

**Committee:** Overview and Scrutiny Committee  
**Date:** Tuesday 3 September 2019  
**Time:** 6.30 pm  
**Venue:** Bodicote House, Bodicote, Banbury, OX15 4AA

## Membership

<b>Councillor Lucinda Wing (Chairman)</b>	<b>Councillor Tom Wallis (Vice-Chairman)</b>
Councillor Mike Bishop	Councillor Phil Chapman
Councillor Chris Heath	Councillor Shaida Hussain
Councillor Tony Mephram	Councillor Ian Middleton
Councillor Perran Moon	Councillor Sandra Rhodes
Councillor Les Sibley	Councillor Bryn Williams

## AGENDA

Overview and Scrutiny Members should not normally be subject to the party whip. Where a member is subject to a party whip they must declare this at the beginning of the meeting and it should be recorded in the minutes.

1. **Apologies for Absence and Notification of Substitute Members**

2. **Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3. **Minutes** (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting held on 9 July 2019.

4. **Chairman's Announcements**

To receive communications from the Chairman.

5. **Monthly Performance, Risk and Finance Monitoring Report - June/Quarter 1 2019/20** (Pages 5 - 36)

Report of Executive Director Finance (Interim) and Assistant Director: Performance and Transformation

**Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

**Recommendations**

The meeting is recommended:

- 1.1 To note the monthly Performance, Risk and Finance Monitoring Report.
- 1.2 To note that the Performance, Risk and Finance Monitoring Report is considered by Executive on a monthly basis.
- 1.3 To review and comment on the performance update for quarter one (Appendix 2) and identify any areas for further consideration by the Executive.

Although the full Performance, Risk and Finance Monitoring Report is included, members of Overview and Scrutiny are requested to focus on the Performance aspect of the report.

6. **Show and Tell - Wellbeing Directorate** (Pages 37 - 40)

Nicola Riley – Assistant Director: Wellbeing

The Committee will receive an overview of the Wellbeing directorate, the work that it covers and the services it provides.

A briefing note relating to one aspect of the work – Intergeneration – Generations Working Together – is attached for information.

7. **Banbury Public Spaces Protection Order** (Pages 41 - 48)

Richard Webb – Assistant Director: Regulatory Services and Community Safety

Cherwell District Council is currently consulting on its Public Spaces Protection Order for Banbury.

The Committee are asked to consider the consultation prior to a formal decision being made by Executive in November.

A briefing note is attached which provides more detail, along with a copy of the existing order and a map that shows the area covered by the order.

8. **Committee Work Programme 2019/2020** (Pages 49 - 56)

Democratic and Elections Officers will give an update on progress regarding subjects raised at previous Committee meetings (appendix 1, attached).

The Committee to consider the work programme (appendix 2, attached).

## **9. Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Meeting**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwellandsouthnorthants.gov.uk](mailto:democracy@cherwellandsouthnorthants.gov.uk) or 01327 322043 / 01295 221591 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

### **Queries Regarding this Agenda**

Please contact Emma Faulkner / Lesley Farrell, Democratic and Elections  
[emma.faulkner@cherwellandsouthnorthants.gov.uk](mailto:emma.faulkner@cherwellandsouthnorthants.gov.uk), 01327 322043 /  
[lesley.farrell@cherwellandsouthnorthants.gov.uk](mailto:lesley.farrell@cherwellandsouthnorthants.gov.uk), 01295 221591

**Yvonne Rees**  
**Chief Executive**

Published on Friday 23 August 2019

## Cherwell District Council

### Overview and Scrutiny Committee

Minutes of a meeting of the Overview and Scrutiny Committee held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 9 July 2019 at 6.30 pm

Present: Councillor Tom Wallis (Vice-Chairman, in the Chair)

Councillor Phil Chapman  
Councillor Shaida Hussain  
Councillor Ian Middleton  
Councillor Perran Moon  
Councillor Les Sibley  
Councillor Bryn Williams

Also Present: Councillor Barry Wood - Leader of the Council

Apologies for absence: Councillor Lucinda Wing  
Councillor Mike Bishop  
Councillor Chris Heath  
Councillor Tony Mephram  
Councillor Sandra Rhodes

Officers: Hedd Vaughan Evans, Assistant Director Performance and Transformation  
Natasha Clark, Governance and Elections Manager  
Emma Faulkner, Democratic and Elections Officer  
Lesley Farrell, Democratic and Elections Officer

#### 9 **Declarations of Interest**

There were no declarations of interest.

#### 10 **Minutes**

The Minutes of the meeting of the Committee held on 28 May 2019 were confirmed as a correct record and signed by the Chairman.

#### 11 **Chairman's Announcements**

There were no Chairman's announcements.

12 **Monthly Performance, Risk and Finance Monitoring Report - March 2019  
- End of year 2018/19**

The Assistant Director Performance and Transformation submitted a report which summarised the Council's Performance, Risk and Finance monitoring position as at the end of the municipal year 2018/19. In presenting the report, the Assistant Director Performance and Transformation gave a presentation which explained how performance was assessed against Cherwell District Councils priorities.

In considering the report, Members referred to measure JBP1.1.1 – Maintain High Quality Waste & Recycling Services, and the lower garden waste tonnages, which was largely due to the long hot summer in 2018. Members queried how targets were set and suggested that, in relation to the green waste target, the measurement of green waste should be percentage recycled and not amount collected as this would vary each year, was dependant on the weather and not under the control of Cherwell District Council.

The Assistant Director Performance and Transformation agreed to raise the comments with the Assistant Director Environmental Services and would report back to the Committee.

The Committee further commented on this measure in relation to recycling and agreed the Assistant Director Environmental Services should be invited to a future meeting of the Committee to provide information on Cherwell District Councils recycling contract, including where waste was taken and how it was processed.

**Resolved**

- (1) That the monthly Performance, Risk and Finance Monitoring Report be noted.
- (2) That it be noted that the Performance, Risk and Finance Monitoring Report is considered monthly by Executive.
- (3) That, having given due consideration to the performance end of year update, no areas for further consideration by Executive be identified.

13 **Committee Work Programme 2019/2020**

The Democratic and Elections Officers gave an update on the status of topics suggested for Scrutiny, and the indicative Committee Work Programme.

With regards the Oxfordshire Growth Board, Members noted that there were specific scrutiny arrangements for the Board and Cherwell District Council (CDC) was represented on the Board's Scrutiny Panel. The Leader, Councillor Barry Wood, who sat on the Growth Board for CDC offered to speak with Growth Board officers regarding the attendance of a Growth Board representative at a meeting of the Committee to provide an overview of the Board and answer Members' questions.

**Resolved**

- (1) That, having given due consideration, the updates and actions on the suggested topics for scrutiny be noted.
- (2) That the work programme be noted.

14 **Urgent Business**

There were no items of urgent business.

The meeting ended at 8.20 pm

Chairman:

Date:

This page is intentionally left blank



## Cherwell District Council

### Overview and Scrutiny Committee

3 September 2019

<p><b>Monthly Performance, Risk and Finance Monitoring Report – June/Quarter 1 2019/20</b></p>
--

### Report of Executive Director Finance (Interim) and Assistant Director: Performance and Transformation

This report is public

#### **Purpose of report**

This report summarises the Council's Performance, Risk and Finance monitoring position as at the end of each month.

#### **1.0 Recommendations**

The meeting is recommended:

- 1.1 To note the monthly Performance, Risk and Finance Monitoring Report.
- 1.2 To note that the Performance, Risk and Finance Monitoring Report is considered by Executive on a monthly basis.
- 1.3 To review and comment on the performance update for quarter one (Appendix 2) and identify any areas for further consideration by the Executive.

#### **2.0 Introduction**

- 2.1 The Council is committed to performance, risk and budget management and reviews progress against its corporate priorities on a monthly basis.
- 2.2 This report provides an update on progress made so far in 2019-20 to deliver the Council's priorities through reporting on performance, the Leadership Risk Register and providing an update on the financial position.
- 2.3 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2019-20 business plan and the priorities of the Council. These measures and key performance indicators are reported on a monthly basis to highlight progress, identify areas of good performance and actions that have been taken to address underperformance or delays.
- 2.4 The Council maintains a Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.

2.5 The Report details section is split into three parts:

- Performance Update
- Leadership Risk Register Update
- Finance Update

2.6 There are two appendices to this report:

- Appendix 1 – 2019/20 Business Plan
- Appendix 2 - Monthly Performance Report

### 3.0 Report Details




#### Performance Update

3.1 The Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2019-20 business plan and the priorities of the Council.

3.2 The 2019-20 business plan set out three strategic priorities:

- Clean, Green and Safe;
- Thriving Communities and Wellbeing;
- District of Opportunity and Growth.

3.3 This report provides a summary of the Council's performance in delivering against each strategic priority. To measure performance a 'traffic light' system is used. Where performance is on or ahead of target it is rated green, where performance is slightly behind the target it is rated amber. A red rating indicated performance is off target.

Colour	Symbol	Meaning for Joint Business Plan Measures	Meaning for Joint Key Performance Measures (KPIs)
Red		Significantly behind schedule	Worse than target by more than 10%.
Amber		Slightly behind schedule	Worse than target by up to 10%.
Green		Delivering to plan	Delivering to target or ahead of it.

#### Priority: Clean, Green and Safe

3.4 The Council is committed to protecting the natural environment and ensuring the character of the district is preserved and enhanced. Our commitment included working to ensure the district has high standards of environmental cleanliness and greater waste and recycling services. Maintaining the district as a low crime area is another key part of this priority and the Council is committed to working in partnership to deliver against this objective.

3.5 Overview of our performance against this strategic priority:

**Bold new signs point the way to better air quality in Bicester** – supporting our objective to protect our natural environment and promote environmental sustainability, and to coincide with the Clean Air Day 2019 on the 20<sup>th</sup> June, Cherwell District Council installed six new reflective signs at strategic points to the north and south of the London Road crossing instructing people to “please turn engine off whilst stationary”. The notices reiterate the red boarded signs already in place at either side of the crossing, which are legally enforceable. Daily patrols by Cherwell’s community safety team will take place at peak times to make sure motorists are following the instructions. Instead of reporting the offence, if a driver is spotted with their engine running, officers have been asked to engage with them to encourage them to change their habits in the future.



**Air quality improving** – As part of our commitment to protect the natural environment and promote environmental sustainability, the Council submitted its Annual Status Report to the Department for Environment, Food and Rural Affairs (DEFRA) in June. The results showed that the overall trend in Nitrogen Dioxide levels across the district was downwards.

**Compost giveaways** –The Environmental Services team hosted the annual, and very successful, Compost Giveaway events on June 1<sup>st</sup> in Banbury, June 7<sup>th</sup> in Kidlington, and June 13<sup>th</sup> in Bicester, giving out free compost, recycle-themed freebies and advice around the best practices for recycling.



**“Party in the Park” safely** – As part of the delivery of our objective to support community safety and reduce anti-social behaviour, delivering to plan, the Community Wardens supported the “Banbury and District Show” at Spiceball Park on 9<sup>th</sup> June and the “Party in the Park” event in Adderbury on June 15<sup>th</sup>, to ensure that our residents could enjoy the summer festivities in a safe environment.



**Protecting the Built Heritage** - Initial work has commenced on the preparation of heritage guidance notes. The Conservation team’s work plan for the year now includes two further conservation area reviews (Grimsbury in Banbury and Bloxham). Conservation area appraisals have been undertaken for Hethe, Horley, Somerton, Stratton Audley, Balscote and Duns Tew. Necessary consultations and signoffs are continuing.

## Priority: Thriving Communities and Wellbeing

3.6 The Council is committed to supporting our communities to thrive and to promoting the wellbeing of our residents. This priority includes supporting health and wellbeing, improving leisure facilities and delivering leisure activities and working in partnership with voluntary organisations to deliver services in a manner that safeguards children, young people and vulnerable adults. Another key aspect of this priority is preventing homelessness, the delivery of affordable housing and improving the condition of residential properties.

3.7 Overview of our performance against this strategic priority:

**Healthy Place shaping workshop** – Working towards our objective to Promote Healthy Place Making, which is delivering according to plan, with a county wide workshop organised for the Growth Board was attended by 76 delegates with national speakers from Town & Country

Planning Association and Homes England.

The workshop was very successful, and Cherwell has now decided to hold a similar workshop for its officers and members to further embed Healthy Place Shaping principles.



**Visits to the District's Leisure Centres** – Overall numbers of visits are slightly down, not unexpected due to closure of the swimming pools at Spiceball. However, we have seen increases across all other centres, particularly in Whitelands Farm Sports Ground. Swimming pools at Spiceball Leisure centre are expected to be re-opened in August 2019.



**Supporting the vulnerable** – In line with our objective to support and safeguard vulnerable people, the council continues to offer support to the most vulnerable residents in the district by timely assessment of claims for Housing Benefit, Council Tax Reduction and Discretionary Housing Payments (DHP). An additional £50k has been added to the DHP pot by the Council to support those on Universal Credit.

**Housing** – Delivery of affordable housing is reporting off target for this month, during June 71 completions were delivered against a target of 115, none of these units were delivered as part of the Oxfordshire Growth Deal. Completion of some affordable housing units on sites at NW Bicester and Banbury that were expected in June have been slightly delayed with completion now expected in July. Once these units are complete, this will bring delivery targets back on track for July.

### Priority: District of Opportunity and Growth

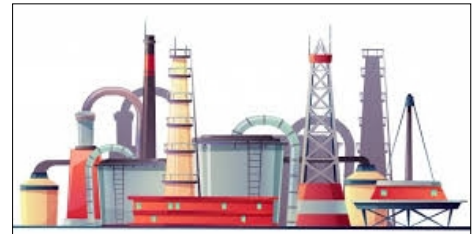
3.8 The Council is committed to developing the local economy, promoting inward investment and delivering sustainable growth. This priority also contributes towards making great places to live, work, visit and invest through economic development and working in partnership to deliver strategic transport infrastructure projects.

3.9 Overview of our performance against this strategic priority:

**Additional funding for Bicester Garden Town** - After a competitive bid, £770,000 was awarded to Cherwell District Council by The Ministry of Housing, Communities and Local Government in the latest round of Garden Town Capacity Funding, towards the improvement and development of Bicester. More than £100,000 has been earmarked for the design of improvements to the town centre, including the Market Square, with funding also secured to explore better access to the countryside and the enhancement of green spaces. The grant will also be used to put on more cultural events in the town as well as to embed the principles of healthy place shaping through the continuation of the Healthy Bicester programme.

**Innovative and Effective Housing Schemes** - The Admiral Holland development is one week behind programme due to additional foundation work, as this one week delay has happened so early in the programme it is anticipated that the contractor, Edgar Taylor, will make up this time as construction progresses. Creampot Crescent, in Cropredy, will be put on the market on the 1st July 2019 for shared ownership, being second project completed by CDC for the Growth Deal.

**Developing the Cherwell Industrial Strategy** – The Cherwell Industrial Strategy (CIS) is important as a process of meaningful engagement with a range of internal and external partners as well as for its end product. The team held staff workshops and a member workshop on the 19th June (30 Councillors attended, representing County, District, Town and Parish Councils), they are now planning the next rounds of engagement with small and large businesses before widening further to include other stakeholders. The outputs from the workshops held to date are being analysed and have been supported by innovative and insightful external research.



**Green light for major employment site** - Cherwell District Council's planning committee granted permission for two commercial buildings on a site adjoining the M40 at junction 11, east of the Banbury Gateway shopping centre. The site is allocated in the adopted Local Plan for employment purposes and the proposal is expected to deliver around 725 to 900 jobs. Conditions include the applicant providing £750,081 towards a highway improvement scheme to relieve congestion on Hennef Way and £100,000 to help improve bus services on the Daventry Road. The development has been granted permission for industrial use, storage and distribution at two buildings that will provide up to 33,110 square metres of floorspace. Permission was also granted for a new junction to the Daventry Road and for all internal roads and landscaping on the site.



## Summary of Performance

- 3.10 The Council reports on performance against 21 business plan measures and 17 key performance indicators on a quarterly basis. Performance for this month is summarised in the table below. The full details, including commentary against each measure and key performance indicator can be found in Appendix 2.

<b>Business Plan Measures and Key Performance Indicators (38)</b>					
<b>Status</b>	<b>Description</b>	<b>June</b>	<b>%</b>	<b>YTD</b>	<b>%</b>
Green	On target	29	76%	29	76%
Amber	Slightly off target	5	13%	6	16%
Red	Off target	4	11%	3	8%

### 3.11 **Spotlight On: The Community Safety Team**

Cherwell's Community Safety Team consists of Community Wardens and a Community Safety Officer. Their role is to help, advise and support Cherwell residents and visitors, whilst working closely with partner agencies, to make Cherwell a great place to be. You'll normally see the team carrying out high visibility patrols in areas where people have raised concerns about safety or anti-social behaviour. Their presence reassures the public and helps prevent incidents so that everyone can enjoy their local environment.

#### **Community Safety Accreditation Scheme**

All team members have been authorised with a selection of powers previously only given to the Police. As a result, they all carry a Police issue radio and are in contact with the Police control room. The accreditation enables team members to:

- Confiscate cigarettes from persons aged under 16.
- Require cyclists to dismount if riding on the pavement.
- Seize alcohol if possessed by a person under 18.
- Obtain the name and address of persons acting in an anti-social manner.
- Photograph persons away from a Police Station.



#### **All About YOUth Project**



In 2018 the team developed an idea that would help reduce the risk that vulnerable children could be exploited. "All About YOUth" brings together partner agencies to reach out to ALL children and help guide and support them along the safest most beneficial path for a positive future. 2019 has seen the initiative start with the creation of a steering group to develop our new approach. A launch is planned for 2020. Initial funding for this initiative has been provided by the Cherwell Community Safety Partnership.

## Partnership Working

A major factor in the team's effectiveness and success is the willingness and desire to work with all partners to ensure the safest District possible for people to live, work and visit. We do not tolerate any discrimination against any person for any reason.



## Awareness of Surroundings

Always being alert to what is going on around us is a key factor in our pro-active working. For example, the team recently identified a man 'skip diving' for scrap metal. Checks on whether he had a waste carrier licence and, on his vehicle, led to the vehicle being seized by Police for not being insured. The driver was also warned that he would be prosecuted if he was found to be carrying waste again without a licence.



## Community Engagement Events

The team organise and lead on many engagement events across the District, normally under the Community Safety Partnership banner. These events are usually focused on problems in specific locations or part of a preventative response to crime trends. They also support 'national' awareness weeks like National Licensing Week.



## Safeguarding Children in Banbury

The team works very closely with schools, including supporting training days or safety events. The wardens carry out patrols around schools and talk with pupils about personal safety.



## Public Spaces Protection Order (PSPO)

Currently Cherwell District Council has a PSPO covering Banbury town centre, including People's Park. The Order was introduced in 2016 to combat the growing problems of street drinking, begging and rough sleeping in the area. Enforcement of the PSPO falls to the Community Safety Team alongside their Police partners. Positive engagement by the team has seen a significant reduction in anti-social street drinking as well as begging. To help reduce rough sleeping a supportive approach is taken which sees the team work closely with our housing colleagues, providing help and advice to those in need of support – even allowing people to use our mobile phones to call the services they need to speak to.



The team also provide a reactive response to reports of anti-social behaviour. When investigating anti-social behaviour, the team will carry out house visits to provide reassurance and crime prevention advice. The team will often need help to gather evidence of the problem but once the problem is confirmed and the persons responsible have been identified they can issue community protection warnings and notices to make sure the behaviour stops.

## Risk Update

- 3.12 The Council maintains a Joint Leadership Risk Register that is reviewed on a monthly basis. The latest available version of the risk register at the date this report is published is included in this report.
- 3.13 The heat map below shows the overall position of all risks contained within the Leadership Risk Register.

Risk Scorecard – Residual Risks						
		Probability				
		1 - Remote	2 - Unlikely	3 - Possible	4 - Probable	5 - Highly Probable
Impact	5 - Catastrophic			L09		
	4 - Major		L10 & L12	L07 & L11		
	3 - Moderate			L01, L02, L04, L05, L14	L03, L08 & L15	L13
	2 - Minor					
	1 - Insignificant					

- 3.14 The table below provides an overview of changes made to the Leadership Risk Register during the past month. Any significant changes since the publication of the report will be reported verbally at the meeting.

Leadership Risk	Score	DOT	Latest Update
L01 Financial Resilience	9 Low risk	↔	Risk Review completed 17/07 – Comments updated
L02 Statutory functions	9 Low risk	↔	Risk Review completed 17/07 – No changes.
L03 Lack of Organisational Capacity	12 Medium risk	↔	Risk Review completed 15/07 – Comments updated.
L04 CDC Local Plan	9 Low risk	↔	Risk Review completed 18/07 – Comments updated
L05 Business Continuity	9 Low risk	↔	Risk Review completed 09/07 – comments updated.
L06 Partnering	12 Medium risk		REMOVED
L07 Emergency Planning	12 Medium risk	↔	Risk Review completed 09/07 – No changes.
L08 Health & Safety	12 Medium risk	↔	Risk Review completed 03/07 – mitigating actions updated.
L09 Cyber Security	15 Medium risk	↔	Risk Review completed 10/07 – No changes.
L10 Safeguarding the Vulnerable	8 Low risk	↔	Risk Review completed 17/07 – comments updated.
L11 Sustainability of Council owned companies and delivery of planned financial and other objectives.	12 Medium risk	↔	Risk Review completed 17/07 – Comments updated.
L12 Financial sustainability of third-party suppliers including contractors and other partners	8 Low risk	↔	Risk Review completed 17/07 – No changes.



L13 Separation and Joint Working	15 Medium risk	↔	Risk Review completed 15/07 – comments updated.
L14 Corporate Governance	9 Low risk	↔	Risk Review completed 17/07 – No changes.
L15 Oxfordshire Growth Deal	12 Medium risk	↔	Risk Review completed 17/07 – comments updated.

There are no score changes for June, all risks reviewed with updates in mitigating actions and or comments etc.

### 3.15 Finance Update (Revenue and Capital)

During the budget setting process for 2019/20 we reviewed any budget variances in-year that were known at that time and where the financial variations relating to structural issues, these were realigned during that process, as appropriate.

### 3.16 Revenue Position

The Council's forecast financial position is set out in the table below. Overall, for the financial year 2019/20 Cherwell District Council has a projected an overspend of £218k which is a small reduction from last month. Currently all funding is shown on target as we are not expecting any significant variations to date and are not aware of any significant risks to our in-year funding at this stage of the financial year.

For more detail on the movements across all budgets please see the table below showing the main reasons for the variances in 2019/20.

Revenue Monitoring (Brackets denotes an Underspend)	Budget £000	Forecast £000	Current Month Variances £000	Prior Month Variances £000
Communities	1,682	1,682	-	0
Leisure & Sport	791	756	(35)	(35)
Housing	2,047	2,019	(28)	(28)
Environmental Services	4,972	5,062	90	53
Environmental Health & Licensing	1,053	1,003	(50)	0
<b>WELLBEING TOTAL</b>	<b>10,545</b>	<b>10,522</b>	<b>(23)</b>	<b>(10)</b>
<p><i>Leisure &amp; Sport: (£35k) Underspend on salaries due to changes in service delivery.</i>  <i>Housing: (£28k) Salary savings due to changes in service delivery.</i>  <i>Environmental Services: £90k Gate fee increase to £8 per tonne amounting to £85k and £5k due to changes in service delivery and vacancies within Waste Collection and Street Cleansing.</i>  <i>Environmental Health &amp; Licensing: (£50k) due to changes in service delivery.</i></p>				
Planning Policy & Development	1,447	1,530	83	83
Economy & Regeneration	1,400	1,650	250	250
<b>PLACE &amp; GROWTH TOTAL</b>	<b>2,847</b>	<b>3,180</b>	<b>333</b>	<b>333</b>
<p><i>Planning Policy &amp; Development: £83k relating to agency costs.</i></p>				

**Economy & Regeneration: £250k made up of £100k consultancy costs, £150k relating to Build!.**

Finance	2,127	2,127	-	(40)
Property	(865)	(865)	-	0
<b>Finance Total</b>	<b>1,262</b>	<b>1,262</b>	<b>-</b>	<b>(40)</b>

**Finance: (£40k)** consists of (£15k) Internal Audit Fees, (£45k) for external audit fees, £70k Interim support, rent allowances underspend of (£50k) mainly due to Universal Credit funding changes.

Law & Governance	1,387	1,377	(10)	(10)
<b>Law &amp; Governance Total</b>	<b>1,387</b>	<b>1,377</b>	<b>(10)</b>	<b>(10)</b>

**Law & Governance: (£10k)** relating to joint OCC Director of Law & Governance.

Customers & IT services	2,543	2,543	-	0
Strategic Marketing & Communications	391	391	-	0
HR, OD & Payroll	751	751	-	0
Performance & Transformation	457	457	-	0
Corporate Services	106	106	-	0
<b>CUSTOMERS &amp; IT SERVICES TOTAL</b>	<b>4,248</b>	<b>4,248</b>	<b>0</b>	<b>0</b>

**TOTAL DIRECTORATES**

	<b>20,289</b>	<b>20,589</b>	<b>300</b>	<b>273</b>
Investment Costs	2,955	2,955	-	-
Interest Receivable	(563)	(645)	(82)	(43)
Interest from Graven Hill	(2,593)	(2,593)	-	-
Pension Costs	237	237	-	-
Appropriations For Transfer To Reserves	4,402	4,402	-	-
Appropriations For Transfer From Reserve	(3,516)	(3,516)	-	-
Capital Charges	1,500	1,500	-	-
<b>EXECUTIVE MATTERS TOTAL</b>	<b>2,422</b>	<b>2,340</b>	<b>(82)</b>	<b>(43)</b>

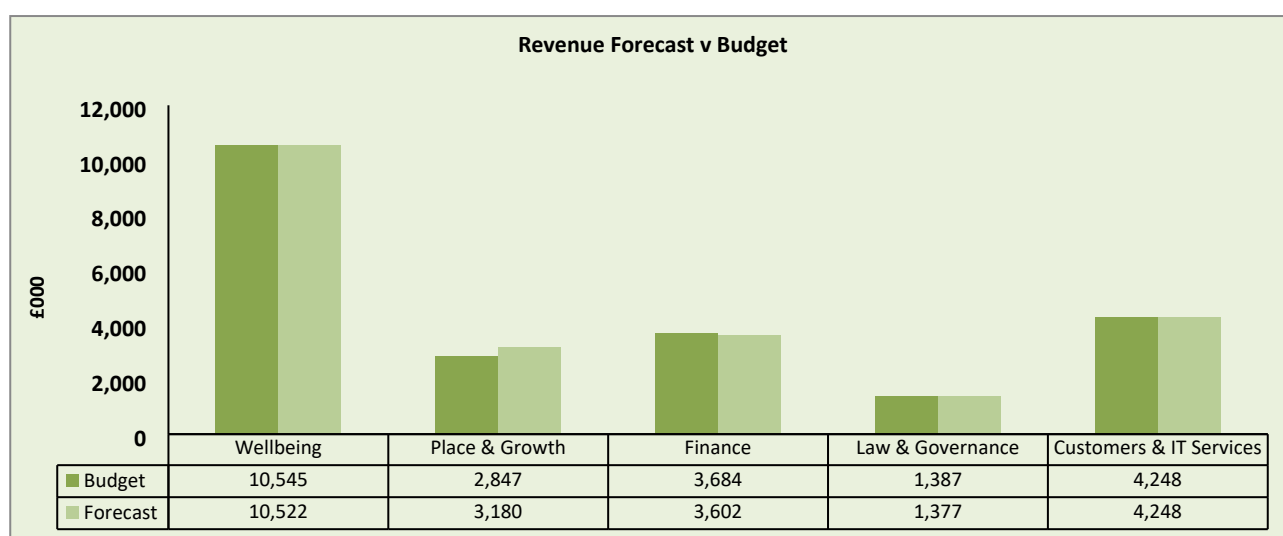
**Interest Receivable: (£82k)** due to new loan given to Crown House.

<b>COST OF SERVICES</b>	<b>22,711</b>	<b>22,929</b>	<b>218</b>	<b>230</b>
-------------------------	---------------	---------------	------------	------------

Funding	Budget £000	Forecast £000	Current Month Variances £000	Prior Month Variances £000
<i>(Brackets denotes an Underspend)</i>				
Business Rates Retention	(10,760)	(10,760)	-	-
Revenue Support Grant	(114)	(114)	-	-
Transfer to parish Councils for CTRS	349	349	-	-
Transition Grant	0	0	-	-
<b>FORMULA GRANT EQUIVALENT</b>	<b>(10,525)</b>	<b>(10,525)</b>	<b>-</b>	<b>-</b>
New Homes Bonus	(5,087)	(5,087)	-	-
<b>GRANTS AWARDED TOTAL</b>	<b>(5,087)</b>	<b>(5,087)</b>	<b>-</b>	<b>-</b>
Council Tax	(6,923)	(6,923)	-	-

Collection Fund	(176)	(176)	-	-
<b>COUNCIL TAX INCOME TOTAL</b>	<b>(7,099)</b>	<b>(7,099)</b>	-	-
<b>TOTAL INCOME</b>	<b>(22,711)</b>	<b>(22,711)</b>	-	-
<b>Reserve management</b>			<b>0</b>	
<b>(Surplus)/Deficit</b>			<b>218</b>	<b>230</b>

The graph below shows the overall variance by Directorate and compares the budget to the forecast end of year position.



### 3.17 Capital Programme

A summary of the capital programme is set out in the table below. The detailed Capital programme is shown in the appendices to this report.

The budget for 2019/20 is £93m. Overall, we are projecting an underspend in year by (£722k) which is a slight increase on the previous month further detail can be found in the table below:

Directorate	Budget £000	Forecast £000	Re- profiled beyond 2019/20 £000	Current Period Variances £000	Prior Period Variances £000
Wellbeing, Environmental & Regulatory	5,270	4,572	30	(668)	(668)
Place & Growth	29,855	29,855	0	(0)	0
Customers & Service Development	831	832	0	1	0
Finance Services	56,673	56,619	0	(54)	(28)
<b>Total</b>	<b>92,629</b>	<b>91,878</b>	<b>30</b>	<b>(722)</b>	<b>(696)</b>
<b>Current Period Variances:</b>					

**Wellbeing, Environmental & Regulatory Services: (£668k)** budgets no longer required for Sunshine Centre (**£22k**), Biomass Heating Bicester Leisure Centre (**£14k**), Solar Photovoltaics at Sports Centre (**£80k**), Abritas Upgrade project (**£33k**), Discretionary Grants Domestic Properties (**£546k**), Glass Recycling Bank spend not budgeted for **£7k**, and potential overspend of **£20k** on vehicle replacement programme.

**Finance Services: £54k** relating to New E-tendering Portal for procurement no longer required (**£30k**), Tramway site small additional works required amounting to **£15k** and potential small underspends on the following projects Thorpe Place Industrial Units (**£5k**), Thorpe Way Industrial Units (**£4k**), Thorpe Lane Depot Tarmac/Drainage (**£4k**), Thorpe Way Roof Repairs (**£2k**) project complete, (**£22k**) Retained Land budget no longer required, (**£2k**) Condition works Survey works project complete.

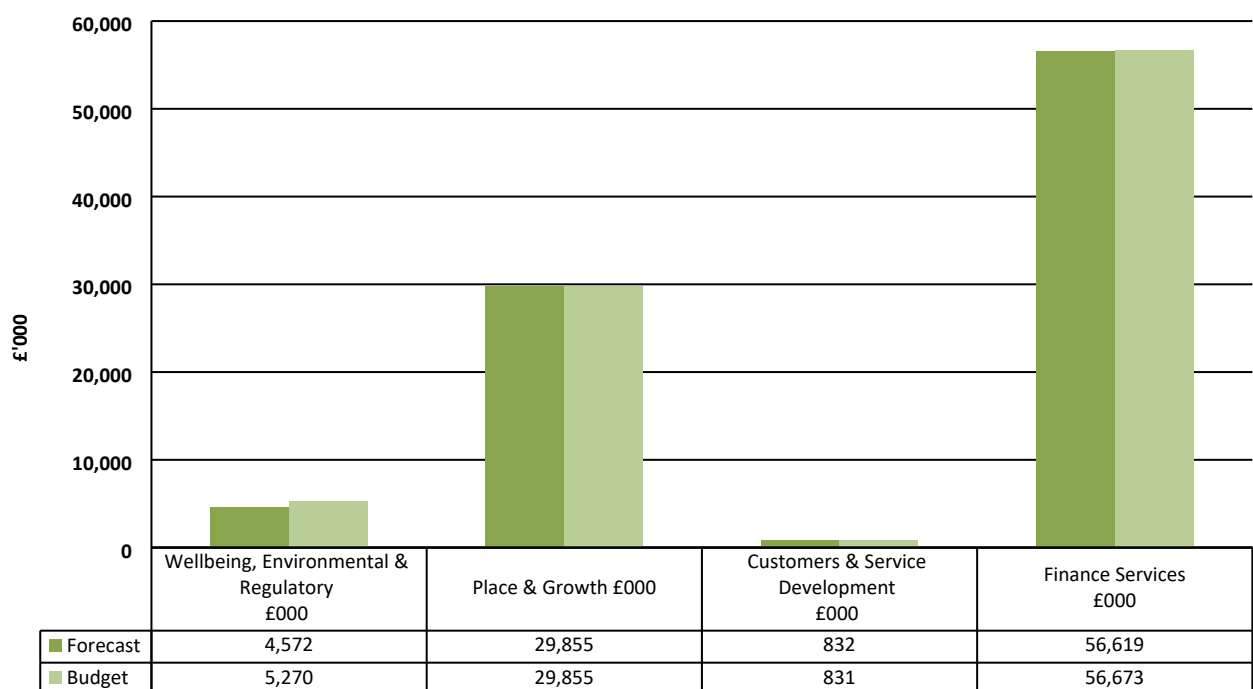
**Customers & Service Development: £1k** Cooper Sports Facility flood lights project complete.

**Re-profile beyond 2019/20:**

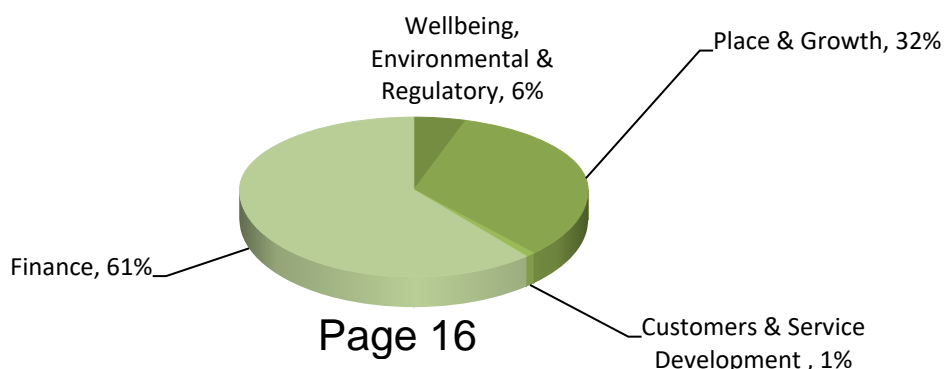
**Wellbeing, Environmental & Regulatory Services:**

**£30k** Spiceball Leisure Centre Bridge Resurfacing is part of the CQ2 project. Could potentially roll into 2020/21.

**Capital Forecast v Budget**



**Allocated Budget**



4.1 It is recommended that the contents of this report are noted.

## **5.0 Consultation**

5.1 This report sets out performance, risk and budgetary information from the previous month and as such no formal consultation on the content or recommendations is required.

## **6.0 Alternative Options and Reasons for Rejection**

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: This report illustrates the Council's performance against the 2019/20 business plan. As this is a monitoring report, no further options have been considered. However, members may wish to request that officers provide additional information.

## **7.0 Implications**

### **Financial and Resource Implications**

7.1 The financial implications are detailed within section 3.15 of this report.

Comments checked by:

Adele Taylor, Executive Director: Finance and Governance (Interim)

[Adele.taylor@cherwellandsouthnorthants.gov.uk](mailto:Adele.taylor@cherwellandsouthnorthants.gov.uk)

0300 003 0103

### **Legal Implications**

7.2 There are no legal implications from this report.

Comments checked by:

Nick Graham, Monitoring Officer: Law and Governance

[Nick.Graham@cherwell-dc.gov.uk](mailto:Nick.Graham@cherwell-dc.gov.uk)

### **Risk management**

7.3 This report contains a full update with regards to the Council's risk position at the end of the previous month. A risk management strategy is in place and the risk register has been fully reviewed.

Comments checked by:

Louise Tustian, Team Leader: Acting Performance and Communications Manager

01295 221786

[Louise.tustian@cherwell-dc.gov.uk](mailto:Louise.tustian@cherwell-dc.gov.uk)

## **8.0 Decision Information**

## Key Decision

**Financial Threshold Met:** No

**Community Impact Threshold Met:** No

## Wards Affected

All

## Links to Corporate Plan and Policy Framework

All

## Lead Councillors –

Councillor Richard Mould – Lead member for Performance Management

Councillor Tony Illott – Lead member for Finance and Governance

## Document Information

Appendix No	Title
Appendix 1	2019/20 Business Plan
Appendix 2	Monthly Performance Report
Background Papers	
None	
Report Author	Hedd Vaughan-Evans – Assistant Director: Performance and Transformation
Contact Information	Tel: 0300 003 0111 <a href="mailto:hedd.vaughanEvans@cherwell-dc.gov.uk">hedd.vaughanEvans@cherwell-dc.gov.uk</a>

# Cherwell District Council Business Plan 2019-20



DISTRICT COUNCIL  
NORTH OXFORDSHIRE



## Organisational Plan

### Operational Excellence

- Rigorous Financial Management
- Efficient and Effective Governance
- Commercial and Procurement excellence
- Continuous Improvement

### Customer Focus

- Excellent Customer Services
- Efficient and Effective Services
- Accessible services – Enabled through digitisation
- Consultation and Customer Insight

### Best Council to work for

- Employer of choice
- Employee Engagement and Wellbeing
- Culture of Learning and Development
- Sustainable relationships with key partners

This page is intentionally left blank






# Appendix 2 – Monthly Performance Report

## June 2019

Includes:

- Programme Measures
- Key Performance Measures (KPIs)

Key to symbols

Colour	Symbol	Meaning for Joint Business Plan Measures	Meaning for Joint Key Performance Measures (KPIs)
Red		Significantly behind schedule	Worse than target by more than 10%.
Amber		Slightly behind schedule	Worse than target by up to 10%.
Green		Delivering to plan / Ahead of target	Delivering to target or ahead of it.

**CDC Programme Measures - Clean, Green and Safe**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC1.1.1 High Quality Waste &amp; Recycling</b>	Cllr D Sames	Kane, Graeme Potter, Ed	Compost giveaway events carried out in Banbury, Bicester & Kidlington.	Further work on material quality to be carried out. Reducing the contamination rate further in the dry recycling is a Priority.	★	Service performing well. Waste Minimisation going well with overall waste tonnages (Garden, dry recycling and residual waste) lower than the same period in 18/19 despite the significant growth in the number of properties.	★
<b>CDC1.1.2 Ensure Clean &amp; Tidy Streets</b>	Cllr D Sames	Kane, Graeme Potter, Ed	Preparation of Street Cleansing staff training completed for launch in late July.	Neighbourhood blitz due in late July in Southwold Bicester.	★	Cleanliness in urban is centres good, programme of gum removal starting in Banbury being developed. Gum removal in Bicester and Kidlington to follow later in the year.	★
<b>CDC1.1.3 Reduce Environmental Crime</b>	Cllr D Sames	Kane, Graeme Potter, Ed	Presentation from Hertfordshire and their fly tipping campaigns carried out at the Oxfordshire Resources & Waste Partnership meeting in mid-June. Well received, debate and discussion on how to utilise their toolkit is underway.	Work with the Street Cleansing team on training staff and involvement in Neighbourhood blitz event in Southwold Bicester.	★	Environmental enforcement activities continuing with a number of live investigations. Five littering Fixed Penalty Notices issued during the month.	★
<b>CDC1.1.4 Protect Our Natural Environment and Promote Environmental Sustainability</b>	Cllr A McHugh	Kane, Graeme Webb, Richard	The Annual Status Report was submitted to the Department for Environment Food and Rural Affairs (DEFRA) in June. The report provides a summary of the air quality monitoring undertaken in the district in 2018.	A report on the air quality monitoring undertaken in the district including progress on the actions in the Air Quality Action Plan will be taken to a meeting of the Scrutiny Committee (date to be confirmed) Support OCC with air quality improvement trial at schools.	★	The air quality monitoring results for 2018 showed that the overall trend in nitrogen dioxide levels across the district was downwards.  In the Hennef Way Air Quality Management Area (AQMA) there was a decrease in concentrations to levels below those measured in the previous three years, which had all previously shown year on year increases. In the Central Banbury and Kidlington AQMA's levels fell below the annual mean objective level for nitrogen dioxide and at one location in the Bicester AQMA the level remains just above the objective level. Full details of the monitoring undertaken in 2018 can be found on the Councils website at <a href="https://www.cherwell.gov.uk/downloads/download/10-quality-management">https://www.cherwell.gov.uk/downloads/download/10-quality-management</a>  The County Council are considering a trial to reduce traffic pollution near schools at the start and end of the school day.	★

**CDC Programme Measures - Clean, Green and Safe**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC1.1.5 Support Community Safety and Reduce Anti-Social Behaviour</b>	Cllr A McHugh	Kane, Graeme Webb, Richard	The Community Wardens supported the Banbury and district show in Spiceball Park and 'Party in the Park' in Banbury.	Consultation on the possible renewal of the Public Space Protection Order for Banbury town centre to begin. A community safety teacher training event will be delivered jointly with Thames Valley Police. Community wardens will be supporting Bodfest, Banbury play day in People's Park and Banbury Music Mix. Early intervention youth fund professionals training takes place at Bodicote House.	★	<p>The community wardens continue to attend events in Cherwell both to help raise awareness of crime and disorder related matters, provide crime reduction advice and to reduce any potential anti-social behavior at the events.</p> <p>The Public Space Protection Order for Banbury expires at the end of November unless it is renewed. A public consultation programme is to commence in the summer to seek views on whether the Order should be renewed or allowed to lapse.</p> <p>The community safety Facebook page is used to promote the work of the Community Safety Team and also to provide crime prevention advice. Currently there are 1,164 members of this Facebook page.</p>	★
<b>CDC1.1.6 Protect the Built Heritage</b>	Cllr C Clarke	Feehily, Paul Jolley, Robert	In accordance with the Service Plan, initial work has commenced on the preparation of heritage guidance notes. The Conservation team's work plan for the year now includes two further conservation area reviews (Grimsbury in Banbury and Bloxham).	<p>Drafting of the first heritage guidance note will commence over the next month.</p> <p>Completing the adoption process for conservation reviews undertaken in 18/19 will continue.</p>	●	<p>Conservation area appraisals have been undertaken for Hethe, Horley, Somerton, Stratton Audley, Balcote and Duns Tew. Necessary consultations and sign-offs are continuing.</p> <p>The Conservation Team continues to work close with Development Management on cases of heritage interest and provide input into Planning Policy work.</p>	●

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD	
<b>CDC2.1.1 Promote Health &amp; Wellbeing</b>	Cllr A McHugh Cllr C Clarke	Kane, Graeme Riley, Nicola	Community Partnership Network meeting on 04 June received presentations on Social Prescribing and future of Health & Care in Banbury. CDC staff volunteering scheme launched via staff briefings. All but three GP practices in Cherwell are now signed up to 'Community Connect' social prescribing.	Develop peer to peer staff volunteering exchange on intranet.  Promote staff volunteering at opportunities fair on 15/07.	★	Peer to peer exchange will enable staff members to advertise one off opportunities within their voluntary organisations. We keep encouraging surgeries to sign up to Community Connect.	★	
<b>Page 24</b>	<b>CDC2.1.2 Improve Leisure &amp; Community Facilities</b>	Cllr G Reynolds	Kane, Graeme Riley, Nicola	Final finishing works at Spiceball Leisure Centre to allow the swimming pools to reopen in August.  Dates scheduled for the replacement fencing at the Cooper School Sports Facility.	Completion of the remedial and improvement works to the Swimming Pools at Spiceball Leisure Centre ahead of the re-opening in August.  Procurement process for the Contractor to undertake improvement works to the fencing at the Cooper Sports Facility is on its way, expecting that quotes to be assessed and the Contractor appointed ahead of the planned works in August.	★	All current facility improvements are on track and on budget. The Spa at Bicester Leisure Centre is also being replaced due to wear and tear and not part of the usual planned maintenance cycle. Replacement will take 8-10 weeks. Spiceball swimming pool works are progressing as planned and the pool will reopen in August.	★

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p><b>CDC2.1.3 Support the Voluntary Sector</b></p> <p align="center"><b>Page 25</b></p>	<p>Cllr A McHugh</p>	<p>Kane, Graeme Riley, Nicola</p>	<p>Banbury Volunteer Fair - 7 of June.</p>			<p>Banbury Volunteer Fair secured 40 voluntary organisations to attend to promote volunteer opportunities in the district and had approximately 140 people visit the event.</p>	
			<p>The Hill consultation - launched 3 June in the community (Neithrop / Ruscote Wards).</p>	<p>Bicester Play &amp; Activity Day - 7 July.</p>		<p>The Play:Full project is a Brighter futures initiative to address holiday hunger in our wards of deprivation. The project works to support local groups offering holiday activities to offer healthy food at all their sessions and adopt the Play:Full pledge as good practice.</p>	
			<p>Age Friendly Banbury stakeholders partnership meeting - 14 June.</p>	<p>July edition of Community Link publication distributed for summer.</p>		<p>The Community Link publication is produced quarterly to support voluntary organisations and groups in the district with information, advice and case studies of good practice from local partners to deliver great services in the district. The July edition has a focus on funding opportunities for groups, training and advice, volunteering, key community events that bring communities together and a case study of good practice following the opening of the new Horton View community café in Banbury.</p>	
			<p>Play:Full evaluation &amp; report launched at Brighter Futures Stakeholder conference - 12 June.</p>	<p>Grimsbury network meeting - 3 July.</p>	★		
			<p>Parish Liaison meeting on 12 June was well attended. Presentation on planning relationship with parishes was well received.</p>	<p>Play:Full summer programme launch - 25 July. First draw of Cherwell Lottery on 06 July. Develop new customer facing publicity campaign &amp; Materials #Local Strategic Partnership Board meets 11 July</p>		<p>The Hill consultation launched in June is to engage residents in Neithrop &amp; Ruscote wards to help shape the new programme of activities and services delivered in the centre once complete in autumn 2019. There is a formal consultation available on line and as a hard copy and informal postcards to capture residents' aspirations for the new centre, the consultation will officially close on the 5 of July.</p>	
			<p>24 Cherwell Lottery Good Cause partners signed up to Cherwell Lottery by 26/06.</p>			<p>The Community Lottery will see its first public draw on 6th July.</p>	★

<p><b>CDC2.1.4 Enhanced Community Resilience</b></p>	<p>Cllr A McHugh</p>	<p>Kane, Graeme Webb, Richard</p>	<p>Attended Thames Valley Police Rural Resilience Group meeting in Chesterton and Bicester Town Carnival.</p> <p>Emergency incident management staff awareness events commenced.</p> <p>Cherwell staff supported the Reception Centre exercise in West Oxfordshire.</p>	<p>The second staff awareness workshop will be held in July.</p> <p>Emergency Planning representatives to attend Banbury Mosque to discuss community resilience.</p> <p>The quarterly review of the Oxfordshire County Council and Cherwell District Council Emergency Planning partnership takes place this month.</p>	<p>★</p>	<p>The Thames Valley Police Rural Resilience Group meeting in Chesterton was attended by representatives of 10 parishes. Subjects discussed included community emergency plans and HS2. Four of the parishes have community resilience plans and five are developing new plans. Emergency Planning information was provided to all parishes for their newsletters and web sites.</p> <p>The Bicester Town Carnival was attended to provide community resilience information to the public.</p> <p>The new monthly emergency incident management staff awareness workshops commenced. These will be held monthly.</p>	<p>★</p>
--	----------------------	---------------------------------------	---	---	----------	--	----------

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC2.1.5 Homelessness Prevention</b>	Cllr J Donaldson	Douglas, Gillian Kane, Graeme	Recruitment of a county-wide Homelessness co-ordinator and building Surveyor Apprentice is underway.	An upgrade to the software used for Housing Allocations will be implemented to improve the customer experience.	★	Improving the housing allocations systems through improved software will allow customers to submit their application and supporting documents more easily, including those at risk of homelessness. This will enable applications to be processed more quickly so that eligible applicants can start bidding for housing.	★
<b>CDC2.1.6 Support and Safeguard Vulnerable People</b>	Cllr A McHugh	Kane, Graeme Riley, Nicola	<p>Housing Benefit Performance continues to be strong so supporting the most vulnerable in our district.</p> <p>Discretionary Housing Payments have been awarded to 159 households to help them in retaining their homes.</p> <p>The Brighter Futures conference saw the launch of the evaluation of Play: Full and other funded programmes aiming to contribute to improve outcomes for residents in the targeted neighbourhoods.</p>	<p>A meeting is being arranged to enable more close working between Housing and Benefits to support those who may be at a risk of homelessness. This is in the sharing of information to enable more preventative work to be carried out.</p> <p>Finalise and publish a debt and money advice booklet for residents.</p>	★	<p>We continue to offer support to the most vulnerable residents in the district by timely assessment of claims for Housing Benefit, Council Tax Reduction and Discretionary Housing Payments (DHP). An additional £50k has been added to the DHP pot by the Council to support those on Universal Credit.</p> <p>The Brighter Futures reference group conference was held in June with over 50 participants inputting into an action plan for 2019-2021. this will be available with the 2018/19 Annual Report in August.</p>	★
<b>CDC2.1.7 Respond to the Welfare Reform Agenda</b>	Cllr P Rawlinson Cllr T Ilott	Douglas, Gillian Green, Belinda Taylor, Adele	Update to Executive BPM to outline the risks presented by Universal Credit (UC) to residents, landlords and the Council.	A presentation by the DWP (Department of Work and Pensions) UC (Universal Credit) team will be offered to elected members and officers on 17th July 2019. The Universal Credit project team meeting will also take place in July 19 with the aim of identifying risks and taking actions to mitigate them. For example promoting Council Tax Reduction for those on UC.	★	We continue to be very proactive in responding to the Welfare Reform agenda. Work is currently around the impact of UC, but we continue to support those affected by spare room subsidy and benefit cap particularly in awards of Discretionary Housing Payments.	★

**CDC Programme Measures - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
CDC2.1.8 Promote Healthy Place Making	Cllr A McHugh	Kane, Graeme Rowe, Rosie	Community Development Officer recruited to scale healthy place shaping to Kidlington. Bicester Health Routes are now fully digitised. County wide workshop held on healthy place shaping introduced and closed by CDC's chief executive and leader.	Complete recruitment of Project Support Officers. Finalise funding agreement for Sport England investment into Healthy Place Shaping. First meeting of county wide evaluation advisory group to evaluate the impact of Healthy Place Shaping on 11 July.  Bicester Bike Day on 20 July to promote cycling for leisure and active travel.  Kidlington Gala on 13 July CDC stand to start engaging local residents in plans for a Healthy Kidlington programme.	★	County wide workshop organised for the Growth Board was attended by 76 delegates with national speakers from Town & Country Planning Association and Homes England. The workshop was very successful, and CDC has now decided to hold a similar workshop for its officers and members to further embed Healthy Place Shaping principles.	★



**CDC Programme Measures - District of Opportunity & Growth**

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC3.1.1 Deliver Innovative and Effective Housing Schemes</b>	Cllr J Donaldson	Douglas, Gillian Kane, Graeme	One three bedroom unit at Creampot Crescent, Cropredy to be completed by 18th July.	11 units of 2 and 3 bedroom Passivhaus homes at Hope Close, in Banbury, to be marketed for 50% shared ownership from the beginning of August.	●	Admiral Holland development is one week behind programme due to additional foundation work requested by the National House Building Council (NHBC). Creampot Crescent, Cropredy will be put on the market on the 1st July 2019 for shared ownership. This is the second project completed by CDC for the Growth Deal.	●
<b>CDC3.1.2 Promote the district as a tourist destination</b>	Cllr L Pratt	Feehily, Paul Jolley, Robert	Commissioned Tourism Economic Impact report.	Promote 'Dance Banbury!', 20th - 21st July - weekend of town centre dance events.  Developing the Visitor Economy: manage investment enquiries.	★	We continue with activities to increase the volume (numbers of jobs and visitors) and value of the Visitor Economy through on-going contract management of the Banbury and Bicester Visitor Information Centres, engaging as members of and through regular liaison with Experience Oxfordshire to promote Cherwell as a visitor destination.	★
<b>CDC3.1.3 Develop a Cherwell Industrial Strategy</b>	Cllr C Clarke	Feehily, Paul Jolley, Robert	Workshop with Members: attended by 30 Councillors. 19th June.  Business Engagement event - attended by 15 business representatives.	Workshop for small and medium enterprises to be held 24th July.	★	The Cherwell Industrial Strategy (CIS) is important as a process of meaningful engagement with a range of internal and external partners as well as for its end product. We have held staff workshops and member workshops (attended by Councillors representing County, District, Town and Parish Councils). We are now planning the next rounds of engagement with small and large businesses before widening further to include other stakeholders. The outputs from the workshops held to date are being analysed and have been supported by innovative and insightful external research. CIS links to the Local Industrial Strategy which is a key and underpinning component of the Oxfordshire Housing and Growth Deal. It will provide the local interpretation of the higher level document as well as demonstrate how Cherwell commits to the Productivity workstream within the Growth Deal.	★
<b>CDC3.1.4 Promote Inward Investment and Business Growth</b>	Cllr L Pratt	Feehily, Paul Jolley, Robert	Business Enquiries from inward and indigenous investors: responded promptly to all.	Develop a 'Welcome Pack' for new business investors. Planning applications: Respond to key employment- related proposals. Investment website: Create website to promote commercial investment and job creation.	★	We have met and provided practical advice and guidance to help businesses in their strategic investment decisions that will benefit Cherwell residents. For example, we attended the opening of a new plant hire business on Wildmere Road, Banbury, which now provides equipment for local developments, a refurbished building and 4 new jobs. Whilst we have around 97% superfast broadband coverage of premises across the District (greater than 24mbps), we recognise that for 3% (mostly households and businesses in rural areas) intervention is required. We are working with Oxfordshire County Council and partners to deliver 100% coverage and to implement 5G technology to enhance digital connectivity. We promoted a new round of 'Elevate' funding to support the growth of small and medium enterprises.	★

**CDC Programme Measures - District of Opportunity & Growth**

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<b>CDC3.1.5 Develop Our Town Centres and Increase Employment at Strategic Sites</b>	Cllr C Clarke	Feehily, Paul Jolley, Robert	Bicester Town Centre workshop: 25th June - over 70 attendees.	Bicester Town centre workshop: task group to meet 9 <sup>th</sup> July.  Banbury Job Fair: arrange with partners for November 2019.	★	<p>We have received confirmation that our bid for Future High Street funding has been unsuccessful. We are working through the implications of that decision and how we might yet deliver some of the outcomes we had hoped to achieve via the Fund.</p> <p>Following the successful Bicester Town Centre workshop with Bill Grimsey, a task group has been established with volunteers from the event to produce a framework plan to be reported back to stakeholders' late summer, before wider engagement takes place across the town.</p> <p>Ongoing redevelopment and creation of a major new attraction at Castle Quay Banbury. For example, the announcement on 27 June of 'Lock 29', the new leisure space filling 30,000 sq ft of the former BHS store at Castle Quay, Banbury, and due to open in March 2020. We continue to support Banbury BID (Business Improvement District) in the delivery of its year 2 business plan. Progress with increasing employment at strategic sites is recorded under 'Inward investment and business growth' measure (CDC 3.1.4).</p>	★
Page 30	<b>CDC3.1.6 Deliver the Local Plan</b>	Cllr C Clarke	<p>Partial Review of the Local Plan - the Inspector's advice is still awaited following the public hearings in February and the informal consultation in April. There is no precise date for the receipt of this advice.</p> <p>Oxon Plan 2050 - the CDC Planning Policy team continues to support the central Oxon Plan team through the Liaison Group. Local Plan Review - Management arrangements agreed. Baseline review of information/scope underway.</p>	<p>Partial Review of the Local Plan - the Inspector's post hearings views are expected imminently.</p> <p>Oxfordshire Plan 2050 - the central Plan team continues evidence gathering and scoping of options supported by the CDC Planning Policy team as required. Consultation workshops are taking place.</p> <p>The next formal milestone remains the publication on an Options Paper (presently expected Autumn 2019).</p> <p>Local Plan Review - baseline review/ scoping continues.</p>	●	<p>The Local Plan review will need to be consistent with the Oxfordshire Plan 2020 and there are therefore dependencies between the two projects. The first formal milestone will be the production of an Issues Paper - planned to follow the Options Paper for the Oxfordshire Plan, including in relation to those aspects of delivery which is the responsibility of others but on whom we are reliant to ensure we meet our commitments.</p>	●

<p><b>CDC3.1.7 Deliver the Growth Deal</b></p>	<p>Cllr C Clarke</p>	<p>Feehily, Paul Jolley, Robert</p>	<p>The Year 2 Plan was presented and approved by CEDR on the 10th June 2019. Commitment was given to deliver the identified resourcing request.</p>	<p>Year 2 Quarter 1 review due to be presented to the CDC Growth Deal Board on the 23rd July 2019.</p>	<p>★</p>	<p>With the approval and adoption of the Year 2 plan, the CDC Growth Deal is moving into a performance management approach. The plan provides a bench mark against which progress, and deviation can be measured.</p>	<p>★</p>
--	----------------------	---	---	--	----------	---	----------

CDC KPIs - Clean, Green and Safe

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC1.2.01 % Waste Recycled & Composted	Cllr D Sames	Kane, Graeme Potter, Ed	59%	56%	★	Recycling remains strong although garden waste has reduced slightly following a wet June.	59%	56%	★

CDC KPIs - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC2.2.01 Number of Homeless Households living in Temporary Accommodation	Cllr J Donaldson	Douglas, Gillian Kane, Graeme	22.00	35.00	★	The number of households remains well within target as the team focus on prevention and early intervention for those who are homeless or at risk.	65.00	105.00	★
CDC2.2.02 Number of people helped to live independently through use of DFG & other grants/loans	Cllr J Donaldson	Douglas, Gillian Kane, Graeme	36.00	45.00	▲	Comprising: 11 disabled adaptations grants completed and a further 25 small works delivered through our Home Improvement Agency and Small Repairs Service. Note that the complexity and duration of disabled adaptations cases in particular can vary significantly. As a result, there will inevitably be variation in the number of cases concluded each month. It is anticipated that the number of monthly completions will achieve our target of 45 on average over the course of the year.	121.00	135.00	▲
CDC2.2.03 Homes improved through enforcement action	Cllr J Donaldson	Douglas, Gillian Kane, Graeme	6.00	9.00	▲	Enforcement action was completed at 6 homes during June (with enforcement notices issued in relation to a further 7). Note that this work is a mixture of reactive and proactive cases and that their complexity and duration can vary significantly. As a result, there will inevitably be variation in the number of cases concluded each month. June saw an increase in proactive work aimed at identifying unsatisfactory homes and that work will, in due course, lead to enforcement and to those homes being improved.	17.00	27.00	▲
CDC2.2.04 Delivery of affordable housing in line with CDC and Growth Deal targets	Cllr J Donaldson	Douglas, Gillian Kane, Graeme	71.00	115.00	▲	71 completions, comprising 45 affordable rent and 26 shared ownership. <b>Affordable rent</b> 4 x 1 bed flats 29 x 2 bed houses 9 x 3 bed houses 1 x 2 bed bungalow 2 x 3 bed bungalows <b>Shared ownership</b> 17 x 2 bed houses 9 x 3 bed houses  None of these units were delivered as part of the Oxfordshire Growth Deal. Completion of some affordable housing units on sites at NW Bicester and Banbury expected in June have been slightly delayed with completion now expected in July. Once these units are complete, this will bring delivery targets back on track.	116.00	155.00	▲
CDC2.2.05 Average time taken to process Housing Benefit New Claims	Cllr T Ilott	Green, Belinda Taylor, Claire	8.86	15.00	★	The team continue to focus on dealing with new claims quickly and accurately to ensure corporate targets are met.	12.65	15.00	★

**CDC KPIs - Thriving Communities & Wellbeing**

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
+ CDC2.2.06 Average time taken to process Housing Benefit change events	Cllr T Ilott	Green, Belinda Taylor, Claire	11.74	8.00	▲	Focus this month has been to reduce to overall age profile of change events. Concentrating on clearing the oldest work items has resulted in an increase in average processing times for changes however we expect this to put us in a stronger position to stay consistently within target going forward.	8.31	8.00	●
CDC2.2.07 Number of visits/usage of District Leisure Centre  Page 34	Cllr G Reynolds	Kane, Graeme Riley, Nicola	135,012	137,812	●	Throughputs as a whole are only marginally down on the same period last year. Giving due consideration that the swimming pools at Spiceball Leisure Centre are currently closed the margin of difference between 2018 (138,184) and 2019 (135012) is a positive performance.  Spiceball Leisure Centre for the reasons above had a throughput of 23,721 compared to 45,614 in June 2018. Some of this loss was made up at Woodgreen as swimming lessons and extended public swim were offered to offset the Spiceball closure (though the increase on last year as only circa 3,000 users.  Bicester Leisure Centre and Kidlington and Gosford Leisure Centre experienced very similar figures to the previous year.  Cooper Sports Facility recorded a reduction of around 1500 users on the same period last year.  For Stratfield Brake and North Academy a reasonable increase in usage was recorded by circa 3,000 and 1,000 respectively.  The most notable increase was at Whitelands Farm Sports Ground where throughputs increased from 6,383 (June 2018) to 19,277 (June 2019).	411,601	413,526	●
CDC2.2.08 % of Council Tax collected, increase Council Tax Base	Cllr T Ilott	Green, Belinda Taylor, Claire	9%	10%	●	Whilst we are under target for our in-month collection, the amount of Council Tax that Cherwell is due to collect has increased by £492k during June, this is due to the amount of additional new builds reported and recently banded by the Valuation Office Agency. We will continue to focus on our turnaround times and will take a proactive approach to recovery in line with the recovery timetable.	29%	30%	●
CDC2.2.09 % of Business Rates collected, increasing NNDR Base	Cllr T Ilott	Green, Belinda Taylor, Claire	10.5%	9.8%	★	We are above target for both, our in month and year to date collection target. We will continue to focus on our turnaround times and will take a proactive approach to recovery in line with the recovery timetable.	31.7%	31.0%	★

**CDC KPIs - District of Opportunity & Growth**

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
<b>+</b> CDC3.2.1 % Major Planning applications processed within 13 weeks	Cllr C Clarke	Feehily, Paul Seckington, Paul	80%	60%	★	80% of Major Planning Applications were determined within the target timeframe.	93%	60%	★
<b>+</b> CDC3.2.2 % Non-Major planning appeal decisions allowed	Cllr C Clarke	Feehily, Paul Jolley, Robert	0%	10%	★	No Non-Major Planning Appeals were allowed by the Planning Inspectorate during June 2019.	1%	10%	★
<b>+</b> CDC3.2.3 % Planning enforcement appeal decisions allowed	Cllr C Clarke	Feehily, Paul Jolley, Robert	0%	10%	★	No Planning Enforcement Appeals were allowed by the Planning Inspectorate during June 2019.	0%	10%	★
<b>+</b> CDC3.2.4 % of Non-Major applications processed within 8 weeks	Cllr C Clarke	Feehily, Paul Jolley, Robert	86%	70%	★	86% of Non-Major Planning Applications were determined with the target timeframe during June 2019.	89%	70%	★
<b>+</b> CDC3.2.5 Maintain 5 Year Land Supply	Cllr C Clarke	Feehily, Paul Jolley, Robert	5.20	5.00	★	The 2018 Annual Monitoring Report was endorsed by the Executive on 3 Dec. It demonstrates that the district has a 5.0 land supply for 2018-2023 and 5.2 for the period 2019-2024. The housing projections include an estimated total of 1238 new homes (net) for 2018/19. Confirmed housing completions for 18/19 were 1489 - the highest since 1996 (when modern records begin).	5.20	5.00	★
<b>+</b> CDC3.2.6 Major planning appeal decisions allowed	Cllr C Clarke	Feehily, Paul Jolley, Robert	0%	10%	★	No Major Planning Application Appeals were allowed by the Planning Inspectorate during June 2019.	0%	10%	★
<b>+</b> CDC3.2.7 Net Additional Housing Completions (Quarterly)	Cllr C Clarke	Feehily, Paul Jolley, Robert	373	286	★	Provisional quarterly net housing completions (Q1) are 373 - a high return reflecting very active home building across the district. Figures are not verified until after the end of the accounting year.	373	286	★

Page 35

This page is intentionally left blank





DISTRICT COUNCIL  
NORTH OXFORDSHIRE

### Subject: Intergeneration – Generations Working Together

Director: Graeme Kane, Chief Operating Officer

Officer Responsible: Jon Wild, Community Development Manager/ Laura Thomas, Community Development Partner; Older People

<p><b>Background and Reason for Briefing Note</b></p>	<p>Overview of Intergenerational practice and projects delivered by Cherwell District Council</p>
<p>Intergenerational practice aims to bring people together in purposeful, mutually beneficial activities which promote greater understanding and respect between generations. It contributes to building more cohesive and stronger communities. Intergenerational practice is inclusive, building on the positive resources that the young and old have to offer each other and those around them.</p> <p>As a local authority Cherwell District Council are proactive in taking an intergenerational approach to community projects and initiatives and see it as an important way of promoting understanding and developing connectedness within communities. We understand that younger and older people live as part of multigenerational/all-age communities and how this offers future opportunities for engaging all ages through our work.</p> <p><u>The benefits of intergenerational practice</u></p> <p>The benefits can vary according to individual project aims. These benefits can be realised at an individual level, by the wider community and also the organisations that represent them.</p> <p>Project evaluations tell us that participants report</p> <ul style="list-style-type: none"> <li>• Increased self-confidence</li> <li>• A sense of belonging in the community</li> <li>• Opportunities to influence local government policy and community planning</li> <li>• More positive perception of people from different generations by challenging negative stereotypes, breaking down barriers and including less fear between generations.</li> <li>• New skills development – Gardening, Cooking, IT and Creative Arts</li> <li>• Further participation in the community and a stronger sense of citizenship</li> <li>• Mutual understanding and increased sense of empathy between generations including the challenges that younger and older people face including isolation, and stereotyping</li> <li>• Increased awareness of the life cycle and life choices</li> <li>• To learn about history as a living, ongoing process</li> </ul>	

The benefits of organisations taking an intergenerational approach in communities can include:

- Identifying and delivering on issues and concerns raised in communities
- Understanding priorities of local people in local areas which can lead to safer neighbourhoods and more sustainable communities
- Achievement of strategic aims and objectives - Age Friendly Banbury, making Banbury a great place to grow old.
- Building working relations with various organisations through collaboration, sharing of resources, skills and learning
- To learn how to develop and document the results and impact of intergenerational exchange



Photographs taken at Older People's Day Celebration



Photographs taken at Older People's Day Celebration

## **Previous/On-going Intergenerational Projects/Initiatives**

### Older Peoples Day Celebration.

In partnership with Royal Voluntary Service (RVS) and Banbury Young Homeless Project (BYHP) an event was held to celebrate international older people's day, with an intergenerational theme of skill swapping. We had many 'traditional' activities on offer which were showcased by older people to the younger people and vice versa with 'modern activities' being showcase from young people to the old. It was a very successful day seeing young people try their hand at knitting and older people graffiti, highlighting that whatever age we all have something to share and learn. Most importantly it broke down generational barriers and stereotypes and helped bridge the generation gap. Both organisations partnerships were sustained with them both hosting regular intergenerational games nights.

### MR MOTs (Memories were Made Of This)

A multi-agency approach in partnership with Sanctuary Housing, Fusion Arts & North Oxfordshire Academy (NOA). This was a creative arts project working with NOA sixth form students and vulnerable older residents from a Banbury sanctuary housing scheme. The aim of the project was

to create relationships between the young and old, learn new skills and help reduce social isolation. The project engaged the generations by sharing each other's childhood memories with the final element of creating a piece of art to capture these and it being housed and showcased within their building. It was a fascinating project with both parties exploring their past, sharing stories and trying new art forms. An older participant said, 'it is so nice to mix with young people and learn new skills that aren't typically for older people'.

### Full Circle

Working in partnership with Sanctuary Housing, Full circle and William Morris Primary School we took older volunteers weekly into the school to work with vulnerable young people on activities over lunchtime whilst sharing lunch and chat. The initiative builds strong nurturing friendships and a mutual understanding between both generations. Young people benefit from the friendships formed, gaining positive mature role models whilst the older volunteers shared their life skills and felt purposeful. Bonds of friendship were formed and participants felt more engaged with their community.

The project has great feedback from all parties involved; the success is being continued with developments to expand the initiative into St Leonards Primary School next.

### Arch

A good example of intergenerational work across the whole district is with Arch, a charity that brings volunteers into schools to help a child to read. We work to promote and recruit older volunteers to give them a purpose within their communities and give something back to the next generation, while the younger people build their skills and life experiences and have positive interaction with an older, non-family, person

### Groove Aerobic Lite

With grandparents being carers of their grandchildren in the school holidays, generally their interest and hobbies are put on hold. In partnership with Groove Aerobics, the Mill Arts Centre and Woodgreen Leisure Centre we host intergenerational Groove Lite classes throughout the holidays; enabling older people to continue their usual activities, promoting health and wellbeing across the generations, highlighting that exercise can be fun at any age. Young people join in and get the same physical benefit as well as seeing their grandparents in a new and social setting. There is value in sharing the experience.

## **Upcoming projects**

### Rusty Musicians and Rock Band partnership

A Rusty Musicians group has been formed in Bicester to mirror the successful Banbury programme. The Rusty's meet at Studio 2, the arts space managed by OYAP; working with Oxfordshire Youth Arts Partnership and their rock school we aim to create intergenerational jam sessions within the school holidays. This partnership programme allows all the participants to share and learn new skills and music, have fun and highlight that whatever age a common interest can bond people together.

### The Hill

Once the development of The Hill has finished, we are looking at working in partnership with the Hill Choir, the Mill Arts Centre and the current Rusty Musicians in Banbury to have intergenerational music sessions sharing skills, music, interests and fun. We are hoping to develop a sports based equivalent session too.

### Intergenerational Action Group

Working with OYAP, we are setting up an intergenerational action group, consisting of older and





DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Subject: Banbury Public Spaces Protection Order**

Director: Graeme Kane, Chief Operating Officer

Officer Responsible: Richard Webb, Assistant Director: Regulatory Services and Community Safety

<b>Background and Reason for Briefing Note</b>	This paper provides a briefing to committee members on the Public Spaces Protection Order for Banbury town centre in order to seek members' views in advance of a formal decision on the renewal of this order to be made by the Executive in November.
<b>1.0 Introduction</b>	
1.1	In November 2016 the Council's Executive agreed to introduce a Public Spaces Protection Order (PSPO) for Banbury Town Centre. The decision to make this Order was reached after a public consultation on the proposal during summer 2016. The Order came into effect on 1 <sup>st</sup> December 2016 and expires on 31 <sup>st</sup> November 2019.
1.2	It is now necessary to decide whether the PSPO will be renewed or allowed to expire and therefore cease to have effect. If the order is to be renewed it is necessary to determine whether the scope of the order should be amended or remain as it is now.
<b>2.0 Report Details</b>	
2.1	The Anti-social Behaviour, Crime and Policing Act 2014 introduced several new tools and powers for use by councils and their partners to address anti-social behaviour in their local areas. One of these powers was the ability for local authorities to issue a PSPO.
2.2	PSPOs are intended to provide the means of preventing individuals or groups committing anti-social behaviour in a public space where the behaviour is having, or is likely to have, a detrimental effect on the quality of life of those in the locality, is persistent or continuing in nature, and is unreasonable. The PSPO imposes conditions on the use of the area which apply to everyone.
2.3	A PSPO restricts what people can do in an area and how they behave. As such it is important to ensure that any such restrictions are focussed on problem behaviours, are proportionate to the detrimental impact that the behaviour is having or could cause and are considered necessary to prevent it continuing, occurring or reoccurring. The restrictions and requirements included in a PSPO may be comprehensive or targeted on specific behaviours by particular groups and/or at specified times.
2.4	A PSPO can be in force for any period up to a maximum of three years and can be extended for a further period of up to 3 years at any time before expiry. The PSPO can only be extended if it is considered necessary to prevent the original behaviour from occurring or reoccurring. To vary the order, for example to introduce new restrictions on behaviour or to extend the area covered by the order, the council is required to conduct further consultation with relevant parties on the proposed variation.

- 2.5 The PSPO can be enforced by a police officer, a police community support officer, designated council officers and employees of other delegated organisations. A breach of the order can be dealt with through a fixed penalty notice (up to £100 penalty) or by prosecution (with a penalty of a level 3 fine of up to £1000 on conviction, or £500 upon conviction for consuming alcohol in breach of the Order).

### **3. The Current Public Spaces Protection Order**

- 3.1 The Banbury Town Centre PSPO introduced in 2016 contains 3 restrictions on behaviour.
- Consumption of alcohol or possession of an open container of alcohol in the open air in the restricted area.
  - Begging in the restricted area.
  - Sleeping rough (defined as sleeping in the open air or under a temporary structure) in the restricted area.
- 3.2 A copy of the full order is included in appendix 1 and a map showing the restricted area is included in appendix 2.
- 3.3 The PSPO was introduced following an increase in reported complaints and problems relating to begging, drunkenness and rough sleeping in Banbury. A full public consultation was carried out prior to introducing the order. The outcome of the consultation was:
- 90% of those responding supported a PSPO to stop anti-social drinking.
  - 84% of those responding supported a PSPO to stop begging.
  - 79% of those responding supported a PSPO to stop rough sleeping.

### **4. Enforcement of the Order**

- 4.1 The majority of enforcement action to support the order is informal. Informal enforcement includes engaging with people who may be in breach of the order in order to seek a voluntary change in behaviour without the need for formal enforcement action to be taken. This is consistent with our published enforcement policy which states that “The Council is committed to creating an environment where businesses, and other individuals and organisations, who ask for advice about non-compliance, or where they show a willingness to resolve the non-compliance, can be confident that this will not trigger enforcement action”.
- 4.2 In relation to rough sleeping the PSPO provides a basis for housing officers, community wardens, outreach workers and the Police to engage with any individual who appears to be sleeping rough. Our approach to addressing rough sleeping in the town centre is a supportive one, seeking to assess the needs of the individual and provide advice and support to address those needs.
- 4.3 Following the commencement of the PSPO an educational approach was adopted during December 2016 to advise people about the effect of the order. During this month 31 people were spoken to regarding potential breaches of the order over 3 days of joint operations with the Police.
- In 2017, a total of 83 people were warned regarding potential breaches of the order and 14 persistent offenders were issued with fixed penalty notices (FPNs).
- In 2018 7 warnings and 1 FPN were issued for breaches of the order.
- Up to and including August 2019, 8 warnings and 11 FPNs have been issued.
- 4.4 During the time in which the order has been in force, no FPN has been issued for rough sleeping.
- 4.5 In addition to the recorded enforcement data summarised above the council's community

safety team and the Police will have taken informal action on potential breaches of the order which will not be recorded (e.g. asking someone to move when they are witnessed sitting on the ground in a known begging location but without any actual begging being witnessed).

## **5. Government Guidance on Rough Sleeping**

- 5.1 In December 2017 the statutory guidance<sup>1</sup> on anti-social behaviour powers was amended in relation to rough sleeping. This guidance now states-  
“Public Spaces Protection Orders should not be used to target people based solely on the fact that they are homeless or rough sleeping, as this in itself is unlikely to mean that their behaviour is having an unreasonably detrimental effect on the community’s quality of life which justifies imposing restrictions using a PSPO. Councils may receive complaints about homeless people, but they should consider whether the use of a Public Spaces Protection Order is the appropriate response. These Orders should be used only to address any specific behaviour that is causing a detrimental effect on the community’s quality of life which is within the control of the person concerned. Councils should therefore consider carefully the nature of any potential Public Spaces Protection Order that may impact on homeless people and rough sleepers.”
- 5.2 The use of PSPO powers by local authorities to address rough sleeping has been challenged by organisations such as Crisis and Liberty. The statutory guidance places an emphasis on tackling the problem behaviours that are having a detrimental impact on the local area and not using enforcement powers where the individual has little or no ability to change their circumstances.

## **6. Consultation and Proposals**

- 6.1 We are currently consulting on the potential renewal of the Banbury town centre PSPO. It is proposed that any extension of the PSPO will be for a further three years. The consultation states that it is recognised that the inclusion of a prohibition on rough sleeping is more controversial as the act is often beyond the control of the individual. Therefore, we are proposing in the consultation to only include a prohibition on begging and drinking in the designated area if the PSPO is renewed. We are asking respondents for their views on whether rough sleeping is still a problem in the town centre and if they think it should still be included in the order if it is renewed.
- 6.2 The consultation on the renewal of the PSPO closes on 11<sup>th</sup> September. It is available on the council’s website and has been publicised by way of a press release and promotion on social media. A mailshot has been sent to all postal addresses within the PSPO area highlighting the consultation and two town centre engagement events have been arranged so members of the community safety team can speak directly with visitors to the town centre and town centre businesses. These engagement events are being supported by Thames Valley Police.
- 6.3 As part of the consultation process key stakeholders are being contacted direct to ensure they can respond to the consultation. This includes the Police, the Town Council and business representative groups.

## **7.0 Conclusion and Reasons for Recommendations**

- 7.1 In November the Executive will be asked to decide whether to extend the Banbury town centre PSPO for a further 3 years. In reaching this decision the Executive will need to consider the outcome of the public consultation, the necessity of continuing with the order

---

<sup>1</sup> Anti-social Behaviour, Crime and Policing Act 2014. Statutory guidance on anti-social behaviour powers. Statutory guidance for frontline professionals; *Home Office*, August 2019

and the proportionality of the restrictions it contains.

7.2 The views of the committee are sought in order to inform the Executive decision paper.

**Completed by: Richard Webb, Assistant Director: Regulatory Services and Community Safety**      **Date: 23 August 2019**

**Presented to: Overview & Scrutiny Committee**

**Date: 3 September 2019**



**CHERWELL DISTRICT COUNCIL**

**ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014**

**SECTION 59**

**PUBLIC SPACES PROTECTION ORDER**

Cherwell District Council being satisfied on reasonable grounds that the below detailed activities are carried on in a public space, namely, Banbury Town Centre, outlined red on the attached map ( "the Restricted Area"), and that those activities:-

- Have had a detrimental effect on the quality of life of those in the locality
- Are of a persistent or continuing nature such as to make the activities unreasonable
- Justify the restrictions imposed by this Order

HEREBY MAKES the following Order:

**1. CONSUMING ALCOHOL**

- No person shall consume alcohol or have in their possession an open container of alcohol in the open air within the Restricted Area.

Where a constable or authorised person reasonably believes that you are or have been consuming alcohol, or intend to consume alcohol in breach of this Order a constable or authorised person may require you:-

- Not to consume alcohol or anything which the constable or authorised person reasonably believes to be alcohol;
- To surrender anything in your possession which is, or which the constable or authorised person reasonably believes to be, alcohol or a container for alcohol

The constable or authorised officer may dispose of anything surrendered in whatever way he or she thinks appropriate.

**2. BEGGING**

No person shall beg in the Restricted Area.

**3. SLEEPING ROUGH**

No person shall sleep rough in the Restricted Area. For the purpose of this Order sleeping rough is defined as sleeping in the open air or in/ under a temporary structure.

**PENALTIES**

Any person who without reasonable excuse consumes alcohol in breach of this Order or fails to surrender alcohol to a constable or authorised person in breach of this Order commits an offence and shall be liable on summary conviction to a fine not exceeding £500.

Subject to the above, any person who without reasonable excuse carries on an activity which is prohibited by this Order or fails to comply with a requirement of this Order commits an offence and shall be liable on summary conviction to a fine not exceeding £1000.

**FIXED PENALTY NOTICE**

A constable or authorised person may issue a fixed penalty notice to anyone he or she has reason to believe has committed an offence in relation to this Order. You will have 14 days to pay the fixed penalty of £100.00p. If you pay the fixed penalty within the 14 days you will not be prosecuted. If the fine is paid within 7 days the amount is reduced to £50.00p

**THE PERIOD FOR WHICH THIS ORDER HAS EFFECT**

The Order will take effect from 1 December 2016 until 31 November 2019

Dated.....

The Common Seal of  
Cherwell District Council  
was affixed in the presence of

.....

Head of Law and Governance



This page is intentionally left blank

Topic and suggested by	Update	Status / Proposed action
<b>Raised in 2018/19 Municipal Year and carried forward</b>		
<p>Kidlington and Bicester Town Centre – Progress against master plans</p> <p>Former Councillor Neil Prestidge Councillor Lucinda Wing: Should a strategy to encourage High Street Retailers to town centres be in the Masterplan?</p>	<p>Democratic and Elections Officers meeting with planning policy to discuss scheduling of this item and other planning policy related items</p>	<p>Officers will provide a verbal update at the meeting.</p>
<b>2019/20 Municipal Year</b>		
<p>Oxfordshire Growth Board</p> <p>What arrangements are in place for Scrutiny of the Growth Board?</p> <p>Raised by Councillors Ian Middleton, Mike Bishop, Chris Heath and Phil Chapman</p>	<p>All information and documentation relating to the Growth Board can be found on the dedicated website <a href="https://www.oxfordshiregrowthboard.org/">https://www.oxfordshiregrowthboard.org/</a></p> <p>Councillor Wood suggested inviting a representative from the Growth Board to attend a future meeting of the Committee.</p>	<p>Discussions are underway with regard to future attendance of a representative.</p>
<p>Planning Policy for the District, including the Growth Deal.</p> <p>Raised by Councillors Ian Middleton, Mike Bishop, Chris Heath and Phil Chapman</p>	<p>Democratic and Elections Officers meeting with planning policy to discuss scheduling of this item and other planning policy related items</p>	<p>Officers will provide a verbal update at the meeting.</p>
<p>Green Infrastructure such as verges, green spaces and the maintenance of them</p>	<p>Ed Potter, Assistant Director – Environmental Services will attend the October meeting of the Committee to give a presentation, which will include information on verge ownership and green spaces.</p>	<p>Item added to the work programme for October.</p>

<p>Raised by Councillors Ian Middleton, Mike Bishop, Chris Heath and Phil Chapman</p> <p>Verge cutting raised by Councillors Tom Wallis, Sandra Rhodes and Bryn Williams</p>		
<p>Young and Old – services available to and linking the generations</p> <p>Raised by Councillors Andy Beere, Shaida Hussain and Tony Mepham</p>	<p>The Wellbeing Show and Tell at the September meeting will include information on Generations Working Together.</p>	<p>Committee to advise what/if any next steps following the Show and Tell at the September meeting.</p>
<p>Updates on joint working with Oxfordshire County Council</p> <p>Raised by Councillors Andy Beere, Shaida Hussain and Tony Mepham</p>	<p>Joint event on 4 September for CDC and OCC members where more information will be given.</p>	<p>Item to be removed from the topic list.</p>
<p>Culture in the wider sense and different aspects of it, what if any activities are taking place</p> <p>Raised by Councillors Andy Beere, Shaida Hussain and Tony Mepham</p>	<p>The query has been referred to Nicola Riley, Assistant Director - Wellbeing</p>	<p>An update will be provided at the meeting.</p>
<p>Wider awareness of what is happening in the district generally</p> <p>Raised by Councillors Andy Beere, Shaida Hussain and Tony Mepham</p>	<p>The query has been referred to Louise Tustian, Acting Performance and Communications Manager.</p> <p>A <a href="#">Wellbeing map</a> is available via the Council’s website, which shows various activities across the district. Event organisers are able to email details of their event to a dedicated email address, and the information appears on the map.</p>	<p>An update will be provided at the meeting.</p>

<p>Telephony Blackspots</p> <p>Raised by Councillors Tom Wallis, Sandra Rhodes and Bryn Williams</p>	<p>Enquires have been made with the Planning team regarding planning applications for phone masts.</p> <p>They have advised that planning applications for phone masts aren't submitted very regularly.</p> <p>On the specific issue of Church towers being utilised for masts, Planning advised that most Churches are listed buildings and therefore any planning application would need to be carefully considered against national and local planning policies.</p> <p>Officers continue to research what other authorities in similar situations have done to address the issues.</p>	<p>Officers will provide a verbal update at the meeting.</p>
<p>Mental Health – accessing care (who, what, where, when), support, awareness</p> <p>Raised by Councillors Tom Wallis, Sandra Rhodes and Bryn Williams</p>	<p>Information will be included in the Wellbeing Show and Tell at the September meeting.</p>	<p>Committee to advise what/if any next steps following the Show and Tell at the September meeting.</p>
<p>Management companies managing new housing developments – is the use of management companies rather than adoption by the Council on the rise, if so what is the cause of this?</p> <p>Raised by Councillor Lucinda Wing</p>	<p>Democratic and Elections Officers meeting with planning policy to discuss scheduling of this item and other planning policy related items</p>	<p>Officers will provide a verbal update at the meeting.</p>

This page is intentionally left blank



## Overview and Scrutiny Work Programme 2019/20

Item	Description	Contact Officer
<b>15 October 2019</b>		
Recycling, Grass Verges and Green Spaces	Committee request for further information on these topics	Ed Potter, Assistant Director Environmental Services
Scrutiny Statutory Guidance  Page 53	To receive a briefing on the statutory guidance on overview and scrutiny in local government published by the Ministry of Housing, Communities and Local Government (MHCLG), and to consider a draft Executive/Overview and Scrutiny Protocol. Deferred from September 2019 meeting to allow work on the draft protocol.	Nick Graham, Director Law and Governance
Air Quality Update	Committee request for update after previous attendance	Trevor Dixon, Environmental Protection Manager
Annual Safeguarding Section 11 Audit Return, and updated Policy and Protocols	To endorse the annual Section 11 Audit return before submission to Oxfordshire County Council; to consider an updated Safeguarding Policy and associated procedures.	Nicola Riley, Assistant Director Wellbeing

Updated 23.08.2019

Item	Description	Contact Officer
<b>3 December 2019</b>		
Cherwell Public Art Policy	An opportunity for the committee to consider the updated policy which will fit the planning framework prior to consideration by Executive	Nicola Riley, Assistant Director Wellbeing
CDC's support of Veterans	Request from Cllr Corkin for the Committee to add to their workplan.	Nicola Riley, Assistant Director Wellbeing
Performance, risk and finance monitoring D a	Full quarterly Performance report	Hedd Vaughan Evans – Assistant Director Performance and Transformation and Louise Tustian – Acting Performance and Communications Manager
<b>21 January 2019</b>		
Budget and Business Planning	Review of final Revenue and Capital report prior to consideration by Executive and Full Council	Adele Taylor – Executive Director Finance (Interim) Dominic Oakeshott – Assistant Director: Finance (Interim)
Work Programme	Standing item: Updates on topics suggested for consideration and review of work programme	Emma Faulkner, Democratic and Elections Lesley Farrell, Democratic and Elections
<b>17 March 2020</b>		
Housing Strategy - update	Review of progress against the action plan one year after implementation	Gillian Douglas, Assistant Director Social Care Commissioning and Housing
Overview and Scrutiny Committee	The Constitution requires that the	Emma Faulkner, Democratic and Elections

Updated 23.08.2019

Item	Description	Contact Officer
Annual Report 2019/20	Overview and Scrutiny Committee submit an annual report to Council. This is an opportunity for the Committee to review the draft Annual Report	Lesley Farrell, Democratic and Elections
Performance, risk and finance monitoring	Full quarterly Performance report	Hedd Vaughan Evans – Assistant Director Performance and Transformation and Louise Tustian – Acting Performance and Communications Manager
Work Programme	Standing item: Updates on topics suggested for consideration and review of work programme	Emma Faulkner, Democratic and Elections Lesley Farrell, Democratic and Elections
<b>Items to be allocated</b>		
Masterplan update focus on supporting thriving town centres	Information on progress of masterplan implementation and support being offered to town centres to assist regeneration	Paul Feehily, Interim Executive Director Place and Growth David Peckford, Deputy Manager – Planning Policy and Growth Strategy
Castle Quay	To receive a further exempt update on the project	Adele Taylor, Executive Director Finance (Interim) Chris Hipkiss, Project Lead, Castle Quay
Local Plan Update/Growth Board Attendance	Following queries raised by the Committee	Robert Jolley, Assistant Director Planning and Economy

**Meeting Dates 2019/20 (All Tuesday, 6.30pm)**

15 October 2019; 3 December 2019; 21 January 2020; 17 March 2020

This page is intentionally left blank