Joint Scrutiny Committee Agenda

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Date: 20 January 2017
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South Oxfordshire District Council

Listening Learning Leading

Vale of White Horse District Council

A meeting of the
Joint Scrutiny Committee
will be held on Monday, 30 January 2017 at 6.30 pm
Meeting Room 1, 135 Eastern Avenue, Milton Park, Milton OX14 4SB

Members of the Committee:
Councillors

South	Vale
Richard Pullen (co chair)	Debby Hallett (co chair)
David Dodds	Alice Badcock
Toby Newman	Mohinder Kainth
John Walsh	Ben Mabbett
Ian White	Chris Palmer

Substitutes

South	Vale
Pat Dawe	Every political group may appoint all or some or its members who are not voting members to serve as substitute members, provided that they are not members of the Cabinet
Sue Lawson	
Jeanette Matelot	
Bill Service	
Alan Thompson	

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Margaret Reed, Head of Legal and Democratic Services

Agenda

Open to the Public including the Press

1. Notifications of substitutes and apologies for absence

To record the attendance of substitute members, if any, who have been authorised to attend in accordance with the provisions of standing order 17(1), with notification having been given to the proper officer before the start of the meeting and to receive apologies for absence.

2. Minutes and actions arising

(Pages 4 - 10)

To adopt and sign as a correct record the minutes of the committee meetings held on 31 October and 15 November 2016 (attached).

3. Declarations of interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting; and of any other relevant interests.

4. Urgent business and chair's announcements

To receive notification of any matters, which the chair determines, should be considered as urgent business and the special circumstances, which have made the matters urgent, and to receive any announcements from the chair.

5. Statements, petitions, questions from the public relating to matters affecting the scrutiny committee

Any statements and/or petitions from the public under standing order 32 will be made or presented at the meeting.

REPORTS AND OTHER ITEMS BROUGHT BEFORE THE SCRUTINY COMMITTEE FOR ITS CONSIDERATION

6. Five Councils partnership update

(Pages 11 - 15)

To consider the report of the head of HR, IT and Technical Services (attached).

7. Broadband

(Pages 16 - 33)

To consider the report of the head of HR, IT and Technical Services (attached).

8. Work schedule and dates for all South and Vale scrutiny meetings (Page 34)

To review the attached scrutiny work schedule. Please note, although the dates are confirmed, the items under consideration are subject to being withdrawn, added to or rearranged without further notice.

Exempt items

None

South Oxfordshire District Council
Listening Learning Leading

Vale of White Horse District Council

Minutes

of a meeting of the

Joint Scrutiny Committee

held on Monday, 31 October 2016 at 6.30 pm
at the Meeting Room 1, 135 Eastern Avenue, Milton Park, Milton OX14 4SB

Open to the public, including the press

Present:
Members:
South Oxfordshire District Councillors: Richard Pullen, David Dodds, Toby Newman, Ian White and Jeanette Matelot (in place of John Walsh)

Vale of White Horse District Councillors: Debby Hallett (chairman), Mohinder Kainth, Ben Mabbett and Chris Palmer

Officers: Gerry Brough and Ron Schrieber

Also present: Councillor David Turner (SODC), Nigel Tipple, Chief Executive and Dawn Pettis, Strategy Manager, OxLEP

Sc.25 Notifications of substitutes and apologies for absence

Apologies were received from:

- South Councillor John Walsh; substitute Jeannette Matelot
- Vale Councillor Alice Badcock

Sc.26 Minutes and actions arising

The committee agreed that the minutes of the meeting of 22 September 2016 were an accurate record and the Chairman signed them as such.

Sc.27 Declarations of interest

None.

Sc.28 Urgent business and chair's announcements

None.

Sc.29 Statements, petitions, questions from the public relating to matters affecting the scrutiny committee

Colin Thomas, Annie Thomas and Tony Wood had registered to address the committee (see Minute 30 below).

Sc.30 OxLEP Strategic Economic Plan (SEP)

OxLEP representatives Nigel Tipple, chief executive and Dawn Pettis, strategy manager, attended to give a presentation on and answer questions on the Strategic Economic Plan (SEP) and to answer questions on both this and on the partnership.

The presentation covered the following:

The SEP refresh timetable
A snap-shot of the priorities and actions
The purpose of the SEP

Colin Thomas, a representative of Sunningwell Parishioners Against Damage to the Envionment (SPADE), asked the following question:

"Across the country LEPs are driving up housing targets on the back of unrealisable growth projections. Oxfordshire is no different, with the LEP, promoting rates of growth that have never consistently been achieved. It is a flimsy basis on which District authorities are being forced to release more and more land for housing. The LEP promotes the idea that this area will economically out-perform other areas – but every other LEP seems to think the same and that its areas will be at the leading edge of something or other and out-perform the others. Each is competing for the same workers to fulfil its aspirations for growth, and each is planning to build houses for those same workers.

Mr Tipple - your own analysis of consultation responses to the SEP refresh shows an overwhelming criticism of the growth targets. **If you will not take note of the overwhelming responses to the consultation, will you in the light of Brexit, which will limit the total workforce available, with your partner local authorities now re-examine those growth targets so that district authorities like the Vale and South are not in the position of being forced to feed land grabbing developers which will do absolutely nothing to deliver truly affordable housing so badly needed by the people of the Vale?"**

The OxLEP representatives replied that the growth targets in the SEP had been drawn up in consultation with Oxfordshire's local authorities. In the last four years 29,000 jobs had been created and housing completion rates had increased significantly.

Annie Thomas, a representative of SPADE asked the following question:

"The LEP claims in the executive summary of the redrafted SEP that the SEP "responds to substantial engagement from the county's businesses, universities, research institutions, local authorities, voluntary and community sectors, and many of its residents".

We remind you that only 262 responses to the SEP refresh public consultation were received. 73% of the responses raised extreme concerns over the aggressive growth strategy being proposed. It appears the LEP failed to adequately engage the business

community (and even after having a hastily convened second go, possibly at the bequest of the criticism from Local Authorities) the LEP still has written responses from only 15 businesses.

We believe that this is not the "wide endorsement" the LEP claims. Our question to you as members is **"are you, as the only democratically people with a democratic mandate in the South and Vale responsible for local planning, willing to endorse a plan which shapes the future of our communities to 2031 and beyond, with so little public and business support?"**

The OxLEP representatives replied that, although the number of formal written responses from the business community had been low, there had been considerable engagement with businesses and other stakeholders including workshops. Information about these workshops had been published on OxLEP's website.

Tony Wood asked the following questions:

"a) How does the various strategy development documents (OxLEP SEP, Oxford City Deal, Oxford growth deal) that have been written over the past few years actually affect the development of individual plots in the region? I have noticed that recent planning applications to sites in and around North Hinksey make no reference to any of these apparently important documents and arguably the developments that have been signed off pay little regard to them. Taking the Oxford city deal as an example, the knowledge spine that is referenced in the document extends from Bicester in the north to Didcot in the south including Oxford and follows the A34. One would imagine that North Hinksey sitting right in the middle of the development zone should be heavily influenced by it."

The OxLEP representatives replied that the planning process was based on core policy documents such as the National Planning Policy Framework and the Local Plan. It would not be appropriate to use the SEP and other strategy documents to fetter the planning process.

b) "If the developer, planning officers and planning authority are not obliged to consider applications with these documents in mind, why do we spend the sums of money we do on them - Is it worth having OxLEP at all?"

The OxLEP responded by outlining the work carried out by the LEP with local communities including initiatives such as the community grants scheme and funding for tourism in rural areas.

c) "How does OxLEP plan to deliver the ambitions laid out in the refreshed SEP? Whilst I am sure they can raise the money to deliver the goals, I wonder whether we have the capacity to deliver across the county. For example, the SEP seems to suggest that our housing deliveries over the next few years need to be 5000 units a year yet the SEP also seems to suggest that we have not delivered more than about 2500 homes at any point of the past 5 years. A 10% increase I could believe but doubling the delivery rate would seem an insurmountable challenge."

The OxLEP representatives referred to their answer to Annie Thomas' question.

d) "How does OxLEP engage with local communities? There are a huge range of talents in communities waiting to be tapped and should be very influential in these strategic documents. I see little evidence of change resulting from community involvement. How does OxLEP engage with communities? I am the Chairman of the working group looking

at employment and the economy as part of the North Hinksey Neighbourhood Plan but I have no contact with OxLEP. We in North Hinksey are keen to engage with OxLEP if there is some value in doing so - can we arrange a meeting?"

The OxLEP representatives replied that the draft SEP had been sent to all town and parish councils and that the LEP was working with many different local groups. They would be happy to meet with Mr Wood and his group.

The committee considered the role of OxLEP with particular reference to the SEP. In response to questions and issues raised by members, the OxLEP representatives reported that:

- OxLEP took account of developments outside of the county which impacted on Oxfordshire housing and employment and worked with other LEPs on joint initiatives.
- The LEP reported to a number of government departments on programmes, funding and resources.
- A number of improvements to the rail network were under consideration including the reopening of Grove station.
- OxLEP recognised that the shortage of affordable housing, both to buy or rent, and the congested road network were the main constraints on economic growth in the region. There was a need to look at integrated infrastructure improvements including road, rail and broadband. With regard to housing, initiatives such as self-build programmes and local authorities setting up their own housing companies were required to provide affordable housing for key workers.
- OxLEP had created jobs by securing investment and infrastructure. As well as delivering projects it provided leadership, brokership and facilitation.
- OxLEP had produced a risk register and would it include it as an appendix to the SEP.
- OxLEP monitored and published its performance against its goals. There was information on its website including a SEP monitoring and impact plan.
- It accepted that it needed to do more to increase public awareness of its role and activities. One way of doing this would be to publish summaries of strategy documents in plain English. Councillors Debby Hallett, Mohinder Kainth, Toby Newman and Chris Palmer volunteered to help with this.

The committee thanked Nigel Tipple and Dawn Petts for their presentation and for the open and informative way that they had engaged with the committee and the registered speakers. All agreed that it had been a very useful and productive meeting.

Sc.31 Work schedule and dates for all South and Vale scrutiny meetings

The committee noted its current work schedule.

The meeting closed at 8.10 pm

Minutes

of a meeting of the

Joint Scrutiny Committee

held on Tuesday, 15 November 2016 at 6.30 pm
at the Meeting Room 1, 135 Eastern Avenue, Milton Park, Milton OX14 4SB

Open to the public, including the press

Present:
Members:
South Oxfordshire District Councillors: Richard Pullen (Chairman), Toby Newman, John Walsh, Ian White and Jeanette Matelot (in place of David Dodds)

Vale of White Horse District Councillors: Debby Hallett, Alice Badcock, Mohinder Kainth and Chris Palmer

Officers: Jayne Bolton, Patsy Cusworth, Clare Kingston and Ron Schrieber

Also present: Councillors Anna Badcock (SODC) and Matthew Barber (VoWH)

Sc.32 Notifications of substitutes and apologies for absence

Apologies were received from:

- South Councillor David Dodds; substitute Jeannette Matelot

Sc.33 Declarations of interest

None.

Sc.34 Urgent business and chair's announcements

None.

Sc.35 Statements, petitions, questions from the public relating to matters affecting the scrutiny committee

None.

Sc.36 Communication Strategy

The committee considered the report of the head of corporate strategy on a proposed joint communication strategy for South Oxfordshire and Vale of White Horse District Councils.

Anna Badcock and Matthew Barber, South and Vale Cabinet members for communications, introduced this item. Also present to answer questions were Clare Kingston, head of corporate strategy, Jayne Bolton, communication and grants manager and Patsy Cusworth, principal communications officer.

This, the first joint communication strategy for both councils, set out the structure, aims and objectives for communicating with the councils' audiences. Cabinet members emphasised the importance of:

- developing a consistent co-ordinated communication strategy;
- using social media to engage with the public whilst continuing to use more traditional methods to communicate with those who are unable to or choose not to use new technology; and
- strengthening relationships with local media.

In response to questions and issues raised by the committee, it was reported that:

- New council websites were being developed and user acceptance testing would be included in the development process;
- Current evaluation of the effectiveness of communications was via the annual customer survey and the monitoring of the councils' twitter accounts. The intention was to introduce key performance indicators to measure the effectiveness of particular campaigns;
- Once the strategy was approved, the level of resources required would need to be reviewed;
- It would not be possible to provide a 24 hour/7 day service responding to social media requests for information and complaints. However, whenever there were critical incidents such as flooding or snow, frequent updates were provided via social media and the council websites to keep residents informed and this would continue to be the case. .

Following further discussion, members made the following suggestions:

- Councillors should be offered social media training;
- Councillor web pages on the new council websites should enable them to provide more information to their constituents;
- If possible, there should be a local government portal giving access to both district and county websites; and
- More information on responses to freedom of information requests and complaints/code of conduct resolution should be published.

The committee welcomed and endorsed the proposed joint communication strategy.

Sc.37 Work schedule and dates for all South and Vale scrutiny meetings

The committee considered its current work schedule and noted that there was likely to be a meeting in late January 2017 to consider a report on commuted sums and affordable housing.

The committee agreed to request that officers/cabinet members submit a report on the corporate services contracts.

The meeting closed at 8.00 pm

Joint Scrutiny Committee

Report of Head of HR, IT & Technical Services

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To: Joint Scrutiny Committee

DATE: 30 January 2017

Five Councils partnership update

Recommendation

That the committee note the contents of this report

Purpose of Report

1. This report provides an update on the day to day operation of the two contracts let by the Five Councils partnership since their start date of 1 August 2016.

2. The report does not explore the financial implications, which will be covered as part of the process for and scrutiny of the 2017-18 budget setting process.

Background

3. The background to the award of the two contracts was described in a report to the Joint Scrutiny Committee of 21 January 2016 and is not repeated in detail here.

4. Contracts were awarded to Capita (Lot 1) and Vinci (Lot 2), with service commencement date of 1 August 2016 for South Oxfordshire ("South") and Vale of White Horse ("Vale") District Councils.

Partnership structure

5. The Five Councils partnership includes Hart District Council, Havant Borough Council, and Mendip District Council in addition to South and Vale.

6. East Hampshire District Council is able to access services through its own partner council, Havant, but is not itself a party to the contracts.

7. Governance arrangements are set out in the contracts and in an Inter-Authority Agreement (IAA) between the five partner councils. The IAA provides for the appointment of a client relationship director, a role to which Vicki Whitehouse was recruited starting in July 2016.

8. The client relationship director has at her disposal a client team made up of employees of all partner councils whose role (in outline) is to monitor the contracts and manage the performance of the contractors.

9. Experience of the first six months of the contracts has demonstrated a need to clarify details of the boundaries of responsibility between the contractors, the client team acting for all five councils, and retained services within each of the partners. Mark Stone is leading work for South and Vale in this area.

Capita (Lot 1)

10. Formal performance reporting is in the early stages. After the initial three months of the contract, we have received two monthly performance reports. The December report shows that eight out of nine key performance indicators (KPIs) and all 25 performance indicators (PIs) were being met.

11. The KPI where performance was below target was in payroll, measuring timeliness of employee payments. The failure arose from the delay in paying councillors' expenses in December.

12. Baseline data is still to be gathered for many KPIs and PIs (for example, for human resources and payroll) which are not yet included in these figures, and the performance reports do not yet offer a comprehensive picture.

13. Although all of the in-scope services have moved to Capita's management, they have not yet all undergone the transformation anticipated in the contract. There is an implementation plan with dates scheduled through 2017 and 2018 before all partners reach the agreed target operating model (TOM).

PROCUREMENT

14. The procurement service has been running according to the new TOM since service commencement on 1 August 2016, and procurement operations have given no cause for concern.

15. The intention is to agree a new set of contracts procedure rules to be harmonised across all partner councils. New rules have been drafted and will be considered within South and Vale by the legal team before coming to the full councils for adoption (if approved).

CUSTOMER SERVICES

16. Our reception and switchboard services have continued largely unchanged since 1 August. There have been some changes of process within Capita but these have had no visible impact on customers.

17. As a part of the new contract, we switched the provision of the previously failing out of hours service to Capita. The out of hours call service has settled quickly and passed its first big test – the extended Christmas break – without incident.

HUMAN RESOURCES (HR) AND PAYROLL

18. Our biggest operational challenge so far has been with the HR and payroll service. We are currently in the middle of a period of change, with much of the service and back-office systems having moved to Sheffield but TOM not due until the end of May.

19. This interim state has created a number of operational difficulties for employees. The previous HR system is still being used for a minority of tasks and will continue until May, and employees are not always certain about which system to use for which task.

20. The Sheffield team got off to a very shaky start and the quality of service delivery plummeted. There is a rectification plan in place and progress is being made (for example the backlog of calls has reduced), but service delivery remains a long way short of the level it should be.

21. The payroll service should by now have moved to the new system but is still being run according to processes in place before the start of the contract. Capita is continuing to deliver our payroll from Carlisle on the old system rather than from Sheffield on the new.

22. The payroll delays have arisen from a failure to provide sufficient evidence of:

    - accurate payroll processing on the new system
    - successful interface loading payroll data into the core finance system
    - robust plan and success criteria.

23. Officers including the Assurance Manager and the Section 151 Officer (Head of Finance) have repeatedly made clear that we will not sanction a move to the new payroll system until we are satisfied on all of the points above.

24. Some councillors will be aware that there was a delay in payment of their expenses in December, reflected in the failure to meet the KPI for that month. Capita is to provide a full report on this incident before the end of January.

INFORMATION TECHNOLOGY (IT)

25. The IT service is work in progress at present, with TOM due to be achieved at the beginning of April. The councils' servers and network are being moved onto Capita's IT infrastructure, and desktops will be migrated to Windows 10 with new hardware for most users. The telephone system will also be upgraded.

26. Some problems are being experienced with operational IT during this period of migration. Most seriously, there was a failure of the Virgin network affecting the offices at Milton Park and the Beacon from around 4.15pm on Tuesday 17 January until 10.45am on Wednesday 18 January. Capita is to provide a full report on the incident before the end of January.

ACCOUNTANCY

27. We are due to move to a new finance system, Integra, at the beginning of April, replacing Agresso. Cash receipting will also move to a new system.

28. The existing service has been largely unchanged so far, though the introduction of new systems will in due course facilitate a reduction in the size of the on-site accountancy team.

29. There was recent period of two days of Agresso problems in which the system could be read but no updates could be applied. Capita is to provide a full report on this incident by the end of January.

REVENUES AND BENEFITS

30. There have been no changes yet to revenues and benefits processes, and the client manager reports that performance has been excellent since the start of the new contract.

LICENSING

31. There have been no significant changes in licensing at this stage. Work is under way to prepare for migration to a new system, with TOM date scheduled for August 2017.

LAND CHARGES

32. There have been no major service changes at this stage, though preparatory work is taking place to ensure that all records are digitised consistently. The TOM date is scheduled for October 2017.

Vinci (Lot 2)

33. Vinci is the contractor for Lot 2, and is delivering the facilities management service itself. It has two subcontractors which are delivering the other parts of the Lot 2 Service, Indigo for car parking and Arcadis for property and asset management.

34. Much of the service change was implemented with effect from the start date of the contract, 1 August. In particular, all of the councils' property records were moved to Concerto, a comprehensive property management system which is now used by the contractor, the client team, and retained staff to maintain all property related records. The system continues to evolve and this has been a good step forward for improving our record keeping.

35. As with Capita, formal reporting is in the early stages. The provisional monthly report for December shows all 16 KPIs being met.

CAR PARKS

36. The main change in the car parks service was the introduction on 1 November of a new cashless payment system, Connect, replacing RingGo which was previously operated by the councils.

37. During the first few weeks of operation there was a problem causing a small minority of Connect customers to be overcharged. Indigo accepted that there was a problem, provided a plan for resolving it, and carried out their plan as scheduled so that the issue was resolved by 28 November. The customers who had been overcharged were refunded, and there was no loss of parking income to the councils. Making allowance for confusion arising from the new Connect system, we did cancel three excess charge notices (two in South, one in the Vale).

38. In other respects the service has continued unchanged. We anticipate that ticket machines will be upgraded in due course, subject to satisfactory trials in each district.

FACILITIES AND PROPERTY MANAGEMENT

39. The facilities management service has for the most part been operating smoothly and new ways of working are beginning to settle down. Staff are becoming accustomed to logging requests in a more formal manner on Concerto than was previously the case, and the team has introduced some more rigorous processes.

40. The Concerto system has been adopted and is being well used for keeping track of council properties and repairs. The routine business of managing planned preventive maintenance has been formalised more systematically and record-keeping has improved.

41. Subject to budget approval, we intend to commission condition surveys of council properties. This will provide a detailed record of the condition of the buildings and enable us to determine the level of investment required to bring them up to the good standard which is expected as part of the contractual commitments.

42. All of our leases have now been reviewed, with landlords' and tenants' responsibilities documented clearly, though in some cases the older leases leave some room for interpretation.

43. We are expecting by the end of January to receive draft proposals from Arcadis for the future management of the property portfolios at each council, and these will be discussed with the relevant cabinet members.

Conclusion

44. Inevitably, such a major change is disruptive. Performance to date is a mixed bag, with some services working well and others requiring improvement. We are awaiting full reports on three recent incidents in which service has been badly disrupted (payroll, IT network and Agresso).

45. There is opportunity for further scrutiny through the Five Councils Joint Committee and Joint Scrutiny Committee.

Joint Scrutiny committee report

Report of head of HR, IT and Technical Services

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To: JOINT SCRUTINY COMMITTEE

DATE: 30 January 2017

Broadband

RECOMMENDATION

1. The committee is invited to:

- comment upon the roll-out of superfast broadband in the districts
- make recommendations to the relevant cabinet member in terms of any further intervention.

PURPOSE OF REPORT

1. The report considers the councils' investment in improving broadband coverage across the districts to support residents and businesses.

STRATEGIC OBJECTIVES

2. The council's investment in broadband is guided by the following strategic objectives:

- South Oxfordshire's strategic objective to "invest in the district's future" through the corporate priority to "seek to further improve broadband coverage"
- Vale of White Horse's strategic objective for "building an even stronger economy" through the corporate priority to "working with providers and partners to improve broadband access".

BACKGROUND

PHASE ONE

3. In August 2013, Oxfordshire County Council (OCC) signed a contract with BT to provide 90 per cent coverage of superfast broadband across Oxfordshire by end of 2015. Superfast broadband is defined as 24 Mbps and above.

4. Details of the funding for this phase are provided in appendix one. This roll-out delivered increased district coverage in Vale from 68 to 93 per cent of premises and in South from 53 per cent to 88 per cent of premises.

5. The OCC/BT contract included a clause which allows district to contribute funding to extend the coverage in their particular area. In September 2013, district councils were ask to identify possible funding contributions to increase coverage in their areas for phase two.

PHASE TWO

6. Subsequently, in March 2014, it was announced that the Government has allocated a further £2.15 million to Oxfordshire through the Superfast Extension Programme (SEP) to increase coverage to 95 per cent across the county. OCC negotiated an increase in this allocation to £2.55 million. The SEP was required to be match funded, so this meant that districts would only have to provide half of their original committed sums, i.e. £1 million in the case of South and £0.25 million in the case of Vale, to still achieve 95 to 96 per cent coverage.

7. In April 2014, each council agreed to provide funding to extend the Better Broadband for Oxfordshire scheme coverage in respective districts. In December 2014, each council entered into a contract with OCC in respect of its additional funding.

8. South Oxfordshire agreed to provide £1 million capital funding along with £90,000 (project management) revenue funding.

9. Vale Council agreed to provide £250,000 capital funding along with £22,500 (project management) revenue funding.

10. In December 2015, a further £2 million was added to the programme. This funding attracted further partner investment, as set out in appendix once, and this phase two additional investment increases superfast broadband coverage across Oxfordshire to at least 95 per cent by end of 2017 and prioritised the Science Vale enterprise zone and business parks across the county.

LOCATION OF ROLL-OUT

11. In order to determine where this funding should be spent, OCC implemented an open market review (OMR) exercise. The purpose of the OMR exercise was to establish existing and planned (next three years) commercial coverage of broadband services in Oxfordshire by all existing, and any prospective, broadband infrastructure providers. This exercise was completed and the information gathered as part of the OMR was then used to define the Intervention Areas to be targeted for additional coverage.

12. Following the completion of the OMR exercise there then followed a 30 day State Aid public consultation on the proposed Intervention Areas. Once the State Aid consultation was completed BT were instructed by OCC to model the additional coverage on the basis of achieving maximum coverage for the investment. The

resulting additional coverage was to be delivered in parallel with the current Better Broadband programme.

13. Appendix two is a report from OCC setting out delivery progress under phase one and phase two, including details of cabinet delivered and planned by district. It includes maps showing completed cabinets along with outstanding delivery to the end of December 2017. In addition, the Better Broadband for Oxfordshire website details the areas covered or anticipated to be covered and provides an easy to use interactive search for residents and businesses(https://public.tableau.com/views/OxonCoverage_0/Viewcoverageinyourarea?:showVizHome=no&:embed=y) to determine whether they are due to receive superfast broadband and the predicted timescale in which they will receive coverage.

ALTERNATIVE OPTIONS CONSIDERED

14. Whilst alternative models of delivery were considered by the council, it was recognised that the OCC/BT scheme was the only scheme that offers match funding through BDUK. The added benefit of joining the Better Broadband for Oxfordshire programme reduced any time delays, state aid and financial implications should the councils chosen to procure a separate solution.

15. West Oxfordshire District Council chose an alternative solution, Cotswold Broadband, who has recently withdrawn from the project, leaving West Oxfordshire District Council the responsibility for undertaking a new procurement exercise and OMR.

NEXT STEPS

16. The OCC contract with BT has an underspend/investment fund which is created by BT during the programme from savings generated as the programme evolves for use by OCC to further extend coverage under the BDUK programme and the contract with BT. The investment fund currently stands at around £5.8 million and BT has agreed that this pot can be accessed during the programme rather than the end.

17. In addition, if Oxfordshire achieves more than 20 per cent take-up of superfast broadband, then there is a clawback clause in the contract with BT that requires BT to pay a bonus to OCC as the attributed true cost is lower. BT has agreed nationally that a proportion of this gainshare money can be made available to OCC for reinvestment (£2.53 million) during the programme and therefore doesn't need to wait until the end of 2018.

18. There is likely to be some further underspend and gainshare under phase two. The amount of underspend is likely to be at a lower level as phase two was priced more accurately than phase one, although gainshare may be beneficial as the take-up rates have been in the region of 40 per cent to date. Any phase two underspend is likely to be reconciled by December 2018 and could be returned to districts shortly thereafter as unspent funds. Take-up clawback is accrued from day one of delivery and continues for a period of seven years after the full project is completed, therefore it is likely that the councils will receive a payment for gainshare seven years after December 2018, i.e. December 2025.

19. Following the completion of phase one, OCC has requested BT to model additional coverage to a value of £4 million (comprised of £2.53 million take-up gainshare, and £1.47 million of underspend). The results of this modelling are due within the coming

weeks, with the proposal that this modelling would be delivered by December 2018, subject to OCC formal agreement.

20. As per previous modelling, this modelling is being based on value for money and there is a capped level where intervention is value for money. However, prior to instructing this modelling officers encouraged district councillors (by way of an article in "In Focus" and email) to identify particular gaps in coverage or particular premise issues that they would like to see addressed as part of this additional coverage. As a result of this exercise to promote locally, a priority list for further modelling of 1,400 premises in 150 postcodes was generated across Oxfordshire, of which there were 688 premises in 58 postcodes in South Oxfordshire and 321 premises in 12 postcodes in Vale of White Horse.

21. Once officers receive the latest modelling they will be able to clearly identify where areas are not going to be covered. It may be possible to package some of these needs in "lots" with specific providers to provide alternative solutions, including wireless (radio) and fixed cabelling. Where fixed cabelling is not possible there is the opportunity to use a wireless solution using radio waves from point to point. (WIMAX and standard Wi-Fi are not suitable technologies as they would not provide sufficient coverage).

22. The wireless solution would require a transmitter (cost of each transmitter is between £10,000 and £12,000) and there would then be an additional cost of where the transmitter could be located, for example on an existing mast requiring a payable licence fee or on a newly established mast. To deliver the radio broadband the mast would require fibre to be installed to it. The receiver for each property would be around £300.

23. There is an opportunity for the councils to capture community interest in such provision, potentially with the idea of offering a match funding solution to maximise investment to remaining areas in the district, potentially capping cost per premise. This scheme could potentially run concurrently to the remaining delivery to December 2018 and could be managed by the Better Broadband for Oxfordshire team.

FINANCIAL IMPLICATIONS

24. To date, South Oxfordshire District Council has invested £1,090,000 in improving superfast broadband coverage in South Oxfordshire. Vale of White Horse District Council has invested £272,500 in improving coverage in the Vale of White Horse.

25. A growth bid has been made in South Oxfordshire totalling £545,000 (£500,000 capital and £45,000 revenue) for the financial years 2017/2018 and 2018/2019 to support residents and businesses with further coverage beyond the completion of the Better Broadband for Oxfordshire programme in December 2017. A similar bid has not been made in Vale at this point as it was cabinet members' preference to await the outcome of the investment modelling and cost benefit analysis, before committing to further investment.

26. As detailed above there will be some underspend from the phase two of the programme which will be proportioned to the councils' investment and returned accordingly, this amount will be determined by December 2018. Take-up gainshare payment is unlikely to be received until December 2025.

LEGAL IMPLICATIONS

27. Clearly any further intervention by the councils in supporting superfast broadband delivery will require legal advice, particularly in relation to any procurement and state aid issues.

CONCLUSION

28. Draft findings from a recently undertaken business and innovation strategy highlight that broadband provision is one of the most important areas of concern to businesses in the districts. In South Oxfordshire access to high speed broadband was cited by businesses as the most important factor to enabling growth with 76 per cent of respondents to the business survey citing it as an important or very important issue. In Vale, 75 per cent of respondents cited access to high speed broadband as very important or important.

29. Subject to comments by committee members, officers propose to continue to seek opportunities to improve superfast broadband coverage across the districts.

30. The committee is invited to:

- comment upon the roll-out of superfast broadband in the districts
- make recommendations to the relevant cabinet member in terms of any further intervention.

APPENDIX ONE

PHASE ONE

The £25 million programme was made up of £10 million from OCC, £4 million from the government and £11 million from BT.

PHASE TWO

In February 2015, Better Broadband for Oxfordshire announced a total of £5.1 million of additional funding made up as follows: £1 million from South Oxfordshire District Council, £500,000 from Cherwell District Council, £250,000 from the Vale of White Horse District Council, £200,000 from OCC, £1.2 million from BT and a further £1.95 million from the Department for Culture, Media and Sport's Superfast Extension Programme (SEP).

In December 2015, a further £2 million was added to the programme by the Oxfordshire Local Enterprise Partnership (OxLEP), £120,000 from the South East Midlands Local Enterprise Partnership (SEMLEP), £200,000 from Oxford City Council and £1.8 million from the Government (BDUK), alongside additional funding from BT.

APPENDIX TWO

OCC REPORT ON SUPERFAST BROADBAND DELIVERY PROGRESS – JANUARY 2017

SOUTH OXFORDSHIRE DISTRICT

- Phase one: superfast broadband THP (total homes passed) **= 20,860 premises** (There are 2 further phase one cabinets due in the next 3-6 months – Wallingford 20 and 29 (providing additional coverage to the areas of Brightwell cum Sotwell))
- Phase two: superfast broadband THP planned **= 4,498 premises**
- Phase two: superfast broadband THP delivered (up to 16/01/17) **= 1,521 premises**
- Phase two: superfast broadband THP remaining to be delivered by December 2017 **= 2,977 premises.**

VALE OF WHITE HORSE DISTRICT

- Phase one: superfast broadband THP (total homes passed) **= 12,964 premises**
- Phase two: superfast broadband THP planned **= 2,750 premises**
- Phase two: superfast broadband THP delivered (up to 16/01/17) **= 1,003 premises**
- Phase two: superfast broadband THP remaining to be delivered by December 2017 **= 1,747 premises.**

PHASE TWO CABINETS DELIVERED TO DATE (SOUTH OXFORDSHIRE):

District	Exchange	Cabinet number	Cabinet location (village or parish)	Go Live date	No. IA Superfast (>24Mbps) premises delivered
South	COWLEY	41	Cowley	03/06/2016	3 *
South	CLIFTON HAMPDEN	3	Long Wittenham	07/09/2016	261
South	CLIFTON HAMPDEN	5	Culham	14/11/2016	30
South	DIDCOT	26	Hawksworth	07/06/2016	72
South	GREAT MILTON	1	Milton Common	01/08/2016	119
South	KINGSTON BLOUNT	14	Chinnor	09/06/2016	32
South	THAME	18	Thame	19/05/2016	24
South	TETSWORTH	1	Postcombe	28/06/2016	87
South	TETSWORTH	4	Tetsworth	22/06/2016	42
South	WHEATLEY	10	Wheatley	11/10/2016	15
South	WHEATLEY	7	Holton	08/12/2016	113
South	WHEATLEY	9	Wheatley	10/10/2016	36
South	WARBOROUGH	5	Shillingford	08/02/2016	1
South	CHECKENDON	8	Woodcote	01/08/2016	39
South	HENLEY ON THAMES	24	Henley on Thames	14/07/2016	76
South	KIDMORE END	5	Kidmore End	26/12/2016	128
South	NETTLEBED	1	Park Corner	25/10/2016	44
South	NETTLEBED	4	Nuffield	25/10/2016	24
South	PANGBOURNE	11	Whitchurch Hill	29/02/2016	39
South	ROTHERFIELD GREYS	1	Peppard Common	26/06/2016	142
South	ROTHERFIELD GREYS	4	Greys Green	21/11/2016	18

South	WATLINGTON	2	Christmas Common	27/08/2016	38
South	WATLINGTON	6	Britwell Salome	11/05/2016	82
South	WATLINGTON	8	Cuxham	08/06/2016	56

*additional premises delivered in another district on this cabinet

PHASE TWO UPCOMING CABINETS (SOUTH OXFORDSHIRE):

Exchange	**Cabinet number**	**Covering premises in the parish of**
CLIFTON HAMPDEN	1	Long Wittenham
CLIFTON HAMPDEN	6	Little Wittenham
ICKFORD	5	Waterperry with Thomley
NUNEHAM	2	Nuneham Courtenay
NUNEHAM	3	Nuneham Courtenay
WHEATLEY	12	Cuddesdon and Denton
WHEATLEY	15	Great Milton
WARBOROUGH	4	Warborough
KIDMORE END	12	Kidmore End
NETTLEBED	2	Highmoor
NETTLEBED	7	Nuffield
NETTLEBED	8	Swyncombe
TURVILLE HEATH	3	Pishill with Stonor
TURVILLE HEATH	5	Watlington
WATLINGTON	10	Brightwell Baldwin
WATLINGTON	11	Pyrton
WATLINGTON	12	Watlington

WATLINGTON	9	Watlington

PHASE TWO ADDITIONAL STRUCTURES (SOUTH OXFORDSHIRE):

There are also some additional structures which are currently subject to survey. The surveys are scheduled for early 2017, after which time officers anticipate getting more confirmed details of the coverage, but at this stage this is OCC's view of the parish areas they anticipate coverage in:

Aston Tirrold
Beckley and Stowood
Berrick Salome
Binfield Heath with Eye and Dunsden
Brightwell-cum-Sotwell
Chinnor
Drayton St. Leonard
Elsfield
Ewelme
Eye and Dunsden
Garsington
Goring Heath
Great Haseley
Harpsden
Ipsden
Kidmore End
Long Wittenham
Mapledurham
Marsh Baldon
Nettlebed
Newington
North Moreton

Nuffield
Pishill with Stonor
Pyrton
Sonning Common
South Moreton
Stoke Row
Stoke Talmage
Swyncombe
Sydenham
Thame
Waterperry with Thomley
Watlington
West Hagbourne
Wheatley

PHASE TWO CABINETS DELIVERED TO DATE (VALE OF WHITE HORSE):

District	Exchange	Cabinet number	Cabinet location (village or parish)	Go Live date	No. IA Superfast (>24Mbps) premises delivered
Vale	ABINGDON	27	Abingdon	01/04/2016	34
Vale	ABINGDON	33	Abingdon	14/03/2016	12
Vale	ABINGDON	37	Abingdon	06/05/2016	25
Vale	ABINGDON	48	Abingdon	25/03/2016	32
Vale	ABINGDON	51	Abingdon	15/02/2016	7
Vale	ABINGDON	56	Abingdon	02/09/2016	108
Vale	EYNSHAM	14	Swinford	25/10/2016	23
Vale	FRILFORD HEATH	1	Abingdon	28/02/2016	83
Vale	FRILFORD HEATH	3	Tubney	02/03/2016	70
Vale	ROWSTOCK	14	Milton (Abingdon)	06/12/2016	82
Vale	WANTAGE	1	Letcombe Regis	05/07/2016	261
Vale	WANTAGE	4	Wantage	01/08/2016	102

Vale	ASHBURY	1	Ashbury	04/05/2016	90
Vale	STANFORD IN THE VALE	2	Goosey	28/09/2016	46
Vale	SHRIVENHAM	2	Shrivenham	25/11/2016	28

PHASE TWO UPCOMING CABINETS (VALE OF WHITE HORSE):

Exchange	Cabinet number	Covering premises in the parish of
ABINGDON	45	Abingdon
ABINGDON	46	Abingdon
ABINGDON	52	Abingdon
BOARS HILL	11	Sunningwell, Kennington & Radley
BOARS HILL	15	Sunningwell
CUMNOR	12	Cumnor
LONGWORTH	6	Kingston Bagpuize with Southmoor
ROWSTOCK	16	Sutton Courtenay
ROWSTOCK	19	Milton (Abingdon)
ROWSTOCK	2	Chilton
ROWSTOCK	21	Chilton
ROWSTOCK	22	Milton (Abingdon)
ROWSTOCK	23	Lockinge
ROWSTOCK	24	Steventon
ROWSTOCK	25	Ardington
ROWSTOCK	26	West Hendred
ROWSTOCK	27	Milton (Abingdon)
WANTAGE	27	Milton (Abingdon)

WANTAGE	28	Letcombe Regis
WANTAGE	29	East Challow
WANTAGE	30	Letcombe Bassett
HIGHWORTH	14	Coleshill
UFFINGTON	4	Woolstone
UFFINGTON	5	Baulking

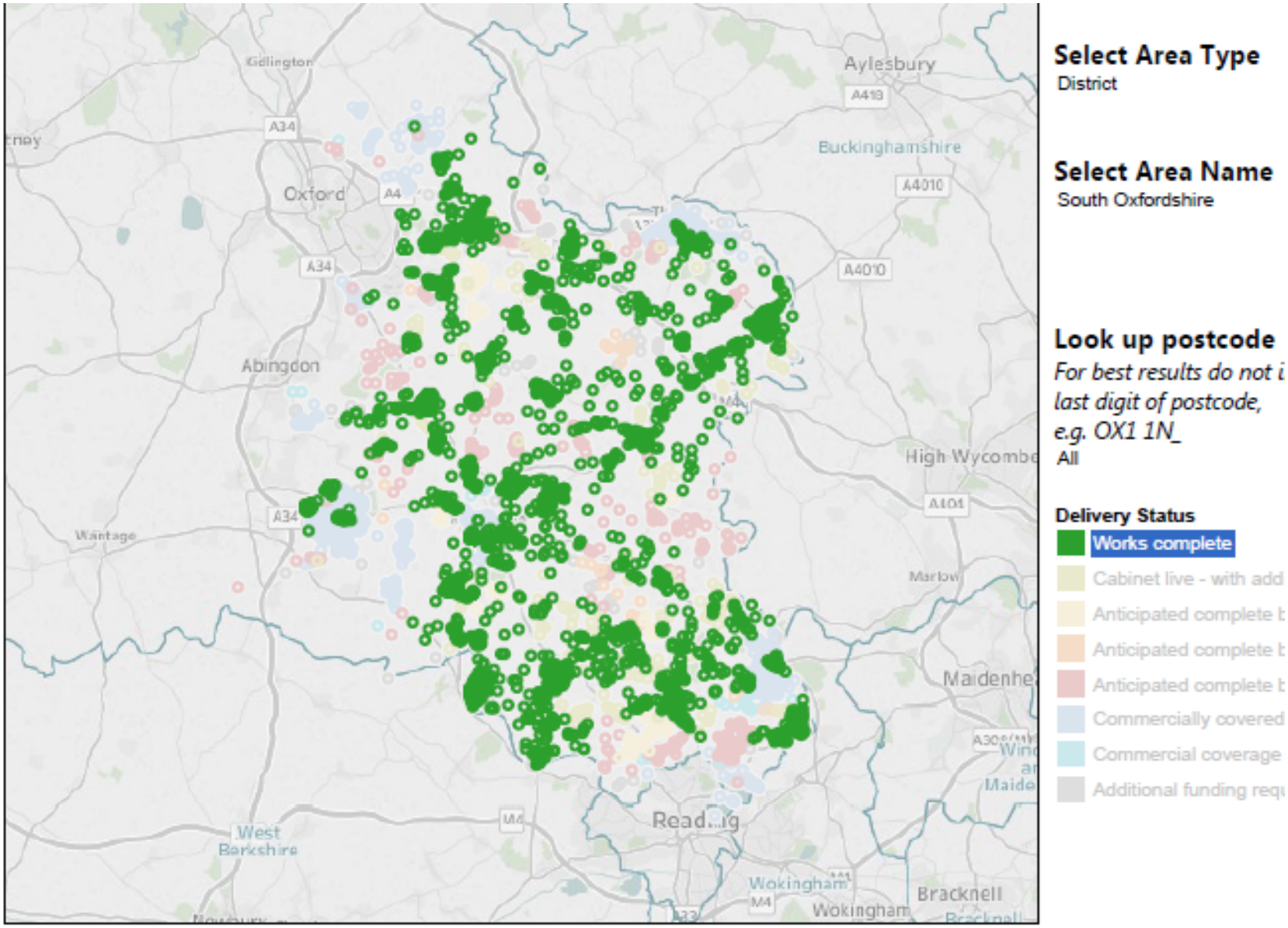
PHASE TWO ADDITIONAL STRUCTURES (VALE OF WHITE HORSE):

There are also some additional structures which are currently subject to survey. The surveys are scheduled for early 2017, after which time officers anticipate getting more confirmed details of the coverage, but at this stage this is OCC's view of the parish areas they anticipate coverage in:

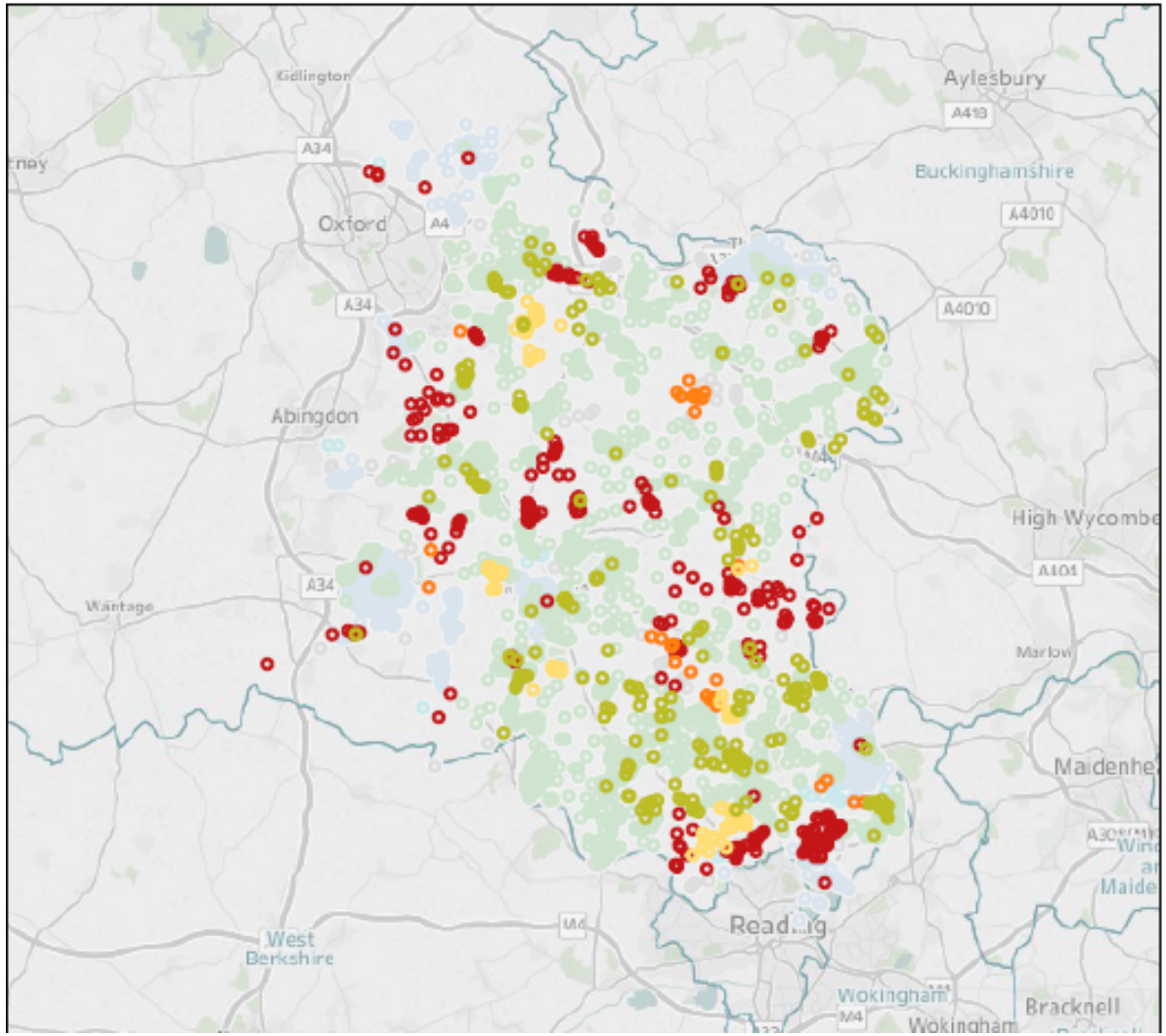
Abingdon
Buscot
Chilton
Cumnor
Denchworth
East Challow
Eaton Hastings
Fernham
Great Coxwell
Great Faringdon
Letcombe Regis
Little Coxwell
Littleworth
Milton (Abingdon)
Radley
Shellingford
South Hinksey

St. Helen without
Sunningwell
Wantage
Wootton (Abingdon)
Wytham

SOUTH OXFORDSHIRE – COMPLETED TO DATE:



SOUTH OXFORDSHIRE – REMAINING COVERAGE TO BE DELIVERED UNDER PHASE TWO:



Select Area Type
District

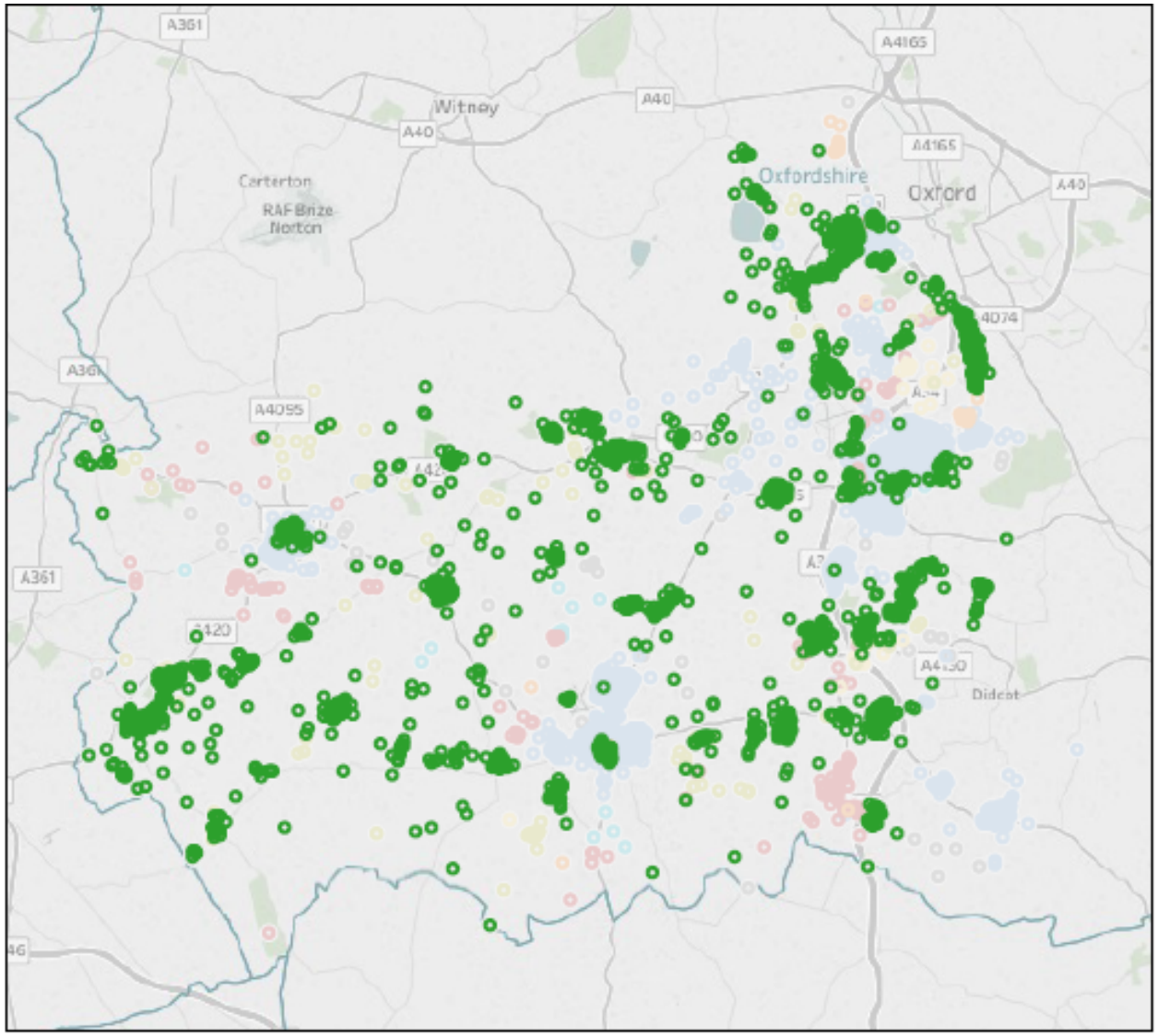
Select Area Name
South Oxfordshire

Look up postcode
*For best results do not include last digit of postcode, e.g. OX1 1N_*
All

Delivery Status

- Works complete
- Cabinet live - with additional works due to complete by end of December 2017
- Anticipated complete by end of March 2017
- Anticipated complete by end of June 2017
- Anticipated complete by end of December 2017
- Commercially covered
- Commercial coverage planned
- Additional funding required

VALE OF WHITE HORSE – COMPLETED TO DATE:



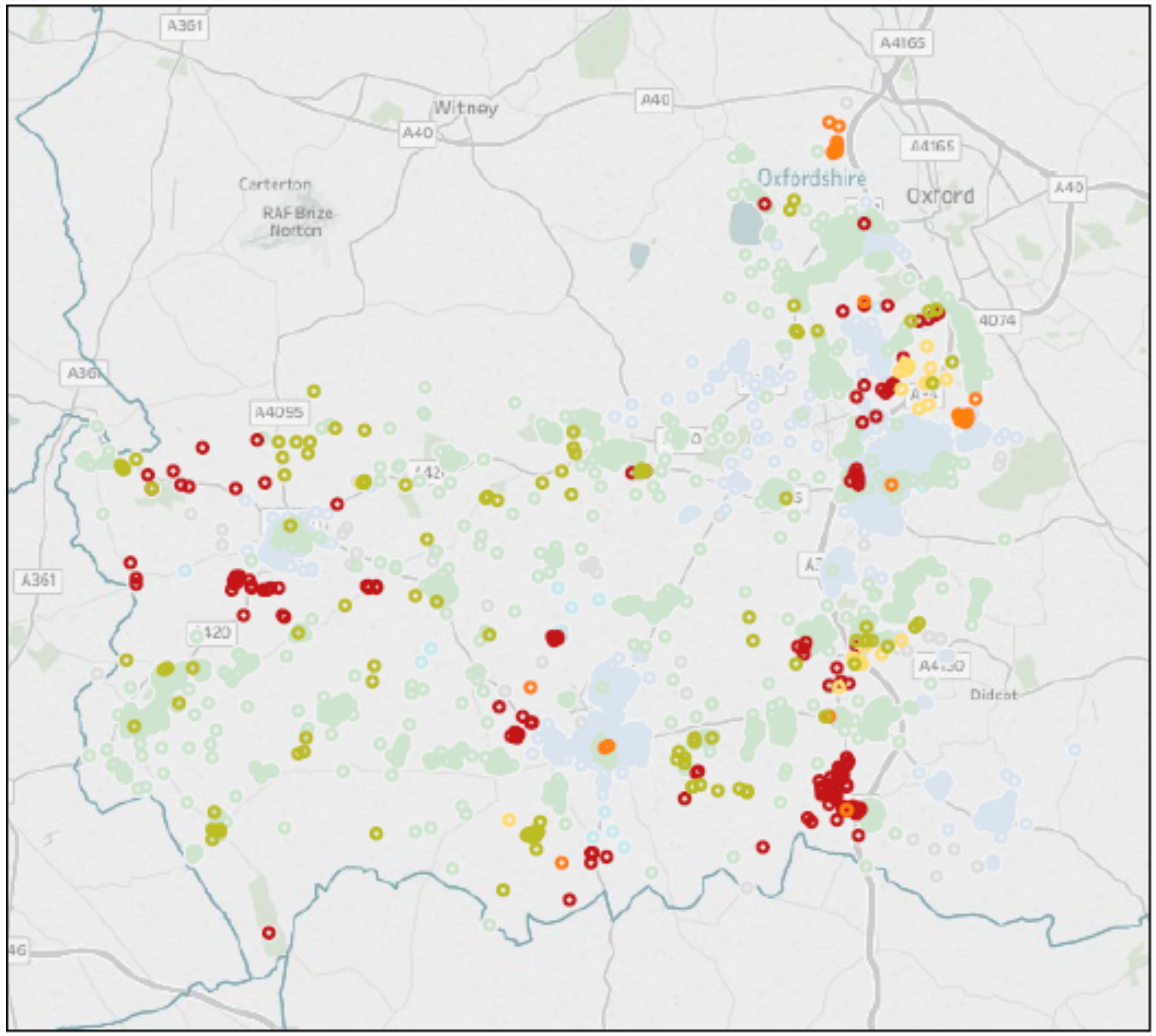
Select Area Type
District

Select Area Name
Vale of White Horse

Look up postcode
For best results do not i
last digit of postcode,
*e.g. OX1 1N_*
All

Delivery Status
- Works complete
- Cabinet live - with add
- Anticipated complete b
- Anticipated complete b
- Anticipated complete b
- Commercially covered
- Commercial coverage
- Additional funding requ

VALE OF WHITE HORSE – REMAINING COVERAGE TO BE DELIVERED UNDER PHASE TWO:



Select Area Type
District

Select Area Name
Vale of White Horse

Look up postcode
*For best results do not include last digit of postcode, e.g. OX1 1N_*
All

Delivery Status

- Works complete
- Cabinet live - with additional works due to complete by end of December 2017
- Anticipated complete by end of March 2017
- Anticipated complete by end of June 2017
- Anticipated complete by end of December 2017
- Commercially covered
- Commercial coverage planned
- Additional funding required

Schedule for Scrutiny Committees 2016/17

(further items to be added to schedule as required)

Meeting date	Type and chair	Agenda items	Cabinet members	Head of Service
Tues 7 Feb	**Vale**	Review of Final Draft Budget	Robert Sharp	**WJ**
Thurs 9 Feb	**South**	Review of Final Draft Budget	Jane Murphy	**WJ**
Thurs 9 March	**Joint**	Community Safety Partnership Spending commuted sums & affordable housing	Anna Badcock/Eric Batts Elizabeth Gillespie/Elaine Ware	**MR** **GB**
Thurs 30 March	**Vale**	Council Tax Reduction Scheme Review Future Work Programme	Robert Sharp All	**WJ** **All**
Tues 4 April	**South**	Policy for individual councillors' grant decisions	Elizabeth Gillespie	**CK**

Item for future Scrutiny Committees (date to be determined**)**
Vale
Consultation (*may be Joint*)
Corporate Development Plan

South
Corporate Development Plan

Joint
Temporary accommodation strategy
Unitary status

The Cabinet work programmes can be accessed via the following links:
South
http://democratic.southoxon.gov.uk/mgListPlans.aspx?RPId=121&RD=0

Vale
http://democratic.whitehorsedc.gov.uk/mgListPlans.aspx?RPId=507&RD=0

Heads of Service
GB = Gerry Brough AD =Adrian Duffield ADo = Andrew Down
CK =Clare Kingston WJ =William Jacobs MR =Margaret Reed
Meeting Start times: *Joint: 6:30; South: 6:30; Vale: 7.00*