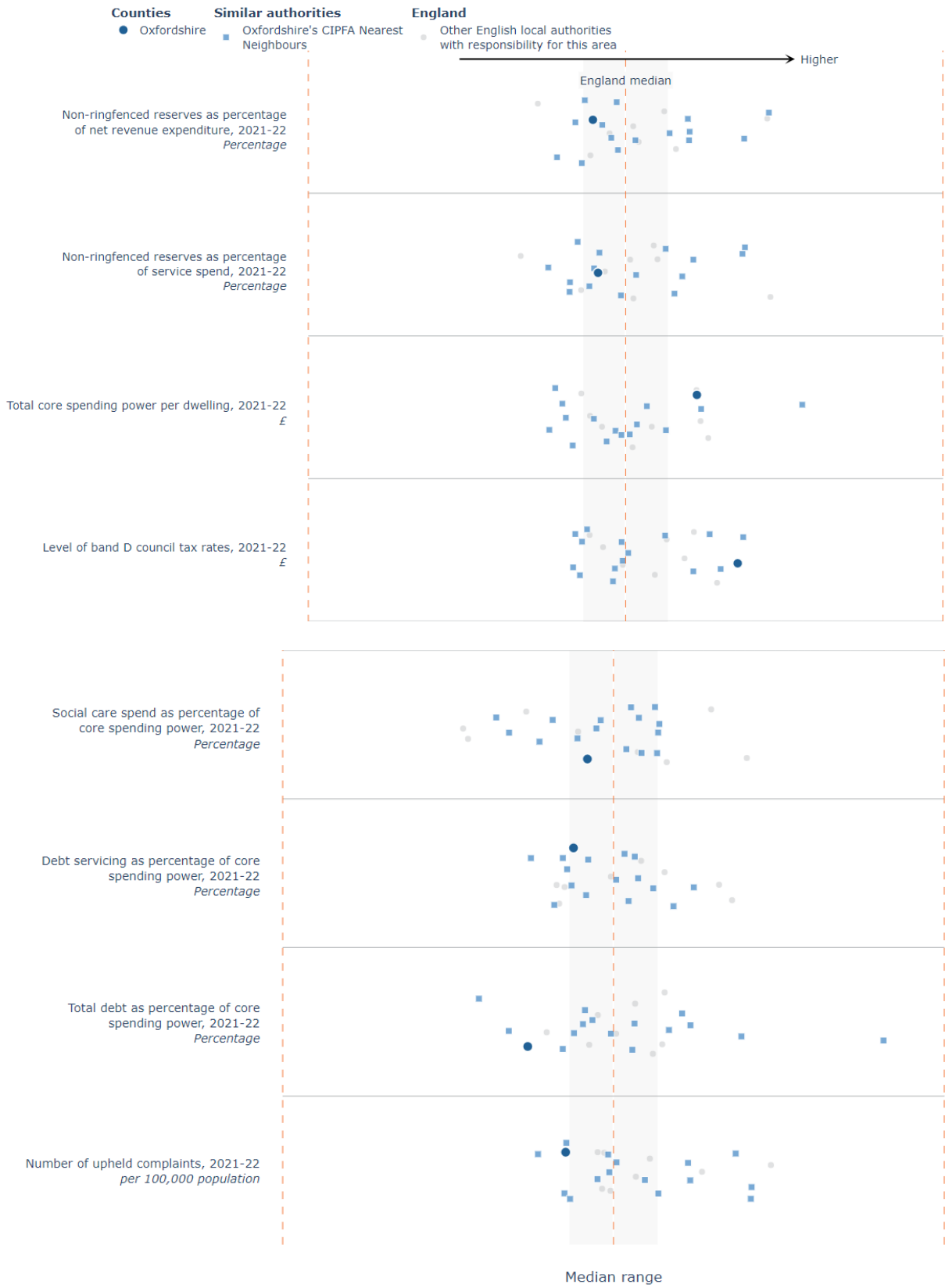
Auditors VIM Assessment: Refer to local authority website  
Children's Social Care Judgement: Good

**CIPFA Financial Resilience Index** Authority: **Oxfordshire** Indicator Group: **Primary** Year: **2022-23**

*Results Breakdown*

Indicators of Financial Stress

Indicator	Min	Indicator Value	Max
Reserves Sustainability Measure	23.06	100.00	100.00
Level of Reserves	25.82%	39.18%	75.72%
Change In Reserves	-11.51%	65.17%	143.96%
Interest Payable/ Net Revenue Expenditure	1.50%	2.27%	5.51%
Gross External Debt	£263,069k	£322,119k	£1,311,118k
Social care ratio	68.96%	78.26%	89.99%
Fees & Charges to Service Expenditure Ratio	5.29%	7.01%	12.16%
Council Tax Requirement / Net Revenue Expenditure	63.41%	82.69%	100.36%
Growth Above Baseline	1.54%	5.26%	8.39%



## Financial Management Code of Practice – Summary Compliance Assessment 2023/24

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
1.	<b>Responsibilities of the Chief Finance Officer (CFO) and Leadership Team</b>			
A	The leadership team is able to demonstrate that the services provided by the authority provide value for money (VfM)	<p>Services use benchmarking to inform opportunities to improve VfM but this is often ad hoc and there is limited visibility beyond the service.</p> <p>Procurement decisions consider VfM by considering the quality of service and not just price.</p>	<p>The council's transformation programme is expected to focus on improving the business intelligence information available to the council. This will include developing a strategy for data and insight.</p> <p>A commercial strategy, that will be overseen by a new Commercial Board is being drafted and will also focus on procurement, third party spend, commissioning and commercial activity.</p>	<b>AMBER</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
B	The authority complies with the CIPFA “Statement of the Role of the CFO in Local Government”	<p>The CFO is qualified accountant with significant experience working as an active member of the council’s leadership team.</p> <p>In carrying out their role as Executive Director of Resources and Section 151 Officer, the CFO is a member of SLT (Strategic Leadership Team) and reports directly to the Chief Executive. The CFO has an influential role with members of the Cabinet, Audit &amp; Governance Committee and lead opposition members.</p> <p>The budget proposals for 2024/25 include funding for additional finance capacity needed to support the organisation to transform and to ensure that the CFO is able to lead and direct a finance function that is resourced to be fit for purpose.</p>	The Business Services Transformation project will focus on sustainable financial management across the organisation through developing improved guidance and training for non – finance staff and reviewing, documenting and clarifying roles and responsibilities and accountabilities with efficient use of systems and processes to support that in the council’s self service operating framework.	<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
2.	<b>Governance and Financial Management Style</b>			
C	The Leadership Team demonstrates in its actions and behaviours responsibility for governance and internal control	<p>The Strategic Leadership Team (SLT) understands its responsibilities in relation to Financial Management and considers the assessment against the Code and actions or further work required in order to continuously improve.</p> <p>The Council Management Team (CMT) receive and review on a quarterly basis a report from the Chief Internal Auditor on progress against the Internal Audit Plan, implementation of agreed management actions and delivery of the Counter Fraud Plan. The Annual Governance Statement (AGS) and Action Plan are also considered by CMT.</p> <p>In addition, the Audit &amp; Governance Committee have a key role in providing independent assurance over governance, risk and internal control arrangements.</p>	<p>SLT are continuing to discharge their responsibilities through CMT including focussing on managing pressures over the short and medium term to maintain financial resilience through the Medium Term Financial Strategy.</p> <p>The council's Delivering the Future Together programme has moved to a new phase and is focussing on the operational priorities for the council of employer, place shaper and partner of choice.</p>	<b>GREEN</b>
D	The authority applies the CIPFA/SOLACE "Delivering Good Governance in Local Government: Framework (2016)"	The Local Code of Corporate Governance sets out how the Council complies with the requirements of the Framework and identifies key documents, which provide detailed information as to how the Council ensures the Corporate Governance principles are adhered to. The annual update of the Oxfordshire Code of Corporate Governance was last approved by Audit & Governance Committee in May 2023.		<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
E	The Financial Management style of the authority supports financial sustainability	<p>The Council has adopted a Business Partnering model that supports managers to deliver financially sustainable services by providing strategic advice and support. Training in financial management roles and responsibilities has been a focus across a number of Directorates during the last financial year.</p> <p>This is underpinned by a Corporate Function that manages the strategic financing issues and provides the budget setting and accounting framework for the organisation.</p> <p>An updated Financial Strategy including financial performance indicators that are tracked and reporting during the following year is published annually as part of the budget agreed by Council.</p>	<p>Business Services Transformation will develop a clearer framework of financial roles and accountability and develop training to support that which will be used consistently across the Council.</p> <p>A new Financial Management Strategy and a Commercial Strategy are being developed.</p> <p>Business Partnering will be developed across more functions within the council and a formal operating model for business partnering will be developed.</p> <p>Development of improved and digitised business case process for capital and revenue.</p>	<b>AMBER</b>



Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
3.	<b>Long to Medium-Term Financial Management</b>			
F	The authority has carried out a credible and transparent financial resilience assessment	<p>A review of both the 2022/23 Financial Resilience index and the OFLOG finance data set compared to the nearest neighbours cohort of local authorities has been undertaken. This is set out in in the Financial Strategy (section 4.5 of the Budget &amp; Business Planning Report to Cabinet in January 2024).</p> <p>The Financial Strategy also includes a suite of measures against which financial performance is measured during the year and reported through the Business Management &amp; Monitoring Reports to Cabinet. These measures include the forecast level of General Balances against the minimum risk assessed level for balances taking into account the latest monitoring position in the current year and the forecast achievement of savings built into the budget.</p> <p>The council's People and Culture Strategy, which will inform future workforce requirements will be considered for approval by Cabinet in January 2024.</p>		<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
G	The authority understands its prospects for financial sustainability in the longer term and has reported this clearly to members	<p>The Financial Strategy and MTFS outline the financial challenges and opportunities facing the Council over the medium term.</p> <p>The Capital &amp; Investment Strategy and the Capital Programme both cover a 10-year period. The Capital &amp; Investment Strategy sets out the long-term context in which capital expenditure and investment decisions are made and articulates how the Council's capital investment will help achieve the Council's vision and priorities as well as respond to demographic change.</p>	With the development of a new business intelligence approach, it remains an ambition to progress the development of scenario planning in relation to the long term and the council's place shaping ambitions.	<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
H	The authority complies with the CIPFA “Prudential Code for Capital Finance in Local Authorities”	<p>The Capital &amp; Investment Strategy is updated annually and agreed by Council alongside the Capital Programme, Treasury Management Strategy, Annual Investment Strategy and Minimum Revenue Provision Policy.</p> <p>The Capital Programme is monitored monthly with reports produced quarterly for the Strategic Capital Board and Cabinet. Quarterly Treasury Management reports are taken to Audit &amp; Governance Committee, Cabinet and Council, including monitoring of Prudential Indicators.</p> <p>The ratio of financing costs to the net revenue stream is forecast to remain within 4%-5% over the medium term. The future affordability of any proposed new borrowing is a key consideration within the Budget &amp; Business Planning process.</p>		<b>GREEN</b>
I	The authority has a rolling multi-year medium-term financial plan consistent with sustainable service plans	The Council has an integrated Business and Budget Planning Process with a multi-year Medium Term Financial Strategy linked to service plans. This is reviewed and updated each year with new future years added to ensure that the strategy covers at least three years.		<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
<b>4.</b>	<b>The Annual Budget</b>			
J	The authority complies with its statutory obligations in respect of the budget setting process	The Council produces an annual balanced budget and supporting documentation within the necessary timeframe.		<b>GREEN</b>
K	The budget report includes a statement by the CFO on the robustness of the estimates and a statement on the adequacy of the proposed financial reserves	The CFO's Section 25 report accompanies the suite of Budget documents and includes a commentary on the adequacy of proposed financial reserves with reference to CIPFA's Resilience Index as well as assessed compliance with the FM Code.		<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
5.	<b>Stakeholder Engagement and Business Plans</b>			
L	The authority has engaged where appropriate with key stakeholders in developing its long-term financial strategy, medium-term financial plan and annual budget	<p>One of the Council's priorities has been to develop and implement a new consultation and engagement strategy, enhancing opportunities for residents, including young people and those seldom heard, to have their say in service development. This was implemented for the 2023/24 budget process and has been developed further for 2024/25.</p> <p>New for 2024/25 the council is using an online budget simulator tool, that enables residents and other stakeholders to weigh up funding choices and trade-offs for themselves.</p> <p>Wider engagement and outreach activities include two sounding board events for secondary school aged children, three online Oxfordshire Conversations in December 2023 and five events for adults known to experience inequity, in December and January to support their engagement with the simulator.</p> <p>Performance &amp; Corporate Services Overview &amp; Scrutiny Committee have also considered the budget proposals ahead of the budget being agreed by Council.</p>		<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
M	The authority uses an appropriate documented options appraisal methodology to demonstrate the value for money of its decisions	Key decisions requiring investment to deliver service improvements, deliver savings or invest or save opportunities require business case to aid decision making via the appropriate governance process (e.g., Strategic Capital Board).	<p>Review the requirements, standards and guidance for business cases including training options for responsible officers and decision makers.</p> <p>A project to automate the completion and sign off of business cases for revenue and capital projects has just commenced and is expected to be completed in Spring 2024.</p>	<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
<b>6. Monitoring Financial Performance</b>				
N	The Leadership Team takes action using reports enabling it to identify and correct emerging risks to its budget strategy and financial sustainability	<p>The regular Business Management and Monitoring Reports to Cabinet include performance, finance and risk so enable the council's leadership team and Cabinet to respond to emerging issues and to take action to manage those.</p> <p>The regular Capital Programme monitoring report includes updates on scheme activity, performance and risks.</p>	<p>Continue to improve the visibility and links between performance, risk and finance reporting, highlighting key issues that need to be considered in the Business Management &amp; Monitoring Report as well as any issues arising from the Capital Programme.</p> <p>Business Services Transformation and development of Data and Insight are expected to improve reporting capabilities and the use of data to underpin that.</p>	<b>GREEN</b>
O	The Leadership Team monitors the elements of its balance sheet that pose a significant risk to financial sustainability	The Business Management and Monitoring Reports to Cabinet include monitoring of key balance sheet items including balances, reserves, debtors, and cash (including the performance of Treasury Management).		<b>GREEN</b>

Ref	CIPFA Financial Management Standards	Current Status	Further Work	RAG Status
<b>7. External Financial Reporting</b>				
P	The CFO has personal and statutory responsibility for ensuring that the statement of accounts produced by the local authority complies with the reporting requirements of the “Code of Practice on Local Authority Accounting in the United Kingdom” (The Code)	<p>The annual accounts are produced in compliance with The Code and have always received an unqualified audit opinion.</p> <p>Statutory deadlines for publication of the accounts were consistently met until 2021/22 when resourcing issues impacted the completion of the accounts. Since then the on-going impact of audits for previous years has made it more difficult to complete the accounts by the deadline.</p> <p>The audit of the 2020/21 accounts was completed during 2023/24 and the audit of the 2021/22 accounts is expected to be completed in early 2024.</p> <p>The audit of the 2022/23 accounts remains outstanding as at 31 December 2023 pending national guidance on the approach to be taken to resolve the national audit backlog.</p>		<b>GREEN</b>
Q	The presentation of the final outturn figures and variations from budget allows the leadership team to make strategic financial decisions	The Council Management Team and Cabinet consider the outturn and year end variances in a Provisional Outturn Report to Cabinet each June. Where relevant this enables strategic financial decisions to be made early in the following financial year.		<b>GREEN</b>



Forecast Earmarked Reserves 2023/24 to 2026/27

Reserve	Balance at 1 April 2023	Forecast Movement	Forecast Balance at 31 March 2024	Forecast Movement	Forecast Balance at 31 March 2025	Forecast Movement	Forecast Balance at 31 March 2026	Forecast Movement	Forecast Balance at 31 March 2027	Description
	£m	£m	£m	£m	£m	£m	£m	£m	£m	
<b>Revenue Grants Unapplied</b>										
Grants and Contributions Reserve	37.0	-19.0	18.0	-7.0	11.1	-3.7	7.4	-1.0	6.4	Holds overspent or underspent grants & contributions committed to be spent or recovered in future years. Excludes balance relating to DSG.
Covid-19 Reserve	15.4	-9.3	6.1	-3.8	2.3	-2.3	0.0	0.0	0.0	The use of £6.1m to support planned expenditure from 2024/25 – 2025/26 is built into the Medium-Term Financial Strategy as agreed in February 2023.
Government Initiatives Reserve	2.3	-0.5	1.8	-0.5	1.4	-0.3	1.0	0.0	1.0	Holds underspends on budgets funded by un-ringfenced specific grants relating Government initiatives or agreed outcomes.
<b>Subtotal Revenue Grants Unapplied</b>	<b>54.8</b>	<b>-28.8</b>	<b>25.9</b>	<b>-11.2</b>	<b>14.7</b>	<b>-6.3</b>	<b>8.4</b>	<b>-1.0</b>	<b>7.5</b>	
<b>Corporate Priorities</b>										
Budget Priorities Reserve	11.4	-9.8	1.6	-1.6	0.0	0.0	0.0	0.0	0.0	This reserve is being used to support the implementation of the Council's priorities and the Medium Term Financial Strategy.
Transformation Reserve	1.5	0.0	1.5	1.7	3.2	-3.2	0.0	0.0	0.0	This reserve is needed to fund the implementation costs of the Council's Transformation programme.
Zero Emissions Zone (ZEE)	0.5	0.0	0.5	0.0	0.5	0.0	0.5	0.0	0.5	This reserve holds surpluses generated by Network Coordination for the development and expansion of the ZEE in the future years.
Youth Provision Reserve	0.3	-0.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
<b>Subtotal Corporate Priorities</b>	<b>13.7</b>	<b>-10.1</b>	<b>3.6</b>	<b>0.1</b>	<b>3.7</b>	<b>-3.2</b>	<b>0.5</b>	<b>0.0</b>	<b>0.5</b>	
<b>Funding for Risk</b>										
Insurance Reserve	12.9	0.0	12.9	0.0	12.9	0.0	12.9	0.0	12.9	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	13.0	4.0	17.0	4.0	21.0	4.0	25.0	4.0	29.0	In light of the significant pressures relating to High Needs DSG and other budgets with demographic volatility. This reserve will help to manage demographic risk.
Council Elections	0.4	0.2	0.6	0.2	0.8	-0.8	0.0	0.0	0.0	To meet the cost of the County Council elections every four years.
Redundancy Reserve	2.4	0.0	2.4	1.3	3.7	-3.7	0.0	0.0	0.0	This reserve is available to fund redundancy costs arising from Transformational Change.
Trading Accounts	0.2	-0.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	Holds funds relating to traded activities which are carried forward each year (whether surplus or deficit).
Council Tax Collection Fund Reserve	3.0	0.0	3.0	-3.0	0.0	0.0	0.0	0.0	0.0	This reserve was used to hold any surplus/ deficit as a result of income from council tax being more or less than originally estimated. The balance has been transferred into a combined Collection Fund Reserve in 2024/25.
Business Rates Reserve	9.5	0.0	9.5	-9.5	0.0	0.0	0.0	0.0	0.0	This reserve was used to smooth the volatility of Business Rates income and to mitigate risk around future changes to Business Rates. The Collection Fund Reserve will be used to hold funding to smooth both council tax and business rates income from 2024/25.
Collection Fund Reserve	0.0	0.0	0.0	4.0	4.0	0.0	4.0	0.0	4.0	Collection fund reserve will be used to smooth fluctuations in both council tax and business rates income year to year.
IFRS 9 (Changes in the Value of Treasury Management Pooled Funds)	0.0	0.0	0.0	2.2	2.2	0.0	2.2	0.0	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 2025/26 if the statutory override which removes changes in their value from the accounts is removed on 1 April 2025.
<b>Subtotal Risk</b>	<b>41.3</b>	<b>4.0</b>	<b>45.4</b>	<b>-0.8</b>	<b>44.6</b>	<b>-0.5</b>	<b>44.1</b>	<b>4.0</b>	<b>48.1</b>	
<b>Capital &amp; Equipment</b>										
Capital Reserves	67.8	0.3	68.1	7.8	76.0	9.7	85.7	7.5	93.2	This reserve has been established for the purpose of financing capital expenditure in future years.
Vehicle and Equipment Reserve	3.4	0.3	3.7	-1.6	2.2	-1.3	0.8	0.0	0.8	To fund future replacement of vehicles and equipment
Investment Pump Priming Reserve	2.0	-1.9	0.1	0.0	0.1	0.0	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.
<b>Subtotal Capital &amp; Equipment</b>	<b>73.2</b>	<b>-1.3</b>	<b>72.0</b>	<b>6.3</b>	<b>78.3</b>	<b>8.4</b>	<b>86.6</b>	<b>7.5</b>	<b>94.1</b>	
<b>Other Reserves</b>										
Schools' Reserves	12.9	0.0	12.9	0.0	12.9	0.0	12.9	0.0	12.9	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	1.9	-1.6	0.3	-0.2	0.1	-0.1	0.0	0.0	0.0	This relates to funding for the Growth Deal
On Street Car Parking Reserve	4.9	0.2	5.1	-2.2	2.9	-1.3	1.6	-0.5	1.1	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.
<b>Subtotal Other Reserves</b>	<b>19.7</b>	<b>-1.4</b>	<b>18.4</b>	<b>-2.4</b>	<b>16.0</b>	<b>-1.4</b>	<b>14.6</b>	<b>-0.5</b>	<b>14.1</b>	
<b>Total Earmarked Reserves</b>	<b>202.7</b>	<b>-37.5</b>	<b>165.2</b>	<b>-7.9</b>	<b>157.2</b>	<b>-3.0</b>	<b>154.3</b>	<b>10.0</b>	<b>164.3</b>	
DSG Unusable Reserve *	-41.1	-21.2	-62.3	-21.3	-83.6	-25.0	-108.6	-35.7	-144.3	
<b>DSG High Needs deficit within Unusable Reserve *</b>	<b>-46.8</b>	<b>-21.2</b>	<b>-68.0</b>	<b>-21.3</b>	<b>-89.3</b>	<b>-25.0</b>	<b>-114.3</b>	<b>-35.7</b>	<b>-150.0</b>	* total excluding positive balances (eg. new schools set up fund offset by High Needs Deficit)
<b>Total Earmarked Reserves after DSG Unusable Reserve</b>	<b>161.6</b>	<b>-58.7</b>	<b>102.9</b>	<b>-29.2</b>	<b>73.7</b>	<b>-28.0</b>	<b>45.7</b>	<b>-25.7</b>	<b>20.0</b>	

Revenue Government Grants 2024/25

Ringfenced	Directorate	Issued by	Estimate	In year	In year	Actual	Estimate	Estimate	Estimate
			2023/24	Adjustments / New Allocations reported previously reported	Adjustments/ New Allocations reported this time	2023/24	2024/25	2025/26	2026/27
			£000	£000	£000	£000	£000	£000	£000
	<b>Adult Services</b>								
R	Improved Better Care Fund	DHSC	10,705	0	0	10,705	10,705	10,705	10,705
R	Adult Social Care Market Sustainability and Improvement Fund	DHSC	5,366	0	0	5,366	10,026	0	0
R	Adult Social Care Discharge Fund	DHSC	1,501	0	0	1,501	1,501	0	0
R	Adult Social Care MSFI - Workforce Fund	DHSC		3,485		3,485	0	0	0
R	CQC Review and Assessment Grant	DHSC	0		27	27	0	0	0
	<b>TOTAL ADULT SERVICES</b>		<b>17,572</b>	<b>3,485</b>	<b>27</b>	<b>21,084</b>	<b>22,232</b>	<b>10,705</b>	<b>10,705</b>
	<b>Childrens Services</b>								
	<b>Dedicated Schools Grant</b>								
R	Dedicated Schools Grant (DSG) - Schools Block	DfE	131,138	31	0	131,169	132,163	132,163	132,163
R	Dedicated Schools Grant (DSG) - Central Block	DfE	4,992	0	0	4,992	5,153	5,153	5,153
R	Dedicated Schools Grant (DSG) - Early Years Block	DfE	44,341	94	0	44,435	73,221	73,221	73,221
R	Dedicated Schools Grant (DSG) - High Needs Block	DfE	85,288	-564	0	84,724	89,405	89,405	89,405
	<b>Subtotal Dedicated Schools Grant</b>		<b>265,759</b>	<b>-439</b>	<b>0</b>	<b>265,320</b>	<b>299,942</b>	<b>299,942</b>	<b>299,942</b>
	<b>School Grants</b>								
R	Pupil Premium	DfE	7,663	531	0	8,194	8,194	8,194	8,194
R	Education Funding Agency - Sixth Form Funding	DfE	280	39	0	319	321	321	321
R	PE and Sport Grant					2,217			
		DfE	2,266	-49	0		2,217	2,217	2,217
R	Universal Infant Free School Meals	DfE	3,938	109	0	4,047	4,047	4,047	4,047
R	Teacher's Pay Grant	DfE	95	-95	0	0	0	0	0
R	Teacher's Pension Grant	DfE	274	-264	0	10	10	10	10
R	National Professional Qualification Grant	DfE	0	15	0	15	0	0	0
R	Early Career Framework - Mentor	DfE	0	93	0	93	0	0	0
R	Early Career Framework - Off Timetable	DfE	0	161	0	161	0	0	0
R	Coronavirus (COVID-19) Recovery Premium	DfE	0	462	0	462	0	0	0
R	Coronavirus (COVID-19) School Let Tutoring Grant	DfE	0	408	0	408	0	0	0
R	Teacher's Pay Additional Grant	DfE	0	1,404	0	1,404	0	0	0
R	Early Year Supplement Grant	DfE	0	2,978	0	2,978	0	0	0
R	Mainstream Schools Additional Grant	DfE	0	4,285	0	4,285	0	0	0
	<b>Subtotal School Grants</b>		<b>14,516</b>	<b>10,077</b>	<b>0</b>	<b>24,593</b>	<b>14,789</b>	<b>14,789</b>	<b>14,789</b>
	<b>Other Childrens Services Grants</b>								
R	School Improvement Monitoring & Brokering Grant	DfE	0	0	0	0	0	0	0
R	Matching project - Adoption Grt	DfE	0			0			
R	Additional support for schools in financial difficulty	DfE	0	331	0	331			
R	Youth Justice Board	YJB	674	30	0	704	704	704	704
R	Asylum (USAC and Post 18)	HO	3,997	2,580	0	6,577	4,636	4,636	4,636
R	Extension of Virtual School - children with social worker	DfE	0	135	0	135	0	0	0
R	Extension of Virtual School - previously looked after children	DfE							
		DfE	0	66	0	66	0	0	0
R	Pupil Premium Plus Post 16 pilot	DfE	0	45	0	45	0	0	0
R	Extended Personal Adviser Duty Grant	DfE	103	9	0	112	112	112	112
R	Staying Put Implementation Grant	DfE	288	-36	0	288	288	0	0
R	Remand Framework	YJB	72	-36	0	36	37	37	37
R	Reducing Parental Conflict Workforce Development Grant	YJB	0	48	0	48	0	0	0
R	Supported Internships for YP with SEND	DfE	54	0	0	54	0	0	0
R	Holiday Activities and Food Programme	DfE	296	1,203	0	1,499	0	0	0
R	Attach ASF	DfE	0	15	0	15	0	0	0
R	Fam Group Conferences	DfE	0	54	0	54	0	0	0
R	Multiply	DfE	899	0	0	899	0	0	0
R	Turnaround Programme	YJB	64	63	0	127	0	0	0
R	NEW - Section 31 Grant Implementation of Supported Accommodation						299		
	<b>Subtotal Other Childrens Services Grants</b>		<b>6,447</b>	<b>4,507</b>	<b>0</b>	<b>10,990</b>	<b>6,076</b>	<b>5,489</b>	<b>5,489</b>
	<b>TOTAL CHILDRENS SERVICES</b>		<b>286,722</b>	<b>14,145</b>	<b>0</b>	<b>300,903</b>	<b>320,807</b>	<b>320,220</b>	<b>320,220</b>

Revenue Government Grants 2024/25

Ringfenced	Directorate	Issued by	Estimate	In year	In year	Actual	Estimate	Estimate	Estimate
			2023/24	Adjustments / New Allocations reported previously reported	Adjustments/ New Allocations reported this time	2023/24	2024/25	2025/26	2026/27
			£000	£000	£000	£000	£000	£000	£000
	<b>Public Health</b>								
R	Public Health Grant	DHSC	33,632	0	0	33,632	34,401	34,401	34,401
R	Local Stop Smoking Services	DHSC	0	0	0	0	790		
	<b>TOTAL PUBLIC HEALTH</b>		<b>33,632</b>	<b>0</b>	<b>0</b>	<b>33,632</b>	<b>35,191</b>	<b>34,401</b>	<b>34,401</b>
	<b>Community Safety</b>								
R	Fire Fighter's Pension Fund Grant	HO	1,361	0	0	1,361	0	0	0
R	Additional Pensions Grant	HO	0			0	1,061	0	0
R	Pensions Grant	HO	0			0	75	0	0
R	Fire Protection Uplift Grant	HO	0	303	0	303	303	303	303
R	Fire Fighter's New Dimensions Grant	HO	40	0	0	40	40	40	40
	<b>TOTAL COMMUNITY SAFETY</b>		<b>1,401</b>	<b>303</b>	<b>0</b>	<b>1,704</b>	<b>1,479</b>	<b>343</b>	<b>343</b>
	<b>Environment &amp; Place</b>								
R	Bus Service Operators Grant	DfT	514	0	0	514	309	309	309
R	Natural England (Thames Path & The Ridgeway)	DEFRA	227	0	0	227	227	227	227
R	PMO	DEFRA	0	0	0	0	70	70	70
R	COVID BSSG	DfT	0	48	0	48	0	0	0
R	Biodiversity Net gain Grant	DEFRA	0	27	0	27	0	0	0
R	Woodland Creation Accelerator Fund (WCAF)	DEFRA	0	75	0	75	0	0	0
R	Air Quality SSCL Grant	DEFRA	0	127	0	127	0	0	0
R	Capability Fund	DfT	0	260	0	260	0	0	0
R	Zero Emission Zone Pilot	DEFRA	0	0	0	0	0	0	0
	<b>TOTAL ENVIRONMENT &amp; PLACE</b>		<b>741</b>	<b>537</b>	<b>0</b>	<b>1,278</b>	<b>606</b>	<b>606</b>	<b>606</b>
	<b>Resources</b>								
R	Homes for Ukraine *	DLUHC	6,503	0	0	6,503	0	0	0
R	Music Service	AC	844	0	0	844	844	844	844
R	MaaS.CAV	Innovate UK	313	0	0	313	0	0	0
R	Park & Charge	Innovate UK	206	0	0	206	0	0	0
R	Virgin Park & Charge	Innovate UK	7	0	0	7	0	0	0
R	Data Driven Safety Tool	Innovate UK	91	0	0	91	0	0	0
R	Quantum Gravimeter	Innovate UK	69	0	0	69	0	0	0
R	Resilient CAV	Innovate UK	25	0	0	25	0	0	0
R	Heart Park Project	DfT	90	0	0	90	0	0	0
R	GTC DfT Congestion Tool	DfT	59	0	0	59	0	0	0
R	CAVL4R	DfT	11	0	0	11	0	0	0
	<b>TOTAL RESOURCES</b>		<b>8,219</b>	<b>0</b>	<b>0</b>	<b>8,219</b>	<b>844</b>	<b>844</b>	<b>844</b>

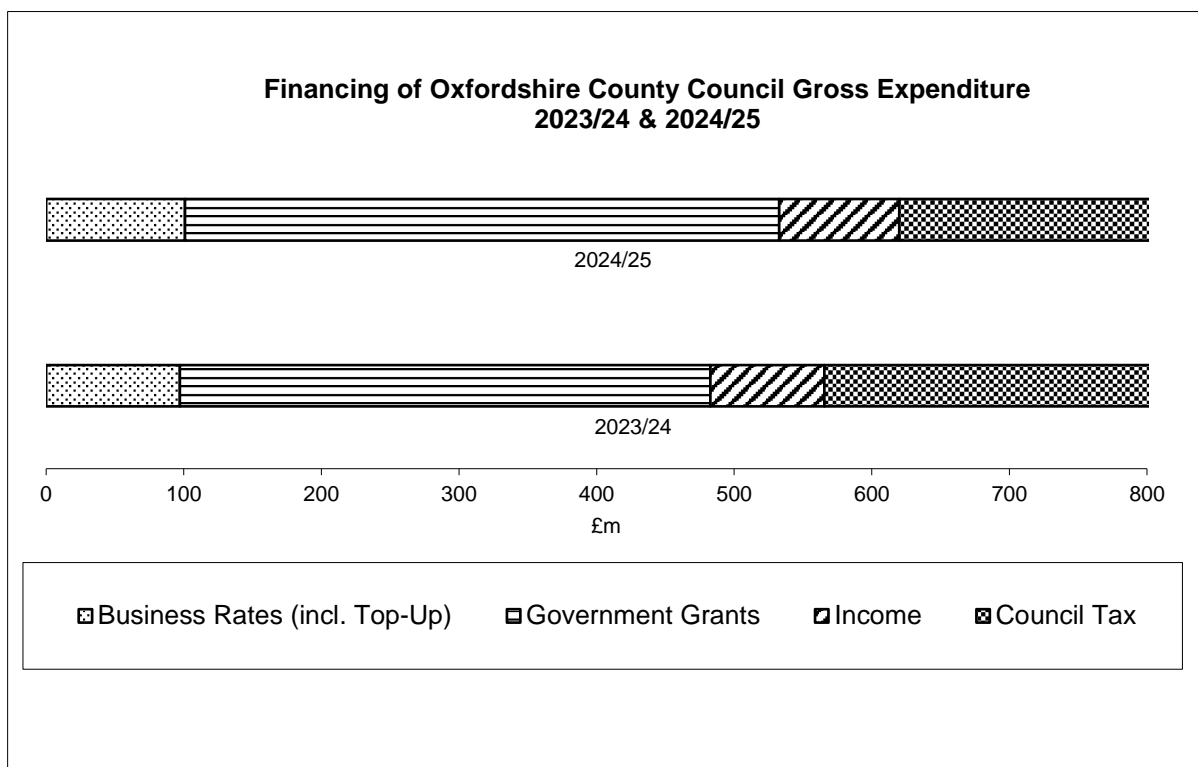
Revenue Government Grants 2024/25

Ringfenced	Directorate	Issued by	Estimate	In year	In year	Actual	Estimate	Estimate	Estimate
			2023/24	Adjustments	Adjustments/	2023/24	2024/25	2025/26	2026/27
			£000	/ New	New	£000	£000	£000	£000
			Allocations	Allocations/					
			reported	reported					
			previously	this					
			reported	time					
			£000	£000	£000	£000	£000	£000	£000
	<b>Strategic Measures</b>								
U	Lead Local Flood Authority	DEFRA	45		-45	0	45	45	45
U	Extended Rights to Free Travel	DfE	278	531	0	809	278	278	278
U	Firelink	DLUHC	213	-83	0	130	213	213	213
U	Local Authority Delivery Support Funding	DLUHC	0	123	0	123	0	0	0
U	Key Stage 2 Moderation & Phonics	DLUHC	0	21	0	21	0	0	0
U	Supporting Families - previously Troubled Families	DLUHC	1,048	204	173	1,425	1,048	1,048	1,048
U	New Homes Bonus	DLUHC	1,700	0	0	1,700	1,700	0	0
U	Local Reform & Community Voices Grant	DfE	328	0	0	328	515	515	515
U	Social Care in Prisons Grant	DfE	187	0	0	187	0	0	0
U	Social Care Support Grant (including Independent Living Fund)	DLUHC	32,669	0	0	32,669	42,443	37,669	37,669
U	Services Grant	DfE	2,800	0	0	2,800	444	0	0
U	Supplementary Substance Misuse Treatment & Recovery Grant	OHID	0	635	0	635	635	635	635
U	Supplementary Substance Misuse Treatment & Recovery Housing Grant	OHID	0	622	0	622	622	622	622
U	Supplementary Substance Misuse Inpatient Detox & Rehabilitation	OHID	0	0	80	80	80	80	80
U	Domestic Abuse Duty Grant	DLUHC	1,141	26	0	1,167	1,151	1,151	1,151
U	Rough Sleeping Drugs & Alcohol Grant	DLUHC	0	1,140	0	1,140	1,140	1,140	1,140
U	Rough Sleeping Strategy - care leavers	DLUHC	0	95	0	95	0	0	0
U	Dual Running & Client Level Data	DHSC	0	20	0	20	0	0	0
U	Individual Placement and Support in community drug and alcohol treatment		0	0	0	0	228	0	0
	<b>Subtotal Strategic Measures</b>		<b>40,409</b>	<b>3,333</b>	<b>208</b>	<b>43,950</b>	<b>50,541</b>	<b>43,396</b>	<b>43,396</b>
	<b>Business Rates</b>								
U	Section 31 Grant for Business Rate Compensation	DLUHC	14,427	0	0	14,427	19,945	16,305	16,305
U	Business Rates S31 Grant Top-Up	DLUHC	40,000	0	0	40,000	42,128	42,971	43,830
U	Revenue Support Grant	DLUHC	0	0	0	0	1,394	1,394	1,394
	<b>Subtotal Business Rates</b>		<b>54,427</b>	<b>0</b>	<b>0</b>	<b>54,427</b>	<b>63,467</b>	<b>60,670</b>	<b>61,529</b>
	<b>Grants received on behalf of the Oxfordshire Local Enterprise Partnership</b>								
R	Oxford Innovation Business Support	BEIS	205	0	0	205	0	0	0
R	European Regional Development Fund		900	-900	0	0	0	0	0
R	DLUHC (Local Enterprise Partnership Funding)	DLUHC	500	335	0	835	261	0	0
R	Dept for Business & Trade funding	DLUHC					2,696		
R	DfE Skills Bootcamp funding	DfE							
	<b>Subtotal Grants held on behalf of Local Enterprise Partnership</b>		<b>1,605</b>	<b>-566</b>	<b>0</b>	<b>1,040</b>	<b>2,957</b>	<b>0</b>	<b>0</b>
	<b>TOTAL STRATEGIC MEASURES</b>		<b>96,441</b>	<b>2,768</b>	<b>208</b>	<b>99,417</b>	<b>116,965</b>	<b>104,066</b>	<b>104,925</b>
	<b>Total All Grants</b>		<b>444,728</b>	<b>21,238</b>	<b>235</b>	<b>466,237</b>	<b>498,124</b>	<b>471,185</b>	<b>472,044</b>

# Financing and Trend Data

# Financing Oxfordshire County Council

The chart below shows how the gross expenditure for the County Council for 2023/24 and 2024/25 is financed.



The table shows how the financing has changed from 2023/24. Details on the types of financing are shown on the following pages

	2023/24 £000	2024/25 £000	% Change
General Funding (excluding specific grants)			
Business Rates Top-Up*	40,000	42,128	5.3%
S31 Business Rates Relief Grants	19,098	19,945	4.4%
Revenue Support Grant	0	1,394	0.0%
Business Rates from District Councils	36,016	37,452	4.0%
Collection Fund Surplus/Deficit	2,065	0	-100.0%
	97,179	100,919	3.8%
Specific Government Grants	385,429	431,700	12.0%
Other Income **	82,887	87,418	5.5%
Collection Fund Surplus	14,954	11,684	-21.9%
Council Tax Requirement (Precept)	466,655	498,633	6.9%
<b>Gross Expenditure</b>	<b>1,047,104</b>	<b>1,130,354</b>	<b>8.0%</b>

\* Business rates and RSG were previously combined to form formula grant

\*\* Includes contributions to/from reserves and balances

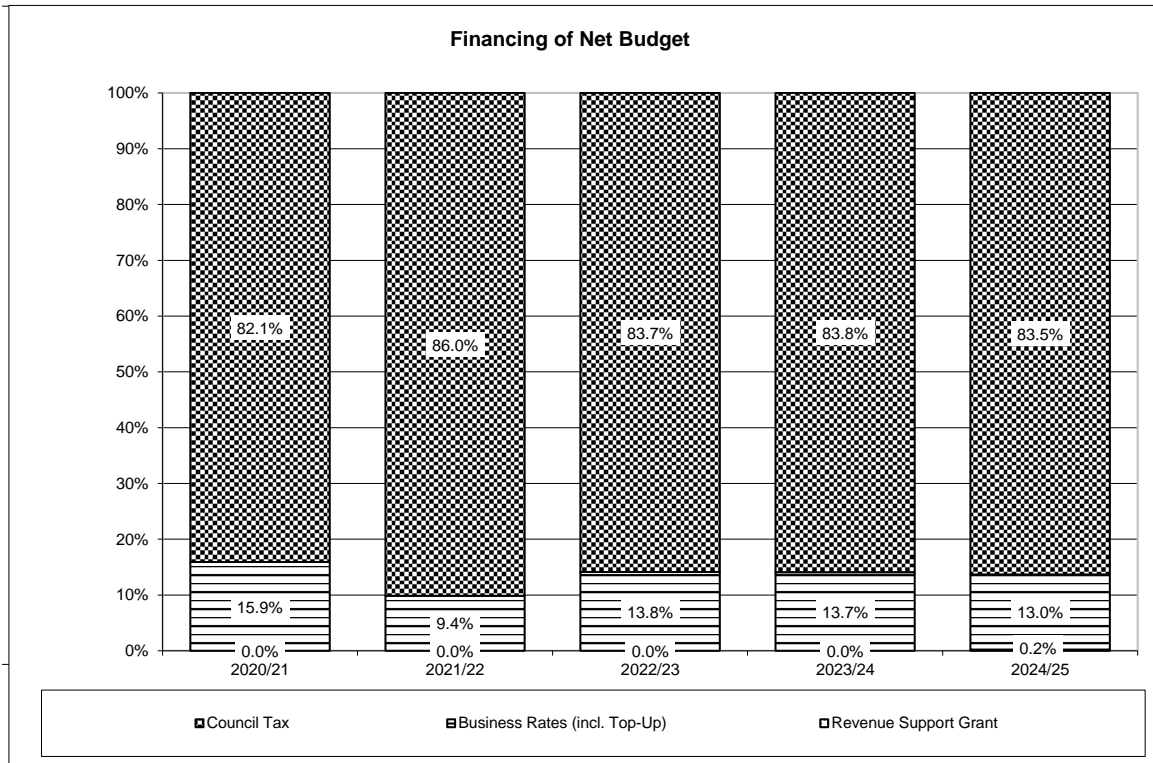
This has been updated to reflect the budgeted grant changes incorporated into this document since the budget was agreed by the Council in February 2024.

## Financing Oxfordshire County Council - 2020/21 to 2024/25

The table below shows how much income the County Council has received to finance its budget from Revenue Support Grant, Business Rates and Council Tax over the last five years.

	2020/21	2021/22	2022/23	2023/24	2024/25
	£000	£000	£000	£000	£000
<b>General Funding</b>					
(excluding specific grants)					
Revenue Support Grant*	0	0	0	0	1,394
Business Rates Top-Up*	40,546	40,546	40,546	42,662	42,128
S31 Business Rate Relief Grants	5,144	21,908	13,512	14,427	19,945
Business Rates from District Councils	35,125	4,778	32,293	36,016	37,452
	<u>75,671</u>	<u>67,232</u>	<u>86,351</u>	<u>93,105</u>	<u>100,919</u>
<b>Council Tax</b>					
Collection Fund Surplus	8,589	6,273	6,388	14,117	11,705
Care Leavers Discount	-21	-21	-21	-21	-21
Council Tax Requirement (Precept)	<u>391,445</u>	<u>407,954</u>	<u>435,816</u>	<u>466,655</u>	<u>498,633</u>
	<u>400,013</u>	<u>414,206</u>	<u>442,183</u>	<u>480,751</u>	<u>510,317</u>
<b>Net Budget</b>	<b>475,684</b>	<b>481,438</b>	<b>528,534</b>	<b>573,856</b>	<b>611,236</b>

\* Business rates and RSG were previously combined to form formula grant



## Council Tax - Population, Tax Bases and Council Tax Statistics

	Cherwell	Oxford	South Oxfordshire	Vale of White Horse	West Oxfordshire	County Total
<b>Population</b>						
	No.	No.	No.	No.	No.	No.
Mid 2018	154,367	161,342	143,019	132,875	110,656	702,259
Mid 2019	156,477	160,789	144,875	135,040	111,362	708,543
Mid 2020	158,435	160,064	146,844	136,889	112,534	714,766
Mid 2021	161,830	160,379	150,002	139,400	115,116	726,727
<b>Mid 2022*</b>	164,155	163,257	151,820	142,116	116,928	738,276
<b>Council Tax Bases (Band D Equivalent)</b>						
	No.	No.	No.	No.	No.	No.
2020/21 Estimate*	55,559.9	45,895.5	57,848.5	52,686.4	44,285.2	256,275.5
2021/22 Estimate*	55,615.9	45,705.6	59,171.2	53,919.1	44,918.0	259,329.8
2022/23 Estimate*	56,801.6	45,193.2	60,343.7	55,362.8	46,172.4	263,873.7
2023/24 Estimate*	58,184.3	45,838.1	61,349.5	56,664.9	47,078.9	269,115.7
<b>2024/25 Estimate*</b>	59,027.2	46,234.9	62,683.2	58,103.8	47,841.0	273,890.1
* includes adjustments in respect of council tax support discounts.						
<b>Calculation of the Council Tax 2024/25</b>						
	£	£	£	£	£	£
Oxfordshire County Council	1,820.56	1,820.56	1,820.56	1,820.56	1,820.56	1,820.56
District Council	153.50	346.36	146.24	156.26	124.38	185.35
Parish Council Average	107.67	5.71	120.47	95.04	106.14	87.01
Police and Crime Commissioner for Thames Valley	269.28	269.28	269.28	269.28	269.28	269.28
<b>Average Band D Council Tax for 2024/25</b>	<b>2,351.01</b>	<b>2,441.91</b>	<b>2,356.55</b>	<b>2,341.14</b>	<b>2,320.36</b>	<b>2,362.19</b>
<b>District Council's Council Tax Requirement 2024/25</b>						
	£000	£000	£000	£000	£000	£000
Council Tax Requirement 2024/25	15,416	16,278	16,718	14,626	11,029	74,067



## Council Tax - Values for 2024/25 and Increases Since 2020/21

The Council Tax is calculated on the Council Tax base which is the number of Band D equivalent properties.

The Band D Council Tax for Oxfordshire County Council for 2024/25 is £1,820.56

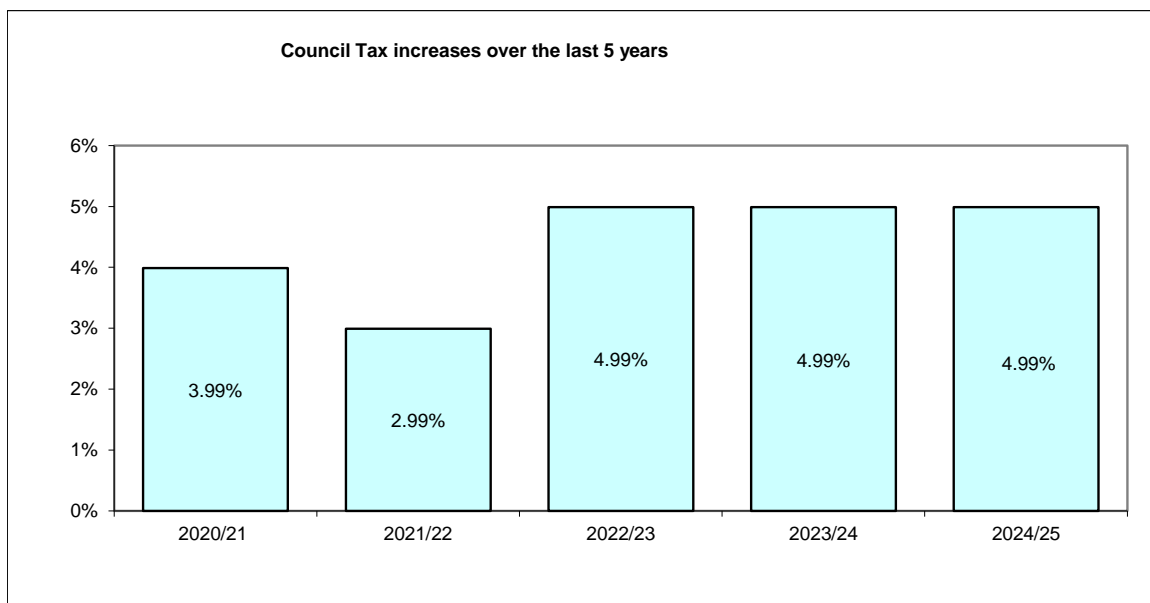
This is a 4.99% increase from the 2023/24 level made up of the 2.99% core increase plus 2.00% for adult social care.

The County Council element of the Council Tax for each property band in 2024/25 is set out below:

Property band	Property Values	Band D proportion	County Council element of Council Tax £
A	Up to £40,000	6/9	£1,213.71
B	Over £40,000 and up to £52,000	7/9	£1,415.99
C	Over £52,000 and up to £68,000	8/9	£1,618.28
D	Over £68,000 and up to £88,000	9/9	£1,820.56
E	Over £88,000 and up to £120,000	11/9	£2,225.13
F	Over £120,000 and up to £160,000	13/9	£2,629.70
G	Over £160,000 and up to £320,000	15/9	£3,034.27
H	Over £320,000	18/9	£3,641.12

### Note

Property values are based on 1991 valuations.



Details of the average Band D Council Tax for each District Council within Oxfordshire are set out on the next page. The Council Tax that each household is expected to pay will vary according to a number of factors including property band, occupancy levels and entitlement to Local Council Tax Support.

# Adult Services

## Adult Services Overview

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The vision for Adult Social Care is to deliver a sustained and improved experience for people who access our services and the provision of sustainable good quality services, supporting the people of Oxfordshire to live well in their community, remaining fit and healthy for as long as possible. The council works with the NHS, private and voluntary sector to deliver effective services/outcomes for individual and uses the expertise of our customers and other key stakeholders to design, procure and evaluate services.

Adult Social Care supports people aged over 18 with physical, cognitive or age related conditions to lead independent lives.

The council's responsibilities are set out in the **Care Act 2014**. We provide information & advice, assessments for care and support, short and long-term support, and safeguarding for vulnerable adults. We enable the development of specialist housing schemes with charities, registered providers and the private sector and help people to access supported housing, sustain employment, education, learning, leisure and other social support systems and enable people to build social relationships and fully participate in their communities.

The majority of the adult social care budget is pooled with health budgets held by **Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB)**. The joint budgets support the delivery of the local priorities at place as identified in the **Joint Health and Wellbeing Strategy**, as well as the delivery of national targets. The intention is that working together enables better integration of health social care and housing, leading to a better experience and outcomes for Oxfordshire residents.

Under the Care Act people who meet the criteria for social care are financially assessed to see how much they should pay. Everyone in a care home makes a contribution towards the cost of their care and individuals with savings over £23,250 will pay full cost for their care.

## Adult Services - Summary

### Revenue Budget 2024/25

Ref.	Service Area	Gross Expenditure £000	Grant Income £000	Other Income £000	Income Recharges £000	Net Expenditure 2024/25 £000
	<b>Adult Services</b>					
SCS1	Adult Social Care	35,489	0	-2,262	-7,307	25,920
SCS2	Health, Education & Social Care Commissioning	6,184	0	-758	-150	5,276
SCS3	Housing & Social Care Commissioning	4,259	0	-2,608	-273	1,378
SCS4	Business Support Service	1,141	0	0	0	1,141
SCS5	Pooled Budgets Contributions (*)	239,088	-22,232	-900	0	215,956
	2.5% Previously Agreed Pay Inflation	2,762				2,762
<b>SCS</b>	<b>Total Adult Services</b>	<b>288,923</b>	<b>-22,232</b>	<b>-6,528</b>	<b>-7,730</b>	<b>252,432</b>

(\*) Further breakdown provided in the Pooled Budget Memorandum section

Adult Services - Revenue Budget 2024/25

Reference	Service Area	Gross Expenditure	Grant Income	Other Income	Recharges	Net Expenditure 2024/25
		£000	£000	£000	£000	£000
<b>SCS1</b>	<b>Adult Social Care</b>					
SCS1-1	Social Care Management & Practice	1,306	0	0	0	1,306
SCS1-2	Adult Protection & Mental Capacity	4,647	0	-30	0	4,617
SCS1-3	Provider and Support Services	4,609	0	-806	-135	3,668
SCS1-4	Domestic Violence & Abuse Support Service	14,489	0	-168	-144	14,177
SCS1-5	Housing Related Support	10,288	0	-1,258	-7,028	2,002
SCS1-8	Grants & Funding	150	0	0	0	150
<b>SCS1</b>	<b>Total Adult Social Care</b>	<b>35,489</b>	<b>0</b>	<b>-2,262</b>	<b>-7,307</b>	<b>25,920</b>
<b>SCS2</b>	<b>Health Education &amp; Social Care Commissioning</b>					
SCS2-1A to SCS2-1H	The Health, Education and Social Care Commissioning team leads the development of commissioning strategies to improve outcomes and meet the needs of people and families who need social care support.	6,184	0	-758	-150	5,276
<b>SCS3</b>	<b>Housing &amp; Social Care Commissioning</b>					
	Housing related support services for single homeless people. Together with the five districts and the Clinical Commissioning Group, the County Council created a new joint alliance approach for adults who are homeless or at risk of homelessness in Oxfordshire.	4,259	0	-2,608	-273	1,378
<b>SCS4</b>	<b>Business Support Service</b>	1,141	0	0	0	1,141
<b>SCS5</b>	<b>Pooled Budget Contributions</b>					
	Oxfordshire County Council and Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) work together, and as part of Oxfordshire's Joint Commissioning Executive, to pool resources and deliver shared objectives. The pooled budgets cover services for older people, people with physical disabilities, people with learning disabilities, and people with mental health needs. The services in the pools support the delivery of the local priorities identified in the Joint Health and Wellbeing Strategy, as well as ensuring that Oxfordshire delivers its national targets. The expectation is that the integration of health and social care services leads to a better experience and outcomes for patients and service users.					
SCS5-1A	<b>Live Well Pool Contribution</b> The Live Well Pool supports people with learning disability needs and physical disabilities in a variety of settings, including supported living, through the use of direct payments where service users organise and manage their own care, and care home placements. The pool also supports people living with acquired brain injury and autism.  Support for people with assessed social care needs relating to their mental health is provided through the council's contribution to the Mental Health Outcome Based Contract which is operated by Oxford Health NHS Foundation Trust.  Support for adults with Learning Disabilities Support for people with Physical Disabilities Support for adults with Acquired Brain Injury Contribution to Mental Health Outcome Based Contract operated by Oxford Health Foundation NHS Trust	99,321 21,057 637 10,785				99,321 21,057 637 10,785
	<b>Subtotal Live Well Pool Contribution</b>	<b>131,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>131,800</b>
SCS5-1B	<b>Age Well Pool Contribution</b> The Age Well Pooled Budget supports older people to live independently at home or in a care home placement. Through the pool the council works with Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) to avoid hospital admissions where possible and helps people return home and live independently after a hospital stay. The pool also provides support to carers and other preventative services. The expenditure in the pool is supported by improved Better Care Fund (iBCF) grant funding. In 2024/25 a further £29m adult social care expenditure will be supported by the Better Care Fund, for which Buckinghamshire, Oxfordshire and Berkshire West Integrated Care Board (BOB ICB) is the accountable body.  Care Homes Hospital Avoidance Prevention less Improved Better Care Fund less Adult Social Care Discharge Fund less Market Sustainability and Improvement Grant Support for people aged over 65	46,190 37,216 2,543	-10,705 -1,501 -5,366			46,190 37,216 2,543 -10,705 -1,501 -5,366
	<b>Subtotal Age Well Pool Contribution</b>	<b>85,949</b>	<b>-17,572</b>	<b>0</b>	<b>0</b>	<b>68,377</b>
SCS5-1C	<b>Pool Funding to Allocate</b>	21,339	-4,660	-900	0	15,779
<b>SCS5</b>	<b>Total Pooled Budget Contributions</b>	<b>239,088</b>	<b>-22,232</b>	<b>-900</b>	<b>0</b>	<b>215,956</b>
	<b>2.5% Previously Agreed Pay Inflation</b>	2,762				2,762
<b>BUDGET CONTROLLABLE BY ADULT SERVICES</b>		<b>288,923</b>	<b>-22,232</b>	<b>-6,528</b>	<b>-7,730</b>	<b>252,432</b>

**Adult Services - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>SCS1</b>	<b>Adult Social Care</b>				
<b>SCS1-1</b>	<b>Social Care Management &amp; Practice</b>				
24AD3	Due to a national shortage of qualified social workers and occupational	1,000			1,000
24CC13	Share of £2.5m staffing savings reallocated to directorates	-529			-529
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-317	-212		-529
	<b>Total Social Care Management &amp; Practice</b>	<b>154</b>	<b>-212</b>	<b>0</b>	<b>-58</b>
<b>SCS1-3</b>	<b>Provider &amp; Support Services</b>				
2025ASC680	Pressure related to retaining additional capacity in Social Care Finance provided to support improvements in debt recovery, financial assessment and payment timeliness. See also 2025F&P972 additional funding for capacity in the Income Team in Finance.	170			170
	<b>Total Provider &amp; Support Services</b>	<b>170</b>	<b>0</b>	<b>0</b>	<b>170</b>
<b>SCS1-8</b>	<b>Grants &amp; Funding</b>				
	Income Inflation (2.0%)	-747	-796		-1,543
23AS2	Long term COVID-19 Infection Control Requirements. Pressure was initially met from COVID-19 reserve in 2022/23 and 2023/24. Council funding added to replace the COVID-19 funding (see COVID12 below).	890			890
23AS5	Employment & Wellbeing - Community Carers / Connectors - support clients with a learning disability, to enable them to take part in their communities more independently. Provide support to find volunteering roles, and/or leisure activities, according to their interests until they feel confident to continue on their own.	150			150
2025ASC762	Additional capacity means funding relating to Community Connectors can be released (23AS5).	-150			-150
COVID12	Long term COVID-19 Infection Control Requirements - based on increased staffing recruitment and retention, cost of PPE as free issue is withdrawn and on-going testing requirements. Funding of £1.780m in 2022/23 reduced to £0.890m in 2023/24 and will be removed from 2024/25. One - off funding from the reserve will be replaced by base buget funding (see 23AS2).	-890			-890
	<b>Total Grants &amp; Funding</b>	<b>-747</b>	<b>-796</b>	<b>0</b>	<b>-1,543</b>
<b>SCS2-1</b>	<b>Health Education &amp; Social Care Commissioning</b>				
23CS2	Special Educational Needs & Disabilities (SEND) Commissioning and Brokerage Team - additional dedicated commissioning capacity for SEND placement spend planned to fall out from 2024/25.	-100			-100
24AD2	Additional brokerage staffing capacity is needed as a result of increasing demand arising from hospital discharges and the need to reduce costs in Special Educational Needs & High Needs Block placements.	100			100
24AD15	Reduction in the cost of social care assessments contribution due to public health (drug and alcohol provider) providing a more efficient, integrated, and holistic assessment falls out in 2025/26.		72		72
24COVID5	Previously agreed funding for additional commissioning and contract activity for social care arising as a result of the on-going impact of COVID-19 falls out in 2025/26.		-325		-325
2025ASC613	Efficiencies within Health, Education and Social Care Commissioning Budgets	-99			-99
2025L&CO2	Establish a Care Co-op Employment Hub with dedicated resource to support self-employed care workers set up care co-operatives.	55			55
	<b>Total Health Education &amp; Social Care Commissioning</b>	<b>-44</b>	<b>-253</b>	<b>0</b>	<b>-297</b>
<b>SCS5-1</b>	<b>Pooled Contribution</b>				
<b>SCS5-1A</b>	<b>Live Well Pool</b>				
23AS13	Out of Area Placements - Bring people back to Oxfordshire to improve outcomes and increase the utilisation of supported accommodation.	-350			-350
24AD4	The council is committed to supporting people to live independent healthy lives in their own homes. The council's programme of reviewing care packages will ensure that residents are supported to maximise all the opportunities that are available to them in the community to achieve better outcomes.	-670	-385		-1,055
24AD5	Population changes: the impact of the "Oxfordshire Way" on improved outcomes for people means there is a further anticipated reduction in demand for services in 2024/25.	-500			-500

**Adult Services - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
24AD6	Maximise the use of supported living accommodation within Oxfordshire so that people are able to remain close to home.	-65			-65
24AD7	Shared Lives - increase the number of people who can find a home through the shared lives scheme. Build further on the success of the service to provide options for respite for a wider range of individuals.		-74		-74
2025ASC682	Reviews of care packages for service users with mental health needs linked to health funding.		-900		-900
2025ASC684	Build on 2023/24 saving through continued increase in recruitment of Shared Lives Carers	-74			-74
	<b>Total Live Well Pool</b>	<b>-1,659</b>	<b>-1,359</b>	<b>0</b>	<b>-3,018</b>
<b>SCS5-1B</b>	<b>Age Well Pool</b>				
24AD12	Continue to work with residents, the voluntary sector, health partners, and community groups to deliver The Oxfordshire Way. This means that people will be enabled to live healthy lives in their own homes for as long as possible. We will ensure that people do not enter into residential care when there is a better outcome that they could achieve by accessing equipment, technology, or Extra Care Housing.	-350	-175		-525
24AD13	The Oxfordshire health and social care system is dedicated to supporting people to return home to continue their recovery after a period of hospital based care. The Council will work with system partners to ensure that where people do require a period of bed based recovery in a nursing home or community hospital, they are supported to return home as quickly as possible by accessing the full range of statutory and voluntary services that can support people to remain independent and healthy in their own homes.	-495			-495
	<b>Total Age Well Pool</b>	<b>-845</b>	<b>-175</b>	<b>0</b>	<b>-1,020</b>
<b>SCS5-1C</b>	<b>Pool Funding to Allocate</b>				
	Funding for demographic growth (increases related to population changes)	8,500	8,500		17,000
	Contract Inflation	887	920		1,807
24AD1	Changes to the cost of care packages funded by the council	12,282	2,470		14,752
2025L&CO1	Reduce Consumer Prices Index (CPI) inflation adjustment for cost of care packages funded by the Council by 0.5%.	-330			-330
24AD16	Eligible adult social care expenditure was funded from the Public Health Reserve on a one-off basis in 2023/24. This funding falls out in 2024/25.	500			500
2024CONT	Share of contract/commercial savings	-869			-869
2025ASC590	Demand increases resulting from population growth			8,500	8,500
2025ASC597	Changes to the cost of care packages funded by the council	1,500	1,937		3,437
2025ASC601	Increases to the cost of care packages funded by the council.			5,500	5,500
2025ASTBC1	Digital acceleration: Digital innovation to assist customer pathways and user experience in information finding and advice, pathways to services and contact points, with additional ability for practitioner to make better use of data and agile working.	500	-500		0
2025ASTBC2	Oxfordshire Way: Develop the Oxfordshire Way approach further for all ages to develop community resilience and at-home services and to reduce inequalities in accessing care and support	175	-175		0
2025ASTBC3	Adult Services Transport - Additional budget to mitigate pressures Improve data and systems to drive efficiencies in systems and manage service assessment, officer time and services levels.	100	-100		0
2025ASTBC4	Adult Services Transport - Investment to increase independent travel Independent living skills and enablement via travel training and accessibility, working with bus operators and other key stakeholders	100	-100		0
2025ASTBC5	Shared Lives: Investment in actions to encourage more people to become shared lives carers	500	-500		0
2025L&CO23	Refocus activity on action to reduce outstanding unsecured debt, increasing the target reduction from 10% to 12% by the end of 2024/25.	-104	104		0
	<b>Total Pool Funding to Allocate</b>	<b>23,741</b>	<b>12,556</b>	<b>14,000</b>	<b>50,297</b>
	<b>Pay Inflation</b>				
	Pay Inflation (2.5%)	808	826		1,634
	Pay Inflation (on-going effect of increase to 4.5% in 2023/24)	525			525
2024PAYINF	Pay Inflation (5.0%)	999			999
	<b>Total Pay Inflation</b>	<b>2,332</b>	<b>826</b>	<b>0</b>	<b>3,158</b>
	<b>Total Adult Services</b>	<b>23,101</b>	<b>10,588</b>	<b>14,000</b>	<b>47,689</b>

## Adult Services - Pooled Budget Memorandum

### Revenue Budget 2024/25

Ref.	Service Area	Gross Expenditure	Better Care Fund Contribution	Other Income	Income Recharges	Net Expenditure
		£000	£000	£000	£000	2024/25 £000
	<b><u>Pooled Budget</u></b>					
	<b><u>Pooled Budget Contributions</u></b>					
SCS1-1a	Live Well Pooled Budget Contribution					
	Learning Disabilities:					
	Care Homes	22,602		-1,418		21,184
	Support at Home & Community	79,880		-2,850		77,030
	Blocks and Contracts	803				803
	Invest to Save	81				81
	Carers Grants	37				37
	Recharges	166				166
	Physical Disabilities:					
	Care Homes	6,615		-968		5,647
	Hospital Avoidance	16,647		-1,237		15,410
	Acquired Brain Injury	637				637
	Contribution to Mental Health Outcome Based Contract operated by Oxford Health Foundation NHS Trust	10,785				10,785
	<b>Subtotal Live Well Pool Contribution</b>	<b>138,253</b>	<b>0</b>	<b>-6,473</b>	<b>0</b>	<b>131,780</b>
SCS1-1b	<b><u>Age Well Pooled Budget Contribution</u></b>					
	Care Homes	90,745	-11,541	-33,014	0	46,190
	Hospital Avoidance	66,105	-15,157	-13,732	0	37,216
	Prevention	6,744	-4,105	-96	0	2,543
	<b>Subtotal Age Well Pool Contribution</b>	<b>163,594</b>	<b>-30,803</b>	<b>-46,842</b>	<b>0</b>	<b>85,949</b>
	<b>Pool Funding to Allocate</b>	<b>21,339</b>				<b>21,339</b>
<b>SCS1</b>	<b>Total Pooled Budgets</b>	<b>323,186</b>	<b>-30,803</b>	<b>-53,315</b>	<b>0</b>	<b>239,068</b>



Review of Charges 2024/25

Assume

01-Apr-24

Adult Services

Service Area	Charge	Unit	Current Charge	Proposed Charge exc VAT 2024/25	Proposed Charge inc VAT 2024/25	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
Daytime Support	1:1 Support (3 hour session)	3 hour Session	72.93	76.58	76.58	5%	01/04/2024	Discretionary	NB		
	1:2 Active Support (3 hour session)	3 hour Session	34.78	36.52	36.52	5%	01/04/2024	Discretionary	NB		
	1:6 Respite & prevention (3 hour session)	3 hour Session	23.96	24.74	24.74	3%	01/04/2024	Discretionary	NB		
	2:1 Support (3 hour session)	3 hour Session	129.80	136.29	136.29	5%	01/04/2024	Discretionary	NB		
	Hire of Room (no equipment provided)	per hour	23.00	24.15	24.15	5%	01/04/2024	Discretionary	ZR		
	Hire of Sensory Room	per hour	3.87	4.07	4.07	5%	01/04/2024	Discretionary	NB or SR		
	Hourly cost of attendance outside of core hours	per hour	28.05	29.45	29.45	5%	01/04/2024	Discretionary	NB		
	Lunchtime meal	per meal	2.64	2.77	3.33	5%	01/04/2024	Discretionary	SR		
	Music, Art and Boom Groups	per session	6.71	7.05	7.05	5%	01/04/2024	Discretionary	NB or SR		
	Service User Transport (single or return journey) where this is part of assessed need	Single or Return Journey	27.50	28.88	28.88	5%	01/04/2024	Discretionary	NB		
	SMILE	per session	6.71	7.05	7.05	5%	01/04/2024	Discretionary	NB or SR		
	Money Management	Court of Protection income	Annual Management Fee Yr 1	775.00	775.00	775.00	0%	01/04/2024	Statutory	NB	
			Category 3 Property Management	300.00	300.00	300.00	0%	01/04/2024	Statutory	NB	
			Category 4 Annual report	216.00	216.00	216.00	0%	01/04/2024	Statutory	NB	
		Deputy for Health & Welfare	555.00	555.00	555.00	0%	01/04/2024	Statutory	NB	The Association of Public Authority Deputies are in consultation with the Ministry of Justice for an increase but this is not yet agreed so this will need to be updated once that is agreed.	
		Preparation of basic HMRC income tax return	70.00	70.00	70.00	0%	01/04/2024	Statutory	NB		
		Preparation of complex HMRC income tax return	140.00	140.00	140.00	0%	01/04/2024	Statutory	NB		
		Section 12, Fixed cost direction of travel	40.00	40.00	40.00	0%	01/04/2024	Statutory	NB		
		Work up to court order date	745.00	745.00	745.00	0%	01/04/2024	Statutory	NB		
		Yr2 & subsequent yrs	650.00	650.00	650.00	0%	01/04/2024	Statutory	NB		
		Maximum charge per hour for work in relation to estates of deceased clients	per hour	115.00	115.00	115.00	0%	01/04/2024	Discretionary	SR	This charge will remain the same until the Legal Services hourly rate catches up with the charge
Urgent Response and Telecare Service: telecare equipment and monitoring form a call centre.	URTS service - telecare level 1	Weekly	5.50	5.78	5.78	5%	01/04/2024	Discretionary	ZR or SR		
	URTS service - telecare level 2	Weekly	11.00	11.55	11.55	5%	01/04/2024	Discretionary	ZR or SR		
Arrangement fees	Annual charge for arranging support for people who fund their own care	Annual	166.10	174.41	209.29	5%	01/04/2024	Discretionary	SR		
	Weekly charge for arranging support for people who fund their own care.	Weekly	4.73	4.97	5.96	5%	01/04/2024	Discretionary	SR		
Other Adult Social Care Services are governed by the Care and Support Statutory Guidance issued under the Care Act 2014 and the Council's Adult Social Care Contributions Policy which is available on the Council's website through the link below:											
Adult social care services we charge for   Oxfordshire County Council											

# Children's Services

## Childrens Services Overview

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The Children's Services vision is for Oxfordshire to be a great place to grow up and have the opportunity to become everything you want to be.

We want Oxfordshire to be a 'thriving Oxfordshire'. This means a place where people can work to achieve a decent life for themselves and their family, a place alive with vibrant, active communities and a place where people can enjoy the rewards of a growing economy and feel safe.

We have an overarching responsibility to work with partners to improve the well-being of children and young people, and to reduce inequalities between them. Our statutory duties fall into four main areas:

### 1. Safeguarding

We work with partners to make arrangements to ensure that all our functions are discharged with a view to safeguarding and promoting the welfare of children. In particular, we ensure that there are clear and effective arrangements to protect children and young people from harm.

The independent Oxfordshire Safeguarding Children Board coordinates the effectiveness of arrangements to safeguard and promote the welfare of children and young people in the County.

### 2. Vulnerable children and young people

We work with partners to understand local need and secure provision of services that promote prevention and early intervention and offer early help to children, young people and families so that emerging problems are dealt with before they become more serious.

We also act as effective and caring 'corporate parents' for children we care for, with key roles in improving their educational attainment, providing stable and high-quality placements and proper planning for when they leave care. We also ensure that disabled children and those with special educational needs and disabilities (SEND) can access high quality provision that meets their needs and fund provision for children with Education Health and Care Plans.

We ensure arrangements are in place for alternative provision for children outside mainstream education or missing education (for example due to permanent exclusion or illness) to receive suitable full-time education. We also ensure that there is coherent planning between all agencies providing services for children involved in the youth justice system (including those leaving custody), secure the provision of education for young people in custody and ensure that safeguarding responsibilities are effectively carried out.

### 3. Educational provision

We promote the interests of children, young people, parents and families and work with local communities to stimulate and support a diversity of school, early years and 16 to 19 provision that meets local needs. We promote participation in education or training of young people, including by securing provision for young people aged 16 - 19 (or 25 for those with an Education Health and Care Plan). This includes ensuring fair access to all schools for every child in accordance with the statutory School Admissions and School Admissions Appeal Codes and ensuring appropriate information is provided to parents, and suitable provision for suitable home to school transport arrangements.

We actively promote a diverse supply of good and outstanding schools working with our family of schools, including by encouraging good schools to expand and, where there is a need for a new school, seeking proposals for an academy or free school. We also need to promote high quality early years provision, including helping to develop the market, securing free early education for all three- and four-year-olds and for all disadvantaged two year olds. This includes providing information, advice and assistance to parents and prospective parents, and ensuring there are sufficient children's centre services to meet local need and sufficient childcare for working parents. We also promote children and young people's participation in public decision-making so they can influence local decisions about services.

### 4. Educational excellence

We work with head teachers, school governors and academy sponsors and principals to promote educational excellence for all children and young people and make sure they are ambitious in tackling underperformance. We support maintained schools in delivering an appropriate National Curriculum and early years providers in meeting the requirements of the Early Years Foundation Stage (as outlined in the EYFS Statutory Framework).

Where necessary we take rapid and decisive action in relation to poorly performing schools, including using powers of intervention with regard to maintained schools and considering alternative structural and operational solutions. We develop robust school improvement strategies and promote high standards in education by supporting effective school-to-school collaboration. We also provide local leadership for tackling issues needing attention which cut across more than one school, for example poor performance in a particular subject area across a cluster of schools or poor attendance.

## Childrens Services - Summary

### Revenue Budget 2024/25

Ref.	Service Area	Gross Expenditure £000	Grant Income £000	DSG Income £000	Other Income £000	Income Recharges £000	Net Expenditure 2024/25 £000
	<b><u>Childrens Services</u></b>						
CEF1	Education & Learning	141,763	-1,650	-87,854	-1,509	-2,387	48,364
CEF2	Childrens Social Care	83,685	-4,748	0	-268	-2,518	76,151
CEF3	Childrens Social Care Countywide	53,054	-1,328	-71	-1,837	-1,675	48,143
CEF4-1	Delegated Schools Budgets	160,550	-13,139	-137,553	-9,035	-822	0
CEF4	Other Schools Budgets	74,233	0	-74,018	0	0	216
CEF5	Childrens Service Central Costs	24,542	0	-446	-2,900	-357	20,838
	Pay Inflation	4,690					4,690
	<b>Budget Controllable by Directorate</b>	<b>542,515</b>	<b>-20,864</b>	<b>-299,942</b>	<b>-15,548</b>	<b>-7,760</b>	<b>198,401</b>

**Childrens Services - Revenue Budget 2024/25**

Reference	Service Area	Gross Expenditure £000	Grant Income £000	DSG Income £000	Other Income £000	Income Recharges £000	Net Expenditure 2024/25 £000
<b>CEF1</b>	<b>Education &amp; Learning</b>						
CEF1-1	Management & Central Costs Central strategic planning, administration and management of operations for Education & Learning.	1,724	0	-926	0	0	798
CEF1-2	SEND Service Strategy, policy and service development for children with special educational needs. This includes statutory responsibilities in relation to the identification and assessment of, and provision for, children with special educational needs, the provision of a Parent Partnership Service, specialist SEN support services, including Early Years and support for individual children with high level needs, Statutory Educational Psychology functions and funding for children with SEN in Out of County placements.	89,639	0	-79,574	-1,083	-444	8,539
CEF1-3	Learning and School Improvement Schools and Learning ensures the Local Authority meets its statutory duties in regard to School Improvement and provides challenge and support where there may be concerns about the quality of provision or progress.  Foundation Years ensures that the Council's duties under the Childcare Act are effectively discharged, as well as strategic priorities for early education in the pre-birth to five age range and in childcare.	6,703	-1,650	-1,430	-143	-1,692	1,789
CEF1-4	Access to Learning The Access to Learning team is responsible for:  Strategy for accurate place planning for schools and settings and ensuring a sufficient supply of early years childcare and school places. This includes opening new schools and the planning and implementation of the school and early years capital programmes.  Technical arrangements around new types of educational provision (such as Free Schools) and managing the conversion of schools to academies, including through sponsorship.  School admissions and transport and access to all schools across the county and cross border arrangements with other local authorities.	40,897	0	-3,747	-8	-251	36,891
CEF1-5	Learner Engagement Strategy, policy and service development for children missing education. The service promotes a collective responsibility to support all pupils to access their full educational entitlement.  It focuses on optimising attendance, minimising school exclusions, serving children missing education by identifying them and facilitating a school place in a timely manner minimising the need for reintegration programmes in schools and respecting the rights of the electively home educating community whilst ensuring education is suitable and sufficient for all children's needs.	2,800	0	-2,178	-276	0	347
<b>CEF1</b>	<b>Total Education &amp; Learning</b>	<b>141,763</b>	<b>-1,650</b>	<b>-87,854</b>	<b>-1,509</b>	<b>-2,387</b>	<b>48,364</b>
<b>CEF2</b>	<b>Childrens Social Care</b>						
CEF2-1	Management & Central Costs Central strategic planning, administration, and management of operations for Children's Social Care.	10,940	0	0	0	-230	10,710
CEF2-2	Social Care This service provides consultation in respect of safeguarding for all child care agencies/members of the public within Oxfordshire. It is also a front door into children's social care; receiving, assessing and if appropriate signposting to other services.  Services include investigations of all referrals where there are children in need of help & protection or child exploitation concerns; direct work with children who are in need & their families as well as children subject to child protection plans; care proceedings/assessment of families as alternatives to a child coming into care; direct work with children in our care (overall responsibility for care planning, health and education planning); support to children leaving care and services to homeless young people/families and services to unaccompanied children (UASCs) and young people with all rights exhausted (ARE).	5,525	0	0	0	-138	5,387
CEF2-3		65,613	-4,748	0	-268	-2,150	58,447
CEF2-9		1,607	0	0	0	0	1,607
<b>CEF2</b>	<b>Total Childrens Social Care</b>	<b>83,685</b>	<b>-4,748</b>	<b>0</b>	<b>-268</b>	<b>-2,518</b>	<b>76,151</b>

**Childrens Services - Revenue Budget 2024/25**

Reference	Service Area	Gross Expenditure £000	Grant Income £000	DSG Income £000	Other Income £000	Income Recharges £000	Net Expenditure 2024/25 £000
<b>CEF3</b>	<b>Childrens Social Care Countywide Services</b>						
CEF3-1	Corporate Parenting Provision of internal placements for children we care for (assessment, residential, move on provision, fostering, family/kinship care) and support for 16-18yr olds in supported accommodation. Commissioning and monitoring of external placements (residential, fostering, & supported accommodation) jointly with Commissioning and Contracts teams who sit in Adults. Lead LA for Adopt Thames Valley & provision of local adoption services. Provision of edge of care services and clinical/therapeutic interventions to prevent family breakdown and children coming into care and to support placement stability or facilitate return home.	47,870	-1,328	0	-1,660	-1,589	43,294
CEF3-2	Safeguarding Provision of the strategic and professional lead on safeguarding, working in partnership with schools, partner agencies, and the Oxfordshire Safeguarding Children Board. <ul style="list-style-type: none"> <li>Quality Assurance &amp; Child Protection Chairs and Independent Reviewing Officers Service: Develops, implements, monitors and reviews effective safeguarding policy, procedures, performance management and quality assurance systems within the Directorate and contributes to the corporate safeguarding responsibilities of the County Council. Including operational oversight of all children we care for &amp; all children on a child protection plan.</li> <li>OSCB Business Unit: Manages and administers the effective operation of the Oxfordshire Safeguarding Children Board and continuous improvement in safeguarding practice across all services to children in the county.</li> <li>Education and Safeguarding Advisory Service: Responds to &amp; manages all safeguarding referrals concerning professionals in a position of trust.</li> </ul> Provision of the Emergency Duty Team - an out of hours service for children and adults who require urgent support, advice or protection.	5,183	0	-71	-177	-86	4,849
<b>CEF3</b>	<b>Total Childrens Social Care Countywide Services</b>	<b>53,054</b>	<b>-1,328</b>	<b>-71</b>	<b>-1,837</b>	<b>-1,675</b>	<b>48,143</b>
<b>CEF4</b>	<b>Schools</b>						
CEF4-1	Delegated Budgets	160,550	-13,139	-137,553	-9,035	-822	0
CEF4-2	Early Years Single Funding Formula (Nursery Education Funding)	68,717	0	-68,717	0	0	0
CEF4-3	Non-Delegated Schools Costs	1,967	0	-1,751	0	0	216
CEF4-4	Schools Support Service Recharges	1,982	0	-1,982	0	0	0
CEF4-5	Capitalised Repairs & Maintenance	1,567	0	-1,567	0	0	0
<b>CEF4</b>	<b>Total Schools</b>	<b>234,783</b>	<b>-13,139</b>	<b>-211,571</b>	<b>-9,035</b>	<b>-822</b>	<b>216</b>
<b>CEF5</b>	<b>Childrens Services Central Costs</b>						
CEF5-1	Management & Admin Central strategic planning, administration, support service recharges (£0.4m) and management of operations for Childrens Services	21,330	0	-446	-2,900	-357	17,627
CEF5-2	Premature Retirement Compensation (PRC)	3,211	0	0	0	0	3,211
<b>CEF5</b>	<b>Total Childrens Services Central Costs</b>	<b>24,542</b>	<b>0</b>	<b>-446</b>	<b>-2,900</b>	<b>-357</b>	<b>20,838</b>
	<b>Pay Inflation</b>	4,690					4,690
	<b>BUDGET CONTROLLABLE BY CHILDREN'S SERVICES</b>	<b>542,515</b>	<b>-20,864</b>	<b>-299,942</b>	<b>-15,548</b>	<b>-7,760</b>	<b>198,401</b>

**Childrens Services - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>CEF1</b>	<b>Education &amp; Learning</b>				
<b>CEF1-1</b>	<b>Management &amp; Central Costs</b>				
2025CS-HN707	Adjust growth funding already in budget	-343	-281	0	-624
COVID2	Existing saving (22CS19 relating to a reduction in management by combining Early Years Teams across Education. ) was not expected to be achievable until 2024/25 as a result of COVID-19 pressures. Funding from the COVID-19 reserve falls out in 2024/25.	-140			-140
	<b>Total Management &amp; Central Costs</b>	<b>-483</b>	<b>-281</b>	<b>0</b>	<b>-764</b>
<b>CEF1-2</b>	<b>SEND Service</b>				
23CS1	Special Educational Needs (SEN) Casework Team - an increase in demand for Education Health & Care Plans (EHCPs) and the number of approved EHCPs which require an annual review has created a pressure across the SEN service including case workers, educational psychologists, quality and advocacy support. Additional capacity is needed to ensure quality and timeliness are in line with expected standards.	343	281		624
24CS27	Funding held in the Early Intervention reserve was used on a one-off basis in 2023/24 so this falls out in 2024/25.	200			200
COVID1	Special Educational Needs (SEN) Casework Team - An annual 10-12% increase in demand for Education Health & Care Plans (EHCPs) and the number of approved EHCPs which require an annual review has created a pressure across the SEN service including case workers, educational psychologists, quality and advocacy support. Additional capacity is needed to ensure quality and timeliness are in line with expected standards. One - off funding of £0.134m from the COVID-19 reserve falls out in 2024/25.	-134			-134
COVID11	The modelling approach to COVID-19 within Oxfordshire across all services has been to compare expected, annual growth patterns to growth seen through the pandemic. The excess growth is deemed to be as a result of the pandemic. Using this method there were an extra 74 plans issued, and applying costs based on the normal pattern of provisions, this results in an additional cost to High Needs. Funding removed from 2026/27			-1,200	-1,200
2026COVID	The modelling approach to COVID-19 within Oxfordshire across all services has been to compare expected, annual growth patterns to growth seen through the pandemic. The excess growth is deemed to be as a result of the pandemic. Using this method there were an extra 74 plans issued, and applying costs based on the normal pattern of provisions, this results in an additional cost to High Needs. Funding removed from 2026/27			1,200	1,200
2025CS700	Funding to support implementation of Education Commission recommendations	100		0	100
2025L&CO3	Revenue costs involved with increasing early intervention work in Early Years and primary school settings to respond to SEND needs and proactively support the transition into mainstream education.	500	-120		380
2025L&CO25	Investment in Family Help Team (see 2025L&CO3) reduces future demand for and cost of care.		-250	-500	-750
	<b>Total SEND Service</b>	<b>1,009</b>	<b>-89</b>	<b>-500</b>	<b>420</b>
<b>CEF1-3</b>	<b>Learning &amp; School Improvement</b>				
	Contract Inflation	52	52		104
2025CS711	School improvement - additional capacity and replacement of grant funding	400	0	0	400
	<b>Total Learning &amp; School Improvement</b>	<b>452</b>	<b>52</b>	<b>0</b>	<b>504</b>
<b>CEF1-4</b>	<b>Access to Learning (including Home to School Transport recharge)</b>				
24CS9	The academy and new school budgets are expected to underspend in 2023/24 due to fewer schools converting to academies. Increased activity is expected in 2024/25	100			100
24CS30	On-going impact of increases in the cost of mainstream bus tenders over the medium term as cohorts of contracts are tendered.	213	213		426

**Childrens Services - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
24CS32	Home to School Transport: There is a significant increase in the number of students needing an Education, Health and Care Plan (EHCP). 33% of students with an EHCP require transport and the student increases are estimated at 11% in 2024/25 and 9% in 2025/26.	1,500	1,200		2,700
2025CSTBC3	Home to School Transport - Additional budget to mitigate pressures Improve data and systems to drive efficiencies in systems and manage service assessment, officer time and services levels.	400	-400		0
2025CSTBC4	Home to School Transport - Investment to increase independent travel Independent living skills and enablement via travel training and accessibility, working with bus operators and other key stakeholders	400	-400		0
2025CS-HN712	On-going impact of increases in the number of Education Health & Care Plans (EHCPs) and post - 16 travel & price increases following on from 2023/24.	3,300	0	0	3,300
2025CS-HN713	Future increases in the number of EHCPs and Post 16 travel and price increase impacting on demand and cost of transport.	600	400	2,500	3,500
	<b>Total Access to Learning</b>	<b>6,513</b>	<b>1,013</b>	<b>2,500</b>	<b>10,026</b>
<b>CEF1-5</b>	<b>Learner Engagement Service</b>				
24CS7	One-off funding held in reserves was used to support expenditure in 2023/24. This falls out in 2024/25.	60			60
	<b>Total Learner Engagement Service</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>60</b>
<b>CEF2</b>	<b>Childrens Social Care</b>				
<b>CEF2-1</b>	<b>Family Help</b>				
24CS1	Continuation of £0.970m funding for adult facing services within family safeguarding (family solutions plus), relating to contracts supporting domestic abuse, adult mental health & substance misuse. The increases are after taking account of the Supporting Families grant of £0.485m in 2024/25 plus funding from the Public Health reserve of £0.200m in 2024/25.	100	685		785
24CS20	The Supporting Families grant will continue for a further two years. Total budgeted grant expected to fall out in 2025/26		110		110
24CS26	Supporting Families Grant - one-off funding was used to offset overall pressures in 2023/24. This falls out in 2024/25.	200			200
24CS28	Funding from the Youth Funding pump-priming reserve was used to support the 2023/24 on a one - off basis. This one - off contribution falls out in 2024/25.	500			500
2025L&CO4	Invest in Family Help Team to reduce the future demand and cost of care. Assumes team would be in place from July 2024 onwards.	375	125		500
	<b>Total Family Help</b>	<b>1,175</b>	<b>920</b>	<b>0</b>	<b>2,095</b>
<b>CEF2-3</b>	<b>Childrens Social Care</b>				
	Contract Inflation	149	152		301
23CS5	Children's Placement Demography and Price Inflation - increase to existing planned demography of £4.0m. COVID-19 has had an impact in this area due to more children being in placements than expected, for longer periods of time, along with an unusually large increase in the unit price for a placement. The demographic increases link to delays in courts and changes in individual circumstances resulting in children spending longer in care than they may have done.	100	100		200
COVID10	Fostering Project Savings - reprofile of existing saving 21CS26. Recruitment of foster carers has been challenging nationally since the start of the pandemic for both local authorities and fostering agencies. £0.588m fundin in 2022/23 will increase to £0.637m in 2023/24 then fall out in 2024/25 and 2025/26.	-312	-325		-637
COVID6	Family Safeguarding Partnernship Team Savings - higher demand due to the COVID-19 pandemic means that it isn't possible to reduce teams in line with the original plan without a significant impact on caseloads. At present it is estimated there will be a two year delay, but this will be reviewed as demand changes. (links to 21CS21)			-444	-444
2026COVID	Family Safeguarding Partnernship Team Savings - higher demand due to the COVID-19 pandemic means that it isn't possible to reduce teams in line with the original plan without a significant impact on caseloads.			444	444
	<b>Total Childrens Social Care</b>	<b>-63</b>	<b>-73</b>	<b>0</b>	<b>-136</b>



**Childrens Services - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>CFE2-9</b>	<b>Change</b>				
COVID6	Family Safeguarding Partnership Team Savings - higher demand due to the COVID-19 pandemic means that it was not possible to reduce teams in line with the original plan without a significant impact on caseloads (links to 21CS21). Temporary funding from the COVID-19 reserve was added but falls out in 2025/26.		-446		-446
2025CSTBC1	Digital acceleration: Digital innovation to assist customer pathways and user experience in information finding and advice, pathways to services and contact points, with additional ability for practitioner to make better use of data and agile working.	500	-500		0
2025CSTBC2	Oxfordshire Way Develop the Oxfordshire Way approach further for all ages to develop community resilience and at-home services and to reduce inequalities in accessing care and support	699	-699		0
	<b>Total Change</b>	<b>1,199</b>	<b>-1,645</b>	<b>0</b>	<b>-446</b>
<b>CEF3</b>	<b>Childrens Social Care Countywide Services</b>				
<b>CEF3-1</b>	<b>Provider Services</b>				
	Contract Inflation	51	51		102
24CS17	Adopt Thames Valley (regional adoption service) - one - off reduced contribution in 2023/24 based on placing more children with our own adopters falls out in 2024/25.	40			40
2025L&CO5	Revenue borrowing costs associated with adding three new children's homes from 2026/27 (including one focused on older children) to the capital programme.			120	120
2025L&CO24	Invest to save' returns resulting from reducing numbers of private placements for children we care for through increase in internal care provision (see 2025L&CO5)			-120	-120
2025CSTBC6	Foster Care Investment into retention and support of foster carers via a no detriment policy/ skills and fees levels review and strategy to support kinship carers as per new DfE guidance in December 2023.	500	-500		0
	<b>Total Provider Services</b>	<b>591</b>	<b>-449</b>	<b>0</b>	<b>142</b>
<b>CEF3-2</b>	<b>QA Safeguarding + Recruit &amp; Retention</b>				
2025CS701	Investment in additional capacity in the SEND service	1,000			1,000
	<b>Total QA Safeguarding + Recruit &amp; Retention</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
<b>CEF5</b>	<b>Childrens Services Central Costs</b>				
<b>CEF5-1</b>	<b>Management , Admin &amp; Central Support</b>				
	Demographic Growth	5,726	5,494		11,220
24CC13	Share of £2.5m staffing savings reallocated to directorates	-779			-779
2024CONT	Share of contract/commercial savings	-405			-405
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-468	-312		-779
21CS21	Family safeguarding model - this was an invest to save project which introduced a new model in children's social care. An initial investment of £2.2m was made in 2020/21 and has gradually reduced since then. The remaining £0.945m budget falls out in 2024/25.	-945			-945
24CS6	Inflation: funding for estimated inflationary increases to the cost of care.	3,200	1,600		4,800
24CS31	Inflation: funding for estimated inflationary increases to the cost of care for children with SEND.	305	305		610
24CS3	Short term growth built into the 2023/24 budget to fund the difference in cost of agency and permanent social workers, until the Recruitment and Retention measures and investment take full effect falls out in 2024/25 and 2025/26.	-650	-450		-1,100
24CS5	Strengthen the application of thresholds and develop new working practices to safely reduce the number of children the council cares for so activity is more consistent with similar authorities (offsets previous pressures added to the budget)	-1,200	-1,200		-2,400
24CS29	Saving expected to be achieved through service reviews of non-statutory / non-case holding areas	-480			-480
2025CS787	Demand and inflation pressures continuing from 2023/24 (full year effect)	8,223	2,274	-4,237	6,260

**Childrens Services - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
COVID5	Agency Staff - the proportion of permanent posts held by an agency social workers increased during 2021/22 because of COVID-19 demand and other factors impacting on the availability of experienced social workers. Funding from the COVID-19 reserve falls out in 2024/25.	-375			-375
COVID7	Family Safeguarding Associated Savings The reduction in activity as a result of Family Safeguarding was expected to reduce activity in other services, such as Children we Care For Teams and the QA services. The impact of these savings being delayed was met from the COVID-19 reserve but the funding falls out in 2024/25 and 2025/26.	-140	-246		-386
COVID8	Multi Agency Safeguarding Hub - funding of £0.624m in 2022/23 for additional activity linked to COVID-19 demand falls out in 2023/24 and 2024/25.	-312			-312
COVID9	Family Safeguarding Partnership Teams - funding of £0.350m for additional activity linked to COVID-19 demand falls out in 2023/24 and 2024/25.	-175			-175
24COVID1	Multi Agency Safeguarding Hub. One - off funding of £0.624m agreed for 2022/23 for additional activity linked to COVID-19 demand was originally expected to fall out in 2023/24 and 2024/25 (see COVID8 in Annex 1a). Demand remains high so the funding was extended into 2023/24 but falls out in 2024/25.	-312			-312
2025CS721	Agency Staff In Social Care - replacement with permanent Staff	-1,200	-1,600	-1,200	-4,000
2025CS723	Manage Demand for Children We Care For (CWCF) - Maintain CWCF at the current number	-2,700	-3,400	-700	-6,800
2025CS724	Bring Children We Care For (CWCF) currently placed out of the county back into Oxfordshire	-1,100	-1,300	-300	-2,700
2025CS725	High Cost Placements - Obtain better value care for children living in high-cost residential placements	-200	-600		-800
2025CS726	Exits from Care - Ensuring children cease to be Children We Care For (CWCF) in line with their plan in a timely way	-2,200	-2,500	-2,800	-7,500
2025CS728	NHS Joint Funding - Maximise access to all health joint funding for Children We Care For (CWCF)	-2,900			-2,900
2025CS790/1/3	Recruitment & Retention Strategy	949	832	708	2,489
2025CS792	Funding for technological improvements enabling data analysis and insight to help manage demand	500			500
2025CS1064	Risk adjustment (40% of savings)	4,120			4,120
2025CS1063	Offset savings with re-instatement of previous savings or replace COVID-19 funding that drops out of Medium Term Financial Strategy with base budget.	3,181	3,611		6,792
2025CSTBC5	Family Safeguarding Extend the family safeguarding model to work more closely with schools to build additional resilience into the model in order to reduce demand and resolve family issues at the earliest possible opportunity. This will include working with schools to build capability as well as with families and other stakeholders.	900	-900		0
	<b>Total Management, Admin &amp; Central Support</b>	<b>10,563</b>	<b>1,608</b>	<b>-8,529</b>	<b>3,642</b>
	<b>Inflation</b>				
	Pay Inflation (2.5%)	1,430	1,463		2,893
	Pay Inflation (on-going effect of increase to 4.5% in 2023/24)	930			930
2024PAYINF	Pay Inflation (5.0%)	1,767			1,767
	<b>Total Pay Inflation</b>	<b>4,127</b>	<b>1,463</b>	<b>0</b>	<b>5,590</b>
	<b>Total Childrens Services</b>	<b>26,143</b>	<b>2,519</b>	<b>-6,529</b>	<b>22,133</b>

Review of Charges 2024/25

Assume

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
<b>Corporate Parenting - ATTACH</b>	Assessment	Per Assessment	990.00	1,040.00	1,040.00	5%	01/04/2024	Discretionary	SR	
	Foundations for Attachment Group	Per Intervention	1,100.00	1,180.00	1,180.00	7%	01/04/2024	Discretionary	SR	
	Non-Violent Resistance Group	Per Intervention	1,650.00	1,732.00	1,732.00	5%	01/04/2024	Discretionary	SR	
	Nurturing Attachments Group	Per Intervention	1,925.00	2,016.00	2,016.00	5%	01/04/2024	Discretionary	SR	
	Stories for Attachment Group	Per Intervention	770.00	808.00	808.00	5%	01/04/2024	Discretionary	SR	
	Telephone Appointment	Per Half Hour	82.00	87.00	87.00	6%	01/04/2024	Discretionary	SR	
	Therapy	per hour	165.00	173.00	173.00	5%	01/04/2024	Discretionary	SR	
	VIC	Per Intervention	1,650.00	1,730.00	1,730.00	5%	01/04/2024	Discretionary	SR	
	Compassion focused therapy group	Per Intervention	1,650.00	1,732.00	1,732.00	5%	01/04/2024	Discretionary	SR	
	Additional Hours	per hour	165.00	173.00	173.00	5%	01/04/2024	Discretionary	SR	
<b>Corporate Parenting - Riverside Centre</b>	Hire of Premises (cost of the building per day)	Per Day	120.00	144.00	144.00	20%	01/04/2024	Discretionary	ZR	Exempt from VAT
	Minibus hire to OCC approved groups	Per Day	110.00	121.00	145.20	10%	01/04/2024	Discretionary	SR	VAT not charged to OCC, 20% SR charged to Non OCC.
	Minibus per mile after first 100 miles per day	Per mile	0.45	0.50	0.59	10%	01/04/2024	Discretionary	SR	VAT not charged to OCC, 20% SR charged to Non OCC.
NEW	OC&KC Affiliation (use of changing and storage)	Per Year	1,200.00	1,320.00	1,320.00	10%	01/04/2024	Discretionary	ZR	New
NEW	OC&KC Affiliation (use of equipment)	Per Year	250.00	275.00	330.00	10%	01/04/2024	Discretionary	SR	New
<b>Home to School Transport</b>	Contributions To School Transport (Spare Seat Scheme) (Per annum)	Over 3 Miles Pre and Post-16 Students	806.30	846.60	846.60	5%	01/09/2024	Discretionary	ZR	
		Under 3 Miles Pre and Post-16 Students	433.40	455.00	455.00	5%	01/09/2024	Discretionary	ZR	
<b>Education Staff</b>	Charging for work of officers in Education service for bespoke agreements	Group Manager / Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.
	Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	

# Public Health & Community Safety

## Public Health and Community Safety Overview

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Public health practice made huge strides during the last century, transforming the living standards of millions and saving countless lives in the process. Yet public health challenges still linger and new ones emerge. Dealing with the avoidable mortality caused by smoking or obesity and reacting to new diseases will continue to require different ways of thinking and acting.

We will have succeeded when we can see that the people of Oxfordshire are living longer, healthier lives and we have narrowed the persistent inequalities in health. This will both be through the delivery of services and through working with partners within the Council and beyond.

The public health grant must be used to meet certain prescribed functions:

- improve significantly the health and wellbeing of local populations
- carry out health protection functions delegated from the Secretary of State
- reduce health inequalities across the life course, including among underserved communities
- ensure the delivery of NHS Healthchecks, sexual health services, health visiting services, and the National Child Measurement Programme

In addition, we use the grant for non-prescribed functions:

- Weight management and tobacco control services
- Healthy weight initiatives
- Drug and alcohol services
- Health at work
- School nursing
- Programmes to prevent accidents
- Public mental health
- General prevention activities
- Community safety, violence prevention & social exclusion
- Dental public health
- Fluoridation
- Local authority role in surveillance and control of infectious disease
- Information, intelligence and research
- Any public health spend on environmental hazards protection
- Local initiatives to reduce excess deaths from seasonal mortality
- Population level interventions to reduce and prevent birth defects (supporting role)
- Public health spend related to COVID-19
- Wider determinants

Fire & Rescue Service provides a Fire and Rescue service as detailed in the Fire and Rescue Services Act and National framework document, to meet the requirements of the Oxfordshire County Council Fire Authority's Community Risk Management Plan (CRMP). Delivers its services through a combined approach of Protection, Prevention and Response to protect the public, reduce harm and save lives. The Fire and Rescue service also support local and national resilience as detail but the Civil Contingencies Act.

Emergency Planning ensures that the requirements as per Civil Contingency Act and other supplementary legislation are met. Supporting the Organisational Resilience and Business Continuity across the County Council and providing business continuity advice to local businesses.

Gypsy & Traveller Services (GTS) deals with unauthorised encampments and manages six county council owned permanent sites.

Trading Standards Discharges the Council's statutory obligations to ensure compliance with certain consumer and environmental legislation, including in relation to weights and measures, product safety, trade representations and trademarks, unfair contract terms and unfair trading practices, animal health and welfare, price marking and price comparisons, supply of age restricted products, illegal tobacco, licensing and inspection of explosives and petroleum storage facilities and safety certification of sports grounds. Non-statutory work includes consumer advice and support, scam reduction, and road weight restriction enforcement.

## Public Health and Community Safety - Summary

Revenue Budget 2024/25						
Ref.	Service Area	Gross Expenditure £000	Grant Income £000	Other Income £000	Income Recharges £000	Net Expenditure 2024/25 £000
	Public Health					
PH1 & PH2	LA Commissioning Responsibilities - national	39,579	-790	-445	-217	38,127
PH3	Public Health Recharges	577	0	0	0	577
PH4	Public Health Grant Income	0	-34,401	0	0	-34,401
	Community Safety					
CDA3	Fire & Rescue and Community Safety	30,679	-1,479	-1,291	-10	27,900
	Pay Inflation	2,010				2,010
	<b>Budget Controllable by Directorate</b>	<b>72,845</b>	<b>-36,670</b>	<b>-1,735</b>	<b>-227</b>	<b>34,212</b>

**Public Health and Community Safety Budget 2024/25**

Reference	Service Area	Gross Expenditure £000	Grant Income £000	Other Income £000	Recharge Income £000	Net Expenditure 2024/25 £000
<b>PH1 &amp; 2</b>	<b>Public Health Functions</b>					
PH1-1	Sexual Health	6,290	0	0	0	6,290
PH1-2	NHS Health Check Programme	645	0	0	0	645
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	0	0	0	150
PH1-6	0-5 Year Olds	12,385	0	0	0	12,385
PH2-1	Obesity	1,424	0	0	0	1,424
PH2-2	Physical Activity	120	0	0	0	120
PH2-3	Public Health General	2,572	0	0	0	2,572
PH2-4	Smoking and Tobacco Control	1,342	-790	0	0	552
PH2-5	Children's 5-19 Public Health Programme	0	0	0	0	0
PH2-6	Other Public Health Programmes	2,101	0	0	0	2,101
PH2-7	Drugs and Alcohol	10,668	0	-51	-177	10,440
PH2-8	Domestic Abuse	1,882	0	-394	-40	1,448
	<b>Total Public Health Functions</b>	<b>39,579</b>	<b>-790</b>	<b>-445</b>	<b>-217</b>	<b>38,127</b>
<b>PH3</b>	<b>Public Health Recharges</b>	577	0	0	0	577
	<b>Total Public Health Recharges</b>	<b>577</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>577</b>
<b>PH4</b>	<b>Grant Income</b>	0	-34,401	0	0	-34,401
	<b>Total Grant Income</b>	<b>0</b>	<b>-34,401</b>	<b>0</b>	<b>0</b>	<b>-34,401</b>
	<b>Total Public Health</b>	<b>40,156</b>	<b>-35,191</b>	<b>-445</b>	<b>-217</b>	<b>4,303</b>
<b>CDA3</b>	<b>Fire &amp; Rescue and Community Safety</b>					
<b>COM4-2</b>	<b>Fire &amp; Rescue Service</b> Provides a Fire and Rescue service as detailed in the Fire and Rescue Services Act and National framework document, to meet the requirements of the Oxfordshire County Council Fire Authority's Community Risk Management Plan (CRMP). delivers its services through a combined approach of Protection, Prevention and Response to deliver our 365Alive targets. The Fire & Rescue Services Act 2004 sets out the duties and powers of fire authorities. Under the Act, the Fire Authority has several core functions which the service delivers on behalf of the Authority: •Prevention & Protection - promoting fire safety, including the provision of information and publicity on the steps to be taken to prevent fires and the means of escape from buildings in case of fire. The Regulatory Reform Order 2005- carry out fire safety inspection and enforcement work on behalf of the Authority. The order is enforced through periodic inspections or audits, of non-domestic premises. As well as providing advice to Businesses with regards their responsibilities with regards Fire Safety •Response - extinguishing fires and protecting life and property in the event of fires. Rescuing people in the event of road traffic accidents and protecting people from serious harm in the event of road traffic accidents. •Other Emergencies - when necessary deal with emergencies, other than fires and road traffic accidents	28,576	-1,479	-887	0	26,210
<b>COM4-3</b>	<b>Emergency Planning</b> Ensuring that the requirements as per Civil Contingency Act and other supplementary legislation are met. Supporting the Organisational Resilience and Business Continuity across the County Council and providing business continuity advice to local business.	337	0	-28	0	309
<b>COM4-5</b>	<b>Trading Standards</b> Trading standards' purpose is to keep individuals, communities, businesses and livestock safe from harm and include the following services; weights and measures, product safety, food safety, trade representations and trademarks, unfair contract terms and unfair trading practices, consumer advice and assistance, animal health and welfare, price marking and price comparisons, supply of age restricted products, licensing and inspection of explosives and petroleum storage facilities, safety certification of sports grounds, weight restriction enforcement (Newbridge). Non statutory work includes the current illicit tobacco campaigns.	1,767	0	-376	-10	1,380
<b>CDA3</b>	<b>Total Fire &amp; Rescue and Community Safety</b>	<b>30,679</b>	<b>-1,479</b>	<b>-1,291</b>	<b>-10</b>	<b>27,900</b>
	Pay Inflation	2,010				2,010
<b>BUDGET CONTROLLABLE BY PUBLIC HEALTH &amp; COMMUNITY SAFETY</b>		<b>72,845</b>	<b>-36,670</b>	<b>-1,735</b>	<b>-227</b>	<b>34,212</b>

**Public Health & Community Safety - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>PH2</b>	<b>Public Health</b>				
	<b>Public Health - Non Mandatory Functions</b>				
24PHCS1	Additional external grant funding for services supporting victims of Domestic Abuse expected in 2023/24 meant council funded budget could be released on a one-off basis. The budget is reinstated from 2024/25.	200			200
2025PH555	Utilisation of government grant to fund domestic abuse services means £0.200m of council funding can be released on a one - off basis in 2024/25.	-200	200		0
	<b>Total Public Health - Non Mandatory Functions</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>200</b>
	<b>Total Public Health</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>200</b>
<b>CDA3</b>	<b>Community Safety</b>				
24CC13	Share of £2.5m staffing savings reallocated to directorates	-310			-310
2024CONT	Share of contract/commercial savings	-26			-26
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-186	-124		-310
2025CSafety665	New Ways of Working - Fire Engine Standby moves when incidents occur - adjust funding to reflect current activity.	-75			-75
2025CSafety666	Review of wholetime support functions	-75			-75
2025CSafety670	Vehicle Renewals - increase revenue contribution for replacement of Fire Vehicles		572	120	692
2025CSafety754	Cultural Development Work	50	-50		0
2024CSafetyFP	Funding for Fire Pensions - remove ringfenced grant funding (funding change announced in Provisional Local Government Settlement - existing ringfenced funding will be received as Revenue Support Grant in 2024/25.	1,394	0	0	1,394
	<b>Total Community Safety - Fire &amp; Resuce Service</b>	<b>772</b>	<b>398</b>	<b>120</b>	<b>1,290</b>
	<b>Pay Inflation</b>				
	Pay Inflation (2.5%)	456	466		922
	Pay Inflation (on-going effect of increase to 4.5% in 2023/24)	296			296
2024PAYINF	Pay Inflation (5.0%)	564			564
	<b>Total Pay Inflation</b>	<b>1,316</b>	<b>466</b>	<b>0</b>	<b>1,782</b>
	<b>Total Community Safety (including pay inflation)</b>	<b>2,088</b>	<b>864</b>	<b>120</b>	<b>3,072</b>
	<b>Total Public Health &amp; Community Safety</b>	<b>2,088</b>	<b>1,064</b>	<b>120</b>	<b>3,272</b>



Review of Charges 2024/25  
Community Safety

Assume  
01-Apr-24

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
<b>Fire and Rescue Service</b>	Fire Reports	Insurance Interviews	102.30	107.42	107.42	5%	01/04/2024	Discretionary	NB	
		Preparation of a Fire Investigation Report - full report or one involving extensive enquiries, photographs etc.	493.90	518.60	518.60	5%	01/04/2024	Discretionary	NB	
		Preparation of a Fire Investigation Report - full report or one on major incidents requiring extensive protracted investigation etc.	723.80	759.99	759.99	5%	01/04/2024	Discretionary	NB	
		Preparation of a Fire Investigation Report - short or extracted	370.70	389.24	389.24	5%	01/04/2024	Discretionary	NB	
		Preparation of Fire Report	free	free	free	n/a	01/04/2024	Discretionary	NB	
	Special Services	Aerial Ladder Platform per hour or part hour excluding petrol	302.40	317.52	381.02	5%	01/04/2024	Discretionary	SR	
		Personnel, regardless of rank, per hour or part hour	21.90	23.00	27.60	5%	01/04/2024	Discretionary	SR	
		Vehicles/appliances exceeding 2 tons (unladen) per hour or part hour	200.80	210.84	253.01	5%	01/04/2024	Discretionary	SR	
		Vehicles/appliances NOT exceeding 2 tons (unladen) per hour or part hour	79.10	83.06	99.67	5%	01/04/2024	Discretionary	SR	
<b>Gypsy &amp; Traveller Service</b>	Rent for nine additional plots at Redbride	Weekly site rental	110.00	115.50	115.50	5%	01/04/2024	Discretionary	EX	The 2023/24 rate reflects changes made in April 2023.
	Weekly rent of plot to site resident (there are 89 plots across the 6 Oxfordshire sites).	Weekly site rental	84.00	88.20	88.20	5%	01/04/2024	Discretionary	EX	The 2023/24 rate reflects changes made in April 2023.
<b>Trading Standards - Licenses</b>	Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed (Explosive Goods Act 1875 and 1923)	1 year	111.00	113.00	113.00	2%	01/04/2024	Statutory	NB	Set by statute. Will need to be amended once the statutory charge is updated.
		2 years	144.00	147.00	147.00	2%	01/04/2024	Statutory	NB	
		3 years	177.00	181.00	181.00	2%	01/04/2024	Statutory	NB	
		4 years	211.00	215.00	215.00	2%	01/04/2024	Statutory	NB	
		5 years	243.00	248.00	248.00	2%	01/04/2024	Statutory	NB	
	Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed	1 year	189.00	193.00	193.00	2%	01/04/2024	Statutory	NB	
	Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed (Explosive Goods Act 1875 and 1923)	2 years	248.00	253.00	253.00	2%	01/04/2024	Statutory	NB	
		3 years	311.00	317.00	317.00	2%	01/04/2024	Statutory	NB	
		4 years	382.00	390.00	390.00	2%	01/04/2024	Statutory	NB	
		5 years	432.00	441.00	441.00	2%	01/04/2024	Statutory	NB	
	Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed (Explosive Goods Act 1875 and 1923)	1 year	88.00	90.00	90.00	2%	01/04/2024	Statutory	NB	
		2 years	150.00	153.00	153.00	2%	01/04/2024	Statutory	NB	
		3 years	211.00	215.00	215.00	2%	01/04/2024	Statutory	NB	
		4 years	272.00	277.00	277.00	2%	01/04/2024	Statutory	NB	
		5 years	333.00	340.00	340.00	2%	01/04/2024	Statutory	NB	
		1 year	55.00	56.00	56.00	2%	01/04/2024	Statutory	NB	
		2 years	88.00	90.00	90.00	2%	01/04/2024	Statutory	NB	
		3 years	123.00	125.00	125.00	2%	01/04/2024	Statutory	NB	
		4 years	155.00	158.00	158.00	2%	01/04/2024	Statutory	NB	
		5 years	189.00	193.00	193.00	2%	01/04/2024	Statutory	NB	
	Statutory Charge for issuing a licence to store petroleum under Dangerous Substances and Explosive Atmospherics Regulations 2002	Not exceeding 2,500 litres	45.00	46.00	46.00	2%	01/04/2024	Statutory	NB	Set by statute. Will need to be updated later in the process.
		Exceeding 2,500 litres but less than 50,000 litres	61.00	62.00	62.00	2%	01/04/2024	Statutory	NB	
		Over 50,000 litres	128.00	131.00	131.00	2%	01/04/2024	Statutory	NB	
	Varying a licence under Explosive Goods Act 1875 and 1923	Varying name or address	37.00	38.00	38.00	3%	01/04/2024	Statutory	NB	
		Transfer of licence/registration	37.00	38.00	38.00	3%	01/04/2024	Statutory	NB	
		Replacement of licence/registration	37.00	38.00	38.00	3%	01/04/2024	Statutory	NB	

## Community Safety

01-Apr-24

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Trading Standards - Other	Achieving Best Evidence (ABE) Interview Service - Income received from other local authorities requesting this Service to carryout ABE interviews on their behalf	Time charged per hour, per officer	82.50	86.50	103.80	5%	01/04/2024	Discretionary	SR	
	Additional Business Support (per hour)		82.50	86.50	103.80	5%	01/04/2024	Discretionary	SR	
	Buy with Confidence Trader Approval scheme	First year total for 1-5 employees	415.00	440.00	528.00	6%	01/04/2024	Discretionary	SR	Fees set by national scheme provider
		First year total for 6-20 employees	605.00	645.00	774.00	7%	01/04/2024	Discretionary	SR	As above
		First year total for 21-49 employees	790.00	840.00	1,008.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 1-5 employees	270.00	285.00	342.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 6-20 employees	405.00	430.00	516.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (from 2018/19) for 21-49 employees	540.00	570.00	684.00	6%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (members prior to April 2017) for 1-5 employees	250.00	275.00	330.00	10%	01/04/2024	Discretionary	SR	Higher increase to match national fee, over time
		Renewal Fee (members prior to April 2017) for 6-20 employees	365.00	400.00	480.00	10%	01/04/2024	Discretionary	SR	As above
		Renewal Fee (members prior to April 2017) for 21-49 employees	500.00	550.00	660.00	10%	01/04/2024	Discretionary	SR	As above
		Additional premises fee		90.00	108.00	n/a	01/04/2024	Discretionary	SR	New fee
		Additional trading style		145.00	174.00	n/a	01/04/2024	Discretionary	SR	New fee
	Carrying Agent for imported dogs, cats and other mammals: Includes local authorities within TSSE region (excl Isle of Wight), Warwickshire, Gloucestershire, Northamptonshire and Wiltshire where the pick-up and destination locations are within the areas identified above	Bank Holidays	608.00	638.50	766.20	5%	01/04/2024	Discretionary	SR	
		Monday to Friday	303.00	318.15	381.78	5%	01/04/2024	Discretionary	SR	
		Saturday and Sunday	455.00	477.75	573.30	5%	01/04/2024	Discretionary	SR	
	Hire of cattle crush (mobile unit taken to farms / sites for the safe handling of cattle when conducting welfare checks)	Oxfordshire businesses - First day	340.00	357.00	428.40	5%	01/04/2024	Discretionary	SR	
		Non-Oxfordshire businesses - Additional fee for re-location per hour	21.00	22.00	26.40	5%	01/04/2024	Discretionary	SR	
		Non-Oxfordshire businesses - First day	408.00	428.50	514.20	5%	01/04/2024	Discretionary	SR	
		Non-Oxfordshire businesses - Subsequent days	102.00	107.00	128.40	5%	01/04/2024	Discretionary	SR	
		Oxfordshire businesses - Additional fee for re-location per hour	21.00	22.00	26.40	5%	01/04/2024	Discretionary	SR	
		Oxfordshire businesses - Subsequent days	104.00	110.00	132.00	6%	01/04/2024	Discretionary	SR	
	Petroleum Environmental Searches		165.00	173.00	207.60	5%	01/04/2024	Discretionary	SR	
	Petroleum Vapour Recovery Services (TBC). Income received from those local authorities where an agreement exists for the provision of vapour recovery services by the Council. Based on a percentage of the relevant permit fee	Annual Subsistence Charge - PVR Stage 1 (low risk)	63.20	63.20	63.20	0%	01/04/2024	Discretionary	NB	Set by statute. Could change by 01/04/24
		Annual Subsistence Charge - PVR Stage 1 and 2 (low risk)	90.40	90.40	90.40	0%	01/04/2024	Discretionary	NB	As above
		Application - PVR Stage 1	124.00	124.00	124.00	0%	01/04/2024	Discretionary	NB	As above
		Application - PVR Stage 1 and 2	205.60	205.60	205.60	0%	01/04/2024	Discretionary	NB	As above
		Transfer - Standard Process Partial Transfer	397.60	397.60	397.60	0%	01/04/2024	Discretionary	NB	As above
		Transfer - Standard Process Transfer	135.20	135.20	135.20	0%	01/04/2024	Discretionary	NB	As above
	Primary Authority agreement	10 hours support and registration fee	910.00	955.00	955.00	5%	01/04/2024	Discretionary	NB	As above
	Carrying out any of the following activities which produce products which are placing on the market for use in feed - processing of crude vegetable oil, oleochemical manufacturing of fatty acids, manufacturing of biodiesel, fat blending		451.00	451.00	451.00	0%	01/04/2024	Discretionary	NB	
	Manufacture, or manufacture and placing on the market of additives and/or premixtures		451.00	451.00	451.00	0%	01/04/2024	Discretionary	NB	
	Placing on the market of additives and/or premixtures		226.00	226.00	226.00	0%	01/04/2024	Discretionary	NB	
Trading Standards - Verifying weights and measures	Testing fees - weights and measures (inc capacity measures, measuring instruments, intoxicating liqueur and pharmaceutical measures)	Hourly Rate	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
	Surcharge for testing outside normal hours (Outside 8:30-17:00, Monday to Friday and on Saturday)	Non Trading Standards Officer, per hour	10.50	11.00	13.20	5%	01/04/2024	Discretionary	SR	
		Trading Standards Officer, per hour	15.50	16.50	19.80	6%	01/04/2024	Discretionary	SR	
	Surcharge for testing outside normal hours (Sunday and Bank Holidays)	Non Trading Standards Officer, per hour	20.90	22.00	26.40	5%	01/04/2024	Discretionary	SR	
		Trading Standards Officer, per hour	29.90	31.50	37.80	5%	01/04/2024	Discretionary	SR	
	Length measures	Less than 10m	20.00	21.00	25.20	5%	01/04/2024	Discretionary	SR	
	Measuring instruments for Liquid fuel and Lubricants	Per Nozzle - First item	147.00	154.50	185.40	5%	01/04/2024	Discretionary	SR	
		Second and subsequent items on same site	92.00	97.00	116.40	5%	01/04/2024	Discretionary	SR	
		Testing of credit card acceptor (per unit, regardless of number of nozzles etc)	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
		Testing peripheral electronic equipment on a separate visit (per site)	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
	Weighing instruments	49Kg or less - First item	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
		Over 50Kg to 1,000kg - First item	130.00	136.50	163.80	5%	01/04/2024	Discretionary	SR	
		Over 1,000kg to 10t - First item	268.00	282.00	338.40	5%	01/04/2024	Discretionary	SR	
		Over 10t to 60t - First item	445.00	467.00	560.40	5%	01/04/2024	Discretionary	SR	
		Reduced fee for subsequent items - based on hourly rate	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR	
	Weights	500mg - 5kg	6.75	7.15	8.58	6%	01/04/2024	Discretionary	SR	
		Below 500mg or above 5kg	9.90	10.50	12.60	6%	01/04/2024	Discretionary	SR	

# Environment & Place

## Environment & Place Overview

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The Environment and Place Directorate is a diverse service, delivering and commissioning a wide range of highly visible services and functions.

The service delivers the Council's duty to maintain a safe highway network and leads on Vision Zero, the Council's commitment to reduce deaths and serious injuries. The service undertakes Highways Maintenance, Network management (co-ordinating roadworks and traffic lights etc) and delivers the supported transport services to 1000s of children every day.

Climate Action under-pins all our work and the team leads on the co-ordination of the Council's Climate Action Plan. We undertake Strategic Planning, including Minerals and Waste Planning and specialist Town planning advice to the City and District Councils. Environmental services include our Household Waste Recycling Centres, Waste disposal contracts, Public rights of Way network and Lead Local Flood Authority.

Working with District partners and key stakeholders and through effective administration of Policy our Place-making team champions develop planning that seeks to create sustainable communities, where sustainable transport is encouraged, new jobs are created and health inequalities are reduced. The Local Transport and Connectivity Plan, and related area strategies, set out the Transport priorities for the County. We promote active travel and public transport through a range of partnerships, contracts and direct delivery. We are responsible for the design and delivery of transport infrastructure, working closely with developers and District authorities. The service delivers all major infrastructure schemes including Housing Infrastructure Fund and Local Growth fund projects from concept to delivery and monitoring across Oxfordshire.

## Environment & Place - Summary

Revenue Budget 2024/25						
Ref.	Service Area	Gross Expenditure £000	Grant Income £000	Other Income £000	Income Recharges £000	Net Expenditure 2024/25 £000
EP1	Transport & Infrastructure	31,216	-379	-7,848	-9,883	13,107
EP2	Planning, Environment & Climate Change	41,265	-227	-1,722	-172	39,144
EP3	Highways Operations	82,358	0	-21,406	-41,521	19,431
EP4	Directorate Support	2,060	0	-256	-100	1,705
	Pay Inflation	1,827				1,827
<b>Budget Controllable by Directorate</b>		<b>158,726</b>	<b>-606</b>	<b>-31,231</b>	<b>-51,676</b>	<b>75,213</b>

**Environment & Place Revenue Budget 2024/25**

Reference	Service Area	Gross Expenditure	Grant Income	Other Income	Recharge Income	Net Expenditure 2024/25
		£000	£000	£000	£000	£000
<b>EP1</b>	<b>Transport &amp; Infrastructure</b> This service is responsible for the planning and delivery of the council's Infrastructure Growth programme, including transport policy and strategy, active travel, public transport development of place-based improvements delivered by the Council or third parties, and delivery of programmes of work from concept through to delivery on the ground.					
EP1-1	Transport Policy	13,704	-309	-228	-75	13,092
EP1-2	Place Making	7,359	0	-7,620	-1,593	-1,854
EP1-3	Infrastructure Delivery	9,528	-70	0	-8,215	1,243
EP1-4	Senior Management Team	625	0	0	0	625
<b>EP1</b>	<b>Total Transport &amp; Infrastructure</b>	<b>31,216</b>	<b>-379</b>	<b>-7,848</b>	<b>-9,883</b>	<b>13,107</b>
<b>EP2</b>	<b>Planning, Environment &amp; Climate Change</b> Leads in the planning and development of Strategic Planning, Climate Change, and Environment & Circular economy. This includes the management of household waste including provision of the household waste recycling centres and development of a circular economy strategy, the countryside access service maintaining access to public rights of way and the countryside, the Tree Service proactively and reactively managing trees and leading on tree planting for the council, the lead local flood authority and archaeology, biodiversity, landscape and ecology functions. Climate action is an essential part of the directorate focusing on delivering a sustainable future within the county through various joint projects and engagements with the stakeholders promoting the climate action initiatives. The service area is also responsible for strategic planning policy framework for Oxfordshire, working with partners at the locality level to turn that framework into a medium term programme of projects that contribute towards delivering agreed outcomes for that locality and discharging the County Council's statutory planning and regulatory functions in support of delivering agreed outcomes at the locality level and facilitating sustainable economic growth through utilising and unlocking the potential of the skills base within Oxfordshire.					
EP2-1	Strategic Planning	1,399	0	-662	-36	701
EP2-2	Climate Change	1,198	0	-12	0	1,186
EP2-3	Environment and Circular Economy	38,170	-227	-1,048	-137	36,758
EP2-4	Service Management Team	499	0	0	0	499
<b>EP2</b>	<b>Total Planning, Environment &amp; Climate Change</b>	<b>41,265</b>	<b>-227</b>	<b>-1,722</b>	<b>-172</b>	<b>39,144</b>

**Environment & Place Revenue Budget 2024/25**

Reference	Service Area	Gross Expenditure	Grant Income	Other Income	Recharge Income	Net Expenditure 2024/25
		£000	£000	£000	£000	£000
<b>EP3</b>	<b>Highways Operations</b> This service area is predominantly responsible for work relating to the operation and maintenance of the county councils Highways, Network and Transport services. This includes - routine & reactive highway maintenance (roads, drainage, bridges, traffic signals, street lighting), incidents and winter operations, management of the network to ensure roadworks are co-ordinated, Traffic Orders are in place and parking is managed within the county's requirements. - Keeping records and asset information up to date and available. The service is also responsible for managing, operating school transport and supporting the county's operational requirement through fleet services.					
EP3-1	Highway Maintenance	25,735	0	-2,217	-2,618	20,900
EP3-2	Network Management	11,939	0	-18,411	0	-6,473
EP3-3	Supported Transport	43,590	0	-778	-38,902	3,909
EP3-4	Senior Management Team	1,094	0	0	0	1,094
<b>EP3</b>	<b>Total Highway Operations</b>	<b>82,358</b>	<b>0</b>	<b>-21,406</b>	<b>-41,521</b>	<b>19,431</b>
<b>EP4</b>	<b>Directorate Support</b> This service area oversees the business management and improvement function for the entire Environment and Place directorate, including change, programme and project management, business planning, performance reporting, risk management, and business continuity planning. The service also oversees and facilitates the planning and the delivery of the Directorate Medium Term Financial Plan. The service areas also manages key data sets and IT systems to facilitate intelligence and operations for the whole directorate. Furthermore, this area now delivers business support (PA/correspondence/admin) to directors.					
EP4-1	Data Intelligence & Business Support	1,403	0	-256	0	1,148
EP4-2	Business Performance & Service Improvement	596	0	0	-100	496
EP4-3	Directorate Other	61	0	0	0	61
<b>EP4</b>	<b>Total Directorate Support</b>	<b>2,060</b>	<b>0</b>	<b>-256</b>	<b>-100</b>	<b>1,705</b>
	Pay Inflation	1,827				1,827
<b>BUDGET CONTROLLABLE BY ENVIRONMENT &amp; PLACE</b>		<b>158,726</b>	<b>-606</b>	<b>-31,231</b>	<b>-51,676</b>	<b>75,213</b>

**Environment & Place - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>EP1</b>	<b>Transport &amp; Infrastructure</b>				
<b>EP1-1</b>	<b>Transport Policy</b>				
	Contract Inflation	253	253		506
<b>24EP18</b>	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	50			50
<b>2025EP654</b>	Create Sustainable Travel to School strategy	200	-200		0
<b>2025EP655</b>	Park & Ride upgrades improve user offer and increase patronage	-25			-25
<b>2025EP656</b>	Saving through recharging staff time to Oxfordshire Bus Enhanced Partnership	-50			-50
<b>2025EP744</b>	Pressures associated with policy development for area travel plans, HGV studies and Multi Modal transport model (offset by saving EP745)	695	405	-568	532
<b>2025EP745</b>	Manage various pressures associated with policy development under existing budget allocation (offsets pressure EP744)	-695	-405	568	-532
<b>2025EP657</b>	Recharge of policy staff time to major projects	-50			-50
<b>2025EP658</b>	One - off capitalisation of staff time through recharging costs associated with School Streets project	-25	25		0
<b>2025EP772</b>	Release uncommitted element of on-going investment 24EP27 Countywide Community Transport Initiatives agreed in February 2023 on one - off basis in 2024/25	-260	260		0
<b>2025L&amp;CO10</b>	Feasibility study and implementation strategy for bus franchising.	150	-150		0
<b>2025L&amp;CO13</b>	Phase four of the school streets scheme.		77	-30	47
<b>2025L&amp;CO14</b>	Funding for a feasibility study into the introduction of new Demand Responsive Transport (DRT) bus services in urban/suburban and rural settings. The study will also look into the application of DRT services to support Home to School transport.	70	-70		0
<b>2025L&amp;CO15</b>	Seed funding for supporting pilot Demand Responsive Transport (DRT) bus services, building on business case developed through 2025L&CO14.		250	-250	0
	<b>Total Transport Policy</b>	<b>313</b>	<b>445</b>	<b>-280</b>	<b>478</b>
<b>EP1-2</b>	<b>Place Making</b>				
<b>22EP18</b>	Additional anticipated income from charges to developers. Appropriate charges for services undertaken for developers that attract a relevant external fee (road agreements).	-278			-278
<b>24EP19</b>	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	40			40
<b>2025L&amp;CO16</b>	Revenue borrowing costs for pipeline of capital projects to tackle congestion in built up areas (£3m capital spend in 2024/25 and 2025/26).	180	180		360
<b>2025L&amp;CO17</b>	Revenue borrowing costs for pipeline delivery of capital projects identified as part of the East Oxford Mini-Holland Project (£2m capital spend each year of MTFS).	120	120	120	360
<b>2025EP659</b>	Consolidated savings for: - Introduction of standing advice for Transport Development Management - Combining Highways agreement and Engineering and assurance teams - Increase income from Planning Performance Agreement charges - Optimising the commissioning of modelling - Use of Section 106 funding held to develop schemes or the interest pot	-100	-180	0	-280
	<b>Total Place Making</b>	<b>-38</b>	<b>120</b>	<b>120</b>	<b>202</b>



**Environment & Place - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>EP2</b>	<b><u>Planning, Environment &amp; Climate Change</u></b>				
<b>EP2-1</b>	<b>Strategic Planning</b>				
2025EP672	Use of reserves and other planning related fees to fund staffing posts	-50			-50
2025EP673	Capitalisation of staff costs to be funded through capital reserves when delivering infrastructure projects	-250			-250
	<b>Total Strategic Planning</b>	<b>-300</b>	<b>0</b>	<b>0</b>	<b>-300</b>
<b>EP2-2</b>	<b>Climate Change</b>				
23EP11	£0.066m funding to increase capacity to develop pipeline and contract delivery of projects to support the Zero Carbon Infrastructure was added to the budget in 2022/23. This reduced to £0.064m in 2023/24 and falls out in 2025/26.		-64		-64
23EP12	Delivery of Pathways to a Zero Carbon Oxfordshire - one - off capacity to develop roadmap and support partnership working. Removal of one - off funding in 2024/25.	-20			-20
23EP14	Funding for short term capacity to ensure Oxfordshire is "Grid ready", developing Energy System planning and flexibility trials falls out by 2025/26.	-9	-64		-73
24EP23	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	30			30
2025EP634	Climate Action: one - off income relating to greenhouse gas reporting	-12	12		0
	<b>Total Climate Change</b>	<b>-11</b>	<b>-116</b>	<b>0</b>	<b>-127</b>
<b>EP2-3</b>	<b>Environment &amp; Circular Economy</b>				
	Contract Inflation	912	949		1,861
	Business Rates Inflation	16	16		32
	Demographic Growth (growth in waste tonnages)	430	430		860
2025EPDG	Add new year of demographic growth for Waste Management			400	400
23EP5	Increased contribution to the Regional Flood Co-ordination Committee Levy	22	22		44
23EP10	Environmental and Community bids - additional funding supporting the expansion in capacity to prepare for the Environment Bill, develop the Nature Recovery Strategy and greater support for Community Action Groups falls out in 2024/25.	-50			-50
24EP8	Household Waste Recycling Centres - anticipated increase in the cost of new contracts from 2025/26.		625		625
24EP9	An anticipated change in the law means the council will need to stop charging for DIY waste leading to a reduction in income.	400			400
24EP10	Impact of implementation of Controlled Waste Regulation		100		100
24EP20	Prevention of unsorted waste at Household Waste Recycling Centres means recycling can be increased by reducing the amount of waste that is sent to the Energy Recovery Facility at Ardley.	-200			-200
2025EP638	Reduction in bespoke Lead Local Flood Authority planning consultations	-40	0	0	-40
2025EP638	Reinstate reduction in bespoke Lead Local Flood Authority planning consultations (2025EP638)	40	-40		0
2025EP641	Persistent Organic Pollutants - a change in the law means the council has to fund the cost of shredding, transporting and incinerating domestic soft seating as landfill disposal is no longer permitted.	200	0	0	200
2025EP645	Take action in 2024/25 to reduce the future cost of closed landfill site monitoring	10	-20	0	-10
2025EP646	Reduced gate fee for garden waste diverted to open window composting	-60	0	0	-60
2025EP647	Resource to write circular economy strategy	30	-30	0	0
2025EP693	Various pressures associated with service areas within Environment & Circular Economy - to be managed within the existing budget allocation (offsets pressure EP692)	-495	115	123	-257
2025EP692	Various pressures associated with service areas within Environment & Circular Economy (offset by saving EP693)	495	-115	-123	257
2025EP695	Manage Household Waste Recycling Centre pressure through reduction in waste costs (offsets pressure EP694)	-623	114	0	-509
2025EP694	Household Waste Recycling Centres (HWRC): unsorted waste and essential site repair pressures (offset by saving EP695)	623	-114	0	509
	<b>Total Environment &amp; Circular Economy</b>	<b>1,710</b>	<b>2,052</b>	<b>400</b>	<b>4,162</b>

**Environment & Place - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
<b>EP3</b>	<b><u>Highways &amp; Operations</u></b>				
<b>EP3-1</b>	<b>Highways Maintenance</b>				
	Contract Inflation	540	558		1,098
22EP10	Fleet management – Reduced costs and effort by consolidating contracts and managing collectively across directorate	-100			-100
22EP06	Improved recycling facilities at Drayton Highways Depot for tar bound materials and gully waste will reduce disposal costs	-250			-250
23EP4	Recycling and Gully treatment project savings at the Drayton Highways Depot are being removed as they are not now achievable (links to 22EP06)	250			250
23EP3	Reprofiling of the LED replacement streetlighting programme due to unavoidable supply chain disruption as a result of COVID-19 meant the last year of the saving was moved to 2024/25.	-600			-600
24EP3	Additional temporary resources and expertise to support the exploration and delivery of a new highways maintenance contract from the end of March 2025. Funding expected to fall out in 2025/26 after the contract is agreed.	100	-250		-150
2025EP620	Increase the use of commuted sums held in reserves to maintain new infrastructure as a result of new developments and changes to the highway	-700	-100	-100	-900
2025EP622	Increased highway maintenance activity (additional funding for potholes)	650	100	50	800
2025EPTBC2	Gully and ditch clearing and repairs in areas recently flooded	300	-300		0
2025EPTBC3	Boost capacity to work with landowners and Parishes for them to clear ditches and implement Sustainable Drainage Schemes	300	-300		0
2025EPTBC4	A second cut of urban verges around footways and cycleways	150	-150		0
2025EPTBC5	Reclaim footpaths and cycleways – vegetation clearance and siding-out	510	-510		0
2025L&CO7	Revenue borrowing costs of additional scheduled highways maintenance for roads and pavements in 2024/25 (on-going borrowing cost for one - off funding of £5m).	300			300
	<b>Total Highways Maintenance</b>	<b>1,450</b>	<b>-952</b>	<b>-50</b>	<b>448</b>
<b>EP3-2</b>	<b>Network Management</b>				
	Contract Inflation	71	71		142
	Income Inflation (2.0%)	-131	-140		-271
COVID14	£0.800m funding in 2022/23 supporting an estimated reduction in the use of the Pay and Display (COVID-19) and reduction in level of drawdown from Parking Account as a result of reduction in income reduced to £0.400m in 2023/24 and falls out in 2024/25.	-400			-400
24EP14	Lane rental - introduce charges for all works on the busiest roads at the busiest times to minimise disruption.	-2,150			-2,150
24EP15	Anticipated increases in on street parking income.	-150	-150		-300
2025EP773	Release part of the on-going £0.5m investment 24EP28 agreed in February 2023 not needed to support the cost of park and ride joint ticketing	-35			-35
2025EP588	Increased Parking Service operational and maintenance costs	295	380	200	875
2025EP598	Increased drawdown from Parking Reserve to support increased maintenance and operational costs	-295	-380	-200	-875
2025L&CO6	Investment in improved enforcement of Controlled Parking Zones (see 2025LACO26).	140			140
2025L&CO8	Introduce four new Controlled Parking Zones (see 2025L&CO27).	200	-200		0
2025L&CO27	Income from new Controlled Parking Zones (see 2025L&CO8).	-150	-150		-300

**Environment & Place - New and Previously Agreed Budget Increases and Reductions**

Ref	Description	2024/25	2025/26	2026/27	Total
		£000	£000	£000	£000
2025L&CO9	Investment in improved collection of fees, charges and penalties (see 2025L&CO28).	210			210
2025L&CO11	Revenue costs for additional investments in Automatic Number Plate Recognition (ANPR) enforcement of moving traffic offences of existing Traffic Regulation Order restrictions (see 2025L&CO29).	180	-180		0
2025L&CO12	Feasibility Study into practicalities and opportunity in emissions and vehicle category based charging. Early investigatory work to identify potential policy and income benefits.	30	-30		0
2025EP TBC	Increase charges for parking and Controlled Parking Zone (CPZ)	-200			-200
2025L&CO26	Income from improved enforcement of existing Controlled Parking Zones (see 2025L&CO6).	-140			-140
2025L&CO29	Automatic Number Plate Recognition (ANPR) income (see 2025L&CO11).	0	-270		-270
2025L&CO28	Improved collection of fees, charges and revenues (streetworks) (see 2025L&CO9).	-460			-460
	<b>Total Network Management</b>	<b>-2,985</b>	<b>-1,049</b>	<b>0</b>	<b>-4,034</b>
<b>EP3-3</b>	<b>Supported Transport</b>				
	Contract Inflation	504	522		1,026
22EP11	Home to School contract management - Use of technology and improvements and automation of processes to reduce costs and effort required.	-50	-150		-200
23EP18	Moving Traffic New income introducing Part 6 powers relating to Civil Traffic Enforcement.	-250			-250
23EP25	Supported Transport budget - rebasing of service operation and staffing costs	-100			-100
24EP4	Home to School transport - increase in the cost of school transport (directly provided and contracted) due to increases in fuel and other costs.	350	350		700
2025EP583	Home to School Transport Digital Contract Management System - Previously Agreed Savings Not Achievable	650	150		800
2025EP774	Utilise Bus Service Operators Grant (BSOG) to support spend in 2024/25 and 2025/26	-400		400	0
	<b>Total Supported Transport</b>	<b>704</b>	<b>872</b>	<b>400</b>	<b>1,976</b>
<b>EP3-4</b>	<b>Senior Management Team</b>				
24EP17	One - off drawdown from accumulated funding held in the Parking Account reserve will be removed in 2024/25	250			250
	<b>Total Senior Management Team</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>250</b>
<b>EP4</b>	<b>Directorate Support</b>				
<b>EP4-1</b>	<b>Data Intelligence &amp; Business Support</b>				
2024CONT	Share of contract/commercial savings	-544			-544
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-153	-102		-255
24EP24	One - off reduction in operational budgets in 2023/24 is reinstated from 2024/25	40			40
24CC13	Share of £2.5m staffing savings reallocated to directorates	-255			-255
	<b>Total Data Intelligence &amp; Business Support</b>	<b>-912</b>	<b>-102</b>	<b>0</b>	<b>-1,014</b>
	<b>Business Performance &amp; Service Improvement</b>				
2025EP633	Increased recharging of staff time for projects	-5	-20	0	-25
	<b>Total Business Performance &amp; Service Improvement</b>	<b>-5</b>	<b>-20</b>	<b>0</b>	<b>-25</b>
	<b>Pay Inflation</b>				
	Pay Inflation (2.5%)	534	546		1,080
	Pay Inflation (on-going effect of increase to 4.5% in 2023/24)	347			347
2024PAYINF	Pay Inflation (5.0%)	660			660
	<b>Total Pay Inflation</b>	<b>1,541</b>	<b>546</b>	<b>0</b>	<b>2,087</b>
	<b>Total Environment &amp; Place</b>	<b>1,717</b>	<b>1,796</b>	<b>590</b>	<b>4,103</b>

Review of Charges 2024/25  
Environment & Place

Service Area	Charge	Unit	Current Charge 2024 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
Commons Registration Authority Charges	Common searches	Per additional land parcel	1.25	1.33	1.60	6%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.	
	Common searches (new Con290 form due 14/15 or after)	Initial Search	41.67	44.17	53.00	6%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.	
	Corrective applications additional inquiry stage para 6	Per application	3,980.00	4,158.00	4,989.60	5%	01/04/2024	Discretionary	NB		
	Corrective applications additional inquiry stage para 7	Per application	3,260.00	3,425.00	4,110.00	5%	01/04/2024	Discretionary	NB		
	Corrective applications additional inquiry stage para 8	Per application	3,820.00	4,015.00	4,818.00	5%	01/04/2024	Discretionary	NB		
	Corrective applications additional inquiry stage para 9	Per application	3,930.00	4,130.00	4,956.00	5%	01/04/2024	Discretionary	NB		
	Corrective applications under Commons Act 2006 Schedule 2 (standard on request)	Per application	1,265.00	1,330.00	1,596.00	5%	01/04/2024	Discretionary	NB		
	Supply of Highway (rights of way) related information	Written response to extensive enquiry	84.00	89.00	106.80	6%	01/04/2024	Discretionary	SR		
	Supply of Highway (rights of way) related information	Written response to standard enquiry	62.00	66.00	79.20	6%	01/04/2024	Discretionary	SR		
	Landowner Deposits: Highways Act 1980 section 31(6)	Receipt and processing of deposited map and statement OR declaration for a single parcel (of any size)	320.00	336.00	403.20	5%	01/04/2024	Discretionary	SR		
Landowner Deposits: Highways Act 1980 section 31(6)	Additional fee for each additional unconnected land parcel	22.00	23.20	27.84	5%	01/04/2024	Discretionary	SR			
Landowner Deposits: Highways Act 1980 section 31(6)	Receipt and processing of declaration that follows an initial deposited map and statement if made within 60 days of the Council's acceptance of initial deposit	55.00	58.00	69.60	5%	01/04/2024	Discretionary	SR			
Landowner Deposits: Commons Act 2006 s15(a)(1) Landowner Statement (or combined s31(6) and s15(a)(1) deposit)	Receipt and processing of deposited map and statement OR declaration for a single parcel (of any size)	385.00	405.00	486.00	5%	01/04/2024	Discretionary	SR			
Landowner Deposits: Commons Act 2006 s15(a)(1) Landowner Statement (or combined s31(6) and s15(a)(1) deposit)	Additional fee for each additional unconnected land parcel	28.00	29.50	35.40	5%	01/04/2024	Discretionary	SR			
Definitive Map and Commons	As made, the Local Authorities (Recovery of Costs for Public Path Orders) Regulations 1993 <a href="http://mod.gov.uk/moderngov/Data/Cabinet%20Members%20-%20Technical%20Services%20(meeting)/20051109/Agenda/Item%202005.pdf">http://mod.gov.uk/moderngov/Data/Cabinet%20Members%20-%20Technical%20Services%20(meeting)/20051109/Agenda/Item%202005.pdf</a>	Orders confirmed unopposed (Recovery of Costs for Public Path Orders) Regulations 1993	4,070.00	4,275.00	5,130.00	5%	01/04/2024	Statutory	NB		
	Recovery of costs under DoE Circular 14/2006	Orders confirmed - objections withdrawn OR Orders opposed - not successful with Orders opposed - submitted to SoS	4,620.00	4,855.00	5,826.00	5%	01/04/2024	Statutory	NB		
Excess Charges/ Penalty Notices/ Enforcement	Bus Lane Camera Enforcement	Fines paid after 14 & up to 28 days	70.00	70.00	70.00	0%	31/05/2022	Statutory	NB		
		Fines paid within 14 days	35.00	35.00	35.00	0%	31/05/2022	Statutory	NB		
	Penalty Charge Notices - higher contraventions	Fines paid after 14 & up to 28 days	70.00	70.00	70.00	0%	31/05/2022	Statutory	NB		
		Fines paid within 14 days	35.00	35.00	35.00	0%	31/05/2022	Statutory	NB		
	Penalty Charge Notices - lower contraventions	Fines paid after 14 & up to 28 days	50.00	50.00	50.00	0%	31/05/2022	Statutory	NB		
		Fines paid within 14 days	25.00	25.00	25.00	0%	31/05/2022	Statutory	NB		
Highways	Agreement for temporary traffic counter on highway		42.00	44.50	53.40	6%	01/04/2024	Discretionary	NB		
	Approving traffic Management plans and signage schedules	Per hour	80.00	100.00	100.00	25%	01/04/2024	Discretionary	NB	Unless part of the pre-permit advice listed below.	
	Private access protection road markings	Per application	168.00	176.00	176.00	5%	01/04/2024	Discretionary	NB		
	Directional Signage - New Developments	Agreement and authorisation/approval of sites and signs (per hour)	80.00	84.00	100.80	5%	01/04/2024	Discretionary	SR		
		Design Services (per hour)	80.00	84.00	100.80	5%	01/04/2024	Discretionary	SR		
		Installation Supervision (per hour)	80.00	84.00	100.80	5%	01/04/2024	Discretionary	SR		
		Gang attendance	n/a	Cost +20%	Cost +20%	n/a	01/04/2024	Statutory	SR	New chargeable item for enforcement, site attendance to undertake vegetation cutting works. This is already in existence as the council has the ability to undertake works and recharge where riparian owners have not reduced overgrowth within specified timeframe. There is an agreed and well established policy for this.	
		Charge to public utilities for outstaying prescribed and/or reasonable periods for their works in the highway.	Fixed under NRSWA.	Various as per scale of charges	Various as per scale of charges	Various as per scale of charges	n/a	01/04/2024	Statutory	NB	
		Commuted fee for licence of private apparatus in the highway, including the admin cost of maintaining the licence record (SS0)		£1,210 inspection fee (including the first 200m) and then £200 for every additional 200m of part thereof.	£1,300 inspection fee (including the first 200m) and then £210 for every additional 200m of part thereof.	£1,300 inspection fee (including the first 200m) and then £210 for every additional 200m of part thereof.	n/a	01/04/2024	Statutory	NB	
		Fixed Penalty Notice income from statutory undertakers for non-compliance with Sections 54, 55, 57, 70, 74 of the New Roads and Street Works Act (NRSWA)	Per Notice	120.00	120.00	120.00	0%	01/04/2024	Statutory	NB	
	Discounted Rate		80.00	80.00	80.00	0%	01/04/2024	Statutory	NB		
	Initial Licence - one month occupation		210.00	220.00	220.00	5%	01/04/2024	Discretionary	NB		
	Renewal - one month occupation		210.00	220.00	220.00	5%	01/04/2024	Discretionary	NB		
	Retrospective Licence		300.00	315.00	315.00	5%	01/04/2024	Discretionary	NB		
	Overlapping Consents - structures overhanging the highway	Retrospective Licence	435.00	455.00	455.00	5%	01/04/2024	Discretionary	NB		
	Retrospective Licence		685.00	720.00	720.00	5%	01/04/2024	Discretionary	NB		
	Reinstatement of Trenches - Site Supervision by Highways Inspectors (Fixed charge under NRSWA)	Standard Charge for Defect Inspections set by Statutory Regulation	50.00	50.00	50.00	0%	01/04/2024	Statutory	NB		
		Standard Charge for Sample Inspections set by Statutory Regulation	50.00	50.00	50.00	0%	01/04/2024	Statutory	NB		
	Vehicle Crossings	Residential Non-classified Roads	230.00	240.00	240.00	4%	01/04/2024	Discretionary	NB		
		Residential Classified Roads	360.00	378.00	378.00	5%	01/04/2024	Discretionary	NB		
		Multiple access and commercial use Non-classified Roads	625.00	655.00	655.00	5%	01/04/2024	Discretionary	NB		
		Multiple access and commercial use Classified Roads	800.00	840.00	840.00	5%	01/04/2024	Discretionary	NB		
		Temporary vehicle crossing to allow access to a new development in advance of formal S272 sign off	1,200.00	1,260.00	1,260.00	5%	01/04/2024	Discretionary	NB		
		Enforcement for non-compliance with vehicle crossing (non-applications, not in specification)	At Cost	At Cost	At Cost	n/a	01/04/2024	Discretionary	NB		
	Design Work on Street Lighting for New Developments	1 - 5 Columns (Minimum Charge)	942.00	989.00	1,186.80	5%	01/04/2024	Discretionary	SR		
		6 - 15 Columns (Minimum Charge)	1,318.00	1,384.00	1,660.80	5%	01/04/2024	Discretionary	SR		
		16 - 25 Columns (Minimum Charge)	1,655.00	1,738.00	2,085.60	5%	01/04/2024	Discretionary	SR		
		26 - 50 Columns (Minimum Charge)	1,980.00	2,073.00	2,494.80	5%	01/04/2024	Discretionary	SR		
		Over 50 Columns (Minimum Charge)	2,637.00	2,769.00	3,322.80	5%	01/04/2024	Discretionary	SR		
	Re-submission of Design Work on Street Lighting	1 - 25 columns	706.00	741.00	889.20	5%	01/04/2024	Discretionary	SR		
		Above 25 columns	961.00	1,009.00	1,210.80	5%	01/04/2024	Discretionary	SR		
	Filming Policy - On or in the vicinity of the Highway - Application Fee for permission to film	Advertising, maintenance of notices and exceptional staff time	Charge per hour at cost	Charge per hour at cost	Charge per hour at cost	n/a	01/04/2024	Discretionary	SR		
		Small - 1 - 10 crew	£100 to £350 depending on the number of days and complexity of the project	£110 to £370 depending on the number of days and complexity of the project	£132 to £444 depending on the number of days and complexity of the project	n/a	01/04/2024	Discretionary	SR		
		Medium - 11 - 29 crew	£350 to £1400 depending on the number of days and complexity of the project	£370 to £1470 depending on the number of days and complexity of the project	£370 to £1470 depending on the number of days and complexity of the project	n/a	01/04/2024	Discretionary	SR		
		Large - 30 - 40 crew	£600 to £2300 depending on the number of days and complexity of the project	£1470 to £2300 depending on the number of days and complexity of the project	£1764 to £2620 depending on the number of days and complexity of the project	n/a	01/04/2024	Discretionary	SR	Unit description amended from Large 20 - 40 crew to Large 30 - 40 crew.	
		Large Plus - 41+ crew	£2,230 minimum fee (fees above this level are subject to negotiation)	£2,350 minimum fee (fees above this level are subject to negotiation)	£2,820 minimum fee (fees above this level are subject to negotiation)	n/a	01/04/2024	Discretionary	SR		
	Oxfordshire Permit Scheme - Permit Fees	Permit fee for working on the highway network.	Various as per scale of charges	Various as per scale of charges	Various as per scale of charges	n/a	01/04/2024	Discretionary	NB	At maximum - discretionary pricing to statutory limit	

Environment & Place												
Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments		
	<b>NEW CHARGE - Oxford Lane Rental Scheme - Lane Rental Fees</b>	Lane Rental fee for working on the highway	n/a as new charge	Various as per scale of charges	Various as per scale of charges	n/a as new charge	01/10/2024	Discretionary	NB	New charge proposed to take effect from 01/10/24. Discretionary pricing to statutory limit. Some caps will be in place which need to be identified as part of the Scheme documentation.		
	Application fee for S278 works (non statutory works promoters) to book space on the highway	Per application - Works involving excavation E245	275.00	290.00	290.00	5%	01/04/2024	Discretionary	NB			
	<b>NEW CHARGE -</b> Alterations to existing agreements to S278 road space bookings.	Per modification	n/a as new charge	100.00	100.00	n/a as new charge	01/04/2024	Discretionary	NB	New charge to cover additional administration costs.		
	Experimental Traffic Regulation Order	Retrospective Permit	365.00	560.00	560.00	53%	01/04/2024	Discretionary	NB			
	Standard Experimental Traffic Regulation Order	Standard Experimental Traffic Regulation Order	3,652.00	3,835.00	3,835.00	5%	01/04/2024	Discretionary	NB			
	Temporary Traffic Regulation Orders (Please note no refunds are available for cancelled TTRDs).	Routine Temporary TRO	2,343.00	2,465.00	2,465.00	5%	01/04/2024	Discretionary	NB			
		5 days Notice	1,639.00	1,725.00	1,725.00	5%	01/04/2024	Discretionary	NB			
		Emergency Notice	1,001.00	1,055.00	1,055.00	5%	01/04/2024	Discretionary	NB			
		Special Events - basic order	2,343.00	2,465.00	2,465.00	5%	01/04/2024	Discretionary	NB			
		Advertising, maintenance of notices and excisional staff time	at cost	at cost	at cost	n/a	01/04/2024	Discretionary	NB			
	<b>Traffic Regulation Orders</b>	Standard Traffic Regulation Order	3,652.00	3,840.00	3,840.00	5%	01/04/2024	Discretionary	NB			
		Other consultation not requiring placing of a newspaper notice	1,879.00	1,980.00	1,980.00	5%	01/04/2024	Discretionary	NB			
		Other Consultation Requiring placing of a single newspaper notice and no input from legal team - includes pedestrian crossings; traffic calming schemes and incorporating road business	2,099.00	2,205.00	2,205.00	5%	01/04/2024	Discretionary	NB			
		Parking permit exclusions requiring Traffic Regulation Order amendment arising from planning permission for a new development	2,580.00	2,710.00	2,710.00	5%	01/04/2024	Discretionary	NB			
		Advertising, maintenance of notices and excisional staff time	at cost	at cost	at cost	n/a	01/04/2024	Discretionary	NB			
	Cranes	Licence	540.00	565.00	565.00	5%	01/04/2024	Discretionary	NB			
		Retrospective Licence	670.00	705.00	705.00	5%	01/04/2024	Discretionary	NB			
	Scaffolding Licences	Initial Licence - one month occupation	220.00	230.00	230.00	5%	01/04/2024	Discretionary	NB			
		Renewal - one month occupation	220.00	230.00	230.00	5%	01/04/2024	Discretionary	NB			
		Retrospective Licence	350.00	370.00	370.00	6%	01/04/2024	Discretionary	NB			
		Renewal - 2 days occupation	180.00	190.00	190.00	6%	01/04/2024	Discretionary	NB			
		Retrospective Licence	400.00	420.00	420.00	5%	01/04/2024	Discretionary	NB			
	Highway Material Storage Licence	Enforcement for non-compliance / No consent for all licence fees that do not have existing prescribed enforcement fees. Charge fee to "At cost"	At Cost	At Cost	At Cost	n/a	01/04/2024	Discretionary	NB			
		Licence	160.00	170.00	170.00	6%	01/04/2024	Discretionary	NB			
		Retrospective Licence	260.00	260.00	260.00	4%	01/04/2024	Discretionary	NB			
	Skip Licence	Late renewal (more than 5 working days to be classed as new application)	130.00	135.00	135.00	4%	01/04/2024	Discretionary	NB			
		Licence	160.00	170.00	170.00	6%	01/04/2024	Discretionary	NB			
		Licence Renewal	160.00	170.00	170.00	6%	01/04/2024	Discretionary	NB			
		One day Licence	115.00	120.00	120.00	4%	01/04/2024	Discretionary	NB			
		Retrospective Licence	300.00	315.00	315.00	5%	01/04/2024	Discretionary	NB			
	Bus stop suspensions	Per request	180.00	190.00	190.00	6%	01/04/2024	Discretionary	NB			
	Removal of unauthorised signs	Signs over 0.5m. metro in area	210.00	220.00	220.00	5%	01/04/2024	Discretionary	NB			
		Signs under 0.5m. metre in area	235.00	247.00	247.00	5%	01/04/2024	Discretionary	NB			
	Tourism Signs	Assessing application and detailed site assessment	358.00	376.00	376.00	5%	01/04/2024	Discretionary	NB			
		Design, manufacture & erection	Cost +20%	Cost +20%	Cost +20%	n/a	01/04/2024	Discretionary	SR			
		Maintenance & removal	2/3 x (b) above	2/3 x (b) above	2/3 x (b) above	n/a	01/04/2024	Discretionary	SR			
	Provision of CCTV coverage for legal/judicial proceedings (excluding requests in relation to the prevention or prosecution of crime)	Per request	80.00	90.00	90.00	13%	01/04/2024	Discretionary	EX			
	Supply of Automatic Traffic Count (ATC) Data to commercial organisations.	Data from first ATC/year in request (this can contain between 1 and 52 weeks worth of flow data).	182.00	192.00	230.40	5%	01/04/2024	Discretionary	SR			
		Data from additional years (per year)	38.00	40.00	48.00	5%	01/04/2024	Discretionary	SR			
		Data from additional ATC in same request (first year)	100.00	105.00	126.00	5%	01/04/2024	Discretionary	SR			
		Collating Data from Multiple sites	65.00	69.00	82.80	6%	01/04/2024	Discretionary	SR			
	Supply of Conveyancing 29 Highway Search Information	Licence	10,300.00	10,820.00	12,984.00	5%	01/04/2024	Discretionary	NB			
	Supply of Highway related information, including Personal Search Fees	Con29 property search	73.00	78.00	93.60	7%	01/04/2024	Discretionary	SR			
		Extensive highway boundary extent	176.00	185.00	222.00	5%	01/04/2024	Discretionary	SR			
		Highway extent	73.00	78.00	93.60	7%	01/04/2024	Discretionary	SR			
		Highway extent per additional question	18.00	19.00	22.80	6%	01/04/2024	Discretionary	SR			
		Highway Extent research/survey	726.00	764.00	916.80	5%	01/04/2024	Discretionary	SR			
	Supply of Manual Traffic Survey Data (when a commercial request to purchase historical survey data is received)	Large Survey (e.g. OD survey, turning count with queues etc)	750.00	790.00	948.00	5%	01/04/2024	Discretionary	SR			
		Medium Survey (e.g. turning count)	500.00	525.00	630.00	5%	01/04/2024	Discretionary	SR			
		Small Survey (e.g. link count)	300.00	336.00	403.20	5%	01/04/2024	Discretionary	SR			
	Supply of traffic accident data (planning matter or other professional request)	First location / date range	185.00	194.00	232.80	5%	01/04/2024	Discretionary	SR			
		Search of records to establish if there is any relevant data	54.00	57.00	68.40	6%	01/04/2024	Discretionary	SR			
		Second and each subsequent location / date range	106.00	111.00	133.20	5%	01/04/2024	Discretionary	SR			
	Section 50 works - EV charging gullies licence to install.	Per licence (Price to be confirmed)	300.00	300.00	300.00	0%	01/04/2024	Discretionary	EX	No uplift - relatively new charge relating to the transformation from carbon fuels to electric.		
	Egully licence for the installation of a cross channel outlet in the footway	Per licence	300.00	300.00	300.00	0%	01/04/2024	Discretionary	EX	No uplift - relatively new charge relating to the transformation from carbon fuels to electric.		
	Monthly/Annual user subscription for training cables into Egullies. Monthly £10 per month and annual charge of £100.	Per gully	100.00	100.00	100.00	0%	01/04/2024	Discretionary	EX	No uplift - relatively new charge relating to the transformation from carbon fuels to electric.		
	Pre-Permit advice and support (Oxfordshire Permit Scheme) to developers and other non-utility third parties for development and traffic management purposes	Scheme duration up to 1 year	2,000.00	2,200.00	2,200.00	10%	01/04/2024	Discretionary	SR	Costs increased as the volume of work required has increased as the scheme has developed.		
		Scheme duration 12 months to 24 months	5,000.00	5,250.00	5,250.00	5%	01/04/2024	Discretionary	SR			
		Scheme duration beyond 24 months	10,000.00	10,500.00	10,500.00	5%	01/04/2024	Discretionary	SR			
	Supply of Manual Traffic Survey Data (commercial request to purchase historical survey data is received)	Collating Multiple Sets of Data	65.00	69.00	82.80	6%	01/04/2024	Discretionary	SR			
	Service Charge to Arrange Survey Through 3rd Party Survey Companies	Single Survey	66.00	70.00	84.00	6%	01/04/2024	Discretionary	SR			
<b>On-Street Parking - Pay and Disolve</b>	<b>Abingdon 8am-6pm (excl. Sundays, Bank Hols.) 1984 Act</b>	1 hour	1.10	1.30	1.30	18%	01/04/2024	Discretionary	NB	<b>to match Henley increase</b>		
		2 hours (the maximum)	1.50	2.00	2.00	33%	01/04/2024	Discretionary	NB	Off street car parks are £1.50 for 2 hours. On-street should be considered at a higher rate.		
	Henley 8am-6pm (excl. Sundays, Bank Hols.)	Visitor permit (24 hours)	1.50	n/a - see notes	n/a - see notes	n/a	01/04/2024	Discretionary	NB	No visitor permits. Charge is not applicable.		
		1 hour	1.10	1.30	1.30	18%	01/04/2024	Discretionary	NB			
		2 hours (the maximum)	1.50	2.00	2.00	33%	01/04/2024	Discretionary	NB	Off-street car park is currently more expensive for 2 hours at £1.80. Increases match off street price for Henley at this time		
	Oxford City Centre - Central Area Zone 1	Visitor permit (24 hours)	1.50	n/a - see notes	n/a - see notes	n/a	01/04/2024	Discretionary	NB	No visitor permits. Charge is not applicable.		
		1 hour	6.60	7.60	7.60	15%	01/04/2024	Discretionary	NB			
		2 hours	13.20	15.20	15.20	15%	01/04/2024	Discretionary	NB			
		Saturday 1 hour	6.60	7.60	7.60	15%	01/04/2024	Discretionary	NB			
		Saturday 2 hours	13.20	15.20	15.20	15%	01/04/2024	Discretionary	NB			
		Saturday evenings	6.60	7.60	7.60	15%	01/04/2024	Discretionary	NB			
	Oxford City Centre - Zone 2 (including Jericho)	Sunday - Friday evenings	6.60	7.60	7.60	15%	01/04/2024	Discretionary	NB			
		1 hour	5.50	6.30	6.30	15%	01/04/2024	Discretionary	NB			
		3 hours	16.50	19.00	19.00	15%	01/04/2024	Discretionary	NB			
		Evenings/Sundays	5.50	6.30	6.30	15%	01/04/2024	Discretionary	NB			
		Vehicle Removal Charge		120.00	120.00	120.00	0%	01/04/2024	Discretionary	NB	This is a set fee in a Thames Valley Police contract with the supplier.	
	<b>Wallingford 8am-6pm (excl. Sundays, Bank holidays)</b>	1.5 hours (the maximum)	0.70	0.80	0.80	14%	01/04/2024	Discretionary	NB			
	<b>NEW CHARGE -</b> Woodstock Mon-Sun 8am to 6pm	1 hour	n/a as new charge	0.00	0.00	n/a as new charge	01/04/2024	Discretionary	NB			
		2 hours	n/a as new charge	1.00	1.00	n/a as new charge	01/04/2024	Discretionary	NB			
		3 hours	n/a as new charge	2.00	2.00	n/a as new charge	01/04/2024	Discretionary	NB			
		4 hours (maximum)	n/a as new charge	5.00	5.00	n/a as new charge	01/04/2024	Discretionary	NB			

Environment & Place												
Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments		
	Parking bay suspension (non Pay and Display) - charge for the suspension of a parking bay	Cost is per bay for the first day and £15 per bay for each consecutive day	33.00	38.00	38.00	15%	01/04/2024	Discretionary	EX			
	Suspension of Parking Bay - Pay and Display	per bay charged at £30 for first day and £15 for each subsequent day + loss of income for each bay determined by income level for the previous 12 months	33.00	38.00	38.00	15%	01/04/2024	Discretionary	EX			
	Design and implementation of new Controlled Parking Zones (excluding TRO) and amendments to existing TROs to support new parking schemes in Oxfordshire	10% of basic costs (excluding TRO costs)	10% of basic costs (excluding TRO costs)	10% of basic costs (excluding TRO costs)	10% of basic costs (excluding TRO costs)	n/a	01/04/2024	Discretionary	SR			
Park and Ride	Park and Ride Car Park charges - Thornhill & Water Eaton only	Up to 1 hr	free	free	free	n/a	01/04/2024	Discretionary	NB			
		1-16 hours	2.00	2.50	2.50	25%	01/04/2024	Discretionary	NB	Suggestions from Oxford City Council on proposed charges are as follows: • 16 hours: £2.50 • 16-24 hours: £4.50 • 24-48 hours: £8.50 • 48-72 hours: £12.50		
		16-24 hours	4.00	4.50	4.50	13%	01/04/2024	Discretionary	NB	As per above		
		24-48 hrs	8.00	8.50	8.50	6%	01/04/2024	Discretionary	NB	As per above		
		48-72 hrs	12.00	12.50	12.50	4%	01/04/2024	Discretionary	NB	As per above		
		Annual Season ticket	300.00	300.00	300.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.		
		Excess Notices - Fines paid after 14 & up to 28 days	100.00	100.00	100.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.		
		Excess Notices - Fines paid within 14 days	50.00	50.00	50.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.		
		Monthly Season ticket	30.00	30.00	30.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.		
		Quarterly Season Ticket	85.00	85.00	85.00	0%	01/04/2024	Discretionary	NB	No price increases at Oxford City so price matching.		
	Combined Park & Bus	OCC contribution reduced from £2 to £1.20	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	As agreed Oxfordshire County Council contribution now £1.35.		
	Combined Park & Bus	OCC contribution reduced from £2 to £1.35	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	As agreed Oxfordshire County Council contribution now £1.35.		
Parking Permits	Abingdon Residents Parking (per annum)	Parking permit	132.00	132.00	132.00	0%	01/04/2024	Discretionary	NB	No change as other permits in the County are cheaper. Need to work towards a consistent price.		
		Visitors permits - First 25 (subject to approval following consultation)	10.00	10.00	10.00	n/a	01/04/2024	Discretionary	NB	Approved in 23/24 but not implemented due to an admin error. No increase as essentially a new charge.		
		Visitors permits - 2nd 25 (total cost)	27.50	31.50	31.50	15%	01/04/2024	Discretionary	NB	Approved in 23/24 but not implemented due to an admin error. No increase as essentially a new charge.		
	Henley Residents Parking (per annum)	Parking permit	110.00	110.00	110.00	0%	01/04/2024	Discretionary	NB	No change as other permits in the County are cheaper. Need to work toward a consistent price throughout the County.		
		Visitors permits - First 25 (subject to approval following consultation)	10.00	10.00	10.00	n/a	01/04/2024	Discretionary	NB	Approved in 2023/24 but not implemented due to an administrative error. No increase proposed as this is essentially a new charge from 2024/25.		
		Visitors permits - 2nd 25 (total cost)	27.50	31.50	31.50	15%	01/04/2024	Discretionary	NB	Approved in 2023/24 but not implemented due to an administrative error. No increase proposed as this is essentially a new charge from 2024/25.		
	Oxford (per annum)	Business Permits - 3 months	44.00	50.50	50.50	15%	01/04/2024	Discretionary	NB			
		Business Permits - 6 months	82.50	95.00	95.00	15%	01/04/2024	Discretionary	NB			
		Business Permits - 9 months	126.50	145.00	145.00	15%	01/04/2024	Discretionary	NB			
		Business permits - Annual	165.00	190.00	190.00	15%	01/04/2024	Discretionary	NB			
		Business Permits - Change of Vehicle	22.00	25.00	25.00	14%	01/04/2024	Discretionary	NB			
		Oxford residents (excl. Kassam stadium) 1st & 2nd Car	70.00	80.00	80.00	14%	01/04/2024	Discretionary	NB			
		Oxford residents (excl. Kassam stadium) 3rd Car	140.00	161.00	161.00	15%	01/04/2024	Discretionary	NB			
		Oxford residents (excl. Kassam stadium) 4th Car	215.00	275.00	275.00	28%	01/04/2024	Discretionary	NB			
		Oxford residents (Kassam stadium area)	17.50	20.00	20.00	14%	01/04/2024	Discretionary	NB			
		Traders permits per week	27.50	31.50	31.50	15%	01/04/2024	Discretionary	NB			
		Visitors permits - First 25 (subject to approval following consultation)	10.00	10.00	10.00	n/a	01/04/2024	Discretionary	NB			
		Visitors permits - 2nd 25 (total cost)	27.50	31.50	31.50	15%	01/04/2024	Discretionary	NB			
	NEW CHARGE - Banbury and Bicester	Parking permit	66.00	76.00	76.00	15%	01/04/2024	Discretionary	NB			
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB			
		Visitors permits - 2nd 25 (total cost)	27.50	31.50	31.50	15%	01/04/2024	Discretionary	NB			
	NEW CHARGE - Wantage	Parking permit	100.00	110.00	110.00	10%	01/04/2024	Discretionary	NB			
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB			
		Visitors permits - 2nd 25 (total cost)	25.00	31.50	31.50	26%	01/04/2024	Discretionary	NB			
	NEW CHARGE - Wallingford	Parking permit	100.00	110.00	116.00	10%	01/04/2024	Discretionary	NB			
		Visitors permits - First 25 (subject to approval following consultation)	free	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB			
		Visitors permits - 2nd 25 (total cost)	25.00	31.50	31.50	26%	01/04/2024	Discretionary	NB			
	NEW CHARGE - Woodstock	Parking permit	n/a as new charge	65.00	65.00	n/a as new charge	01/04/2024	Discretionary	NB			
		Visitors permits - First 25 (subject to approval following consultation)	n/a as new charge	10.00	10.00	n/a as new charge	01/04/2024	Discretionary	NB			
		Visitors permits - 2nd 25 (total cost)	n/a as new charge	25.00	25.00	n/a as new charge	01/04/2024	Discretionary	NB			
Supported Transport	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Exclusive use - Five-mile journey Cost per mile	£8.60 £1.50 per mile	1.58	1.58	5%	01/04/2024	Discretionary	NB	5% uplift to contribute towards inflationary pressures - additional 8p charge. The charge has not been increased since 1 April 2021.		
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Organisations/groups - Per hour	£26.00 £20.00	21.00	21.00	5%	01/04/2024	Discretionary	NB	5% uplift to contribute towards inflationary pressures - additional £1 charge. The charge has not been increased since 1 April 2021.		
	Comet Bus - Transport from your door to destination - for anyone without access to suitable public transport	Shared travel - Five-mile journey Cost per mile	£4.00 75p per mile	0.79	0.79	5%	01/04/2024	Discretionary	NB	5% uplift to contribute towards inflationary pressures - additional 4p charge. The charge has not been increased since 1 April 2021.		
	Home to School Transport - DBS Vetting and Safeguard Training	Per application	131.00	132.79	132.79	1%	01/04/2024	Statutory	NB	The statutory DBS charge cannot be increased. Only the staffing, admin and stationary costs can be increased hence the charge will only increase by £1.79 to reflect inflation.		
	Home to School Transport - Missed DBS Announcements	Per Missed Appointment	27.50	28.90	28.90	5%	01/04/2024	Discretionary	NB			
Pre-Application Charges for Lead Local Flood Authority	Local Lead Flood Authority (LLFA) PRE-APP <10 dwellings	Additional Written Response	380.00	486.00	583.00	28%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP <10 dwellings	Virtual meeting + additional written response	776.00	607.00	729.00	-22%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. The reduction in charges are due to charging categories being split out (site visits and virtual meeting were grouped together) so those that are virtual meetings were charged at the site visit rate as one person was present.		
	Local Lead Flood Authority PRE-APP <10 dwellings	Site Visit/In person meeting + additional response -	776.00	930.00	1,116.00	20%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Additional Written Response	380.00	486.00	583.00	28%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. Backing documentation has been produced.		
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Virtual meeting + additional written response	776.00	607.00	729.00	-22%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. The reduction in charges are due to charging categories being split out (site visits and virtual meeting were grouped together) so those that are virtual meetings were charged at the site visit rate as one person was present.		
	Local Lead Flood Authority PRE-APP 10-24 Dwellings	Site Visit/In person meeting + additional responses	776.00	930.00	1,116.00	20%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. Backing documentation has been produced.		
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Additional Written Response	380.00	607.00	729.00	80%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories. Backing documentation has been produced.		
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Virtual meeting + additional written response	776.00	850.00	1,020.00	10%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 25-49 Dwellings	Site Visit/In person meeting + additional response -	776.00	1,052.00	1,262.00	36%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		

Environment & Place												
Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments		
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Additional Written Response	776.00	972.00	1,166.00	25%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Virtual meeting + additional written response -	1,155.00	1,215.00	1,458.00	5%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 50-99 Dwellings	Site Visit/In person meeting + additional response -	1,155.00	1,416.00	1,699.00	23%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Additional Written Response	776.00	972.00	2,332.00	25%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Virtual meeting + additional written response -	1,155.00	1,215.00	2,769.00	5%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 100-199 Dwellings	Site Visit/In person meeting + additional response	1,155.00	1,416.00	3,011.00	23%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Additional Written Response	1,155.00	1,943.00	2,332.00	68%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Virtual meeting + additional written response -	1,771.00	2,308.00	2,769.00	30%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Site Visit/In person meeting + additional response -	1,771.00	2,509.00	3,011.00	42%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Additional Written Response	1,617.00	2,186.00	2,624.00	35%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Virtual meeting + additional written response	2,393.00	2,551.00	3,061.00	7%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
	Local Lead Flood Authority PRE-APP 400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Site Visit/In person meeting + additional response	2,393.00	2,752.00	3,303.00	15%	01/04/2024	Discretionary	SR	The LLFA pre-app service has been reviewed and in the absence of previous information/evidence we have re-baselined the hours taken and the requirements for all categories - hence there is different percentage increases and revised categories.		
Pre-Application Charges for Highways Advice	Provision of Pre-Submission advice service to Section 38 and 278 agreements	Each written response following up additional meeting/site visit	280.00	294.00	294.00	5%	01/04/2024	Discretionary	NB			
	Provision of Pre-Submission advice service to Section 38 and 278 agreements	Follow up 1 hour meeting	280.00	294.00	294.00	5%	01/04/2024	Discretionary	NB			
	Provision of Pre-Submission advice service to Section 38 and 278 agreements	Follow up site meeting	560.00	588.00	588.00	5%	01/04/2024	Discretionary	NB			
	Provision of Pre-Submission advice service to Section 38 and 278 agreements	Development proposal up to highway scheme value up to £500k 2 hour Meeting/scheme review/short report	3,930.00	4,127.00	4,127.00	5%	01/04/2024	Discretionary	NB			
	Provision of Pre-Submission advice service to Section 38 and 278 agreements	Development proposal up to highway scheme value greater than £500k 2 hour Meeting/scheme review/short report	5,610.00	5,891.00	5,891.00	5%	01/04/2024	Discretionary	NB			
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice	Follow up meeting	233.33	245.00	294.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice	Follow up site meeting	466.67	490.00	588.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	To recover costs associated with providing additional meetings/site visits/written reports over and above standard Pre-application charges for Highway Advice	Written response additional to follow up meeting/site meeting	233.33	245.00	294.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	< 10 Dwellings	Meeting/Site Visit + Additional Written Response	291.67	306.67	368.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	10-24 Dwellings	Additional Written Response	360.00	367.50	441.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	10-24 Dwellings	Meeting/Site Visit + Additional Written Response	558.33	586.67	704.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	25-49 Dwellings	Additional Written Response	579.17	608.33	730.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	25-49 Dwellings	Meeting/Site Visit + Additional Written Response	862.50	905.83	1,087.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	50-99 Dwellings	Additional Written Response	1,145.83	1,203.33	1,444.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
	50-99 Dwellings	Meeting/Site Visit + Additional Written Response	1,725.00	1,811.67	2,174.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.		
100-199 Dwellings	Additional Written Response	2,008.33	2,109.17	2,531.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.			
100-199 Dwellings	Meeting/Site Visit + Additional Written Response	2,575.00	2,704.17	3,245.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.			
200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Additional Written Response	2,858.33	3,001.67	3,602.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.			
200-399 Dwellings or 1,000m2-4,999m2 B1-B8 (Business) or 1,000-3,499m2 A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	3,437.50	3,609.17	4,331.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.			
400 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Additional Written Response	4,008.33	4,209.17	5,051.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.			
401 or more Dwellings or 5,000m2 or more B1-B8 (Business) or 3,500m2 or more A1 (Retail) Use	Meeting/Site Visit + Additional Written Response	4,862.50	5,105.83	6,127.00	5%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.			
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Group Manager/Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR				
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR				
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Principal Officer/Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR				
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR				
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR				
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR				
Charging for work of officers in Environment and Place for Highways Advice, other than specific highways reapplication fees	Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR				
Planning Regulation	Charging administration fees for managing & monitoring S.106 agreements relating to planning permissions	Up to £10,000	130.00	150.00	150.00	15%	01/04/2024	Discretionary	NB			
		£10,001 - £25,000	320.00	370.00	370.00	16%	01/04/2024	Discretionary	NB			
		£25,001 - £50,000	635.00	730.00	730.00	15%	01/04/2024	Discretionary	NB			

Environment & Place

Service Area	Charge	Unit	Current Charge 23/24 (exclusive of VAT) £	Proposed Charge 2024/25 exclusive of VAT £	Proposed Charge 2024/25 inclusive of VAT £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
		£50,001 - £150,000	1,910.00	2,200.00	2,200.00	15%	01/04/2024	Discretionary	NB	
		£150,001 - £500,000	4,700.00	5,410.00	5,410.00	15%	01/04/2024	Discretionary	NB	
		£500,001-£1,000,000	6,350.00	7,310.00	7,310.00	15%	01/04/2024	Discretionary	NB	
		£1,000,001 - £2,000,000	0.8%	0.9%	0.9%	0.1%	01/04/2024	Discretionary	NB	
		Over £2,000,000	16,000 + 0.08% of any contribution in excess of £2m	18,500 + 0.09% of any contribution in excess of £2M	18,500 + 0.09% of any contribution in excess of £2M	breakdown	01/04/2024	Discretionary	NB	
	Request for confirmation as to whether all S106 obligations have been satisfied up to the date of the request	Per agreement	150.00	160.00	160.00	7%	01/04/2024	Discretionary	NB	
	Request for a copy of S106 agreement/Deed of Variation/Unilateral Undertaking	Per copy	50.00	55.00	55.00	10%	01/04/2024	Discretionary	NB	
	Request for a statement of account (where this is not required by the S106 agreement/DOV)	Per statement	150.00	160.00	160.00	7%	01/04/2024	Discretionary	NB	
	<b>NEW CHARGE</b> - failure to notify when a S106 obligation trigger point is met	Per trigger point met if identified through monitoring activity	n/a as new charge	500.00	500.00	n/a as new charge	01/04/2024	Discretionary	NB	Whilst a new charge this reflects the amounts the council charges elsewhere for similar penalties that are incurred within S106 agreements. The charge is based on cost recovery in terms of officer time spent to enact the charge, which involves significant officer time in practice. The charge only applies where the stated breach has occurred.
	<b>NEW CHARGE</b> - failure to provide a Return, as required under the terms of the S106 agreement	Per return	n/a as new charge	500.00	500.00	n/a as new charge	01/04/2024	Discretionary	NB	Whilst a new charge this reflects the amounts the council charges elsewhere for similar penalties that are incurred within S106 agreements. The charge is based on cost recovery in terms of officer time spent to enact the charge, which involves significant officer time in practice. The charge only applies where the stated breach has occurred.
	Charging for Monitoring of Minerals Sites	Active Sites	397.00	496.00	496.00	25%	01/04/2024	Statutory	NB	This fee is set by central government and is set to rise by 25% in April 2024.
		Dormant Sites	132.00	165.00	165.00	25%	01/04/2024	Statutory	NB	This fee is set by central government and is set to rise by 25% in April 2024.
	Cover Administration and Supervision Costs for S.38 & S.278 agreements relation to new developments	Minimum Charge	2,525.00	2,651.00	2,651.00	5%	01/04/2024	Discretionary	NB	Adjusted based upon 5% pay inflation assumption given that fee is driven by officer time
		Percentage of Capital cost	10%	10%	10%	0%	01/04/2024	Discretionary	NB	No change required given parity of rate with peer authorities.
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Extended Searches	89.17	111.67	134.00	25%	01/04/2024	Discretionary	SR	25% increase to ensure that the charge covers the cost of providing the service and consistent with the national increase in planning fees, as this charge is related functions to statutory planning functions.
	To contribute to cost of deciding on minerals and waste development control application & County Council's own developments.	Standard Searches	53.33	66.67	80.00	25%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT. 25% increase to ensure that the charge covers the cost of providing the service and consistent with the national increase in planning fees, as this charge is related functions to statutory planning functions.
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments	Meeting at Council offices and follow-up written response	467.50	537.50	645.00	15%	01/04/2024	Discretionary	SR	Uplift comprises of 5% for inflation on staff salaries, and a further 10% to account for the adjustment in salaries budget (reflecting an increased cost to deliver this work).
		Written response	327.50	376.67	452.00	15%	01/04/2024	Discretionary	SR	Current 23/24 charge now shown as exclusive of VAT.
	To contribute to cost of providing pre-application advice to applicants/developers - Minor Developments.	Meeting on-site and follow-up written response	701.67	806.67	968.00	15%	01/04/2024	Discretionary	SR	As per above
		Follow Up meeting	234.17	269.17	323.00	15%	01/04/2024	Discretionary	SR	As per above
		Meeting and follow-up written response	935.00	1,075.00	1,290.00	15%	01/04/2024	Discretionary	SR	As per above



# Resources and Law & Governance

## **Resources and Law & Governance Overview**

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The focus of the Directorate is twofold. Firstly working with members to set and communicate the direction of the Council and support the organisation through periods of significant change. And secondly, the directorate is focused on service delivery both for internal customers, through the provision of enabling services, and residents through the provision of key frontline and universal services such as the contact centre and cultural services.

Communications, Strategy and Insight develop and deliver communications, campaigns and public consultations, enabling residents to understand and fully engage with the Council's priorities and work; provide a central hub for council-wide intelligence and effective performance and project management; and lead and co-ordinate the Council's forward planning, strategy and policy development, and relationship with local and national stakeholders.

The IT, Innovation and Digital Service provides all customers, fit for purpose technology solutions that underpin and enable business objectives as well as innovation and connectivity throughout Oxfordshire. The services should be simple to use and represent value for money. The Service's customers and partners include - staff at Oxfordshire County Council, Oxfordshire residents, businesses, academia, MPs, and County, District Parish councillors across Oxfordshire, central government departments and agencies, and national and international innovation programmes.

The Customer Service Centre provides the first point of contact for all initial customer enquiries across a wide range of council services and channels including phone, email, social media and face to face. The vision of the services is 'to provide excellence in customer service to the residents, and visitors to Oxfordshire' and the team also work to streamline access to councils services through effective channel management approaches.

Cultural Services provides public library services across 44 sites in the county, The Oxfordshire Museum, History and Archive and Victoria County History services. The Music Service engages young people in learning and participating in music through schools and music groups. The Registration Service provides a caring and efficient service for registering; births, deaths, marriages, civil partnerships and other celebratory ceremonies. The Coroners service provides essential administrative and officer support to the Coroner and the fulfilment of their statutory Coronial duties.

Finance provides strategic financial planning, accounting and advice including setting the Budget, Medium Term Financial Plan and Capital Programme. Monitoring reports are produced in year as well as reporting the outturn position and accounts. It ensures proper financial administration within the directorates. This service area also includes Internal Audit and Insurance. Procurement provides strategic procurement and contract management delivering economic and social value for Oxfordshire residents and communities.

Human Resources and Organisational Development provide advice and support to the organisation in terms of employee relations and engagement, learning and development, workforce planning, recruitment, retention and all associated HR activities.

Law and Governance is made up of two key areas, Legal Services and Democratic Services. Legal Services is responsible for providing legal advice and representation to all Council Directorates. The four dedicated legal teams are Children & Family, Contracts & Conveyancing, Environment, and Adults & Litigation. Democratic Services which includes Information Governance lead and supports the governance of the Council and administer the democratic decision making process.

Property Services is responsible for the Council's property and assets portfolio. The Council owns around 900,000m2 of property assets across 909 sites. The team consists of Facilities Management (maintenance, security, cleaning, school meals), Major Capital Projects (building of schools and non-school accommodation), Estates & Strategy (Landlord and Tenants, and asset investments) and Commercial (governance and performance). Additionally, the new One Fleet team delivers the Council vehicle fleet strategy to centralise and improve fleet compliance and efficiency.

The Partnerships & Delivery unit tackles urgent, strategic and complex emerging issues that impact on the wider Oxfordshire system beyond the council. In addition to engaging in strategic partnerships, it is currently responsible for the system-wide management of the Homes for Ukraine scheme, oversight of migration and asylum issue more widely, the delivery of Cost of Living interventions and the development of longer term strategy and planning with respect to disadvantage and inequality in the community.

## Resources and Law & Governance - Summary

Revenue Budget 2024/25						
Ref.	Service Area	Gross Expenditure £000	Grant Income £'000	Other Income £000	Recharge Income £000	Net Expenditure 2024/25 £000
COD1	Corporate Services	1,952	0	0	-337	1,616
COD2	Human Resources & Organisational Development	5,453	0	-93	-578	4,783
COD3	Communications, Strategy & Insight	4,694	0	-183	-962	3,550
COD4	ICT & Digital	11,687	0	-535	-919	10,233
COD5	Culture & Customer Experience	18,294	-844	-4,862	-269	12,319
COD6	Finance & Procurement	12,103	0	-1,788	-908	9,407
COD7	Delivery & Partnership Management	27,407	0	-2,337	-5,944	19,126
COD8	Delivery & Partnership Management	9,091	0	-843	-509	7,740
COD9	Delivery & Partnership Management	1,023	0	0	0	1,023
	Pay Inflation	3,953				3,953
<b>Budget Controllable by Directorate</b>		<b>95,657</b>	<b>-844</b>	<b>-10,640</b>	<b>-10,425</b>	<b>73,748</b>

**Resources and Law & Governance - Revenue Budget 2024/25**

Reference	Service Area	Gross Expenditure	Grant Income	Other Income	Recharge Income	Net Expenditure 2024/25
		£000	£000	£000	£000	£000
<b>COD1</b>	<b>Corporate Services</b> Business Support provides operational support, including administration and planning to the Chief Executive, the Lord Lieutenant of Oxfordshire, Cabinet and Senior Management of the Council. Budget in this area also includes grant for the voluntary sector and councillor priority fund.	1,952	0	0	-337	1,616
	<b>Total Corporate Services</b>	<b>1,952</b>	<b>0</b>	<b>0</b>	<b>-337</b>	<b>1,616</b>
<b>COD2</b>	<b>Human Resources &amp; Organisational Development</b> Human Resources provide policy and expert professional advice and tools for the Council's workforce. The service also includes Organisational Development which drives organisational effectiveness by ensuring that the Council has a skilled workforce capable of fulfilling statutory duties.	5,453	0	-93	-578	4,783
	<b>Total Human Resources &amp; Organisational Development</b>	<b>5,453</b>	<b>0</b>	<b>-93</b>	<b>-578</b>	<b>4,783</b>
<b>COD3</b>	<b>Communications, Strategy &amp; Insight</b> Communications, Strategy & Insight - leads and co-ordinates the Council's strategy and policy development, and manages relationships with key national and local stakeholders. Provides research and intelligence, including performance and risk management reporting to support Directorates and the council as a whole in making evidence-led decisions. Ensures effective internal and external communications including high-quality public engagement mechanisms and practice, promoting the voice of residents and service users in decision-making and service planning.	4,694	0	-183	-962	3,550
	<b>Total Communications, Strategy &amp; Insight</b>	<b>4,694</b>	<b>0</b>	<b>-183</b>	<b>-962</b>	<b>3,550</b>
<b>COD4</b>	<b>ICT &amp; Digital</b> The IT, Innovation and Digital Service provides all customers, fit for purpose technology solutions that underpin and enable business objectives as well as innovation and connectivity throughout Oxfordshire. The services should be simple to use and represent value for money. The Service's customers and partners include - staff at Oxfordshire County Council, Oxfordshire residents, businesses, academia, MPs, and County, District Parish councillors across Oxfordshire, central government departments and agencies, and national and international innovation	11,687	0	-535	-919	10,233
	<b>TOTAL ICT &amp; Digital</b>	<b>11,687</b>	<b>0</b>	<b>-535</b>	<b>-919</b>	<b>10,233</b>
<b>COD5</b>	<b>Culture &amp; Customer Experience</b> The Customer Service Centre (CSC) provides the first point of contact for all initial customer enquiries across a wide range of council services and channels including phone, email, social media and face to face'. Our vision is 'to provide excellence in customer service to the residents, and visitors to Oxfordshire'. Cultural Services provides: public library services across 44 sites in county, The Oxfordshire Museum, History and Archive and Victoria County History services, with responsibility for the collection, conservation and public access to of portable history, local studies, corporate and social history of the county. The Music Service engages young people in learning and participating in music through schools and music groups. The Registration Service provides a caring and efficient service for registering: births, deaths, marriages, civil partnerships and other celebratory ceremonies. The Coroners service provides essential administrative and officer support to the Coroner and the fulfilment of his statutory Coronial duties.	18,294	-844	-4,862	-269	12,319
	<b>Total Culture &amp; Customer Experience</b>	<b>18,294</b>	<b>-844</b>	<b>-4,862</b>	<b>-269</b>	<b>12,319</b>

**Resources and Law & Governance - Revenue Budget 2024/25**

Reference	Service Area	Gross Expenditure	Grant Income	Other Income	Recharge Income	Net Expenditure 2024/25
		£000	£000	£000	£000	£000
<b>COD6</b>	<b>Finance &amp; Procurement</b> Finance provide financial planning, accounting and advice including setting the Budget, Medium Term Financial Plan, Capital Programme and Treasury Management Strategy and monitoring these in year as well as producing the statement of accounts. It provides assurance functions through internal audit, insurance and strategic risk management as well as exchequer functions of banking, income and specialist payments. The service also includes the management and administration of the Oxfordshire Pension Fund. Procurement provides strategic procurement and contract management delivering economic and social value for Oxfordshire residents and communities.	12,103	0	-1,788	-908	9,407
	<b>Total Finance &amp; Procurement</b>	<b>12,103</b>	<b>0</b>	<b>-1,788</b>	<b>-908</b>	<b>9,407</b>
<b>COD7</b>	<b>Property, Investment &amp; Facilities Management (PIFM)</b> Finance provide financial planning, accounting and advice including setting the Budget, Medium Term Financial Plan, Capital Programme and Treasury Management Strategy and monitoring these in year as well as producing the statement of accounts. It provides assurance functions through internal audit, insurance and strategic risk management as well as exchequer functions of banking, income and specialist payments. The service also includes the management and administration of the Oxfordshire Pension Fund. Procurement provides strategic procurement and contract management delivering economic and social value for Oxfordshire residents and communities.	27,407	0	-2,337	-5,944	19,126
	<b>Total Property, Investment &amp; Facilities Management (PIFM)</b>	<b>27,407</b>	<b>0</b>	<b>-2,337</b>	<b>-5,944</b>	<b>19,126</b>
<b>COD8</b>	<b>Legal Services</b> Finance provide financial planning, accounting and advice including setting the Budget, Medium Term Financial Plan, Capital Programme and Treasury Management Strategy and monitoring these in year as well as producing the statement of accounts. It provides assurance functions through internal audit, insurance and strategic risk management as well as exchequer functions of banking, income and specialist payments. The service also includes the management and administration of the Oxfordshire Pension Fund. Procurement provides strategic procurement and contract management delivering economic and social value for Oxfordshire residents and communities.	9,091	0	-843	-509	7,740
	<b>Total Legal Services</b>	<b>9,091</b>	<b>0</b>	<b>-843</b>	<b>-509</b>	<b>7,740</b>
<b>COD9</b>	<b>Delivery &amp; Partnership Management</b> The Partnerships & Delivery unit tackles urgent, strategic and complex emerging issues that impact on the wider Oxfordshire system beyond the council. In addition to engaging in strategic partnerships, it is currently responsible for the system-wide management of the Homes for Ukraine scheme, oversight of migration and asylum issue more widely, the delivery of Cost of Living interventions and the development of longer term strategy and planning with respect to disadvantage and inequality in the community. In addition to revenue funding Partnerships & Delivery is accountable for the expenditure of £28m Homes for Ukraine, Household Support and residual COVID funding.	1,023	0	0	0	1,023
	<b>Total Delivery &amp; Partnership Management</b>	<b>1,023</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,023</b>
	Pay Inflation	3,953				3,953
	<b>BUDGET CONTROLLABLE BY RESOURCES and LAW &amp; GOVERNANCE</b>	<b>95,657</b>	<b>-844</b>	<b>-10,640</b>	<b>-10,425</b>	<b>73,748</b>

**Resources & Law & Governance - New and Previously Agreed Budget Increases and Reductions**

Ref		2024/25	2025/26	2026/27	Total
	Description	£000	£000	£000	£000
<b>COD1</b>	<b>Corporate Services</b>				
24CCCS37	One - off funding for the Councillor Priority Fund agreed in February 2023 (£15,000 per councillor to be used over two years) and two year administration cost falls out in 2024/25.	-1,015			-1,015
2025Corp973	Revised structure and pay scales for the council's Strategic Leadership Team (pending approval by Council on 7 November 2023). Additional contributions will be sought from existing council budgets so that the pressure is reduced as far as possible.	209	28	28	265
2025L&CO19	Membership funding to join the Co-operative Councils Innovation Network.	8			8
	<b>Total Corporate Services</b>	<b>-798</b>	<b>28</b>	<b>28</b>	<b>-742</b>
<b>COD2</b>	<b>Human Resources &amp; Organisational Development</b>				
24CC13	Share of £2.5m staffing savings reallocated to directorates	-46			-46
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-27	-18		-45
2025HROD677	Funding for lone working safety software & app	52			52
2025HROD796	Applicant Tracking System service and system costs	70			70
2025HROD868	National Insurance Contributions savings arising from the Salary Sacrifice Scheme (AVC Pension)	-65			-65
	<b>Total Human Resources &amp; Organisational Development</b>	<b>-16</b>	<b>-18</b>	<b>0</b>	<b>-34</b>
<b>COD3</b>	<b>Communications, Strategy &amp; Insight</b>				
23CODR9	Increase to the cost of maintaining Performance Management Business Systems	19	19		38
23CODR15	Temporary reduction in operational budget of the Performance & Insight team falls out in 2024/25	10			10
24CC13	Share of £2.5m staffing savings reallocated to directorates	-42			-42
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-25	-17		-42
24CCCS10	Staffing pressures related to the loss of grant funding for data analysis, income from Cherwell District Council and investment in resources to undertake consultative activities and an inhouse digital design and graphics services.	161			161
2025CSI531	Recruitment for a new Head of Business Change post	94			94
2025CSI533	Reorganise existing structure to fund two new posts in the Digital Content team to lead and support the redevelopment of the council's website	145			145
2025CSI526	Reallocate existing funding to meet cost of new posts (see proposal 2025CSI531 and 2025CSI533)	-239			-239
2025CSI532	Reorganise existing structure to fund two new posts for forward planning and business support for the council's leadership meetings	93			93
2025L&CO31	Remove Administration proposal 2025CSI532 for new forward planning and business support	-93			-93
2025L&CO18	Dedicated resource to mainstream public health principles and goals aligned with the well being of future generations framework (tackling social problems and inequalities at source to improve lives, boost outcomes and tackle inequalities) across the Council.	100			100
2025L&CO30	Reallocate existing Public Health funding to meet costs of developing and mainstreaming future generations framework as well as wider public health principles (see investment 2025L&CO18).	-100			-100
2025L&CO22	Citizens Assembly on transport in Central Oxfordshire.	150	-150		0
2025L&CO32	Savings from Marketing, Communications and Engagement team	-120			-120
	<b>Total Communications, Strategy &amp; Insight</b>	<b>153</b>	<b>-148</b>	<b>0</b>	<b>5</b>
<b>COD4</b>	<b>IT, Innovation and Digital</b>				
24CC13	Share of £2.5m staffing savings reallocated to directorates	-95			-95
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-57	-38		-95
23CODR24	Temporary savings in supplies & contracts falls out from 2024/25	239			239
2025ITI&D TBC	Innovation Service (iHub): use contribution from reserve in 2024/25 and move to being self funding from 2025/26	-300	-321		-621
	<b>Total IT, Innovation &amp; Digital</b>	<b>-213</b>	<b>-359</b>	<b>0</b>	<b>-572</b>

**Resources & Law & Governance - New and Previously Agreed Budget Increases and Reductions**

Ref		2024/25	2025/26	2026/27	Total
	Description	£000	£000	£000	£000
<b>COD5</b>	<b>Culture &amp; Customer Experience</b>				
24CC13	Share of £2.5m staffing savings reallocated to directorates	-170			-170
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-102	-68		-170
24CCCS11	Library Service: Reduce historic income target due to decreased demand for services and changes in consumer behaviour.	40			40
24CCCS26	Cultural Services (Libraries) - reduction in supplies & services expenditure, plus vacancy management.	-153			-153
24CCCS27	Cultural Services (Leadership team) - saving from temporary recruitment freeze in 2023/24 falls out from 2024/25.	80			80
24COVID3	Coroners - funding for additional activity in 2023/24 and 2024/25 falls out in 2025/26		-96		-96
24COVID4	Additional resource for the Social & Health Care Team in the council's Customer Service Centre from 2023/24 to 2025/26			-175	-175
2025C&CE529	Appointment of an Area Coroner in accordance with a recommendation from the UK Chief Coroner	140	96		236
2025C&CE567	Inflationary increase for the provision of Ceremonies within the Registration Service The proposed budget changes will be £30,000 overall increase in income. As the ceremony fees were set 2 years in advance, the increased fees have already been taken for customers that have booked for 2024/25. The increased were agreed in 2022/23. Ceremony fees will increase by 5 - 7% for registration office ceremonies and 3 - 7.5% for approved venue ceremonies for 2024/25, depending on the day of the week and type of ceremony.	-30			-30
	<b>Total Culture &amp; Customer Experience</b>	<b>-195</b>	<b>-68</b>	<b>-175</b>	<b>-438</b>
<b>COD6</b>	<b>Finance &amp; Procurement</b>				
	Inflation on the council's partnership with the integrated business center	143	145	0	288
24CC13	Share of £2.5m staffing savings reallocated to directorates	-77			-77
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-46	-31		-77
2024CONT	Share of contract/commercial savings	-156			-156
2025F&P698	Notified increase in external audit costs	135			135
2025F&P717	Additional Finance capacity needed to support the organisation to transform and to ensure that the S151 officer is able to lead and direct a finance function that is resourced to be fit for purpose.	450			450
2025F&P972	Additional capacity for Adult Services debt recovery	60			60
	<b>Total Finance &amp; Procurement</b>	<b>508</b>	<b>114</b>	<b>0</b>	<b>622</b>
<b>COD7</b>	<b>Property, Investment &amp; Facilities Management</b>				
24CCCS1	Increases in utility costs for the council's buildings	350	55		405
24CCCS3	Decarbonisation Manager - 50% of the cost of this post is assumed to be met from specific schemes in the capital programme from 2024/25.	-36			-36
24CCCS4	Adjustments to staffing budgets reflecting current service needs and anticipated future reductions to the number of council buildings.	-59			-59
24CCCS5	Staff shortages mean there is increased dependency on agency staff which has increased costs of cleaning the council's buildings. Action is being taken to reduce these costs in 2024/25 and 2025/26.	-100	-100		-200
24CC10	Replace public library PCs to improve energy efficiency	-28			-28
24CC13	Share of £2.5m staffing savings reallocated to directorates	-118			-118
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-71	-47		-118
24CCCS15	Temporary recruitment freeze for posts in Estates, Strategy and Major Projects falls out from 2024/25.	79			79

**Resources & Law & Governance - New and Previously Agreed Budget Increases and Reductions**

Ref		2024/25	2025/26	2026/27	Total
	Description	£000	£000	£000	£000
24CCCS18	Hard Facilities Management: reduction in maintenance of corporate buildings due to lower utilisation.	-30			-30
24CCCS31	Property Facilities Management - additional contract inflation based on the OBR inflation forecast set out in the Autumn Statement 2022.	100	50		150
24CCCS33	Property Catering - additional food and utilities inflation resulting in an increase cost for school meal which can't be recovered due to restriction on price increase on school meal. This follows the increased inflation forecast set out by the OBR in the Autumn Statement 2022.	100	50		150
24CCCS34	Landlord & Tenant - additional contract inflation of 10% in 2024/25 and 2025/25 based on the OBR inflation projection in the Autumn Statement 2022.	370	370		740
2025PI&FM524	Restructure of two staffing roles due to reduced hours required in the Commercial Team	-15			-15
2025PI&FM545	Savings identified from operational activity within the Estates Team (release of funding for utility inflation and council buildings).	-372			-372
2025PI&FM549	Schools Catering Service within Facilities Management Team - reduction in anticipated deficit on the account.	206			206
2025PI&FM691	Delay in the occupation of a new library facility in the Banbury to 2025/26	-150	75	75	0
2025PI&FMTBC	Continued one off contribution to Children's Centre rents	113	-113		0
2025PI&FMTBC	Fund one-off Children's Centre rents from the Budgets Priorities reserve	-113	113		0
	<b>Total Property, Investment &amp; Facilities Management</b>	<b>226</b>	<b>453</b>	<b>75</b>	<b>754</b>
<b>COD8</b>	<b>Law &amp; Governance</b>				
24CCCS9	Legal Services - increase in establishment to respond to increased demand.	207			207
24CC13	Share of £2.5m staffing savings reallocated to directorates	-79			-79
2024DTFT	Delivering the Future Together staffing saving - reduce and delayer staffing structures and costs	-47	-32		-79
COVID16	One off funding for COVID-19 Compliance Pressures in 2023/24 falls out in 2024/25	-25			-25
COVID17	One - off funding for additional Childcare Solicitor Provision in 2023/24 falls out in 2024/25	-279			-279
2025L&G487	Release unutilised funding for pension costs for members	-54			-54
	<b>Total Law &amp; Governance</b>	<b>-277</b>	<b>-32</b>	<b>0</b>	<b>-309</b>
<b>COD9</b>	<b>Delivery &amp; Partnership</b>				
24CCCS7	Programme Director - Partnership & Delivery. On-going capacity to support partnership activity and delivery including support for Oxfordshire's response to the Homes for Ukraine scheme and for households through the cost of living crisis.	130			130
24COVID2	Programme Director - Partnership & Delivery. One off funding in 2023/24 falls out in 2024/25. On-going funding from 2024/25 included in 24CCCS7	-130			-130
COVID18	Local Council Tax Support Scheme: anticipation of future emergency welfare demand in 2022/23 falls out in 2025/26			-500	-500
24CCCS38	One - off funding for Council Tax Support Schemes/Cost of Living Measures agreed in 2023/24 falls out in 2024/25.	-2,300			-2,300
2025L&CO20	Restore cost of living funding to support local advice centres.	300			300
2025L&CO21	Resource to support the development and initial delivery of a Social Value and Community Wealth Building Strategy, including relevant training and external expertise, focusing on all relevant aspects of social value generation and community wealth building.	60	-60		0
	<b>Total Delivery &amp; Partnership</b>	<b>-1,940</b>	<b>-60</b>	<b>-500</b>	<b>-2,500</b>
	<b>Pay Inflation</b>				
	Pay Inflation (2.5%)	1,173	1,200		2,373
	Pay Inflation (on-going effect of increase to 4.5% in 2023/24)	763			763
2024PAYINF	Pay Inflation (5.0%)	1,450			1,450
	<b>Total Pay Inflation</b>	<b>3,385</b>	<b>1,200</b>	<b>0</b>	<b>4,585</b>
	<b>Total Resources and Law &amp; Governance</b>	<b>833</b>	<b>1,110</b>	<b>-572</b>	<b>1,371</b>



Review of Charges 2024/25

Assume

Resources

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments		
Educational Appeals	Academies - Admissions - Lodged	Per hour if exceeds 25 hours	44.00	44.00	44.00	0%	01/04/2024	Discretionary	SR			
		per appeal	22.00	22.00	22.00	0%	01/04/2024	Discretionary	SR			
	Academies - Admissions - Lodged & Listed	per appeal	110.00	110.00	110.00	0%	01/04/2024	Discretionary	SR			
Academies - Exclusions	Academies - Admissions- Full Service including Clerking	Per exclusion up to 25 hours	1,400.00	1,400.00	1,400.00	0%	01/04/2024	Discretionary	SR			
		For each appeal per day	215.00	215.00	215.00	0%	01/04/2024	Discretionary	SR			
Information Management	Information advice	per hour	53.00	55.65	66.78	5%	01/04/2024	Discretionary	SR			
		Risk Assessments	Per assessment (est 10hrs)	530.00	556.50	667.80	5%	01/04/2024	Discretionary	SR		
		Information Sharing Agreement	Per assessment (est 15hrs)	795.00	834.75	1,001.70	5%	01/04/2024	Discretionary	SR		
Legal Services	Academies	Hour	168.00	175.00	210.00	4%	01/04/2024	Discretionary	SR	% increase based on internal rate		
		Legal Hub (OUTS)	Hour	120.00	120.00	120.00	0%	01/04/2024	Discretionary	NB	outside of OCC control to change	
		Legal Hub (3rd Party rate)	Hour	175.00	175.00	175.00	0%	01/04/2024	Discretionary	NB	outside of OCC control to change	
		Internal Clients Maintained Schools	Hour	95.00	100.00	100.00	5%	01/04/2024	Discretionary	NB	To reflect full recovery of costs	
		Section 106 and other Charges (OUTS)	Hour	201.00	215.00	215.00	7%	01/04/2024	Statutory & Discretionary	NB	% increase based on internal rate	
Property Staff	Town & Parish Councils	Hour	120.00	125.00	150.00	4%	01/04/2024	Discretionary	SR			
		Charging for work of officers in Property Service for bespoke agreements	Group Manager / Operational Manager	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
			Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
			Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
			Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
			Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
			Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
			Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		School Meals	Adults	per meal	3.35	3.68	4.42	10%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools
				Charge for paid meal, OCC maintained schools	Per meal	2.34	2.55	3.06	9%	01/04/2024	Discretionary	NB
Free School Meal, OCC maintained schools	Per Meal			2.35	2.53	2.53	8%	01/04/2024	Discretionary	NB	Reflects increase in funding to schools	
Universal Infant Free School Meal, OCC maintained schools	Per Meal			2.40	2.55	2.55	6%	01/04/2024	Discretionary	NB	Reflects increase in funding to schools	
Charge for paid meal, Academies	Per meal			2.34	2.55	3.06	9%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools	
Free School Meal, Academies	Per Meal			2.35	2.53	3.04	8%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools	
Universal Infant Free School Meal, Academies	Per Meal			2.34	2.55	3.06	9%	01/04/2024	Discretionary	SR	Reflects increase in funding to schools	
Coroner's Service	Coroners Fees for disclosure after inquest	Document disclosed by a coroner as a paper copy - additional charge for each subsequent page	0.50	0.50	0.50	0%	01/04/2024	Statutory	NB	No change		
		Document disclosed by a coroner as a paper copy - document of 10 pages or less	5.00	5.00	5.00	0%	01/04/2024	Statutory	NB	No change		
		Document disclosed in any other medium, other than by email or as a paper copy - fee per document	5.00	5.00	5.00	0%	01/04/2024	Statutory	NB	No change		
		No fee shall be payable where a document is disclosed by email by a coroner to an interested person	No charge	No charge	No charge	n/a	01/04/2024	Statutory	NB	No change		
		Transcription of an inquest hearing - copy consisting of 360 words or less	6.20	6.20	6.20	0%	01/04/2024	Statutory	NB	No change		
		Transcription of an inquest hearing - copy consisting of between 1,440 words or more - each additional 72 words or part thereof	0.70	0.70	0.70	0%	01/04/2024	Statutory	NB	No change		
		Transcription of an inquest hearing - copy consisting of between 1,440 words or more - first 1,440 words	13.10	13.10	13.10	0%	01/04/2024	Statutory	NB	No change		
		Transcription of an inquest hearing - copy consisting of between 361 words and up to and including 1,439 words	13.10	13.10	13.10	0%	01/04/2024	Statutory	NB	No change		
		Administrative Charge	Minimum charge for providing an invoice for any service	34.00	30.00	36.00	6%	01/04/2024	Discretionary	SR	INCREASE - By 6% to create rational fee amount	
		Certificates	Per Copy - Baptism Certificates	Per Copy	16.00	17.00	17.00	6%	01/04/2024	Discretionary	NB	INCREASE - Set by Church of England Parochial Fees 2023
Per Copy - Electoral register search certified letter	16.00			14.17	17.00	6%	01/04/2024	Discretionary	SR	INCREASE - In line with Baptism certificate charge		
Computer Printouts	Per Copy - Motor Vehicle Registration copies	Per Copy	16.00	14.17	17.00	6%	01/04/2024	Discretionary	SR	INCREASE - In line with Baptism certificate charge		
		Self Service Copying - per A3 copy	0.70	0.58	0.70	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24		
	Staff Operated Copying - per A3 copy	Self Service Copying - per A4 copy	0.35	0.29	0.35	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24		
		Staff Operated Copying - per A3 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24. (Fee also little used).		
	Staff Operated Copying - per A4 copy	Staff Operated Copying - per A4 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24. (Fee also little used).		
		Audio / Oral History collection catalogue	5.00	4.17	5.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - new charge only introduced in May 2023 (automated online payment); need more time to assess impact.		
	Digital copying permitt (per 5 visits in 1 calendar month)	Price per mp3 file	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 13% rise in 2023/24		
		Digital copying permitt (per 5 visits in 1 calendar month)	25.00	20.83	25.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 9% rise in 2023/24		
	Electronic files (automated scan of Archive, microform, or delicate sources) - per sheet scanned	Electronic files	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24		
		Electronic files (automated scan, Local Studies sources) - per sheet scanned	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24		
	Electronic files (created to order, compressed) - per image 2500 pixels	Electronic files	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.		
		Electronic files (created to order, uncompressed) - per image 3200 pixels and above	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.		
	Electronic files (digitised maps) - per image	Electronic files	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base. CHANGED WORDING.		
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 13% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.		
	Electronic files (pre-existing image, compressed) - per image 700 pixels	Electronic files	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.		
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24. Increase could suppress newly expanding Picture Oxon customer base.		
	Plain paper Digital Prints (created to order) - per copy on A3	Plain paper Digital Prints	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24		
		Plain paper Digital Prints (created to order) - per copy on A4	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 8% rise in 2023/24		
Microform Copying	a) Self Service Copying - per A3 copy	a) Self Service Copying - per A3 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24		
		a) Self Service Copying - per A4 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24		
		b) Copying by Staff - per A3 copy	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24		
		b) Copying by Staff - per A4 copy	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24		
	Minimum charge for providing copies	Minimum charge for providing copies	7.00	5.83	7.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24. This min charge also means that transactions for remote customers start at £7, even for low unit value items.		
		Oxfordshire History Service Lecture Fees plus travel at current OCC rates	Per event	72.50	64.17	77.00	6%	01/04/2024	Discretionary	SR	INCREASE - By 6% to create rational fee amount	
Photocopies	All Archive Documents and Delicate Documents - per A4 or A3 copy	Local Studies - Staff operated copying - per A4 copy	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24, and charge is little used, as digital trend grows.		
		Local Studies - Staff operated copying - per A4 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24, and charge is little used, as digital trend grows.		
		Local Studies - Staff operated copying - per A3 copy	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - 11% rise in 2023/24, and charge is little used, as digital trend grows.		
		Self Service Copying - per A3 copy	0.70	0.58	0.70	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24		
		Self Service Copying - per A4 copy	0.35	0.29	0.35	0%	01/04/2024	Discretionary	SR	NO CHANGE - 17% rise in 2023/24		

Resources		01-Apr-24									
Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
	Postage & Packing	UK postage	3.50	3.33	4.00	14%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise	
		Air Mail postage	7.00	6.67	8.00	14%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise	
	Reproduction Fees	Broadcast Media (all platforms, regions or countries) - per image used, 0-5 years	-	100.00	120.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas.	
		Broadcast Media (all platforms, regions or countries) - per image used, in perpetuity	-	166.67	200.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas.	
		Broadcast Media (multi-platform, including streaming and online catch-up servers) - One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-5 years	-89.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		Broadcast Media (multi-platform, including streaming and online catch-up servers) - One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	-147.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		Broadcast Media (multi-platform, including streaming and online catch-up servers) - One programme, unlimited transmissions, worldwide - per image used, 0-5 years	-222.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		Broadcast Media (multi-platform, including streaming and online catch-up servers) - One programme, unlimited transmissions, worldwide - per image used, in perpetuity	-364.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		Publication: Commercial - per use of 1-5 images.	-	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE in simplified structure, removing previous distinctions between commercial charges that were difficult to define and enforce.	
		Publication: Commercial - per use of 6 or more images.	-	50.00	60.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE in simplified structure, removing previous distinctions between commercial charges that were difficult to define and enforce.	
		Publication-Commercial - Per extra instance of an image.	-22.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.	
		Publication-Commercial - Per extra instance of an image.	-64.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.	
		Publication-Commercial-Internal Use-Commercial - For use within-organisation	-30.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.	
		Publication-Commercial-Internal Use-Commercial - Use on a website (per year) - per image	-74.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - Previous distinctions between commercial charges difficult to define and enforce.	
		Publication: Academic - per use of 1-5 images	-	12.50	15.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE, with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.	
		Publication: Academic - per use of 6 or more images	-	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE, with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.	
		Publication-academic - Per image used (1-15 images)	-8.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (16-20 images)	-7.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (21-30 images)	-6.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (31-40 images)	-5.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (41-50 images)	-4.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (51-60 images)	-3.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (61-70 images)	-2.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication-academic - Per image used (71-80 images)	-1.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE. Replaced by simplified structure. Previous scale of academic fees little or nil used and difficult to enforce.	
		Publication: Local individuals, organisations and partners - per use of 1-5 images	-	8.33	10.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.	
		Publication: Local individuals, organisations and partners - per use of 6 or more images	-	16.67	20.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.	
		Publication-local individuals, organisations and partners - Per use of 6 or more images	-20.00	-	-	-100%	01/04/2024	Discretionary	SR	DELETE CHARGE - replaced by new scale of charges above	
	Research Enquires	Higher rate for businesses and profit-making organisations - per hour (or pro rata) Minimum 30 minutes £40. Maximum 2 hours £160	80.00	66.67	80.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - increased by 11% in 2023/4. Existing fee already higher than comparable archive providers	
		Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes £23. Maximum 2 hours £92	46.00	38.33	46.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - increased by 10% in 2023/4. Existing fee already higher than comparable archive providers	
	USB memory sticks	per 4Bb-8Gb stick	7.00	6.67	8.00	14%	01/04/2024	Discretionary	SR	INCREASE - To bring into line with Libraries. Although, in truth, very few sales, and commercial alternatives are cheaper	
	Use of Premises	Location fee for use of Oxfordshire History Centre premises for film / TV / broadcast purposes - per hour or part hour	80.00	70.00	84.00	5%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise	
	Certificates	Per Copy - Magistrates Court records certified copies	16.00	14.17	17.00	6%	01/04/2024	Discretionary	SR	INCREASE - In line with Baptism certificate charge	
Library Service	Audio Visual Hire Charges	a) DVDs (Per Week)	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest.	
		d) Music CDs (per Week)	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest.	
		g) Audio Books and Language Packs on CD (3 weeks)	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest.	
		g) Language Packs on CD (3 weeks)	3.50	3.50	3.50	0%	01/04/2024	Discretionary	NB	NO CHANGE - Held 'as is' for the coming year, with a plan to review income level in 2023/24/25 and adjust in 2025. A move to simplify charges in this area was made in 2022/23 in an attempt to slow down declining interest.	
		g) Audio Books and Language Packs on CD (3 weeks): - Children in care, foster carers and people with reading impairment are exempt	Exempt	Exempt	Exempt	n/a	01/04/2024	Discretionary	NB	NO CHANGE - Accessibility and social value reasons linked to OCC Priority 2	
		j) CD-ROM (per Week) - Band 1	2.20	2.30	2.30	5%	01/04/2024	Discretionary	NB	INCREASE - inflationary rise - However, likely to have minimal impact and reflects increased cost of replacement	
		Charge for lost/damaged AV	2.20	2.08	2.50	14%	01/04/2024	Discretionary	SR	INCREASE - above inflationary rise - However, likely to have minimal impact and reflects increased cost of replacement	
	Audio CDs late return charge	Weekly charge - Band 1 (maximum charge per item £5.40)	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)	
	Language Packs on CD late return charge	Language Packs on CD late return charge (maximum charge per item £10.50)	3.50	2.92	3.50	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)	
	CD-ROM late return charge	weekly charge (maximum charge per item £6.60)	2.20	1.92	2.30	5%	01/04/2024	Discretionary	SR	INCREASE - Reflects increased charge per week and cap limit (see above)	

Resources		01-Apr-24							Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %						
	DVDs late return charge	weekly charge - Band 1 (maximum per item £6.00)	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)		
	Music CDs late return charge	weekly charge - (Band 1) (maximum charge per item £4.80)	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Reflects charge per week and associated cap limit (see above)		
	Hire of Accommodation	Library Service Partners: Conference Room (21-30 people) per hour	25.00	25.00	25.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Brought in competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Library Service Partners: Seminar Room (5-20 people) per hour	20.00	20.00	20.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Brought in competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Library Service Partners: Interview Room (2-4 people) per hour	12.50	12.50	12.50	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Community Group use: Conference Room (21-30 people) per hour	-	-	-	#DIV/0!	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Community Group use: Seminar Room (5-20) per hour	-	-	-	#DIV/0!	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Community Group use: Interview Room (2-4) per hour	-	-	-	#DIV/0!	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Commercial entity use: Conference Room (21-30 people) per hour	50.00	50.00	50.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Commercial entity use: Seminar Room (5-20) per hour	40.00	40.00	40.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
		Commercial entity use: Interview Room (2-4) per hour	25.00	25.00	25.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - Introduced competitive, tiered rates in April 2023 and need to fully assess how these have impacted income generation.		
	Internet Service	A3 BW & Colour	0.70	0.58	0.70	0%	01/04/2024	Discretionary	SR	NO CHANGE - Introduced significant rises in 2023 which appear to have stunted income growth in this area		
		A4 BW & Colour	0.35	0.29	0.35	0%	01/04/2024	Discretionary	SR	NO CHANGE - Introduced significant rises in 2023 which appear to have stunted income growth in this area		
		Sales of headphones	3.00	2.67	3.20	7%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise, income generation		
		Sales of memory sticks	8.00	6.67	8.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Cheaper retail alternatives available and sell very few		
	Library Overdue Charges for Static Libraries	Adults - per day library open during first week (daily rate)	0.35	0.35	0.35	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		Adults - maximum per item	5.25	5.25	5.25	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		Charge for lost/damaged books (Recommended retail price plus processing fee where applicable)	Various	Various	Various	n/a	01/04/2024	Discretionary	NB	NO CHANGE		
		Children - maximum per item	1.50	1.50	1.50	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		Children - per day library open during first week (daily rate)	0.05	0.05	0.05	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		Children in public care	Exempt	Exempt	Exempt	n/a	01/04/2024	Discretionary	NB	NO CHANGE - social value and aligned to OCC Priority 2		
		Institutions - maximum per item	7.50	7.80	7.80	4%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise		
		Institutions - per day library open during first week (daily rate)	0.40	0.45	0.45	13%	01/04/2024	Discretionary	NB	INCREASE - above Inflationary rise for a sensible charge figure		
	Library Reservation Fees	a) Book / Audio Books Reservations - Standard charge	1.30	1.30	1.30	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		a) Book / Audio Books Reservations - Under 18s (Incl children in public care)	n/a	Exempt	Exempt	n/a	01/04/2024	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility; and alignment to OCC Priority 2 and 7		
		b) Items supplied from outside Oxfordshire - Standard charge	10	10.00	10.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Hold as is, in light of cost of living crisis and general accessibility		
		c) Audio Visual Reservations (excluding Audio Books) - Concessionary rate	0.65	0.65	0.65	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		c) Audio Visual Reservations (excluding Audio Books) - Standard charge	1.30	1.30	1.30	0%	01/04/2024	Discretionary	NB	NO CHANGE - social value and accessibility to books; linked to OCC Priority 2. Also budget request in to lose these charges altogether re. cost of living crisis and positive equality impact		
		Items supplied by the British Library and Universities	20.00	20.00	20.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Market rate from British Library		
	Microform Copying	a) self service copying	1.00	0.83	1.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - encourage self-service		
		b) staff service	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Centre		
	Photocopying	A3 BW & Colour	0.70	-	-	-100%	01/04/2024	Discretionary	SR	INCREASE - in line with History Centre - encourage self-service		
		A4 BW& Colour	0.35	-	-	-100%	01/04/2024	Discretionary	SR	INCREASE - Inflationary rise, income generation		
	Vocal/Orchestral Play sets	Orchestral Sets - Non Oxfordshire Borrowers	60.00	65.00	65.00	8%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation from external libraries		
		Orchestral Sets - Oxfordshire Borrowers	45.00	45.00	45.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - seeking to support local culture and mindful of cost of living crisis		
		Play Sets	6.80	7.00	7.00	3%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation		
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of 5 minutes or less	1.00	1.00	1.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - seeking to support local culture and mindful of cost of living crisis		
		a) Booking Fee per 4 month loan Oxfordshire Borrowers - per score with performance time of more than 5 minutes	2.40	2.40	2.40	0%	01/04/2024	Discretionary	NB	NO CHANGE - seeking to support local culture and mindful of cost of living crisis		
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of more than 5 minutes	4.00	4.50	4.50	13%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation		
		a) Booking Fee per 4 month loan Non Oxfordshire Borrowers - per score with performance time of 5 minutes or less	1.80	2.00	2.00	11%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation		
		b) Overdue charge - per playset, per day library open during first week (daily rate) (maximum £5.70)	0.35	0.35	0.35	0%	01/04/2024	Discretionary	NB	NO CHANGE - Keep in line with general overdue fee		
		b) Overdue charge - per week or part week, per loan, vocal or orchestral	16.00	16.00	16.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Keep in line with general overdue fee		
		c) Administration fee for performance sets supplied from outside Oxfordshire	10.00	10.50	10.50	5%	01/04/2024	Discretionary	NB	INCREASE - Inflationary rise, income generation		
		d) Administration fee for loss of/or damage to music scores	-	10.00	10.00	#DIV/0!	01/04/2024	Discretionary	NB	NEW - General admin fee introduced to cover staff time and resource required to manage loss and damage to scores (has been compromising viability of provision in the last year)		
Museum Service	Conservation & Exhibition Services	a) MRC Remedial conservation - private / commercial (per hour)	67.00	60.00	72.00	7%	01/04/2024	Discretionary	SR	INCREASE - Slightly above standard 5% as commercial specific rate		
		a) MRC Remedial conservation - Loans (per hour)	£50	43.33	52.00	4%	01/04/2024	Discretionary	SR	INCREASE - Less than standard 5% to encourage loans from smaller local museums		
		c) Specialist Climate Controlled Collections Storage and Care per year - Large Item (c.0.5 cubic meters)	505.00	441.67	530.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		c) Specialist Climate Controlled Collections Storage and Care per year - Medium Item (c.20x20x20cm)	288.00	252.08	302.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		c) Specialist Climate Controlled Collections Storage and Care per year - Small Item (c.10x10x10cm)	145.00	126.67	152.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		d) General Collections storage and Care per year - Large Item	575.00	504.17	605.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		e) Environmental Monitoring (per month) - for 3 thermohygrometers	67.00	58.75	70.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		f) Conservation Advice - per hour	67.00	58.75	70.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		f) Conservation Advice - per day	496.00	433.33	520.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		f) Conservation Advice - per half-day	248.00	216.67	260.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		g) Museum Pest Management plus materials - per day	496.00	433.33	520.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		
		g) Museum Pest Management plus materials - per half day	248.00	216.67	260.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise		

Resources		01-Apr-24									
Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
		g) Museum Pest Management plus materials - per hour	67.00	58.33	70.00	4%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		h) Hire of display equipment - arrangement charge for not for profit heritage & arts organisations	25.25	22.08	26.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		h) Hire of display equipment (cases) - per month	258.00	225.00	270.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		h) Hire of display equipment (cases) - per week	118.00	103.33	124.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		j) Training - per day	496.00	433.33	520.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		j) Training - per half day	248.00	216.67	260.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		k) Documentation and storage of archaeological archives - Administration charge (specialist)	65.00	54.17	65.00	0%	01/04/2024	Discretionary	SR	NO CHANGE / CHANGE OF UNIT WORDING - As this was a new charge from 2023, we wish to retain the fee to allow it to 'bed in' with our users and it more than covers out internal costs.	
		k) Documentation and accessioning of archaeological archives - per additional archaeological storage box (0.022m3)	79.00	69.17	83.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		k) Documentation and accessioning of archaeological archives - site archive up to 3 archaeological storage boxes (0.022m3)	121.00	105.83	127.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		Loan of datalogger and printout per period up to 2 months	67.00	58.75	70.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
	Hire of Accommodation	a) Oxfordshire Museum - Exhibition Gallery (per week)	230.00	241.00	241.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		b) Brewhouse - Commercial Use (half day)	80.00	84.00	84.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		b) Brewhouse - Community Use (half day)	32.00	33.50	33.50	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		b) Brewhouse - Commercial Use (per day)	125.00	131.00	131.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		b) Brewhouse - Community Use (per day)	60.00	63.00	63.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		b) Brewhouse - Community Use (per month)	300.00	315.00	315.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		c) Coachhouse - Commercial Use (half day)	100.00	105.00	105.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		c) Coachhouse - Community Use (half day)	45.00	47.50	47.50	6%	01/04/2024	Discretionary	EX	INCREASE - rounded up from inflationary rise to create a rational fee amount	
		c) Coachhouse - Commercial Use (per day)	170.00	178.00	178.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		c) Coachhouse - Community Use (per day)	75.00	79.00	79.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		d) MRC Education Lecture Room - Community Use (half day)	41.00	43.00	43.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		d) MRC Education Lecture Room - Community Use (per day)	60.00	63.00	63.00	5%	01/04/2024	Discretionary	EX	INCREASE - Follow standard inflationary rise	
		e) Provision of staff to support activities of hirer per hour - during Museum open hours	25.75	22.92	27.50	7%	01/04/2024	Discretionary	SR	INCREASE - Above standard inflationary rise	
		e) Provision of staff to support activities of hirer per hour (out of Museum open hours)	42.00	22.92	27.50	-35%	01/04/2024	Discretionary	SR	DECREASE - staff are not paid a higher rate for out of hours so proposed to bring this rate in line to in hours rate	
		f) Coach House charge for use outside normal hours plus staffing as necessary - Commercial use (up to 3 hours)	90.00	95.00	95.00	6%	01/04/2024	Discretionary	EX	INCREASE - Above standard inflationary rise	
		f) Coach House charge for use outside normal hours plus staffing as necessary - Community / Education use (up to 3 hours)	54.00	57.00	57.00	6%	01/04/2024	Discretionary	EX	INCREASE - Above standard inflationary rise	
		Location fee for use of Oxfordshire Museum/Museums Resource Centre or Swalcliffe Barn premises for film / TV / broadcast purposes per hour or part hour plus staff time as required	80.00	70.83	85.00	6%	01/04/2024	Discretionary	SR	INCREASE - Above standard inflationary rise	
	Learning & Access	Facilitated Community Group Visits to The Oxfordshire Museum - per group during normal opening hours	30.00	30.00	30.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Retain current fee for session, as many small groups struggle currently to afford session.	
		Family Learning Drop In at The Oxfordshire Museum - per child costs supported by Friends of Museum	2.00	2.00	2.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Suggest no increase to encourage educational use. However, on holidays where Friends do not cover the cost, we will actively encourage donations to cover cost of materials (at suggested P2 pn).	
		Family Learning Drop In at The Oxfordshire Museum - per family of up to 3 children. Costs supported by Friends of Museum	5.00	-	-	-100%	01/04/2024	Discretionary	NB	DELETE CHARGE - As not in use and covered by fee in line above	
		Outreach School Sessions KS1 (approximately 1.25 hours) - up to 30 children	110.00	115.00	115.00	5%	01/04/2024	Discretionary	NB	INCREASE - Follow standard inflationary rise	
		Outreach School Sessions KS2 (approximately 1.5 hours) - up to 30 children	133.00	140.00	140.00	5%	01/04/2024	Discretionary	NB	INCREASE - Follow standard inflationary rise	
		Community Group: Box Loans - per 2 week loan	25.00	26.00	26.00	4%	01/04/2024	Discretionary	NB	INCREASE - Upped by 4% to make an even number	
		Community Group session - Maximum 15 participants	25.00	25.00	25.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Retain current fee for session, as many small groups struggle currently to afford session. Suggest introducing second charging level for groups over 15. See below.	
		Reminiscence sessions - Over 15 participants	35.00	35.00		0%	01/04/2024	Discretionary	NB	NO CHANGE - This is a new fee from last year, suggest retain at current rate to encourage more uptake	
		School Box Loans - per term	39.00	39.00	39.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - See below, introducing new transport fee - freeze loan box fee to encourage uptake as we introduce additional logistical cost to the service	
		NEW: delivery charge for Oxfordshire loan box delivery (inc. return collection)	8.00	8.00	8.00	0%	01/04/2024	Discretionary	NB	NEW - Propose we introduce transport fee as currently doing at own cost. Gives option to user to collect / return themselves and avoid the fee.	
		NEW: non Oxfordshire School / commercial loan box fee (exc. delivery as will require customer to arrange/collect) per term / use	45.00	45.00	45.00	0%	01/04/2024	Discretionary	NB	NEW - Introducing a new fee to cover possibility of non OXON school requests or commercial requests	
		School Sessions at The Oxfordshire Museum - up to 30 children	93.00	93.00	93.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - Retain to attract more schools to the OM site (have levied increase for outreach sessions to balance income)	
		NEW: Workshops for adults. Minimum of £10 pp per session (based on minimum of 7 participants to cover costs)	10.00	10.00	10.00	0%	01/04/2024	Discretionary	NB	NEW - Introducing minimum fee for charged for workshops - actual fee will depend on freelancer cost and materials etc.	
	Microform Copying	Copying by Staff - per A3 copy	1.00	1.67	2.00	100%	01/04/2024	Discretionary	SR	INCREASE - To bring it into line with History Service	
		Copying by Staff - per A4 copy	1.00	1.67	2.00	100%	01/04/2024	Discretionary	SR	INCREASE - To bring it into line with History Service	
	MRC Digital Imaging	Administration fee - for any staff time per hour needed to prepare digital Museum files (not applicable in all cases)	67.00	54.17	65.00	-3%	01/04/2024	Discretionary	SR	DECREASE - To bring into line with Archaeology team admin fee	
		Plain paper Digital Prints (pre-existing image) - per copy on A3	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Electronic files (pre-existing image, compressed) - per image 700 pixels	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Use of Digital Camera/USB Memory Stick - per day	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Following last year's increase and concerns around reducing in demand/income	
		Use of Digital Camera/USB Memory Stick - per week	26.00	21.67	26.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Following last year's increase and concerns around reducing in demand/income	
		Electronic files (automated scan or pre-existing scans) - per sheet scanned	2.00	1.67	2.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Electronic files (photographed to order, uncompressed) - per image 3200 pixels and above	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Electronic files (photographed to order, compressed) - per image 2500 pixels	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Electronic files (pre-existing image, compressed) - per image 2250 pixels	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Electronic files (pre-existing image, uncompressed) - per image 3200 pixels and above	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Internal Use Commercial - For use within organisation	30.00	26.25	31.50	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	

Resources		01-Apr-24									
Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments	
		Photo paper Digital Prints (photographed to order) - per copy on A3 paper	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Photo paper Digital Prints (photographed to order) - per copy on A4 (or smaller)	17.00	14.17	17.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Photo paper Digital Prints (pre-existing image) - per copy A3	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Photo paper Digital Prints (pre-existing image) - per copy A4	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Plain paper Digital Prints (photographed to order) - per copy on A4	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Plain paper Digital Prints (photographed to order) - per copy on A3	13.00	10.83	13.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Plain paper Digital Prints (pre-existing image) - per copy on A4	9.00	7.50	9.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - To bring into line with History Service fees	
		Publication: Commercial -per use of 1-5 images	---	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	INCREASE / CHANGE OF UNIT WORDING - To bring into line with History Centre fees	
		Publication: Commercial -per use of 6 or more images	---	50.00	60.00	#DIV/0!	01/04/2024	Discretionary	SR	INCREASE / CHANGE OF UNIT WORDING - To bring into line with History Centre fees	
		Broadcast Media (all platforms, regions or countries) - per image used, 0-5 years	-	100.00	120.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas	
		Broadcast Media (all platforms, regions or countries) - per image used, in perpetuity	-	166.67	200.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - simplified structure, removing unenforceable distinctions between fees for different term lengths or geographical areas	
		One programme, unlimited transmissions, one country (EU = one country) - per image used, 0-5 years	90.00	83.33	100.00	11%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		One programme, unlimited transmissions, one country (EU = one country) - per image used, in perpetuity	150.00	133.33	160.00	7%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		One programme, unlimited transmissions, worldwide - per image used, 0-5 years	225.00	200.00	240.00	7%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		One programme, unlimited transmissions, worldwide - per image used, in perpetuity	370.00	333.33	400.00	8%	01/04/2024	Discretionary	SR	DELETE CHARGE - differential fees little used and difficult to enforce. Replace by simplified structure.	
		Publication: Academic - per use of 1-5 images	-	12.50	15.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE, with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.	
		Publication: Academic - per use of 6 or more images	-	25.00	30.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE, with simplified charging structure. Previous distinctions between academic charges little or nil used and difficult to enforce.	
		Publication: Local individuals, organisations and partners - per use of 1-5 images	---	8.33	10.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.	
		Publication: Local individuals, organisations and partners - per use of 6 or more images	---	16.67	20.00	#DIV/0!	01/04/2024	Discretionary	SR	NEW CHARGE - to encourage fair re-use and publication. Charge has a specific community focus and impacts on local history engagement.	
		Publication-Academic (per image used)	8.50	12.50	15.00	76%	01/04/2024	Discretionary	SR	DELETE CHARGE - To bring into line with equivalent charging by History Service	
		Publication-Local individuals, organisations and partners - Per use of 1-5 images	5.50	8.33	10.00	82%	01/04/2024	Discretionary	SR	DELETE CHARGE - To bring into line with equivalent charging by History Service	
Museums Service Research Enquires		Higher rate for businesses and profit-making organisations - per hour (or pro rata) Minimum 30 minutes £40. Maximum 2 hours £160	80.00	66.67	80.00	0%	01/04/2024	Discretionary	SR	NO CHANGE - Consistent with History Service and competitors rates	
		Written reply to each enquiry - per hour (or pro-rata) Minimum 30 minutes. £21. Maximum 2 hours £92	42.00	38.33	46.00	10%	01/04/2024	Discretionary	SR	INCREASE - To bring it into line with History Service fees	
Oxfordshire Museum Lecture Fees plus travel at current OCC rates		Per event	72.50	63.33	76.00	5%	01/04/2024	Discretionary	SR	INCREASE - Follow standard inflationary rise	
		Air Mail postage	7.00	6.67	8.00	14%	01/04/2024	Discretionary	SR	INCREASE - By 7% to create rational fee amount	
		Reinforced Envelope C4 envelope	3.50	3.33	4.00	14%	01/04/2024	Discretionary	SR	INCREASE - By 7% to create rational fee amount	
		Administrative Charge Minimum charge for providing an invoice for any service	34.00	30.00	36.00	6%	01/04/2024	Discretionary	SR	DECREASE - Bringing into line with History Service charging, so we are consistent across Heritage	
		Use of Oxfordshire Museum Garden for Wedding Photography	108.00	115.00	115.00	6%	01/04/2024	Discretionary	EX	INCREASE - Commercial rate slightly higher than inflation 5%	
		Virtual workshop for OCC controlled schools	35.00	35.00	35.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.	
		Virtual workshop for non-OCC controlled schools	35.00	35.00	35.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.	
		Virtual workshop with loan box for OCC controlled schools	56.00	56.00	56.00	0%	01/04/2024	Discretionary	NB	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.	
		Virtual workshop with loan box for non-OCC controlled schools	56.00	56.00	56.00	0%	01/04/2024	Discretionary	EX	NO CHANGE - We only do on average one a year and there is no change in real terms cost to deliver.	
Customer Service Centre		Concessionary Fares	10.00	10.00	10.00	0%	01/04/2024	Discretionary	NB	No change to costs	
		Disabled Parking	10.00	10.00	10.00	0%	01/04/2024	Discretionary	NB	No change to costs	
Human Resources		Job Evaluations for Academies	180.00	180.00	216.00	0%	01/04/2024	Discretionary	SR	No change to the assumption	
		Ad-Hoc Re-evaluation of a Role per hour up to 25 hours	270.00	270.00	324.00	0%	01/04/2024	Discretionary	SR	No change to the assumption	
		Rate per hour if it takes more than 25 hours per role	270.00	270.00	324.00	0%	01/04/2024	Discretionary	SR	No change to the assumption	
Innovation Hub		Charging for work of officers in Innovation and research projects for heritage agreements	792.00	910.80	1,092.96	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		Team Leader	710.00	816.50	979.80	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		Principal Officer / Technical Lead	585.00	672.75	807.30	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		Officer	459.00	527.85	633.42	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		Assistant	370.00	425.50	510.60	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		Large meeting (up to 5 Officers in attendance)	1,602.00	1,842.30	2,210.76	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	
		Small meeting (2-3 Officers in attendance)	799.00	918.85	1,102.62	15%	01/04/2024	Discretionary	SR	Standardise across Children, E&P, iHUB, Property. 15% increase brings the charge in line with the cost of delivering the service.	

Review of Charges 2024/25  
Resources - Music Annex

Assume  
01-Sep-24

Service Area	Charge	Unit	Current Charge £	Proposed Charge exc VAT 2024/25 £	Proposed Charge inc VAT 2024/25 £	Change %	Date effective from	Discretionary or Statutory	VAT Class	Comments
Music Service	Charges to Schools	Curriculum (per hour)	65.00	68.00	68.00	5%	01/09/2024	Discretionary	EX	
		First Access (60 or 45 minutes)	1,544.00	1,600.00	1,600.00	4%	01/09/2024	Discretionary	EX	
		<del>Play On (1 hour or 45 min)</del>	<del>1,764.00</del>	<del>1,800.00</del>	<del>1,800.00</del>	<del>2.0%</del>	<del>01/09/2024</del>	<del>Discretionary</del>	<del>EX</del>	<del>Deleted</del>
		Summer fun	N/A		-		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		workshops	N/A		-		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Ensembles	County Level Ensemble 1 hrs groups of 10 (individual price £5.20)	48.00	52.00	52.00	8%	01/09/2024	Discretionary	EX	
		County Level Ensemble 1.5 hrs groups of 10 (individual price £7.80)	72.00	78.00	78.00	8%	01/09/2024	Discretionary	EX	
		County Level Ensemble 2 hrs Groups of 10 (individual price £10.40)	96.00	104.00	104.00	8%	01/09/2024	Discretionary	EX	
		Full Membership / 2.5hr ensemble Group of 10 (Individual price £12.80)	120.00	130.00	130.00	8%	01/09/2024	Discretionary	EX	
		OCMS Full Membership / 3.5hr ensemble group 15 (Individual price £14.30)	135.00	145.00	145.00	7%	01/09/2024	Discretionary	EX	
	Group Tuition	Group of 2 (20 minutes)	10.50	11.50	11.50	10%	01/09/2024	Discretionary	EX	
		Group of 3 or more (variables of 20 minutes)	6.40	6.80	6.80	6%	01/09/2024	Discretionary	EX	
		<del>Adult Group of 10 (individual price £11.90)</del>	<del>N/A</del>	<del>N/A</del>	<del>N/A</del>	<del>01/09/2024</del>	<del>Discretionary</del>	<del>EX</del>	<del>Deleted</del>	
	Hire	Hire of Instruments (All other instruments on offer)	50.00	55.00	55.00	10%	01/09/2024	Discretionary	EX	
		Hire of Instruments (Violin, Viola and Guitars only)	30.00	33.00	33.00	10%	01/09/2024	Discretionary	EX	
		Instrument Purchase Charge	N/A		-		01/09/2024	Discretionary	SR	
		Oxfordshire intermediate orchestra - 6 sessions (per session charge)	25.00	27.50	27.50	10%	01/09/2024	Discretionary	EX	
		Oxfordshire Youth Music Theatre	N/A		-		01/09/2024	Discretionary	EX	project - calculated at full cost recovery (on number of participants)
	Individual Tuition	Individual 40 minutes	37.00	39.00	39.00	5%	01/09/2024	Discretionary	EX	
		Individual 20 minutes - Multiples of 20 minutes only	18.50	19.50	19.50	5%	01/09/2024	Discretionary	EX	
		Individual 60 minutes	55.00	58.50	58.50	6%	01/09/2024	Discretionary	EX	
	Other Charges	Key stage 1 festival	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
		Massed Singing Festivals	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Own teacher accompanist	Accompanist own teacher	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)
	Not own teacher accompanist	Accompanist Oxfordshire County Music Service teacher	N/A	N/A	N/A		01/09/2024	Discretionary	EX	One off project - calculated at full cost recovery (on number of participants)

Resources - Registration Annex

NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24 £	Proposed Charge exclusive of VAT 2024/25 £	Proposed Charge inclusive of VAT 2024/25 £	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
Registration Service	Amendment Fee for all Marriage and Civil partnership ceremonies.	per amendment	60.00	63.00	63.00	5%	01/04/2024	Discretionary	NB	
	Amendment Fee for other Civil ceremonies- If the fee for other civil ceremonies attracts VAT so does the amendment fee.	per amendment	60.00	52.50	63.00	5%	01/04/2024	Discretionary	SR	Should attract VAT as this is a non-statutory fee.
	<b>Amendment Fee for Private Citizenship Ceremonies</b>	<b>per amendment</b>	<b>n/a</b>	<b>20.00</b>	<b>24.00</b>	<b>n/a</b>	<b>01/04/2024</b>	<b>Discretionary</b>	<b>SR</b>	<b>New Fee. Should attract VAT as this is a non-statutory fee.</b>
	Births, Deaths, Marriage or Civil Partnership Certificates (Marriage inc line 19-46)	per certificate	11.00	11.00	11.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Short Birth Certificate	per certificate	11.00	11.00	11.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Space 17 addition	Per application	40.00	40.00	40.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Commemorative Certificates	per certificate	10.00	8.33	10.00	0%	01/04/2024	Discretionary	SR	Should attract VAT as this is a non-statutory fee.
	Consideration for a correction	Per application	75.00	75.00	75.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Consideration for a correction (RG involvement)	Per application	90.00	90.00	90.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Consideration of Foreign Divorce	Per application	50.00	50.00	50.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Consideration of Foreign Divorce (RG involvement)	Per application	75.00	75.00	75.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Conversion of a Civil Partnership into Marriage	Standard Service	45.00	45.00	45.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
		Two stage procedure on other premises - completing the declaration	27.00	27.00	27.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
		Two stage procedure on other premises - signing the declaration in a religious registered for marriage of same sex couples	91.00	91.00	91.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Statutory Priority Certificate	Per application	35.00	35.00	35.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Approved Premises license application fee	Per application for 3 year licence	2,325.00	2,425.00	2,425.00	4%	01/04/2024	Discretionary	NB	
	Approved Premises license amendment fee	Per amendment	n/a	125.00	150.00		01/04/2024	Discretionary	SR	New Fee. Should attract VAT as this is a non-statutory fee.
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms at advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday during advertised hours)	355.00	375.00	375.00	6%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	<b>Classic Marriage &amp; Civil partnership ceremony at large registration office ceremony room at advertised times Monday - Friday</b>	<b>Registration Office Large Ceremony Room (Monday to Friday during advertised hours)</b>	<b>n/a</b>	<b>490.00</b>	<b>490.00</b>	<b>n/a</b>	<b>01/04/2024</b>	<b>Discretionary</b>	<b>NB</b>	<b>New Service. Certificates will be charged separately</b>
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Monday - Friday	Registration Office Ceremony Room (Monday to Friday - outside advertised hours)	450.00	475.00	475.00	6%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	<b>Enhanced Marriage &amp; Civil partnership ceremony at large Registration Office Ceremony rooms outside of advertised times Monday - Friday</b>	<b>Registration Office large Ceremony Room (Monday to Friday - outside advertised hours)</b>	<b>n/a</b>	<b>620.00</b>	<b>620.00</b>	<b>n/a</b>	<b>01/04/2024</b>	<b>Discretionary</b>	<b>NB</b>	<b>New Service. Certificates will be charged separately</b>
	Classic Marriage & Civil partnership ceremony at former Register Office Ceremony rooms on advertised Saturday mornings only 09:00 - 12:00	Registration Office Ceremony Room (Saturday - during advertised hours)	430.00	460.00	460.00	7%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	<b>Classic Marriage &amp; Civil partnership ceremony at large Registration Office Ceremony rooms on advertised Saturday mornings only 09:00 - 12:00</b>	<b>Registration Office Large Ceremony Room (Saturday - during advertised hours)</b>	<b>n/a</b>	<b>600.00</b>	<b>600.00</b>	<b>n/a</b>	<b>01/04/2024</b>	<b>Discretionary</b>	<b>NB</b>	<b>New Service. Certificates will be charged separately</b>
	Enhanced Marriage & Civil partnership ceremony at former Register Office Ceremony rooms outside of advertised times Saturday 09:00 - 17:30	Registration Office Ceremony Room (Saturday - outside advertised hours)	510.00	560.00	560.00	10%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	<b>Enhanced Marriage &amp; Civil partnership ceremony at large Registration Office Ceremony rooms outside of advertised times Saturday 09:00 - 17:30</b>	<b>Registration Office Ceremony Room (Saturday - outside advertised hours)</b>	<b>n/a</b>	<b>700.00</b>	<b>700.00</b>	<b>n/a</b>	<b>01/04/2024</b>	<b>Discretionary</b>	<b>NB</b>	<b>New Service. Certificates will be charged separately</b>
	Enhanced Marriage & Civil partnership fees at former Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30	Registration Office Ceremony Room (Sunday / Bank Holiday)	570.00	660.00	660.00	16%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	<b>Enhanced Marriage &amp; Civil partnership fees at large Register Office Ceremony rooms Sundays and Bank Holidays 09:00 - 17:30</b>	<b>Registration Office Large Ceremony Room (Sunday / Bank Holiday)</b>	<b>n/a</b>	<b>780.00</b>	<b>780.00</b>	<b>n/a</b>	<b>01/04/2024</b>	<b>Discretionary</b>	<b>NB</b>	<b>New Service. Certificates will be charged separately</b>
	Enhanced Marriage & Civil partnership fees at former Register Office Ceremony rooms Monday to Sunday	Registration Office Ceremony Room Monday - Sunday OOH	100.00	105.00	105.00	5%	01/04/2024	Discretionary	NB	
	Surcharge on top of standard fee for ceremony taking place OOH at <del>from or later</del> Marriage & Civil Partnership and Register Premises (Church or Chapel)	Attending chapel / church	97.00	97.00	97.00	0%	01/04/2024	Statutory	NB	
	Marriage & Civil Partnership fees in Oxford Register Office Statutory Room	Statutory Marriage or Civil Partnership RO (Tues only)	57.00	46.00	46.00	-19%	01/04/2024	Statutory	NB	Certificates (£11 each) no longer included and will be charged separately.
	Non refundable booking fee.	Per Ceremony	100.00	100.00	100.00	0%	01/04/2024	Discretionary	NB	
	Marriages and Civil Partnerships at Approved Venues (9.00 - 17.30)	Monday - Friday	680.00	700.00	700.00	3%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
		Saturday	680.00	740.00	740.00	9%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
		Sunday & Bank Holiday	730.00	850.00	850.00	16%	01/04/2024	Discretionary	NB	Certificates no longer included and will be charged separately.
	Marriages at Approved Venues	Monday - Sunday OOH	100.00	105.00	105.00	5%	01/04/2024	Discretionary	NB	
	Surcharge on top of standard fee for ceremony taking place OOH at <del>from or later</del> Notice of Marriages and Civil Partnership - Foreign Nationals	Extended 70 day Notice for foreign Nationals ( for 1 person)	47.00	47.00	47.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Notice of Marriages and Civil Partnership	Notice of Marriage/Civil Partnership (for 1 person)	35.00	35.00	35.00	0%	01/04/2024	Discretionary	NB	No proposed date for statutory fee review.
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Registration Offices (09:00 - 17:30)	Registration Office Ceremony Room	300.00	250.00	300.00	0%	01/04/2024	Discretionary	SR	
		Monday - Friday	320.00	291.67	350.00	9%	01/04/2024	Discretionary	SR	Increase from previously agreed £340 to £350 to reflect full cost recovery of new hourly rate of pay model
		Registration Office Ceremony Room	360.00	333.33	400.00	11%	01/04/2024	Discretionary	SR	Increase from previously agreed £380 to £400 to reflect full cost recovery of new hourly rate of pay model
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at Approved venues (09:00 - 17:30)	Approved Venue	320.00	275.00	330.00	3%	01/04/2024	Discretionary	SR	
		Monday - Friday	350.00	308.33	370.00	6%	01/04/2024	Discretionary	SR	
		Saturday	360.00	345.83	415.00	15%	01/04/2024	Discretionary	SR	Increase from previously agreed £380 to £415 to reflect full cost recovery of new hourly rate of pay model
		Approved Venue	360.00	345.83	415.00	15%	01/04/2024	Discretionary	SR	Increase from previously agreed £380 to £415 to reflect full cost recovery of new hourly rate of pay model
	Other Non-Statutory Civil Ceremonies (Naming Ceremonies, Renewal of Vows, Partnership/Commitment Ceremonies) at venues not approved by Oxfordshire County Council	Venues not approved by Oxfordshire County Council	400.00	395.83	475.00	19%	01/04/2024	Discretionary	SR	Increase from previously agreed £440 to £475 to reflect full cost recovery of new hourly rate of pay model
		Monday - Friday	450.00	429.17	515.00	14%	01/04/2024	Discretionary	SR	Increase from previously agreed £470 to £515 to reflect full cost recovery of new hourly rate of pay model
		Venues not approved by Oxfordshire County Council	460.00	466.67	560.00	22%	01/04/2024	Discretionary	SR	Increase from previously agreed £480 to £560 to reflect full cost recovery of new hourly rate of pay model
	<b>Marriage or Civil Partnership Ceremony and a non-statutory civil ceremony</b>	<b>Your day your way ceremony</b>	<b>760.00</b>	<b>820.00</b>	<b>820.00</b>	<b>8%</b>	<b>01/04/2024</b>	<b>Statutory</b>	<b>NB/SR</b>	
	Other Civil Ceremonies - Group Citizenship	Group Citizenship Ceremony at County Hall	80.00	80.00	80.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.
	Monday - Friday (09:00 - 15:00)									

## Resources - Registration Annex

## NEW CHARGES HIGHLIGHTED IN BOLD

Service Area	Charge	Unit	Agreed Charge 2023/24	Proposed Charge exclusive of VAT 2024/25	Proposed Charge inclusive of VAT 2024/25	Change %	Proposed date effective from	Discretionary or Statutory	VAT Class	Comments
	Other Civil Ceremonies - Private Individual Citizenship Monday - Friday (09.00 - 16.00)	Private Individual Ceremony at a Registration Office only	90.00	95.63	115.00	28%	01/04/2024	Discretionary	SR	Increase from previously agreed £95 to £115 to reflect full cost recovery
	Other Civil Ceremonies - Private Individual Citizenship Saturday (09.00 - 12.00)	Individual Ceremony at a Registration Office only	N/A	116.67	140.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Other Civil Ceremonies - Family Citizenship (2 adults and up to 3 children) Monday - Friday (09.00 - 16.00)	Individual Ceremony at Oxford Register Office only	N/A	240.00	288.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Other Civil Ceremonies - Private Family Citizenship (2 adults and up to 3 children)	Individual Ceremony at Oxford Register Office only	N/A	275.00	330.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Completion of PD2 Change of Name for Passport Form	Per form	N/A	25.00	30.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Completion of Foreign Pension Proof of Life & Residence forms	Per form	N/A	25.00	30.00	N/A	01/04/2024	Discretionary	SR	New service. Should attract VAT as this is a non-statutory fee.
	Certificate Keepsake Folder	Per folder	N/A	2.50	3.00	N/A	01/04/2024	Discretionary	SR	New product. Should attract VAT as this is a non-statutory fee.
	Searches in indexes	General Search	18.00	18.00	18.00	0%	01/04/2024	Statutory	NB	No proposed date for statutory fee review.



**Capital & Investment  
Strategy  
and  
Capital Programme**

# Capital and Investment Strategy 2024/25 to 2033/34

## Executive Summary

The Capital and Investment Strategy outlines the council's approach to capital investment over the next ten years and incorporates the requirements of the CIPFA Prudential Code for Local Authorities.

The Prudential Code for Capital Finance in Local Authorities 2021 requires that for each financial year, a local authority should prepare at least one Investment Strategy containing the disclosures and reporting requirements specified in the guidance. The Strategy must be approved by full Council.

The definition of an investment covers all the financial assets of a local authority as well as other non-financial assets that the organisation holds primarily or partially to generate a profit; for example, investment property portfolios.

The objectives of the Prudential Code are to ensure that the capital expenditure plans of local authorities are affordable, prudent and sustainable and that treasury management decisions are taken in accordance with good professional practice and in full understanding of the risks involved.

The Prudential Code requires authorities to look at capital plans, investments, and debt in the light of overall organisational strategy and resources and ensure that decisions are made with sufficient regard to the long-term financing implications and potential risks to the authority.

The Prudential Code sets out that in order to demonstrate that the authority takes capital expenditure, investment and borrowing decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability, authorities should have in place a capital strategy. The capital strategy should set out the long-term context in which capital expenditure and investment decisions are made and gives due consideration to both risk and reward and impact on the achievement of priority outcome. In line with the Code's requirements the following annexes are also included in this strategy:

Minimum Revenue Provision Policy Statement for 2024/25 (Annex 1)  
Prudential Indicators for Capital Finance (Annex 2)

The Capital and Investment Strategy supports the Council's Financial Strategy, which sets out the approach the Council will take to ensure it is financially sustainable over the medium and long term. It also supports the Council's more detailed objectives of service strategies and plans. Integrated and aligned strategies and plans are imperative to financial resilience and stability as the

impact of actions or decisions on one or more of these strategies will have an impact on the others.

## Long term context

The Council's Strategic Plan has set out a clear vision for the county, centred around strong local communities, healthy places to live, and a zero-carbon economy that benefits everyone. The strategic plan has nine priorities with a set of objectives for each. This capital and investment strategy articulates how the Council's capital investment will help achieve this vision and the nine priorities.

The Council's capital investment will support the following Strategic Plan objectives:

### 'Greener' objectives

- Implement together with partners the county's 'pathways to zero carbon' route map, a comprehensive plan for **decarbonising** Oxfordshire.
- **Bring our own buildings, operations** and supply chains to **net zero by 2030**, and support the retrofit of residential homes to improve energy efficiency.
- Support and promote a shift towards **active travel** (walking, cycling and use of public transport), reducing the need for private cars and accelerate the transition to electric vehicles by **expanding charging capacity** across the county.
- Work with partners to continue to **build a greener, more resilient and fairer renewable energy network**.
- Deliver our **LED street lighting replacement programme** to further reduce the energy, visual and environmental impacts of street lighting.
- Deliver the countywide **20mph programme** in line with our agreed policy.
- **Prioritise active travel** and public transport **on the existing and planned highway network** to support healthy lifestyles and address inequalities in transport.
- Develop a countywide nature recovery strategy, including a tree and woodland plan that involves taking part in the Queen's Green Canopy programme, and support the development of a new local nature partnership for Oxfordshire.
- Ensure our **public rights of way network** is safe and effectively maintained.

### 'Fairer' objectives:

- Implement the delivery plan for Oxfordshire's **digital inclusion** strategy together with partners, including how assistive technology can support vulnerable groups to access services and lead a better quality of life
- **Provide technology to improve processes** around signposting, self-assessment and information about sources of help for local residents

## **‘Healthier’ objectives:**

- Maximise access to the opportunities provided by **libraries, museums, nature and green spaces** and other services to support the health and wellbeing of residents.
- Help people to **live independently** and support themselves through personal and **local facilities**, using the Oxfordshire Way approach
- Deliver our **children’s home programme** to provide more places in Oxfordshire
- Increase activity that supports pupils with special educational needs and disabilities to have their needs met in mainstream school settings and **deliver our special school capacity expansion programme**

The Capital programme also supports statutory functions such as school placements and urgent health and safety capital maintenance works.

A 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.

Current schemes within the capital programme are challenged at project gateways to ensure the project’s objectives and benefits align with the Council’s current strategic plan.

## **Capital prioritisation framework**

There are a number of external factors increasing the risk to the future deliverability and cost of capital schemes in the council’s capital programme. There are also challenges arising from the availability of workforce – both skilled and unskilled and construction materials. Inflation is impacting on contract values and the ability to maintain an agreed price. These pressures place further demands on council resources and the ability to meet the Council’s ambitions, expected outcomes and benefits.

In response to these pressures, a prioritisation framework has been developed to ensure future capital expenditure and investment decisions not only align to the strategic plan objectives but that they continue to be affordable.

Capital Programme Principles:

- a. For **all** projects, the funding cannot exceed the budget allocation. Where cost increases occur, value engineering and/or de-scoping will be required (or additional external funding secured)
- b. any new inclusion of projects and/or approval of exceptions/change requests will require an equivalent reduction in schemes or funding (one in, one out principle)

- c. all projects demonstrate benefits realisation, clearly setting out direct and indirect benefits linked to the nine corporate priorities.
- d. where schemes fall outside these categories but are well progressed (ie have approved full business case) and have RAG status of green for deliverability\* can be considered for inclusion, where funding is available
- e. schemes with major proportion (80% or more) of the capital from external sources which will be lost if the project fails to go ahead but subject to consideration of future revenue requirements can be considered.
- f. Major Infrastructure schemes align to OXIS prioritisation and the Local Transport and Connectivity plan.
- g. All projects undertake equality and climate impact assessments (and carbon accounting when methodology is available), considering impact on deprivation, health and wellbeing in any given area.
- h. Projects that do not demonstrate alignment to these priorities will be stopped/paused.
- i. All mainstream school expansions/new schools be managed within basic need grant and available S106 contributions supported by the basic need programme and growth contingency provision.

### ***Capital Programme Prioritisation Categories***

#### **Category 1 Projects:**

That enable compliance with our minimum statutory duties relating to health and safety and schools. For projects in this category, there is still a need to justify the cost level.

#### **Category 2 Projects:**

That generate revenue savings (and/or cost avoidance) through the delivery of the new business strategy or service transformation proposals (inc children's homes and supported living). For projects in this category, there is still a need to explore whether or not they could be self-financing, for example through prudential borrowing.

#### **Category 3 Projects:**

That facilitate (*ie majority of the scheme*) the climate action or active travel commitments of the Council, as articulated in the strategic plan

As well as supporting the delivery of the Council's strategic plan, the capital programme is also informed by service strategies and plans (a list of the key strategies are included in Annex 4). These strategies are informed by the latest population forecasts, changes in demography, and changes in service demands.

### **Infrastructure and Assets**

The council owns and manages a range of infrastructure and property assets including maintained schools, offices, roads, bridges, park and ride sites and waste recycling centres.

Effective asset management is one of the key contributing factors to attaining the county's vision to lead positive change by working in partnership to make Oxfordshire a greener, fairer and healthier county.

## **Approach to Capital Investment**

Capital expenditure is defined as spending that creates an asset for the Council (e.g., buildings, vehicles and equipment), and 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.

The approach aims to ensure that:

- Capital expenditure contributes to the achievement of the council's priorities set out in the Strategic Plan including commitment to put action to address the climate emergency at the heart of the council's work and to explore opportunities for social value;
- An affordable and sustainable capital programme is agreed;
- Use of resources and value for money is maximised;
- A clear framework for making capital investment decisions is provided;
- A corporate approach to the use of capital resources is maintained;
- Sufficient assets to provide services (as set out in service specific strategies, see annex 4) are acquired, or built, and maintained;
- Invest to save initiatives to make efficiencies within the Council's revenue budget are encouraged;
- Investment in existing assets to enhance their value, including acquisition of land, is supported;
- An appraisal and prioritisation process for new schemes is robust

## **Capital Financing Principles**

The Council's capital programme financing principles are:

- Non ringfenced capital grants are treated as a corporate resource and used flexibly.
- Capital receipts are treated as a corporate resource and used across the capital programme flexibly.
- The Council will continue to be proactive in ensuring, as far as possible, that all additional capital investment needs arising from new developments are funded from developer contributions.
- Ringfenced resources are used for the purposes for which they are issued.
- Prudential borrowing will only be considered where:
  - i. there is a robust invest to save model; or

- ii. the council has a significant unmet capital need.
- Community Infrastructure Levy (CIL) funds be secured and directed to the most appropriate capital schemes to help deliver infrastructure to support the development of their area.
- The Council will hold 3% capital contingency in reserves. This contingency is for unforeseen emergency works. Project and programme level contingency is determined and agreed for each project (by gateway) and is agreed within its budget provision.

## **The Capital Programme**

The council plans for a ten-year capital programme to ensure that schemes and programmes can be developed, delivered and funded over the medium term in line with the supporting strategies.

The **capital programme (the firm programme)** is made up of schemes that have been agreed to address identified need. These schemes have an approved initial business case, articulating a clear case for change, a defined scope, an indicative budget/investment and an agreed indicative timeline including a 'go live' date. The Capital Programme is a ten-year rolling programme.

**Pipeline capital schemes** support our priorities, have an agreed need, a confirmed alignment with the prioritisation framework and a basic mandate. These are our priority schemes but are subject to further development and an approved initial business case. Schemes in the Pipeline are subject to optioneering and feasibility assessment and have only estimated costs. These schemes may change in both scope and value before being agreed through the capital governance process and brought forward into the firm programme reflecting changes in the underlying need and value for money assessment. Once approved, these schemes will be included within the firm capital programme.

**Pre-pipeline schemes** have also been identified. These schemes are at a very the early stage and in some cases, it is not yet clear if they meet a predicted need and/or align to the prioritisation framework. Others have identified a need and align to the prioritisation framework, but due to budget constraints, are currently unfunded and remain in the pre-pipeline.

## **Proposed Programme for 2024/25 – 2033/34**

The proposed programme is based on the latest capital programme 2024/25 to 2033/34 as reported to Cabinet in the Capital Programme Monitoring Report in December 2023, including recommendations set out in the budget report. Proposed changes to the programme are set out in Section 5.3. Section 5.4 sets out the detailed draft Capital Programme for 2024/25 to 2033/34 by year and programme area. Some of the changes set out below reflect the addition of

2033/34 to the programme and extend the existing programme into that year. Section 5.4.1 sets out the current allocation of Housing & Growth Deal grant funding.

The table below sets out the proposed programme by strategy and the split between the Firm Programme (£646.8m) and Pipeline Programme (£633.6m).

<b>Strategy / Programme</b>	<b>Current Year 2023/24</b>	<b>Proposed Firm Programme (2 years)</b>	<b>Proposed Pipeline*</b>	<b>Total Programme</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Pupil Places Plan	39.2	88.8	120.6	248.6
Major Infrastructure	80.0	347.4	273.9	701.3
Highways Asset Management Plan	56.0	93.6	119.2	268.8
Property Strategy	17.9	61.7	12.4	92.0
IT, Digital & Innovation Strategy	5.8	9.0	1.9	16.7
Passported Funding	8.4	9.0	4.4	21.8
Vehicles and Equipment	2.2	9.3	16.1	27.6
<b>Total Estimated Capital Programme Expenditure</b>	<b>209.5</b>	<b>618.8</b>	<b>548.5</b>	<b>1,376.8</b>
<b>Earmarked Reserves</b>	<b>0.0</b>	<b>28.0</b>	<b>85.0</b>	<b>113.0</b>
<b>Total Estimated Capital Programme</b>	<b>209.5</b>	<b>646.8</b>	<b>633.6</b>	<b>1,489.8</b>

The proposed 'firm programme' for 2024/25 has been established using the agreed prioritisation framework. A full list of schemes proposed to be added to the firm programme can be found in Cabinet Section 5.3 and Labour & Co-operative Group Section 5.3.

Category 1 schemes that enable compliance with the council's minimum statutory duties relating to health and safety, include an investment of £0.7m (in addition to the £0.7m previously agreed in February 2023) to carry out essential repairs at Redbridge Household Waste and Recycling Centre. Condition surveys carried out across our corporate estate have identified some remedial works that must be carried out over the next few years at an estimated cost of £2m. Investing in our Fire Stations to ensure that we are complying with current health and safety legislation, will commence with a proposed investment of £1.3m, which is in addition to the £6.3m to deliver essential works resulting from the development of Rewley Road Fire Station. A further £0.5m is proposed to enable fire fighters to safely decontaminate breathing apparatus.

In line with the Council's ambition to reach Net Zero by 2030, an investment of £2.6m has been proposed to begin a programme of works to decarbonise the council's corporate estate. The investment is to match a grant funding bid



submitted in late 2023, with a decision due in early 2024. Rationalising buildings and reducing the council's corporate estate including Oxford City Centre accommodation remains a key priority. Additional funding of £2.3m is proposed to be included within the existing Office Rationalisation & Co-location Programme, to address accessibility and energy management issues in the buildings identified as our future workplaces.

Funding has been allocated for the following schemes in Prioritisation Category 3 (Climate Action or Active Travel): Traffic Congestion Improvements (£6.0m), East Oxford Mini – Holland Project (£6.0m) and Phase 4 of the School Streets programme (£0.5m)

In January 2024 Cabinet approved Option 2 of the Oxford City Centre Accommodation Strategy. Subsequent to that decision this has been entered into the Capital Programme so that work on the strategy can progress.

£10.2m has been allocated to continue the rolling programme of works to invest in highways and structures with a further £5.0m for Highways Maintenance added as part of Labour & Co-operative Section 5.3.

A paper was approved at Cabinet in January 2024, for the inclusion of a new 120-place Special Educational Needs and Disabilities (SEND) School and this has been entered into the Capital Programme.

The Capital Programme is fully funded over the ten - year period. The table below sets out the resources expected to be used to deliver the capital programme.

<b>Financing</b>	<b>Total Programme £m</b>
Section 106 and Community Infrastructure Levy	208.0
Grants and contributions	814.2
Prudential Borrowing	272.3
Capital receipts	119.2
Revenue Contribution	36.9
<b>Subtotal</b>	<b>1,450.6</b>
Capital Reserves	39.2
<b>Total Financing</b>	<b>1,489.8</b>

When necessary and where funding is available, the Capital Programme can fund schemes in advance of receiving specific funding by utilising other resources within the wider programme on an interim basis.

There are a number of schemes already in the capital programme that require forward funding to progress. £1.55m investment is proposed to progress the Traffic Filters scheme and £4m funding for the further development of the Zero

Emissions Zone in Oxford. Forward funding of £4m is also proposed to develop the NW Bicester A4095 scheme and £0.8m to progress the feasibility phase of the A40 Underpass. Both of the latter schemes are expected to unlock future Section 106 funding from developers.

Any further requests for forward funding would need to be considered and agreed by the s151 officer.

## **Property Investment Strategy**

The Council's property investment objective is to support growth, regeneration and help deliver the Council's strategic priorities.

The council uses the following two broad investment categories:

- a) Maximise use of and value (both financial and social) of Council owned assets (land and buildings) linked to the council's Property Strategy, and
- b) Investments for service delivery are taken or held primarily and directly for the delivery of public services (including regeneration and local infrastructure.
  - i. Service investments may or may not involve financial returns; however, obtaining those returns will not be the primary purpose of the investment.

In addition, property investments are made in accordance with Treasury Management Strategy, including cash, money market funds, property funds, bond funds and equities.

In accordance with the prudential code, the Council does not make investments for commercial purposes.

## **Capital Governance Arrangements**

The Prudential Code sets out that the responsibility for decision making and on-going monitoring in respect of capital expenditure, investment and borrowing, including prudential indicators, sits with full council. However, detailed implementation and monitoring may be delegated to a committee.

Council and the Cabinet are the key democratic decision-making bodies as per the Council's constitution. The Council approves the key policy documents and the capital programme as part of the Council's Policy and Budgetary Framework. The Cabinet recommends priorities, policy direction and the capital programme to the Council for approval. The Cabinet also approves new inclusions to the capital programme in line with the scheme of delegation and the financial procedure rules.

Delegations to officers are set out in full in Section 5 of the Council's Financial Regulations and all officers are bound by the scheme of delegation.

The capital programme is supported by robust governance arrangements that are in place to effectively manage and monitor the Council's expenditure, review and manage any operational risks across the programme and to enable a strong decision-making framework and structure. Processes to support the management of the Capital Programme are under continuous review to identify areas for improvement.

There are five capital programme boards: Environment & Climate, Major Infrastructure, Innovation, Digital & Customer, Property and Highways which report into the Strategic Capital Board (SCB). SCB meets monthly and is chaired by the Chief Executive, supported by the Executive Director of Resources and Section 151 Officer, the Executive Director of People and the Corporate Director for Environment & Place. Issues and pressures escalated from the capital programme boards and wider strategic risks are managed through this board, escalating to Cabinet if necessary.

A comprehensive capital investment handbook has been published for staff guidance and support. This handbook sets out the governance, roles and responsibilities including an overview of the governance structure, terms of reference for each governance level, and a description of key roles and responsibilities. It also includes a reporting framework, set of KPIs, and aggregation method for how reporting will be established by exception. The handbook includes a high-level and detailed approval process and description of each stage of capital project delivery, from Stage 0 to Stage 4. It sets out key meetings and documentation required for each step, including specific guidance around capital expenditure, and how key aspects, such as Council strategic outcomes, and the capital and investment strategy, can inform the prioritisation process.

### **Measuring the delivery of this Strategy**

The overall performance of the Council-wide Capital Programme will be reported to the Cabinet on a quarterly basis.

This will include an overview of the performance across each of the capital programmes with a specific focus on:

- The most significant variances (in terms of timeline, scope, and budget);
- The most significant risks and issues (e.g. those with the largest potential impact etc.);
- The most significant successes; and,
- Overall benefit realisation and strategic alignment to Council outcomes

*In line with the Council's financial regulation, the Cabinet will also take decisions on any changes to the existing programme on any proposed variation that meets the following thresholds:*

- *Any new scheme not already in the firm programme, including grant funded schemes*
- *Any cost variation over £1m*
- *Any material scope variation that impacts the projects ability to achieve its overall objective/benefits/savings*
- *Any time variation that impacts the 'go live' date*

### Minimum Revenue Provision Policy Statement for 2024/25

1. The Council is required by statute to charge a Minimum Revenue Provision (MRP) to the General Fund Revenue account each year for the repayment of debt. The MRP charge is the means by which capital expenditure which has been funded by borrowing is paid for by council taxpayers.
2. Legislation<sup>1</sup> requires local authorities to draw up a statement of their policy on the annual MRP, for full approval by Council before the start of the financial year to which the provision will relate.
3. The implementation of the International Financial Reporting Standards (IFRS) requirements brought some service concession arrangements on balance sheet and resulted in some leases being reclassified as finance leases instead of operating leases. Part of the service charge or rent payable is taken to reduce the balance sheet liability rather than being charged to revenue accounts. To ensure that this does not result in a one-off increase in the capital financing requirement and in revenue account balances, an amount equal to the amount that has been taken to the balance sheet is included in the annual MRP charge.
4. The Council is recommended therefore to approve the following statement:

For capital expenditure incurred before 1 April 2008, the MRP policy for 2017/18 onwards will be a straight-line charge of the outstanding pre-2008 expenditure as at 1 April 2017 calculated over a 50-year period.

For all unsupported (prudential) borrowing, the MRP policy will be based on the estimated life of the assets for which the borrowing is undertaken (Option 3 – Asset Life Method or Annuity Method).

In the case of finance leases and on-balance sheet Private Finance Initiative (PFI) type contracts, the MRP requirement will be regarded as being met by a charge equal to the element of the rent/charge that goes to write-down the balance sheet liability, including the retrospective element in the first year (Option 3 in modified form).

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<sup>1</sup> Statutory Instrument 2008 no. 414 s4

## Prudential Indicators for Capital Finance

1. The Prudential Code for Capital Finance in Local Authorities 2021 requires the Council to set and monitor against Prudential Indicators in the following categories:
  - Prudence – Capital Expenditure and External Debt
  - Affordability
  - Treasury Management
2. The indicators have been based on the February 2024 capital programme which will be approved by Council on 20 February 2024 as part of the Business and Budget Planning Report.
3. The capital expenditure figures for beyond 2024/25 will be able to be revised in twelve months' time.

## Prudence

### Estimates of Capital Expenditure

4. The Council is required to make reasonable estimates of the total of capital expenditure (including earmarked reserves) that it plans to incur during 2024/25 and the following two financial years. The Council must also approve the actual expenditure for 2022/23 and revised forecast expenditure for 2023/24. The table shows the actual capital expenditure for 2022/23 and how that was financed. It also shows the estimated capital expenditure and financing from 2023/24 to 2027/28.

Capital Programme Estimates	2022/23 Actual £m	2023/24 Estimate £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
<b>Capital Expenditure</b>	<b>172.2</b>	<b>209.5</b>	<b>320.0</b>	<b>326.8</b>	<b>254.1</b>	<b>157.5</b>
<b>Financed by:</b>						
Prudential Borrowing	41.7	72.4	82.4	50.4	47.8	18.3
Grants and Contributions	127.9	123.6	231.5	235.2	160.5	103.8
Capital Receipts	0	0	0	36.1	21.5	31.0
Revenue	2.6	13.5	5.7	5.1	3.5	4.4
Reserves	0	0	0	0	20.8	0.0
<b>Total Capital Investment</b>	<b>172.2</b>	<b>209.5</b>	<b>320.0</b>	<b>326.8</b>	<b>254.1</b>	<b>157.5</b>

## The Capital Financing Requirement

5. Estimates of the end of year Capital Financing Requirement (CFR) for the Authority for the current and future years and the actual Capital Financing Requirement at 31 March 2023 that are recommended for approval are set out in the table below. The actual CFR for 2022/23 was £402.727m. The estimate for 2023/24 is £463.256m and 2024/25 for £530.989m.

Year	Actual/Estimate	£m
2022/23	Actual	402.727
2023/24	Estimate	463.256
2024/25	Estimate	530.989
2025/26	Estimate	563.061
2026/27	Estimate	590.567
2027/28	Estimate	586.826

6. The Capital Financing Requirement measures the authority's underlying need to borrow for a capital purpose. In accordance with best professional practice the County Council does not associate borrowing with particular items or types of expenditure. The authority has an integrated Treasury Management Strategy and has adopted the CIPFA Code of Practice for Treasury Management in the Public Services. The Council has, at any point in time, a number of cashflows both positive and negative, and manages its treasury position in terms of its borrowings and investments in accordance with its approved treasury management strategy and practices. In day-to-day cash management, no distinction can be made between revenue cash and capital cash. External borrowing arises as a consequence of all the financial transactions of the authority and not simply those arising from capital spending. In contrast, the capital financing requirement reflects the authority's underlying need to borrow for a capital purpose.

## Authorised Limit and Operational Boundary for External Debt

7. The Authority has an integrated treasury management strategy and manages its treasury position in accordance with its approved strategy and practice. Overall borrowing will therefore arise as a consequence of all the financial transactions of the Authority and not just those arising from capital spending reflected in the CFR.
8. The Authorised Limit sets the maximum level of external debt on a gross basis (i.e. excluding investments) for the Authority. It is measured on a daily basis against all external debt items on the Balance Sheet (i.e. long and short-term borrowing, overdrawn bank balances and long-term liabilities). This Prudential Indicator separately identifies borrowing from other long-term liabilities such as finance leases. It is consistent with the Authority's existing commitments, its proposals for capital expenditure and financing and its approved treasury management policy statement and practices.

9. The Authorised Limit is the statutory limit determined under Section 3(1) of the Local Government Act 2003 (referred to in the legislation as the Affordable Limit).
10. The Operational Boundary has been set on the estimate of the most likely, i.e. prudent but not worst-case scenario with sufficient headroom over and above this to allow for unusual cash movements. The Operational Boundary links directly to the Authority's estimates of the CFR and estimates of other cashflow requirements. The table shows the operational boundary for external debt remains within the authorised limit for external debt throughout the period 2024/25 to 2027/28.

	2023/24 Probable outturn £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
<b>Operational Boundary for External Debt</b>					
Borrowing	440.000	530.000	560.000	580.000	590.000
Other long-term liabilities	25.000	25.000	25.000	25.000	25.000
<b>TOTAL</b>	<b>465.000</b>	<b>555.000</b>	<b>585.000</b>	<b>605.000</b>	<b>615.000</b>
<b>Authorised Limit for External Debt</b>					
Borrowing	450.000	540.000	570.000	590.000	600.000
Other long-term liabilities	30.000	30.000	30.000	30.000	30.000
<b>TOTAL</b>	<b>480.000</b>	<b>570.000</b>	<b>600.000</b>	<b>620.000</b>	<b>630.000</b>

### Actual External Debt

11. This indicator enables the comparison of Actual External Debt at year end to the Operational Boundary and Authorised Limit. Total external debt as at 31 March 2023 was £321.380m.

<b>Total External Debt as at 31.03.23</b>	<b>£m</b>
External Borrowing	306.383
Other Long-term Liabilities	14.997
<b>Total</b>	<b>321.380</b>



## Gross Debt and the Capital Financing Requirement

12. This is a key indicator of prudence. In order to ensure that the medium-term debt will only be for a capital purpose, the local authority should ensure that the gross debt does not, except in the short term, exceed the total of the capital financing requirement (CFR) in the preceding year plus the estimates of any additional increases to the capital financing requirement for the current and next two financial years.
13. From 2021/22 onwards the CFR has been higher than the level of external borrowing, the balance of which has been funded through internal borrowing. This is forecasted to continue over the medium term, consistent with the approach set out in the Treasury Management Strategy, taking into account current commitments, existing plans and the proposals in the approved budget.

Debt	31.03.23 Actual £m	31.03.24 Revised £m	31.03.25 Estimate £m	31.03.26 Estimate £m	31.03.27 Estimate £m	31.03.28 Estimate £m
External Borrowing	306.383	284.383	281.383	329.383	363.383	360.383
Long Term Liabilities	14.997	14.161	13.217	12.153	10.955	9.607
<b>Total Debt</b>	<b>321.380</b>	<b>298.544</b>	<b>294.600</b>	<b>341.536</b>	<b>374.338</b>	<b>369.990</b>

## Affordability

### The Ratio of Financing Costs to the Net Revenue Stream

14. This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs. The definition of financing costs is set out in the Prudential Code. The ratio of financing costs to the net revenue stream is estimated to remain within 4-6% in each year going forward and was 2.6% in 2022/23.

Year	Actual/ Estimate	Financing Cost £m	Net Revenue Stream £m	Ratio %
2022/23	Actual	15.2	576.4	2.6
2023/24	Estimate	24.7	622.5	4.0
2024/25	Estimate	27.1	661.5	4.1
2025/26	Estimate	30.8	671.4	4.7
2026/27	Estimate	34.0	692.7	5.0

15. Financing costs include interest payable on borrowing, interest and investment income and the amount required for the minimum revenue provision (MRP).

**The Ratio of Net Income from Commercial and Service Investments to the Net Revenue Stream**

16. This is an indicator of affordability and is intended to show the financial exposure of the authority to the loss of income from commercial and service investments. The definition of commercial and service income is set out in the Prudential Code. Based on current activity the ratio of service income compared to the net revenue stream remains at a maximum of 0.05% from 2023/24 to 2025/26.

Year	Actual/ Estimate	Commercial & Service Income (*) £m	Net Revenue Stream £m	Ratio %
2023/24	Estimate	0.000	622.5	0.00
2024/25	Estimate	0.109	661.6	0.02
2025/26	Estimate	0.197	671.4	0.03
2026/27	Estimate	0.280	692.7	0.04

(\*) Estimated annual cash yield from the council's £5m Service Investment in the Resonance Supported Homes Fund.

Governance framework and decision making overview

Capital Programme – approval process



**For projects / programmes that are part of the ten year Capital Programme**, they have already been approved by the Strategic Capital Board and Cabinet. As they progress across the stages, they are managed by the Capital Programme Board and do need to go back to the Strategic Capital Board or Cabinet, unless there is a variation against the previous approved budget.

**For new in year projects / programmes**, the IBC needs to be initially approved by the relevant governance board, as per the schemes of delegation. From Stage 1, they are managed by the Capital Programme Board and do need to go back to the Strategic Capital Board or Cabinet, unless there is a variation against the previous approved budget.

## Strategies that have informed and help us deliver our Capital Strategy

The Capital Programme is informed by, and supports the achievement of, the following county council strategies and plans:

- [Highway Infrastructure Asset Management Strategy 2022](#)
- [Property and Assets Strategy 2022](#)
- [Local Transport and Connectivity Plan 2022](#)
- [Pupil Place Plan 2022/23-2026/27](#)
- [Special Educational Needs and Disability \(SEND\) Sufficiency Plan 2022/23-2026/27](#)
- [Household Waste Recycling Strategy \(2023-2043\)](#)
- [Libraries and Heritage Strategy \(2022\)](#)
- [Climate Action Framework \(2021\)](#)
- [IT & Digital Strategy \(2019-2024\)](#)

It also supports the delivery of the following Oxfordshire wide partnership strategies:

- [Infrastructure Strategy \(OxIS\) | OxLEP \(oxfordshirelep.com\)](#)
- [Local Industrial Strategy | OxLEP \(oxfordshirelep.com\)](#)

# Treasury Management Strategy Statement & Annual Investment Strategy for 2024/25

## Executive Summary

1. The Treasury Management Strategy & Annual Investment Strategy for 2024/25 outlines the Council's strategic objectives in terms of its debt and investment management for the financial year 2024/25.
2. The forecast average cash balance for 2024/25 is £463m. The Council will maintain its investment in strategic pooled funds with a purchase value of £101m (22%). The remaining £362m (78%) will be managed internally with a mixture of short, medium and long-term deposits.
3. The Bank of England Base Rate is forecast to remain at 5.25% until autumn 2024 and reduce to 4.00% by March 2025.
4. UK Government Gilt yields are forecast to fall from 4.50% to 3.00% over the medium term.
5. Changes to the Treasury Management Strategy will be recommended to Council to be delegated to the Executive Director of Resources & Section 151 Officer in consultation with the Leader of the Council and Cabinet Member for Finance

## Changes from 2023/24 Strategy

6. Reflecting the anticipated level of cash balances over the medium and long term, lending limits are proposed to be updated as follows:

	From	To
2024/25	£145m	£170m
2025/26	£110m	£175m
2026/27	£100m	£150m
2027/28	£100m	£150m
2028/29	n/a	£150m

7. Community municipal investments, which will enable the council to issue green or community bonds, has been added to the approved borrowing instruments.

## Background

8. The Local Government Act 2003 and supporting regulations require the Council to 'have regard to' the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council's capital investment plans are affordable, prudent and sustainable.
9. The Act requires the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy (as required by Investment Guidance issued subsequent to the Act). The Annual Investment Strategy sets out the

Council's policies for managing its investments and for giving priority to the security and liquidity of those investments.

10. 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."
11. The proposed strategy for 2024/25 is based upon the views of the Council's Treasury Management Strategy Team (TMST)<sup>1</sup>, informed by market forecasts provided by the Council's treasury advisor, Link Treasury Services. The forecast and economic background provided by Link Treasury Services can be found in Annex 1.
12. It is proposed that any further changes required to the Annual Treasury Management Strategy & Annual Investment Strategy, continue to be delegated to the Executive Director of Resources & Section 151 Officer in consultation with the Leader of the Council and Cabinet Member for Finance.

### Forecast Treasury Portfolio Position

13. The Council's treasury forecast portfolio position for the 2024/25 financial year comprises:

	<b>Principal £m</b>	<b>Average Rate %</b>
<b>Opening External Debt Balance</b>		
Public Works Loans Board (PWLB)	244.383	4.523
Lender's Option Borrower's Options (LOBOs) <sup>2</sup>	35.000	3.910
Money Market Loans	5.000	3.950
<b>TOTAL EXTERNAL DEBT</b>	<b>284.383</b>	
<b>2024/25 Average Forecast Cash Balance</b>		
Average In-House Cash	361.622	
Average Externally Managed	101.006	
<b>TOTAL INVESTMENTS</b>	<b>462.628</b>	

<sup>1</sup>Comprising the Executive Director of Resources & Section 151 Officer, Service Manager (Pensions), Head of Corporate Finance, and Treasury Manager.

<sup>2</sup> See paragraphs 27 & 28 for detail

14. The average forecast cash balance for 2024/25 is comprised of the following:

	Average Balance £m
Earmarked Reserves	183.919
Unusable Dedicated Schools Grant Reserve	-83.500
Capital and Developer Contributions	349.800
General & School Balances	55.717
Cashflow and Working Capital Adjustments	177.649
Internal Borrowing	-232.454
Provisions and Deferred Income	11.497
<b>TOTAL</b>	<b>462.628</b>

15. Cash balances for 2024/25 are approximately £50m higher than anticipated when the Treasury Management Strategy for 2023/24 was agreed. This reflects the updated profile of capital expenditure as set out in the Capital Monitoring Reports to Cabinet in 2023/24.

## Prospect for Interest Rates

16. The Council's TMST, taking into account the advice from Link Treasury Services, market implications and the current economic outlook, have determined the interest rates to be included in the Strategic Measures budget for 2024/25 and over the medium term. TMST forecast that the bank rate will remain at 5.25% until autumn 2024, then reduce to 4.00% by the end of 2024/25. The bank rate is then forecast to continue to drop to 3.00% over the medium term.

17. The TMST team has agreed that based on the current portfolio of deposits and market rates, the target in-house rate of return should be as set out below. These rates have been incorporated into the strategic measures budget estimates for interest receivable and reflect the mix of rates expected to be achieved on existing and new deposits:

2024/25	4.25%
2025/26	3.00%
2026/27 - 2028/29	2.50%

## Borrowing Strategy

18. The Council's Capital Programme Financing Principles require the application of capital grants, developer contributions, capital receipts and revenue contributions to fund capital expenditure. Prudential borrowing will only be considered where:

- i. there is a robust invest to save model; or
- ii. the council has a significant unmet capital need; or
- iii. It contributes towards the overall investment approach

19. The Capital Financing Requirement sets out the council's requirement to prudentially borrow for capital purposes. This borrowing can either be met through external loans or by using existing cash balances held by the council.

20. The Council's chief objective when borrowing money externally is to strike an appropriate balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Authority's long-term plans change is a secondary objective.
21. Borrowing rates are forecast to fall from a high of 5.30% in December 2023 to 3.80% over the medium term.
22. External borrowing taken out by the council is expected to fall well below the Capital Financing Requirement by 2028/29 due to increased capital expenditure and £11m of debt repayments by that point. If no new external borrowing is arranged during this time, the council will be temporarily financing the capital programme via internal borrowing.
23. Given the high level of balances and the forecast for borrowing rates to significantly reduce in the medium term, the Council's TMST have agreed that the council should maintain the option to fund new or replacement borrowing through internal borrowing. The limit of internal borrowing will be combined with the long term lending limit, and will not exceed £400m in 2024/25.
24. The TMST monitor the borrowing rates on a daily basis. If changes in interest rate forecasts mean the policy to borrow internally is no longer in the short term or long-term interests of the council, the TMST may agree to take out new or replacement borrowing to give the council certainty of costs over the long term, and to reduce Interest Rate Risk and Refinancing Risk in the short to medium term. Any increase in borrowing costs as a result of new external borrowing will be offset by an increased return of interest on balances. Any new external borrowing will be reported to Cabinet.
25. The approved sources of long-term and short-term borrowing are:
  - Public Works Loan Board and any successor body
  - UK local authorities
  - any institution approved for investments (see below)
  - any other bank or building society authorised by the Prudential Regulation Authority to operate in the UK
  - UK public and private sector pension funds
  - capital market bond investors
  - special purpose companies created to enable joint local authority bond issues
  - community municipal investments<sup>3</sup>
26. The Council has historically set a maximum limit of 20% of the debt portfolio to be borrowed in the form of Lender's Option Borrower's Option (LOBOs). As at 31 December 2023 LOBOs represent 14.1% of the total external debt after taking account of the early repayment of £10m of LOBOs in 2023/24. This compares to 14.5% of the total external debt in 2023/24. The council has no intention of entering into any new LOBO arrangements, however as the level of PWLB debt is due to fall over the medium term, the percentage of LOBOs compared to total

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<sup>3</sup> This is a new addition for 2024/25 and will enable the council to issue green or community bonds.



external debt will increase. Therefore, it is recommended that the limit for 2024/25 remains at 20%.

27. The Council has three £5m LOBOs with call options in 2024/25, two of which have two call options in year, with the third having a single call option in year. At each call date, the lender may choose to exercise their option to change the interest rate payable on the loan. If the lender chooses to do so, the Council will evaluate alternative financing options before deciding whether or not to exercise the borrower's option to repay the loan or to accept the new rate offered. It is likely that if the rate is changed the debt will be repaid. The TMST will explore early repayment of LOBOs if this were to arise and where there is a financial benefit to do so.

### **Prudential Indicators**

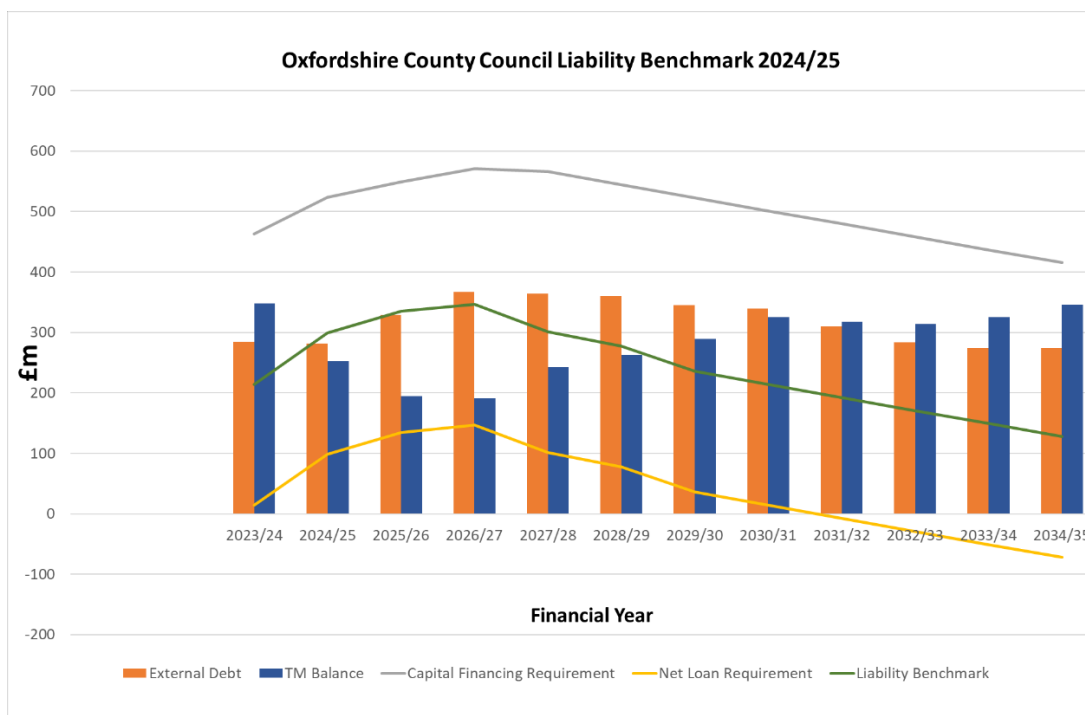
28. The Prudential Code for Capital Finance in Local Authorities 2021 requires the Council to set and monitor against Prudential Indicators. This section of the report includes the indicators for Treasury Management.

### **Liability Benchmark**

29. This indicator identifies the minimum future borrowing needs, compared to the capital financing requirement compared to the actual level of external debt.
30. The gap between the capital financing requirement and the minimum borrowing requirement<sup>4</sup> represents the maximum amount of financing that can be temporarily funded through internal borrowing. Based on the assessment below the council could internally borrow up to £235m in 2024/25. The forecast internal borrowing position for 2024/25 is £232m.

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<sup>4</sup> The minimum borrowing requirement is calculated by taking the capital financing requirement, netting off usable reserves and working capital, and adding on a liquidity allowance.



### Upper and lower limits to maturity structure of fixed rate borrowing

31. This indicator highlights the existence of any large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates and is designed to protect against excessive exposures to interest rate changes in any one period, in particular in the course of the next ten years.
32. It is calculated as the amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate. The maturity of borrowing is determined by reference to the earliest date on which the lender can require payment.
33. LOBOs are classified as maturing on the next call date, this being the earliest date that the lender can require repayment.

<b>Maturity structure of fixed rate borrowing during 2024/25</b>	<b>Lower Limit %</b>	<b>Upper Limit %</b>	<b>2024/25 Forecast %</b>
Under 12 months	0	20	6.33
12 months and within 24 months	0	25	2.46
24 months and within 5 years	0	35	27.78
5 years and within 10 years	5	40	30.38
10 years and above	25	95	33.05

34. Prudential Indicators are reported to and monitored by the TMST on a regular basis and will be reported to the Audit & Governance Committee and Cabinet in the quarterly Treasury Management reports and the Treasury Management Annual Performance Report.

## Annual Investment Strategy

35. The council complies with all relevant treasury management regulations, codes of practice and guidance. The council's investment priorities are:
- The security of capital and
  - The liquidity of its investments
36. The council also aims to achieve the optimum return on its investments commensurate with proper levels of security and liquidity. The borrowing of monies purely to invest or on-lend and make a return is unlawful and the council will not engage in such activity.
37. The Treasury Management Code of Practice requires the Council to approve a Treasury Management Policy Statement. Good practice requires that this statement is regularly reviewed and revised as appropriate. Council approved the statement in February [2019](#). The statement is reviewed annually and there are no revisions proposed for 2024/25.

### *Investment Instruments*

38. Investment instruments identified for use in the 2024/25 financial year are set out in the Specified and Non-Specified instrument tables below
39. Guidance states that specified investments are those requiring “minimal procedural formalities”. The placing of cash on deposit with banks and building societies ‘awarded high credit ratings by a credit rating agency’, the use of Money Market Funds (MMFs) and investments with the UK Government and local authorities qualify as falling under this phrase as they form a normal part of day to day treasury management.
40. Money market funds (MMFs) will be utilised, but good treasury management practice prevails and whilst MMFs provide good diversification the council will also seek to diversify any exposure by using more than one MMF where practical. It should be noted that while exposure will be limited, the use of MMFs does give the council exposure to institutions that may not be included on the approved lending list for direct deposits. This is deemed to be an acceptable risk due to the benefits of diversification. The Treasury team use an online portal to provide details of underlying holdings in MMFs. This enables more effective and regular monitoring of full counterparty risk.
41. All specified investments will be sterling denominated, with maturities up to a maximum of 1 year, meeting the ‘high’ credit rating criteria where applicable.

<b>Specified Investment Instrument</b>	<b>Minimum Credit Criteria</b>	<b>Use</b>
Term Deposits – UK Government	N/A	In-house
Term Deposits – other Local Authorities	N/A	In-house
Debt Management Agency Deposit Facility	N/A	In-house and Fund Managers
Treasury Bills	N/A	In-house and Fund Managers
UK Government Gilts	N/A	In-house on a buy and hold basis and Fund Managers
Term Deposits – Banks and Building Societies	Short-term F1, Long-term BBB+, Minimum Sovereign Rating AA+	In-house and Fund Managers
Certificates of Deposit issued by Banks and Building Societies	A1 or P1	In-house on a buy and hold basis and Fund Managers
Money Market Funds	AAA	In-house and Fund Managers
Other Money Market Funds and Collective Investment Schemes <sup>5</sup>	Minimum equivalent credit rating of A+. These funds do not have short-term or support ratings.	In-house and Fund Managers
Reverse Repurchase Agreements - maturity under 1 year from arrangement and counterparty is of high credit quality (not collateral)	Long Term Counterparty Rating A-	In-house and Fund Managers
Covered Bonds – maturity under 1 year from arrangement	Minimum issue rating of A-	In-house and Fund Managers

42. Non-specified investment products are those which take on greater risk. They are subject to greater scrutiny and should therefore be subject to more rigorous justification and agreement of their use in the Annual Investment Strategy; this applies regardless of whether they are under one-year investments and have high credit ratings.

43. A maximum of 50% of internal investments, and 100% of external investments will be held in non-specified investments.

<sup>5</sup> I.e., credit rated funds which meet the definition of a collective investment scheme as defined in SI 2004 No 534 and SI 2007 No 573.

<b>Non-Specified Investment Instrument</b>	<b>Minimum Credit Criteria</b>	<b>Use</b>	<b>Max Maturity Period</b>
Term Deposits – other Local Authorities (maturities in excess of 1 year)	N/A	In-house	5 years
UK Government Gilts with maturities in excess of 1 year	N/A	In-house and Fund Managers	5 years in-house, 10 years fund managers
Collective Investment Schemes <sup>6</sup> but which are not credit rated	N/A	In-house and Fund Managers	Pooled Funds do not have a defined maturity date
Registered Providers	As agreed by TMST in consultation with the Leader and the Cabinet Member for Finance	In-house	5 years
OxLEP Ltd (to be reviewed pending transfer of responsibility to Oxfordshire County Council in 2024/25)	As agreed by TMST in consultation with the Leader and the Cabinet Member for Finance	In-house	5 years
Term Deposits – Banks and Building Societies (maturities in excess of 1 year)	Short-term F1+, Long-term AA-	In-house and Fund Managers	3 years
Structured Products (e.g. Callable deposits, range accruals, snowballs, escalators etc.)	Short-term F1+, Long-term AA-	In-house and Fund Managers	3 years
Bonds issued by Multilateral Development Banks	AAA	In-house and Fund Managers	25 years
Bonds issued by a financial institution which is guaranteed by the UK Government	AA	In-house and Fund Managers	5 years in-house

<sup>6</sup> Pooled funds which meet the definition of a collective investment scheme as defined in SI 2004 No 534 and SI 2007 No 573.

<b>Non-Specified Investment Instrument</b>	<b>Minimum Credit Criteria</b>	<b>Use</b>	<b>Max Maturity Period</b>
Sovereign Bond Issues	AAA	In-house on a buy and hold basis. Fund Managers	5 year in-house, 30 years fund managers
Reverse Repurchase Agreements - maturity in excess of 1 year, or/and counterparty not of high credit quality.	Minimum long-term rating of A-	In-house and Fund Managers	3 years
Covered Bonds	AAA	In-house and Fund Managers	20 years

### *Changes to Instruments*

44. There are no proposed changes to instruments

### *Credit Quality*

45. The CIPFA Code of Practice on Treasury Management (2021) recommends that Councils have regard to the ratings issued by the three major credit rating agencies (Fitch, Moody's and Standard & Poor's) and to make decisions based on all ratings. Whilst the Council will have regard to the ratings provided by all three ratings agencies, the Council uses Fitch ratings as the basis by which to set its minimum credit criteria for deposits and to derive its maximum counterparty limits. Counterparty limits and maturity limits are derived from the credit rating matrix as set out in the tables at paragraphs 56 and 58 respectively.
46. The TMST may further reduce the derived limits due to the ratings provided by Moody's and Standard & Poor's or as a result of monitoring additional indicators such as Credit Default Swap rates, share prices, Ratings Watch & Outlook notices from credit rating agencies and quality Financial Media sources.
47. Notification of any rating changes (or ratings watch and outlook notifications) by all three ratings agencies are monitored daily by a member of the Treasury Management Team. Updates are also provided by the Council's Treasury Management advisors Link Treasury Services and reported to TMST. Appropriate action will be taken for any change in rating.
48. Where a change in the Fitch credit rating places a counterparty on the approved lending list outside the credit matrix (as set out in tables at paragraphs 56 and 58), that counterparty will be immediately removed from the lending list.

49. The Authority defines “high credit quality” organisations as those having a credit rating of A- or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher with the Fitch ratings agency.
50. Prior to lending to other local authorities, due diligence is undertaken on their financial resilience. The council will not arrange investments with local authorities that are deemed to have poor financial management and/or standing, or whose operations are deemed to be inconsistent with the council’s priorities.

### *Liquidity Management*

51. The council forecasts its cash flow to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a pessimistic basis, with receipts under-estimated and payments over-estimated to minimise the risk of the Council being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the council’s medium term financial plan and cash flow forecast. The council uses instant access bank deposit accounts and money market funds for balances forecast to be required at short notice to meet commitments due. The TMST will continue to monitor options available to maintain the required liquidity and will open new accounts with approved counterparties as appropriate.

### *Lending Limits*

52. In addition to the limits determined by the credit quality of institutions, the TMST apply further limits to mitigate risk by diversification. These include:
  - Limiting the amount lent to banks in any one country (excluding the UK) to a maximum of 20% of the investment portfolio.
  - Limiting the amount lent to any bank, or banks within the same group structure to 10% of the investment portfolio.
  - Actively seeking to reduce exposure to banks with bail in risk
53. Where the Council has deposits on instant access, this balance may temporarily exceed the 10% bank or group limit. However, the limits as set out in paragraphs 56 and 58 will still apply.
54. Counterparty limits as set out in paragraphs 56 and 58, may be temporarily exceeded by the accrual and application of interest amounts onto accounts such as call accounts, money market funds or notice accounts. Where the application of interest causes the balance with a counterparty to exceed the agreed limits, the balance will be reduced when appropriate, dependent upon the terms and conditions of the account and cashflow forecast.
55. Any changes to the approved lending list will be reported to Cabinet as part of the Business Management and Monitoring Report.
56. The Council also manages its credit risk by setting counterparty limits. The matrix below sets out the maximum proposed limits for 2024/25. The TMST may further

restrict lending limits dependent upon prevailing market conditions. BBB+ to BBB- ratings is included for overnight balances with the Council's bank, currently Lloyds Bank Plc. This is for practical purposes should the bank be downgraded.

LENDING LIMITS - Fitch Rating	Short Term Rating	
	F1+	F1
Long Term Rating	F1+	F1
AAA	£30m	£20m
AA+	£30m	£20m
AA	£25m	£15m
AA-	£25m	£15m
A+	£20m	£15m
A	£20m	£15m
A-	£15m	£10m
BBB+, BBB, BBB- (bank with which the Council has its bank account)	£20m	£20m

57. The maximum lending limit to other Local Authorities is £30m per Authority. The maximum lending limit for AAmmf rated Money Market Funds is £25m.
58. The Council also manages its counterparty risk by setting maturity limits on deposits, restricting longer term lending to the very highest rated counterparties. The table below sets out the maximum approved limits. The TMST may further restrict lending criteria in response to changing market conditions.

MATURITY LIMITS – Fitch Rating	Short Term Rating	
	F1+	F1
Long Term Rating	F1+	F1
AAA	3 years	364 days
AA+	2 years	364 days
AA	2 years	9 months
AA-	2 years	9 months
A+	364 days	9 months
A	9 months	6 months
A-	6 months	3 months
BBB+, BBB, BBB- (bank with which the Council has its bank account)	Overnight	Overnight

## External Funds

59. The Council uses external fund managers and pooled funds to diversify the investment portfolio through the use of different investment instruments, investment in different markets, and exposure to a range of counterparties. It is expected that these funds should outperform the Council's in-house investment performance over a rolling three-year period. The Council will have no more than 50% of the total portfolio invested with external fund managers and pooled funds (excluding MMFs). This allows the Council to achieve diversification while limiting the exposure to funds with a variable net asset value. And, in order to ensure



appropriate diversification within externally managed and pooled funds these should be diversified between a minimum of two asset classes.

60. As at 30 November 2023, the Council had £95m (original purchase value of £101m) invested in external funds (excluding MMFs), representing 17% of the Council's total investment portfolio. Whilst market volatility has seen the capital value fluctuate, they are held with a long term view, and there is no intention to divest from any of the funds at present.
61. At present, fluctuations in the value of the external funds do not impact on the council's revenue account, because they are held in an unusable reserve via the statutory override arrangements set out in IFRS9. The override was extended in early 2023 to 31 March 2025. It is unclear if the override will be extended beyond that date. It is proposed that a new reserve is created with an initial balance of £2.2m to manage the estimated risk pending confirmation regarding the statutory override.
62. The external funds have a targeted income return of 3.75% which has been incorporated into the medium term financial strategy. Whilst this rate is below the short term in-house return for 2024/25, it is expected that the in house return will be below this rate from 2025/26 onwards.
63. The performance of the pooled funds is monitored by the TMST throughout the year against the funds' benchmarks and the in-house investment returns. The TMST will keep the external fund investments under review and consider alternative instruments and fund structures, to manage overall portfolio risk. It is recommended that authority to withdraw, or advance additional funds to/from external fund managers, continue to be delegated to the TMST.

## **Investment Approach**

64. The TMST will aim to maintain the balance between medium and long-term deposits with local authorities and short-term secured and unsecured deposits with high credit quality financial institutions. Money Market Funds will continue to be utilised for instant access cash. This approach will maintain a degree of certainty about the investment returns for a proportion of the portfolio, while also enabling the Treasury Management team to respond to any increases or decreases in interest rates in the short-term.

## **Treasury Management Indicators for Investments**

### **Upper limit to total of principal sums invested longer than 364 days**

65. The purpose of this limit is to contain exposure to the risk of loss that may arise as a result of the Authority having to seek early repayment of the sums invested.
66. The long term lending limit is based on 50% of the forecast average cash balance. Based on forecast balances reducing to £300m over the medium term, the proposed limits for investments longer than 364 days is set out below:

	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m	2028/29 £m
Upper limit on principal sums invested longer than 364 days	170	175	150	150	150

## Policy on Use of Financial Derivatives

67. The Council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Council is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.
68. Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.
69. It is the view of the TMST that the use of standalone financial derivatives will not be required for Treasury Management purposes during 2024/25. The Council will only use derivatives after seeking expertise, a legal opinion and ensuring officers have the appropriate training for their use.

## Performance Monitoring

70. The Council will monitor its Treasury Management performance against other authorities through its membership of the CIPFA Treasury Management benchmarking club.
71. Link Treasury Services benchmark the performance of their clients against each other on a quarterly basis, looking at a variety of indicators including investment risk and returns.
72. Latest performance figures will be reported to the Audit & Governance Committee and Cabinet in the quarterly Treasury Management reports and the Treasury Management Annual Performance Report.

## Investment Training

73. All members of the Treasury Management Strategy Team are members of CIPFA or other professional accounting bodies. In addition, key treasury management officers receive in-house and externally provided training as deemed appropriate and training needs are regularly reviewed, including as part of the staff appraisal process.

74. The Council has opted up to 'professional client' categorisation with under the second Markets in Financial Instruments Directive (MiFID II). In order to achieve this, evidence was required that the person(s) authorised to make investment decisions on behalf of the authority have at least one year's relevant professional experience and the expertise and knowledge to make investment decisions and understand the risks involved. Members of the TMST currently meet these criteria and training needs will be regularly monitored and reviewed to ensure continued compliance.

## Annex 1

### LINK TREASURY SERVICE INTEREST RATE FORECASTS 2023-2026

Link Group Interest Rate View	07.11.23												
	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26
<b>BANK RATE</b>	5.25	5.25	5.25	5.00	4.50	4.00	3.50	3.25	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	5.30	5.00	4.50	4.00	3.50	3.30	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.60	5.50	5.40	5.10	4.60	4.10	3.60	3.40	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.80	5.70	5.50	5.20	4.70	4.20	3.70	3.50	3.30	3.30	3.30	3.30	3.30
5 yr PWLB	5.00	4.90	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.60	3.50	3.50	3.50
10 yr PWLB	5.10	5.00	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.70	3.60	3.60	3.50
25 yr PWLB	5.50	5.30	5.10	4.90	4.70	4.50	4.30	4.20	4.10	4.10	4.00	4.00	4.00
50 yr PWLB	5.30	5.10	4.90	4.70	4.50	4.30	4.10	4.00	3.90	3.90	3.80	3.80	3.80

PWLB forecasts are based on PWLB certainty rates.

### ECONOMIC BACKGROUND PROVIDED BY LINK TREASURY SERVICES

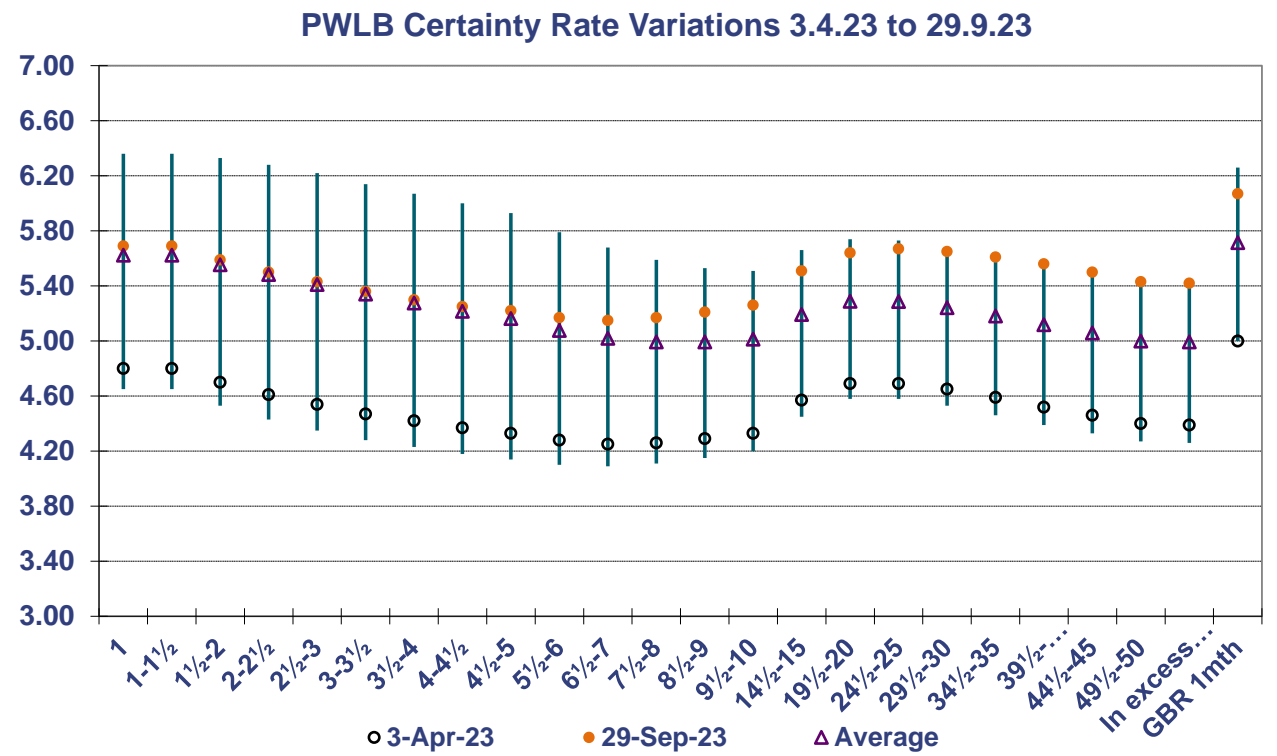
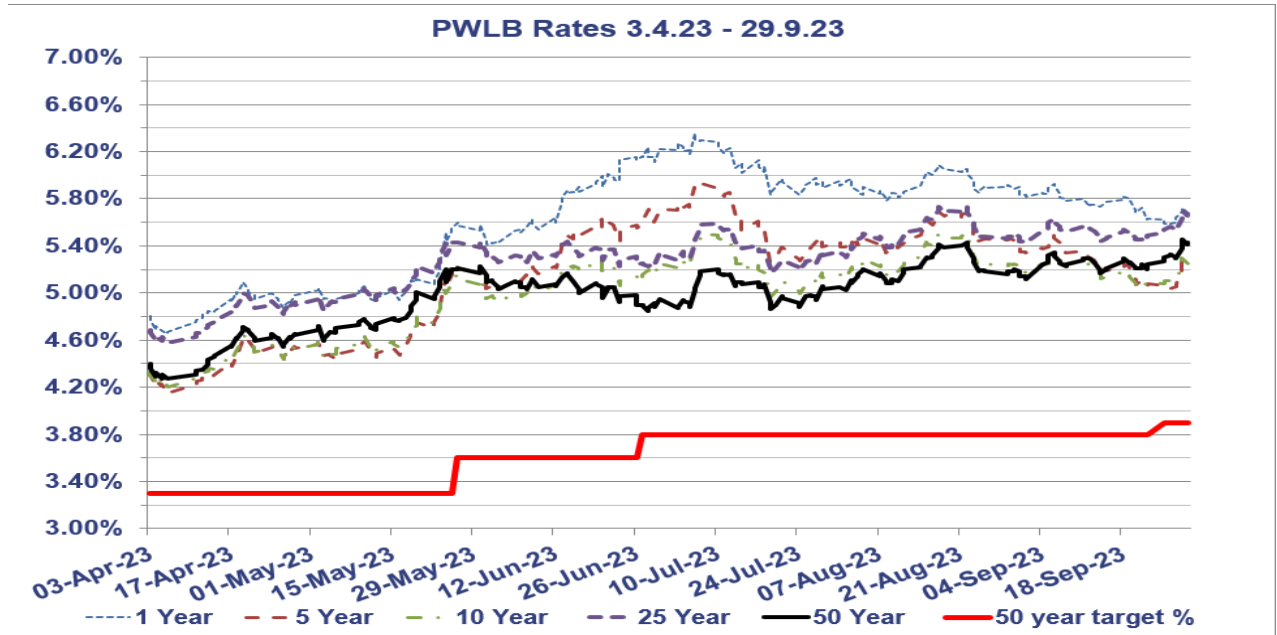
- The first half of 2023/24 saw:
  - Interest rates rise by a further 100bps, taking Bank Rate from 4.25% to 5.25% and, possibly, the peak in the tightening cycle.
  - Short, medium and long-dated gilts remain elevated as inflation continually surprised to the upside.
  - CPI inflation falling from 8.7% in April to 6.7% in September, its lowest rate since February 2022, but still the highest in the G7.
  - Core CPI inflation declining to 6.1% in September from 7.1% in April and May, a then 31 years high.
  - A cooling in labour market conditions, but no evidence yet that it has led to an easing in wage growth (as the 3myy growth of average earnings rose by 7.8% for the period June to August, excluding bonuses).
- The registering of 0% GDP for Q3 suggests that underlying growth has lost momentum since earlier in the year. Some of the weakness in July was due to there being almost twice as many working days lost to strikes in July (281,000) than in June (160,000). But with output falling in 10 out of the 17 sectors, there is an air of underlying weakness.
- The fall in the composite Purchasing Managers Index from 48.6 in August to 46.7 in September left it at its lowest level since COVID-19 lockdowns reduced activity in January 2021. At face value, it is consistent with the 0% q/q rise in real GDP in the period July to September, being followed by a contraction in the next couple of quarters.
- The 0.4% m/m rebound in retail sales volumes in August is not as good as it looks as it partly reflected a pickup in sales after the unusually wet weather in July. Sales volumes in August were 0.2% below their level in May, suggesting much of the resilience in retail activity in the first half of the year has faded.
- As the growing drag from higher interest rates intensifies over the next six months, we think the economy will continue to lose momentum and soon fall into a mild recession. Strong labour demand, fast wage growth and government handouts have all supported household incomes over the past year. And with CPI inflation past its peak and expected to decline further, the economy has got through the cost-of- living crisis without recession. But even though the worst of the falls in real household disposable incomes are behind us, the phasing out of financial support packages provided by the government during the energy crisis means real incomes are unlikely to grow strongly. Higher interest rates will soon bite harder too. We expect the Bank of England to keep interest rates at the probable

peak of 5.25% until the second half of 2024. Mortgage rates are likely to stay above 5.0% for around a year.

- The tightness of the labour market continued to ease, with employment in the three months to July falling by 207,000. The further decline in the number of job vacancies from 1.017m in July to 0.989m in August suggests that the labour market has loosened a bit further since July. That is the first time it has fallen below 1m since July 2021. At 3.0% in July, and likely to have fallen to 2.9% in August, the job vacancy rate is getting closer to 2.5%, which would be consistent with slower wage growth. Meanwhile, the 48,000 decline in the supply of workers in the three months to July offset some of the loosening in the tightness of the labour market. That was due to a 63,000 increase in inactivity in the three months to July as more people left the labour market due to long term sickness or to enter education. The supply of labour is still 0.3% below its pre-pandemic February 2020 level.
- But the cooling in labour market conditions still has not fed through to an easing in wage growth. The headline 3myy rate rose 7.8% for the period June to August, which meant UK wage growth remains much faster than in the US and in the Euro-zone. Moreover, while the Bank of England's closely watched measure of regular annual average total pay growth for the private sector was 7.1% in June to August 2023, for the public sector this was 12.5% and is the highest total pay annual growth rate since comparable records began in 2001. However, this is affected by the NHS and civil service one-off non-consolidated payments made in June, July and August 2023. The Bank of England's prediction was for private sector wage growth to fall to 6.9% in September.
- CPI inflation declined from 6.8% in July to 6.7% in August and September, the lowest rate since February 2022. The biggest positive surprise was the drop in core CPI inflation, which declined from 6.9% to 6.1%. That reverses all the rise since March.
- In its latest monetary policy meeting on 06 November, the Bank of England left interest rates unchanged at 5.25%. The vote to keep rates on hold was a split vote, 6-3. It is clear that some members of the MPC are still concerned about the stickiness of inflation.
- Like the US Fed, the Bank of England wants the markets to believe in the higher for longer narrative. In terms of messaging, the Bank once again said that "further tightening in monetary policy would be required if there were evidence of more persistent inflationary pressures", citing the rise in global bond yields and the upside risks to inflation from "energy prices given events in the Middle East". So, like the Fed, the Bank is keeping the door open to the possibility of further rate hikes. However, it also repeated the phrase that policy will be "sufficiently restrictive for sufficiently long" and that the "MPC's projections indicate that monetary policy is likely to need to be restrictive for an extended period of time". Indeed, Governor Bailey was at pains in his press conference to drum home to markets that the Bank means business in squeezing inflation out of the economy.
- This narrative makes sense as the Bank of England does not want the markets to decide that a peak in rates will be soon followed by rate cuts, which would loosen financial conditions and undermine its attempts to quash inflation. The language also gives the Bank of England the flexibility to respond to new developments. A rebound in services inflation, another surge in wage growth and/or a further leap in oil prices could conceivably force it to raise rates in the future.

In the table below, the rise in gilt yields across the curve as a whole in 2023/24, and therein PWLB rates, is clear to see.

# PWLB RATES 01.04.23 - 29.09.23



## HIGH/LOW/AVERAGE PWLB RATES FOR 01.04.23 – 29.09.23

	1 Year	5 Year	10 Year	25 Year	50 Year
<b>Low</b>	4.65%	4.14%	4.20%	4.58%	4.27%
<b>Date</b>	06/04/2023	06/04/2023	06/04/2023	06/04/2023	05/04/2023
<b>High</b>	6.36%	5.93%	5.51%	5.73%	5.45%
<b>Date</b>	06/07/2023	07/07/2023	22/08/2023	17/08/2023	28/09/2023
<b>Average</b>	5.62%	5.16%	5.01%	5.29%	5.00%
<b>Spread</b>	1.71%	1.79%	1.31%	1.15%	1.18%

The peak in medium to longer dated rates has generally arisen in August and September and has been primarily driven by continuing high UK inflation, concerns that gilt issuance may be too much for the market to absorb comfortably, and unfavourable movements in US Treasuries.

The S&P 500 and FTSE 100 have struggled to make much ground through 2023.

### CENTRAL BANK CONCERNS

Currently, the Fed has pushed up US rates to a range of 5.25% to 5.5%, whilst the MPC followed by raising Bank Rate to 5.25%. EZ rates have also increased to 4% with further tightening a possibility.

Ultimately, however, from a UK perspective it will not only be inflation data but also employment data that will mostly impact the decision-making process, although any softening in the interest rate outlook in the US may also have an effect (just as, conversely, greater tightening may also).

**CAPITAL INVESTMENT PLANNING 2024/25 - 2033/34**  
**BUDGET PRIORITY PROPOSALS - Changes to existing Capital Programme**

Strategy - Capital Investment Need	Budget	Prudential Borrowing	Specific Funding	Corporate Need
	£'000	£'000	£'000	£'000
<b>Capital Programme</b>				
Oxfordshire Fire & Rescue Strategy Phase 1	6,300	0	0	6,300
Asset Rationalisation Programme	2,300	0	0	2,300
<b>Capital Programme Inclusions - Sub-total</b>	<b>8,600</b>	<b>0</b>	<b>0</b>	<b>8,600</b>
<b>Annual Programmes &amp; Other Funding</b>				
Basic Need & S106 towards School Expansions	6,540	0	6,540	0
School Condition (School Structural Maintenance)	4,500	0	4,500	0
Schools Devolved Formula Capital	700	0	700	0
Highways Maintenance & Structures (2024/25)	5,258	0	5,258	0
Structural Maintenance - Additional Year 2033/34	15,300	0	15,300	0
Disabled Facilities Grant 2024/25	6,658	0	6,658	0
Fire & Rescue Service (Vehicles) - Additional Year 2033/34	800	0	800	0
CIL Funding (October 21 to September 22)	4,615	0	4,615	0
CIL Funding (October 22 to September 23)	4,774	0	4,774	0
Childcare Grant	1,286	0	1,286	0
<b>Annual Programmes &amp; Other Funding - Sub-total</b>	<b>50,431</b>	<b>0</b>	<b>50,431</b>	<b>0</b>
<b>Total Inclusions to Capital Programme</b>	<b>59,031</b>	<b>0</b>	<b>50,431</b>	<b>8,600</b>
<b>Pipeline Schemes (indicative funding subject to initial business case)</b>				
<b>Prioritisation Category 1 (Statutory, H&amp;S and School Placements)</b>				
Replacement Mortuary	11,900	0	0	11,900
Oxfordshire Fire & Rescue Strategy Phase 2 (yr 1 only)	1,300	0	0	1,300
Decontamination Units & Breathing Apparatus	500	0	0	500
Public Switched Telephone Network	2,000	0	0	2,000
Gypsy & Traveller site improvements	2,000	0	0	2,000
Fire compartmentation & remedial works	2,000	0	0	2,000
Repairs & Maintenance work at Redbridge Household Waste Recycling Centre	700	0	0	700
Investment in future capacity of Household Waste Recycling Centres	1,000	0	0	1,000
<b>Prioritisation Category 1 - Total</b>	<b>21,400</b>	<b>0</b>	<b>0</b>	<b>21,400</b>
<b>Prioritisation Category 2 (Generate revenue savings or cost avoidance/reduction)</b>				
CCTV & Automatic Number Plate Recognition for Household Waste Recycling Centres	250	0	0	250
<b>Prioritisation Category 2 - Total</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>250</b>
<b>Prioritisation Category 3 (Climate action or active travel)</b>				
Decarbonisation Programme Phase 1	2,600	0	0	2,600
Electric Vehicles Charges	600	0	0	600
<b>Prioritisation Category 3 - Total</b>	<b>3,200</b>	<b>0</b>	<b>0</b>	<b>3,200</b>
<b>Total Prioritisation Category 1 - 3</b>	<b>24,850</b>	<b>0</b>	<b>0</b>	<b>24,850</b>
<b>Other Programmes &amp; Schemes to be Funded</b>				
Highways Maintenance & Structures (2024/25)	5,000	0	0	5,000
Other Schemes critical to council operations	2,330	0	0	2,330
<b>Total - Other Programmes &amp; Schemes</b>	<b>7,330</b>	<b>0</b>	<b>0</b>	<b>7,330</b>
<b>TOTAL BUDGET PROPOSALS</b>	<b>91,211</b>	<b>0</b>	<b>50,431</b>	<b>40,780</b>
<b>General Funding, Accounting, Realignment</b>				
Defect Liability Programme	-1,200			-1,200
Outturn 22/23, final accounts and other funding returned	-1,800			-1,800
New Funding (not specific) e.g. Capital receipts	-24,600			-24,600
<b>Drawdown from earmarked reserves</b>				<b>13,180</b>



Capital Financing		£'000
Capital Receipts		24,600
Capital Grants		37,702
Revenue Contributions		800
Revenue (Budget Priority Fund)		0
Prudential Borrowing		0
S106 & CIL		11,929
<b>Total Funding</b>		<b>75,031</b>
Budget Realignments		3,000
Drawdown from Reserves		13,180
<b>General Funding &amp; Accounting - Total</b>		<b>91,211</b>

Earmarked Reserves		£'000
Budget Proposals February 2022 (Balance)		16,378
Provision towards capital proposals February 2024		-13,180
<b>Revised Provision held in Earmarked Reserves</b>		<b>3,198</b>

Pre-pipeline Schemes	
Oxford Fire & Rescue Service Phase 2 - programme of works to improve fire stations	
EV Charges - additional requirements	
IT Strategy - further investment in Medium Term	
Highways Maintenance	
Decarbonisation of Council Buildings - Phase 2 (decarbonise corporate estate to progress Net Zero 2030)	
Expansion of Oxfordshire Special School Capacity (Phase 3)	
Additional Children's Homes	
Library Asset Development Plan	
Registration Ceremony Upgrade	
Heritage Storage	
Fire Crew Housing	
Household Waste Recycling Centres (Replacements / Refurbishments)	

Capital Programme 2023/24 to 2033/34

Strategy/Programme	Capital Investment Programme (latest forecast)						CAPITAL INVESTMENT TOTAL £'000s
	Current Year	Firm Programme		Provisional Programme			
	2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s	
Pupil Place Plan	39,178	26,405	62,344	20,469	15,301	84,790	248,487
Major Infrastructure	79,975	176,443	170,992	170,038	93,517	10,336	701,301
Highways Asset Management Plan	55,954	64,167	29,457	18,289	16,058	84,882	268,807
Property Strategy	17,975	29,900	31,824	11,159	500	722	92,080
IT, Digital & Innovation Strategy	5,842	6,600	2,344	850	847	227	16,710
Passport Funding	8,389	8,008	1,000	1,000	950	2,450	21,797
Vehicles & Equipment	2,242	2,500	6,824	5,950	5,300	4,800	27,616
<b>TOTAL ESTIMATED CAPITAL PROGRAMME EXPENDITURE</b>	<b>209,555</b>	<b>314,023</b>	<b>304,785</b>	<b>227,755</b>	<b>132,473</b>	<b>188,207</b>	<b>1,376,798</b>
Pipeline Schemes (Indicative funding subject to initial business case)	0	5,950	22,000	23,900	19,049	3,000	73,899
Earmarked Reserves	0	0	0	2,500	6,000	30,630	39,130
<b>TOTAL ESTIMATED CAPITAL PROGRAMME</b>	<b>209,555</b>	<b>319,973</b>	<b>326,785</b>	<b>254,155</b>	<b>157,522</b>	<b>221,837</b>	<b>1,489,827</b>
<b>TOTAL ESTIMATED PROGRAMME IN-YEAR RESOURCES</b>	<b>212,705</b>	<b>270,150</b>	<b>229,534</b>	<b>226,153</b>	<b>157,704</b>	<b>203,273</b>	<b>1,299,519</b>
In-Year Shortfall (-) / Surplus (+)	3,150	-49,823	-97,251	-28,002	182	-18,564	-190,308
Cumulative Shortfall (-) / Surplus (+)	190,308	193,458	143,635	46,384	18,382	18,564	0

Capital Investment Total: Approved budget, development budget, financial contribution or available funding

SOURCES OF FUNDING	2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	up to 2033 / 34	CAPITAL RESOURCES TOTAL
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Formulaic Capital Allocations	31,843	118,487	92,614	23,800	23,500	116,800	407,044
Devolved Formula Capital- Grant	1,100	1,000	650	650	650	650	4,700
Prudential Borrowing	72,364	82,761	50,393	47,842	18,308	625	272,293
Grants	49,222	92,827	62,270	121,444	70,388	5,173	401,324
Developer Contributions	41,452	18,851	78,999	14,648	9,284	44,771	208,005
Other External Funding Contributions	48	350	720	0	0	0	1,118
Revenue Contributions	13,526	5,697	5,062	3,449	4,372	4,800	36,906
Use of Capital Receipts	0	0	36,077	21,507	31,020	30,636	119,240
Use of Capital Reserves	0	0	0	20,815	0	18,382	39,197
<b>TOTAL ESTIMATED PROGRAMME RESOURCES UTILISED</b>	<b>209,555</b>	<b>319,973</b>	<b>326,785</b>	<b>254,155</b>	<b>157,522</b>	<b>221,837</b>	<b>1,489,827</b>
<b>TOTAL ESTIMATED IN YEAR RESOURCES AVAILABLE</b>	<b>212,705</b>	<b>270,150</b>	<b>229,534</b>	<b>226,153</b>	<b>157,704</b>	<b>203,273</b>	<b>1,299,519</b>
Capital Grants Reserve C/Fwd	115,169	119,709	62,614	0	0	0	0
Usable Capital Receipts C/Fwd	31,672	34,552	41,824	7,187	0	182	0
Capital Reserve C/Fwd	43,467	39,197	39,197	39,197	18,382	18,382	0

PUPIL PLACES CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s	
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s				Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	up to 2033 / 34						
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s						
<a href="#">Provision of School Places (Basic Need)</a>													
Existing Demographic Pupil Provision (Basic Needs Programme)	1,326	813	3,873	9,460	7,219	10,039	75,301	108,031	106,705	105,892			
Basic Need Programme Completions	12,682	1,012	126	0	0	0	431	14,251	1,569	557			
BGN - 2FE Expansion (ED933)	4,689	3,200	825	540	0	0	0	9,254	4,565	1,365			
Radley - Expansion to 1FE (ED936)	3,837	0	74	0	0	0	0	3,911	74	74			
Lord Williams, Thame - 1FE (ED954)	3,841	2,200	5	0	0	0	143	6,189	2,348	148			
Woodstock - Expansion to 2FE (ED956)	716	2,800	375	0	0	0	15	3,906	3,190	390			
Gagle Brook - P2 Internal Alterations (ED989)	0	50	0	0	0	0	0	50	50	0			
North Leigh Phase 2 (ED967)	20	550	5	0	0	0	31	606	586	36			
Oxford Hospital School (ED892) - Cuddesdon Corner	135	900	342	0	0	0	0	1,377	1,242	342			
Bloxham - Improvements to Hall (ED964)	151	75	2,500	140	0	0	0	2,866	2,715	2,640			
<b>Provision of School Places Total</b>	<b>27,397</b>	<b>11,600</b>	<b>8,125</b>	<b>10,140</b>	<b>7,219</b>	<b>10,039</b>	<b>75,921</b>	<b>150,441</b>	<b>123,044</b>	<b>111,444</b>			

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme				Total Budget £'000s			
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s				
<a href="#">Growth Portfolio - New Schools</a>											
Orion (formerly Northfield) Special School - Replacement & Expansion (ED940)	13,451	350	0	0	0	0	296	14,097	646	296	
Faringdon, Folly View - 2FE Primary School (ED943)	8,921	600	300	303	0	0	0	10,124	1,203	603	
Bicester, Graven Hill - 2FE Primary School (ED919)	215	350	40	110	0	0	0	715	500	150	
NE Didcot, Sires Hill - 2FE Primary Schol (ED929)	5,974	4,200	950	1,528	0	0	0	12,652	6,678	2,478	
Shrivenham - 1.5FE Primary School (ED945)	3,931	5,500	1,275	277	0	0	0	10,983	7,052	1,552	
Grove Airfield, St John's - 2FE Primary School No. 1 (ED963)	1,232	900	40	128	0	0	0	2,300	1,068	168	
Wallingford - 2FE Primary School (ED930)	277	500	2,600	10,582	0	0	0	13,959	13,682	13,182	
Wallingford - Fir Tree Works	0	0	0	720	0	0	0	720	720	720	
St Edburg's Primary School - Expansion to 3FE (ED955)	650	9,250	3,000	356	0	0	0	13,256	12,606	3,356	

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	up to 2033 / 34			
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Grove Airfield - Secondary School (ED965)	10	25	75	23,013	0	0	0	23,123	23,113	23,088
SEND Free School - Faringdon (ED985)	0	100	950	150	0	0	0	1,200	1,200	1,100
Bloxham Grove SEND Free School (ED986)	0	553	0	0	0	0	0	553	553	0
Heyford New Primary School (ED988)	16	50	250	3,687	0	0	0	4,003	3,987	3,937
New SEND School, Great Western Park, Didcot	0	50	850	3,600	8,700	1,226	0	14,426	14,426	14,376
New School Programme Completions	0	0	0	0	0	0	91	91	91	91
<b>Growth Portfolio Total</b>	<b>34,677</b>	<b>22,428</b>	<b>10,330</b>	<b>44,454</b>	<b>8,700</b>	<b>1,226</b>	<b>387</b>	<b>122,202</b>	<b>87,525</b>	<b>65,097</b>
<a href="#">Annual Programmes</a>										
Schools Access Initiative	0	200	200	200	200	200	232	1,232	1,232	1,032
Temporary Classrooms - Replacement & Removal	0	200	0	0	0	0	0	200	200	0
School Structural Maintenance (inc Health & Safety)	0	4,700	7,500	6,800	3,600	3,300	6,969	32,869	32,869	28,169
<b>Annual Programme Total</b>	<b>0</b>	<b>5,100</b>	<b>7,700</b>	<b>7,000</b>	<b>3,800</b>	<b>3,500</b>	<b>7,201</b>	<b>34,301</b>	<b>34,301</b>	<b>29,201</b>

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
<a href="#">Early Years Programmes</a> Capacity Building - Early Yrs Entitlement	0	50	250	750	750	536	764	3,100	3,100	3,050
<b>Early Years Programme Total</b>	<b>0</b>	<b>50</b>	<b>250</b>	<b>750</b>	<b>750</b>	<b>536</b>	<b>764</b>	<b>3,100</b>	<b>3,100</b>	<b>3,050</b>
<b>Retentions Total</b>	<b>1,408</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>517</b>	<b>1,925</b>	<b>517</b>	<b>517</b>
<b>PUPIL PLACES CAPITAL PROGRAMME EXPENDITURE TOTAL</b>	<b>63,482</b>	<b>39,178</b>	<b>26,405</b>	<b>62,344</b>	<b>20,469</b>	<b>15,301</b>	<b>84,790</b>	<b>311,969</b>	<b>248,487</b>	<b>209,309</b>

MAJOR INFRASTRUCTURE CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme				Total Budget £'000s			
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s				
<a href="#">HIF1</a> HIF1 A4130 Dualing	3,984	0	0	0	0	0	0	3,984	0	0	
HIF1 Didcot Science Bridge	3,919	1,400	6,900	17,000	37,750	17,250	1,381	85,600	81,681	80,281	
HIF1 Culham river crossing	7,434	3,000	5,500	20,700	84,000	37,750	2,116	160,500	153,066	150,066	
HIF1 Clifton Hampden bypass	3,874	1,300	6,200	8,000	10,000	15,000	492	44,866	40,992	39,692	
HIF1 DGT OBC development	1,196	0	0	0	0	0	9	1,205	9	9	
<b>HIF1 PROGRAMME TOTAL</b>	<b>20,407</b>	<b>5,700</b>	<b>18,600</b>	<b>45,700</b>	<b>131,750</b>	<b>70,000</b>	<b>3,998</b>	<b>296,155</b>	<b>275,748</b>	<b>270,048</b>	
<a href="#">A40 CORRIDOR (Incl HIF2)</a> HIF2 West Oxon A40 Smart Corridor	24,985	2,875	33,800	63,500	1,032	0	0	126,192	101,207	98,332	
A40 Science Transit Phase 2 - Eynsham Park & Ride	17,100	13,160	1,600	85	0	0	0	31,945	14,845	1,685	
A40 Access to Witney - Shores Green	3,046	2,000	12,000	7,500	304	0	0	24,850	21,804	19,804	
B4044 Strategic Cycle Improvement (Development Budget)	88	0	0	282	0	0	0	370	282	282	
A40 Salt Cross to Eynhsam Underpass (Development Budget)	78	0	0	172	0	0	0	250	172	172	



Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme								
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s					
A40 Oxford North (N G'way)	10,170	490	0	0	0	0	2	10,662	492	2		
<b>A40 CORRIDOR (incl HIF2) PROGRAMME TOTAL</b>	<b>55,467</b>	<b>18,525</b>	<b>47,400</b>	<b>71,539</b>	<b>1,336</b>	<b>0</b>	<b>2</b>	<b>194,269</b>	<b>138,802</b>	<b>120,277</b>		
<a href="#"><u>A423 IMPROVEMENT PROGRAMME</u></a>												
A423 Improvements Programme (including Kennington Bridge)	5,905	3,000	7,000	23,000	28,500	22,780	0	90,185	84,280	81,280		
<b>A423 IMPROVEMENT PROGRAMME TOTAL</b>	<b>5,905</b>	<b>3,000</b>	<b>7,000</b>	<b>23,000</b>	<b>28,500</b>	<b>22,780</b>	<b>0</b>	<b>90,185</b>	<b>84,280</b>	<b>81,280</b>		
<a href="#"><u>ACTIVE TRAVEL P3 PROGRAMME</u></a>												
Active Travel Phase 3 Programme	166	1,350	4,750	5,280	0	0	0	11,546	11,380	10,030		
<b>ACTIVE TRAVEL P3 PROGRAMME TOTAL</b>	<b>166</b>	<b>1,350</b>	<b>4,750</b>	<b>5,280</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,546</b>	<b>11,380</b>	<b>10,030</b>		
<a href="#"><u>HOUSING &amp; GROWTH DEAL (Incl Other Schemes) BANBURY &amp; BICESTER</u></a>												
NW Bicester A4095 Road Roundabout Improvements	1,627	1,000	8,500	273	0	0	0	11,400	9,773	8,773		
M40 J10 Improvements	981	570	7,000	149	0	0	0	8,700	7,719	7,149		
Ploughley Rd / A41 Junction Improvements, Bicester	4,855	539	20	0	0	0	0	5,414	559	20		
Tramway Rd, Accessibility Improvements	1,240	750	8,400	107	0	0	0	10,497	9,257	8,507		
(BSIP) Cherwell Street Corridor, Banbury	0	100	1,900	300	0	0	0	2,300	2,300	2,200		

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
Other Completed / Development schemes	12,956	36	0	0	0	0	495	13,487	531	495
<a href="#">OXFORD</a> Oxpens to Osney Mead Cycle	5,935	0	2,865	0	0	0	0	8,800	2,865	2,865
Oxford Citywide Cycle & Pedestrian Routes	1,471	0	795	0	0	0	0	2,266	795	795
Central Oxfordshire Movement & Place Framework (COMPF)	0	340	635	0	0	0	0	975	975	635
Woodstock Rd Improvements (Woodstock Rd Corridor)	778	230	2,992	0	0	0	0	4,000	3,222	2,992
Oxford - Traffic Filters	885	1,400	2,800	1,300	182	0	0	6,567	5,682	4,282
A44 Corridor Improvements (Peartree & Cassington Roundabouts)	13,492	9,500	528	0	0	0	0	23,520	10,028	528
North Oxford Corridors - Kidlington	1,271	1,800	1,429	0	0	0	0	4,500	3,229	1,429
Active Travel Phase 2	4,932	593	600	0	0	0	0	6,125	1,193	600
Walton Street	0	100	50	0	0	0	0	150	150	50
Oxford Zero Emission Zone	630	861	800	1,800	1,721	0	0	5,812	5,182	4,321
Broad Street	427	100	58	0	0	0	0	585	158	58
Westbury Crescent	0	30	195	0	0	0	0	225	225	195

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
School Street P2	0	24	400	0	0	0	0	424	424	400
Safer Road Schemes	0	100	1,400	175	0	0	0	1,675	1,675	1,575
Other Completed / Development schemes	32,276	978	12	0	0	0	159	33,425	1,149	171
<b><u>SOUTH, VALE &amp; OTHER</u></b>										
Watlington Relief Rd	1,306	1,600	4,500	2,578	0	0	0	9,984	8,678	7,078
Benson Relief Rd	1,228	900	4,500	362	0	0	0	6,990	5,762	4,862
Wantage Eastern Link Rd (Phase 1-2 Contribution, P3)	2,861	4,000	4,200	114	0	0	0	11,175	8,314	4,314
Frilford Junction & Relief to Marcham (Development Budget)	444	150	156	0	0	0	0	750	306	156
A4130 Steventon Lights	672	950	9,000	278	0	0	0	10,900	10,228	9,278
Didcot Northern Perimeter Road 3 (Development Budget)	808	221	0	0	0	0	0	1,029	221	0
A34 Lodge Hill Slips	2,648	650	10,500	16,000	4,862	0	0	34,660	32,012	31,362
Golden Balls Roundabout A4074/B4015 (Development Budget)	119	50	431	0	0	0	0	600	481	431
Didcot Garden Town: Corridor & Jubilee Way (Development Budget)	614	251	20	0	0	0	0	885	271	20
A420 Coxwell Road Junction	0	0	0	800	950	0	0	1,750	1,750	1,750

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme				up to 2033 / 34 £'000s				
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s						
Other Completed / Development schemes	295	23	0	0	0	0	0	48	366	71	48	
Growth Deal Programme (Overprogramme)	0	0	0	0	0	0	0	-1,594	-1,594	-1,594	-1,594	
<b>HOUSING &amp; GROWTH DEAL (Incl Other Schemes) PROGRAMME TOTAL</b>	<b>94,751</b>	<b>27,846</b>	<b>74,686</b>	<b>24,236</b>	<b>7,715</b>	<b>0</b>	<b>-892</b>	<b>228,342</b>	<b>133,591</b>	<b>105,745</b>		
<b>MAJOR INFRASTRUCTURE TOTAL</b>	<b>176,696</b>	<b>56,421</b>	<b>152,436</b>	<b>169,755</b>	<b>169,301</b>	<b>92,780</b>	<b>3,108</b>	<b>820,497</b>	<b>643,801</b>	<b>587,380</b>		
<b><u>COUNTYWIDE AND OTHER TRANSPORT</u></b>												
East-West Rail (contribution)	1,430	737	737	737	737	737	5,940	11,055	9,625	8,888		
Zero Emission Bus Regional Areas (ZEBRA)	2,445	21,600	14,770	0	0	0	0	38,815	36,370	14,770		
Oxford Station (Contribution)	0	1,000	8,500	500	0	0	0	10,000	10,000	9,000		
City Deal, Pinch Point, Local Growth Programmes - Completed Schemes	813	170	0	0	0	0	1,253	2,236	1,423	1,253		
Other Completed schemes	0	47	0	0	0	0	35	82	82	35		
<b>COUNTYWIDE AND OTHER TRANSPORT TOTAL</b>	<b>4,688</b>	<b>23,554</b>	<b>24,007</b>	<b>1,237</b>	<b>737</b>	<b>737</b>	<b>7,228</b>	<b>62,188</b>	<b>57,500</b>	<b>33,946</b>		
<b>MAJOR INFRASTRUCTURE CAPITAL PROGRAMME EXPENDITURE TOTAL</b>	<b>181,384</b>	<b>79,975</b>	<b>176,443</b>	<b>170,992</b>	<b>170,038</b>	<b>93,517</b>	<b>10,336</b>	<b>882,685</b>	<b>701,301</b>	<b>621,326</b>		

HIGHWAYS ASSET MANAGEMNT PLAN CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast							Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme							
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s				
<b>STRUCTURAL MAINTENANCE PROGRAMME</b>											
Carriageways	0	11,100	5,150	4,129	4,225	4,258	20,670	49,532	49,532	38,432	
Surface Treatments	0	7,100	10,800	3,000	3,024	3,000	16,227	43,151	43,151	36,051	
Structural Highway Improvements	0	5,950	6,850	3,500	3,836	4,000	12,659	36,795	36,795	30,845	
Footways & Cycleways	0	2,450	4,310	2,490	449	450	2,614	12,763	12,763	10,313	
Drainage	0	2,250	2,390	1,010	1,091	1,075	3,592	11,408	11,408	9,158	
Bridges	0	4,700	5,000	4,000	1,500	1,500	6,705	23,405	23,405	18,705	
Public Rights of Way	0	450	525	125	125	125	636	1,986	1,986	1,536	
Electrical	0	1,220	1,030	1,050	650	650	3,086	7,686	7,686	6,466	
Safety Fences	0	650	100	100	100	100	665	1,715	1,715	1,065	
Minor Works: Traffic Schemes	0	430	400	306	200	200	963	2,499	2,499	2,069	
Operations: Scheduled Maintenance	0	0	1,500	600	0	0	0	2,100	2,100	2,100	
Highways & Associated Infrastructure	0	0	5,000	0	0	0	15,300	20,300	20,300	20,300	
<b>STRUCTURAL MAINTENANCE ANNUAL PROGRAMMES TOTAL</b>	<b>0</b>	<b>36,300</b>	<b>43,055</b>	<b>20,310</b>	<b>15,200</b>	<b>15,358</b>	<b>83,117</b>	<b>213,340</b>	<b>213,340</b>	<b>177,040</b>	

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast							Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme							
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s				
<b><u>IMPROVEMENT PROGRAMMES</u></b>											
Accessibility & Road Safety Schemes	0	1,300	2,000	292	0	0	0	3,592	3,592	2,292	
Bus Journey Time Reliability	0	1,000	1,000	77	0	0	0	2,077	2,077	1,077	
BSIP (Countywide Traffic Signals)	0	150	1,093	0	0	0	0	1,243	1,243	1,093	
BSIP (Real Time Passenger Information)	0	900	900	0	0	0	0	1,800	1,800	900	
<b>IMPROVEMENT PROGRAMMES TOTAL</b>	<b>0</b>	<b>3,350</b>	<b>4,993</b>	<b>369</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,712</b>	<b>8,712</b>	<b>5,362</b>	
<b><u>Major schemes and other programme</u></b>											
Street Lighting LED replacement	19,180	12,000	7,700	1,933	0	0	0	40,813	21,633	9,633	
Drayton Depot	580	50	120	0	0	0	0	750	170	120	
Part 6 Moving Vehicles Violations Cameras	150	480	800	200	1,070	0	0	2,700	2,550	2,070	
Highways Bridges Recovery Programme	74	200	500	1,976	0	0	0	2,750	2,676	2,476	
20mph Speed Limit	701	2,000	1,499	0	0	0	0	4,200	3,499	1,499	
Vision Zero (Road Safety)	0	200	2,000	1,800	0	0	0	4,000	4,000	3,800	
Controlled Parking Zones	0	250	350	785	1,000	0	0	2,385	2,385	2,135	
Upgrade of CCTV camera's	0	0	200	200	200	0	0	600	600	600	
ANPR moving Traffic Camera's	0	200	0	0	0	0	0	200	200	0	

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast						Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme						
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
USVF Road Safety: RAF Barford St John	0	0	1,750	984	0	0	0	2,734	2,734	2,734
A423 Kennington Bridge (Maintenance)	4,817	114	0	0	0	0	0	4,931	114	0
<b>STRUCTURAL MAINTENANCE MAJOR SCHEMES TOTAL</b>	<b>25,502</b>	<b>15,494</b>	<b>14,919</b>	<b>7,878</b>	<b>2,270</b>	<b>0</b>	<b>0</b>	<b>66,063</b>	<b>40,561</b>	<b>25,067</b>
<b><u>OTHER MAINTENANCE PROGRAMMES/PROJECTS</u></b>										
Public Rights of Way (developer and Other funded)	71	210	200	200	119	0	0	800	729	519
Small schemes (developer and other funded)	727	800	800	700	700	700	1,765	6,192	5,465	4,665
<b>OTHER MAINTENANCE PROGRAMMES/PROJECTS TOTAL</b>	<b>843</b>	<b>1,010</b>	<b>1,000</b>	<b>900</b>	<b>819</b>	<b>700</b>	<b>1,765</b>	<b>7,037</b>	<b>6,194</b>	<b>5,184</b>
<b>HIGHWAYS ASSET MANAGEMENT PLAN CAPITAL PROGRAMME EXPENDITURE TOTAL</b>	<b>26,345</b>	<b>56,154</b>	<b>63,967</b>	<b>29,457</b>	<b>18,289</b>	<b>16,058</b>	<b>84,882</b>	<b>295,152</b>	<b>268,807</b>	<b>212,653</b>

PROPERTY & ESTATES, AND INVESTMENT STRATEGY CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
<b><u>CORPORATE ESTATE DEVELOPMENT PROGRAMME</u></b>										
Carterton Community Safety Centre	287	300	3,500	3,213	0	0	0	7,300	7,013	6,713
Oxfordshire Fire & Rescue Service Phase 1 Programme	0	200	850	1,700	350	0	0	3,100	3,100	2,900
Aston Children's Home (ED932)	986	1,750	194	0	0	0	0	2,930	1,944	194
Children's Homes	0	4,000	5,250	1,200	0	0	0	10,450	10,450	6,450
Re-provision of Banbury Library (PE39)	162	0	0	1,000	2,038	0	0	3,200	3,038	3,038
Faringdon Library Improvements	187	18	0	0	0	0	0	205	18	0
Chinnor Library Refurbishment	0	200	26	0	0	0	0	226	226	26
New Salt Store & Accommodation (R20)	47	390	2,000	330	0	0	0	2,767	2,720	2,330
Collaborative Asset Management Programme	0	0	0	2,000	2,500	0	0	4,500	4,500	4,500
Oxford Accommodation Strategy - Speedwell	0	250	2,000	16,000	4,350	0	0	22,600	22,600	22,350
<b>CORPORATE ESTATE DEVELOPMENT PROGRAMME TOTAL</b>	<b>1,669</b>	<b>7,108</b>	<b>13,820</b>	<b>25,443</b>	<b>9,238</b>	<b>0</b>	<b>0</b>	<b>57,278</b>	<b>55,609</b>	<b>48,501</b>



Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24	2024 / 25	2025 / 26	2026 / 27	2027 / 28	up to 2033 / 34			
		£'000s	£'000s	£'000s	£'000s	£'000s	£'000s			
<b><u>CORPORATE ESTATE CONDITION (Non-School) PROGRAMMES</u></b>										
Health & Safety (Non-Schools)	0	400	800	700	200	200	450	2,750	2,750	2,350
Minor Works Programme	0	200	270	0	0	0	0	470	470	270
Defect Liability Programme	9,085	1,000	500	1,515	0	0	0	12,100	3,015	2,015
Public Sector De-Carbonisation Grant Programme	2,418	232	0	0	0	0	0	2,650	232	0
Estate Decarbonisation / Condition Programme	66	1,500	2,235	0	0	0	0	3,801	3,735	2,235
SALIX Energy Programme	0	200	500	30	0	0	0	730	730	530
Gypsy & Travellers Sites	0	0	1,000	0	0	0	0	1,000	1,000	1,000
<b>CORPORATE ESTATE CONDITION PROGRAMMES TOTAL</b>	<b>11,569</b>	<b>3,532</b>	<b>5,305</b>	<b>2,245</b>	<b>200</b>	<b>200</b>	<b>450</b>	<b>23,501</b>	<b>11,932</b>	<b>8,400</b>
<b><u>INVESTMENT STRATEGY</u></b>										
Office Rationalisation & Co-location Programme	487	1,000	3,000	2,513	0	0	0	7,000	6,513	5,513
Planning Consents Programme	0	400	750	400	308	0	0	1,858	1,858	1,458
Resonance Fund	3,006	1,000	994	0	0	0	0	5,000	1,994	994
<b>INVESTMENT STRATEGY PROGRAMME TOTAL</b>	<b>3,493</b>	<b>2,400</b>	<b>4,744</b>	<b>2,913</b>	<b>308</b>	<b>0</b>	<b>0</b>	<b>13,858</b>	<b>10,365</b>	<b>7,965</b>

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
<b><u>ENVIRONMENT &amp; CLIMATE CHANGE PROGRAMME</u></b>										
Green Homes Grant / Sustainable Warmth Fund	2,295	4,532	3,200	0	0	0	0	10,027	7,732	3,200
Schools Energy Efficiency Recycling Fund	0	300	500	0	0	0	0	800	800	500
LEVI (Local Electric Vehicle Infrastructure)	0	0	250	448	0	0	0	698	698	698
Car Parks - Electrical Vehicle Charging Points	1,094	0	0	0	0	0	105	1,199	105	105
Tree Policy	87	0	450	475	1,013	0	0	2,025	1,938	1,938
Thames Path Bank Repairs	0	0	500	300	400	300	0	1,500	1,500	1,500
Waste Recycling Centre Infrastructure Programme	0	103	1,131	0	0	0	10	1,244	1,244	1,141
<b>ENVIRONMENT &amp; CLIMATE CHANGE PROGRAMME TOTAL</b>	<b>3,476</b>	<b>4,935</b>	<b>6,031</b>	<b>1,223</b>	<b>1,413</b>	<b>300</b>	<b>115</b>	<b>17,493</b>	<b>14,017</b>	<b>9,082</b>
Retentions (completed schemes)	0	0	0	0	0	0	157	157	157	157
<b>PROPERTY &amp; ESTATES, AND INVESTMENT STRATEGY CAPITAL PROGRAMME EXPENDITURE TOTAL</b>	<b>20,207</b>	<b>17,975</b>	<b>29,900</b>	<b>31,824</b>	<b>11,159</b>	<b>500</b>	<b>722</b>	<b>112,287</b>	<b>92,080</b>	<b>74,105</b>

ICT STRATEGY CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
<a href="#">ICT STRATEGY PROGRAMME</a>										
Rural Gigabit Hub Site	3,760	2,100	1,600	540	0	0	0	8,000	4,240	2,140
5G Innovation Region: Connected Heartland	0	0	3,100	700	0	0	0	3,800	3,800	3,800
Digital Infrastructure	2,373	3,392	1,777	1,104	850	847	227	10,570	8,197	4,805
Children Services - ICT (Phase 1&2)	2,927	350	123	0	0	0	0	3,400	473	123
<b>ICT STRATEGY PROGRAMME EXPENDITURE TOTAL</b>	<b>9,060</b>	<b>5,842</b>	<b>6,600</b>	<b>2,344</b>	<b>850</b>	<b>847</b>	<b>227</b>	<b>25,770</b>	<b>16,710</b>	<b>10,868</b>

PASSPORTED FUNDING CAPITAL PROGRAMME

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		Firm Programme		Provisional Programme				up to 2033 / 34 £'000s				
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	2028 / 29 £'000s					
<b><u>PASSPORTED FUNDING</u></b>												
Disabled Facilities Grant	0	7,239	6,658	0	0	0	0	13,897	13,897	6,658		
Devolved Formula Capital	0	1,100	1,000	650	650	650	650	4,700	4,700	3,600		
<b>PASSPORTED FUNDING TOTAL</b>	<b>0</b>	<b>8,339</b>	<b>7,658</b>	<b>650</b>	<b>650</b>	<b>650</b>	<b>650</b>	<b>18,597</b>	<b>18,597</b>	<b>10,258</b>		
<b><u>SPECIALIST HOUSING &amp; FINANCIAL ASSISTANCE</u></b>												
ECH - New Schemes & Adaptations to Existing Properties	0	550	250	250	250	250	1,750	3,300	3,300	2,750		
Deferred Interest Loans (CSDP)	0	50	50	50	50	50	50	300	300	250		
Loans to Foster/Adoptive Parents	0	50	50	50	50	0	0	200	200	150		
<b>SPECIALIST HOUSING &amp; FINANCIAL ASSISTANCE TOTAL</b>	<b>0</b>	<b>650</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>300</b>	<b>1,800</b>	<b>3,800</b>	<b>3,800</b>	<b>3,150</b>		
<b><u>Local Growth Fund</u></b>												
LGF - Remaining Projects	0	-600	0	0	0	0	0	-600	-600	0		
<b>THIRD PARTY GROWTH &amp; HOUSING DEAL TOTAL</b>	<b>0</b>	<b>-600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-600</b>	<b>-600</b>	<b>0</b>		
<b>PASSPORT FUNDING PROGRAMME EXPENDITURE TOTAL</b>	<b>0</b>	<b>8,389</b>	<b>8,008</b>	<b>1,000</b>	<b>1,000</b>	<b>950</b>	<b>2,450</b>	<b>21,797</b>	<b>21,797</b>	<b>13,408</b>		

**VEHICLES & EQUIPMENT CAPITAL PROGRAMME**

Project/ Programme Name	Previous Years Actual Expenditure £'000s	Latest Forecast								
		Firm Programme		Provisional Programme				Total Budget £'000s	Capital Investment Total (excluding previous years) £'000s	Future Capital Investment Total (excluding previous and current years) £'000s
		2023 / 24 £'000s	2024 / 25 £'000s	2025 / 26 £'000s	2026 / 27 £'000s	2027 / 28 £'000s	up to 2033 / 34 £'000s			
<a href="#">Vehicles &amp; Equipment</a>										
Fleet Replacement Programme	0	850	1,500	6,000	5,150	4,500	0	18,000	18,000	17,150
One-Fleet EV Charging Point	36	150	200	24	0	0	0	410	374	224
F&RS Vehicles replacement	0	800	800	800	800	800	4,800	8,800	8,800	8,000
Fire Protective Equipment	660	94	0	0	0	0	0	754	94	0
RFID Kiosk Replacement (PE43)	367	40	0	0	0	0	0	407	40	0
Library Furnishing Enhancement Programme (PE41)	0	308	0	0	0	0	0	308	308	0
<b>VEHICLES &amp; EQUIPMENT PROGRAMME TOTAL</b>	<b>1,063</b>	<b>2,242</b>	<b>2,500</b>	<b>6,824</b>	<b>5,950</b>	<b>5,300</b>	<b>4,800</b>	<b>28,679</b>	<b>27,616</b>	<b>25,374</b>
<b>VEHICLES &amp; EQUIPMENT CAPITAL PROGRAMME EXPENDITURE TOTAL</b>	<b>1,063</b>	<b>2,242</b>	<b>2,500</b>	<b>6,824</b>	<b>5,950</b>	<b>5,300</b>	<b>4,800</b>	<b>28,679</b>	<b>27,616</b>	<b>25,374</b>

## HOUSING &amp; GROWTH DEAL FUNDING (Capital Allocations)

Ref:	Project	£'000
1)	A40 Access to Witney	17,000
2)	Tramway Road	9,717
3)	Former RAF Upper Heyford phase 2 (M40-J10 Improvements)	8,700
4)	Oxpens to Osney Mead Bridge	8,800
5)	A34 Lodge Hill	8,000
6)	Watlington Relief Road	7,100
7)	A4130 Steventon Lights	4,800
8)	Woodstock Road Corridor	4,000
9)	A4095 - B4100 Banbury Road Roundabout NW Bicester	5,900
10)	North Oxford Corridor - Kidlington Roundabout	4,500
11)	Benson Relief Road	4,250
12)	Oxford city wide cycle and pedestrian schemes	3,674
13)	Central Oxfordshire Movement and Place Framework (COMPF)	975
14)	North Oxford Corridor - A44 Loop Farm to Cassington Road	23,130
15)	A4074 Golden Balls	600
16)	Cowley Branch Line	250
17)	Frilford Junction Improvements and Relief to Marcham	750
18)	Didcot Central Corridors	885
19)	A4095 Realignment - NW Bicester	1,400
20)	Access to Banbury (North)	500
21)	A361 Road Safety Improvements	300
22)	A40 Science Transit Phase 2	12,000
23)	A4095 Underbridge and Underpass NW Bicester	4,300
24)	Access to Headington	3,500
25)	Banbury Road Corridor	700
26)	Botley Road Corridor	3,250
27)	Connecting Oxford	1,602
28)	Milton Heights Pedestrian and Cycle Bridge	238
29)	Shrivenham New Primary School	2,500
30)	Wantage Eastern Link Road	1,000
	<b>Total - Capital</b>	<b>144,321</b>
	Overprogramme	-1,594
	<b>Total - Capital</b>	<b>142,727</b>
	Revenue	7,273
	<b>Housing &amp; Growth Deal - Total</b>	<b>150,000</b>

## Glossary of Terms

### **Balances**

The cash which the authority uses in the normal course of its business to aid cash management and meet contingencies not otherwise provided for.

### **Base Budget**

The budget from the previous year is rolled forward to create the initial budget for the next year before inflation and other adjustments are added.

### **Budget Changes**

Where additional resources are added to or deducted from the budget for a specific purpose e.g. investments or savings, and are agreed by the Council at the budget setting meeting in February.

### **Business Rates/National Non-Domestic Rates (NNDR)**

Business Rates are payable by the non-domestic sector, i.e. property not used for residential purposes, including shops, offices and schools. The level of business rates is set by the Government. Business rates are collected by District Councils and a proportion is paid over to central government, with the remainder retained locally and shared between the District Councils and the County Council.

### **Business Rates Top-Up Grant**

A grant from Central Government to 'top-up' the Council's local share of business rates to the level of assessed need as measured by formulae determined by the Government and reflected in the Settlement Funding Assessment (SFA).

### **Business Rates Section 31 Grant for Business Rates Reliefs**

A grant from Central Government to compensate for income not received as a result of business rates reliefs available to local businesses.

### **Capital Expenditure**

Expenditure on assets with a lasting value including land, buildings, roads and vehicles.

### **Capital Financing**

The cost of borrowing to fund the Capital Programme, made up of principal repayments and interest (similar to a mortgage).

### **Capital Programme**

Provides details on the planned expenditure on capital schemes over a period of years, and the resources available to fund those schemes. The Capital Programme is updated each quarter through the Capital Monitoring Report to Cabinet.

### **Council Tax**

A tax on domestic property set by local authorities and based on the value of the property within eight bands, A to H. The Council Tax value of each band is expressed as a proportion of Band D (e.g. Band A = 6/9, Band H = 18/9).

### **Council Tax Base**

The number of properties from which it is estimated Council Tax will be collected, expressed as Band D equivalent properties.

### **Council Tax/Collection Fund Surplus or Deficit**

A surplus/deficit arising from either more or less Council Tax being collected than expected by the district councils. This would be as a consequence of variations in collection rate or variations to the estimated increase in the number of properties.

### **Council Tax Precept**

The levy made by the precepting authority (Oxfordshire County Council) on billing authorities (the district councils in Oxfordshire) requiring the latter to collect income from council taxpayers on their behalf.

### **Council Tax Requirement**

The amount of funding required to be raised from council tax to meet the expenditure plans of the authority after taking into account all other funding.

### **Dedicated Schools Grant (DSG)**

Dedicated Schools Grant is a ring-fenced specific grant that must only be used in support of the schools' budget.

## **Glossary of Terms**

### **Fixed Assets**

Permanent assets with a lasting value, including land, buildings and roads.

### **FTE**

FTE stands for full-time equivalent, and refers to the proportion of a full time employee (usually 37.0 hours per week) where the post holder works part time.

### **Function Changes**

An addition to or a removal of a service or function provided by the Council that is reflected in the general funding of the Council or a reduction in general funding to reflect a change in responsibilities.

### **General Funding**

Funding received in support of local authority expenditure. The main sources of general funding are the Business Rates Top-up grant and the local share of business rates.

### **Gross Expenditure**

The cost of providing the service before the deduction of government grants or other income.

### **Inflation**

Changes to budgets reflecting increases in prices or pay awards.

### **Local Government Finance Settlement (Provisional & Final)**

The annual determination of local authority spending made by the Government and debated by Parliament. It includes the amount of Government support for the spending and the distribution of support between local authorities.

### **Medium Term Financial Strategy (MTFS)**

The financial plan for the County Council over the coming years.

### **Net Expenditure**

The cost of providing a service after the deduction of specific government grants and other sources of income but excluding the use of reserves and balances.

### **Pooled Budget**

A pooled budget is a discrete fund to pay for an agreed set of services. Contributions are made to pooled budget by the Council and other partners such as the Integrated Care Board.

### **Prudential Guidelines**

The Local Government Act 2003 gave new freedoms to Local Authorities to use additional borrowing for funding capital programmes. As part of the new freedoms CIPFA produced a series of Prudential Guidelines which Authorities have to comply with. These guidelines require Council's to approve a series of Prudential Indicators with the annual budget. The purpose of these indicators, which are agreed as part of the Capital & Investment Strategy, is to demonstrate that the Council's investment decisions are both prudent and affordable.

### **Recharges**

The reallocation of income and costs incurred by one service to other services in reflection of their contribution to delivery or use of resources.

### **Reserves**

Funding set aside for an agreed purpose, such as the capital reserve.



## **Glossary of Terms**

### **Revenue Expenditure**

Comprises the day to day costs associated with running the Council's services and financing the Council's outstanding debt. The costs are financed from income. Gross expenditure, net expenditure and the net budget are different ways of defining revenue expenditure.

### **Revenue Support Grant**

General government grant paid in support of local authority expenditure.

### **Specific Grants/Government Grants**

Grants paid by the Government in respect of specific services or outcomes. Ringfenced grants may only be used for the purpose specified by the grant body.

### **Spending Review**

An announcement made by the Government of its future spending plans, normally every three years. Separate figures are included for local authorities. The last Spending Review took place in Autumn 2021 and covered the next three years.

### **Strategic Measures**

This is a category of revenue expenditure made up of the cost of borrowing to fund the Capital Programme (capital financing) and interest generated from the general balances and reserves held by the Council.

### **Subjective Analysis**

The classification of expenditure and income according to the nature of the items, made up of the following categories; employees, premises costs, transport, supplies and services, third party payments (including contracted services), support services and income.

### **Virements**

The transfer of budget from one service area to another. Virements are subject to approval in accordance with the Virement Rules agreed annually by Council.

### **Section 75 Pooled Budgets**

These are budgets jointly funded by Heath and the Council under Section 75 of the National Health Service Act 2006.