

Public Document Pack



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

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

Membership

Councillor Lucinda Wing (Chairman)	Councillor Tom Wallis (Vice-Chairman)
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 - 6)

To confirm as a correct record the minutes of the meeting held on 15 October 2019.

4. Chairman's Announcements

To receive communications from the Chairman.

5. Oxfordshire Growth Board

To receive a presentation from representatives of the Oxfordshire Growth Board.

Information on the Oxfordshire Growth Board can be found at:

<https://www.oxfordshiregrowthboard.org/>

6. Veterans, Armed Forces Covenant and Remembrance (Pages 7 - 10)

The Healthy Communities Manager will present a Briefing Note which will inform the Overview & Scrutiny Committee of current and future Cherwell District Council support relating to remembrance events, veterans, and the Armed Forces Covenant.

7. Monthly Performance, Risk and Finance Monitoring Report - September 2019 (Pages 11 - 42)

Report of the Assistant Director Performance and Transformation and the Assistant Director Finance and Governance.

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 end of quarter two (Appendix 2) and identify any areas for further consideration by the Executive.

8. Oxfordshire Safeguarding Children Board/Oxfordshire Safeguarding Adult Board Section 11 Review and Endorsement (Pages 43 - 44)

The Assistant Director Wellbeing will present a Briefing Note on the Self-assessment for Oxfordshire Safeguarding Boards. The Assistant Director Wellbeing will provide the committee with an opportunity to note and endorse the draft Cherwell District Council Section 11 return ahead of its submission to the

Oxfordshire Safeguarding Children Board (OSCB) and Oxfordshire Safeguarding Adults Board (OSAB).

9. Public Art (Pages 45 - 52)

The Assistant Director Wellbeing will give a presentation to inform members of the role of the district council in relation to public art.

A Briefing Note is attached which provides an overview of the role of the district council in relation to public art.

10. Overview and Scrutiny Work Programme 2019/2020 (Pages 53 - 58)

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).

11. 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 or 01295 221953 / 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
democracy@cherwellandsouthnorthants.gov.uk, 01295 221953 / 01295 221591

Yvonne Rees
Chief Executive

Published on Monday 25 November 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 15 October 2019 at 6.30 pm

- Present: Councillor Lucinda Wing (Chairman)
Councillor Tom Wallis (Vice-Chairman)
- Councillor Chris Heath
Councillor Shaida Hussain
Councillor Tony Mepham
Councillor Ian Middleton
Councillor Perran Moon
Councillor Bryn Williams
- Substitute Members: Councillor Nathan Bignell (In place of Councillor Phil Chapman)
- Also Present: Councillor Barry Wood
Councillor Dan Sames – Lead Member for Clean and Green
Eric Owens, Assistant Director Growth and Place, Oxfordshire County Council
- Apologies for absence: Councillor Mike Bishop
Councillor Phil Chapman
Councillor Sandra Rhodes
Councillor Les Sibley
- Officers: Graeme Kane, Chief Operating Officer
Adele Taylor, Executive Director: Finance (Interim) & Section 151 Officer
Ed Potter, Assistant Director: Environmental Services
Chris Hipkiss, Property and Investment Consultant
Paul Almond, Street Scene & Landscape Manager
Trevor Dixon, Environmental Protection and Licensing Manager
Jim Guest, Environmental Protection Officer
Natasha Clark, Governance and Elections Manager
Emma Faulkner, Democratic and Elections Officer
Lesley Farrell, Democratic and Elections Officer

Declarations of Interest

There were no declarations of interest.

24 **Minutes**

The Minutes of the meeting of the Committee held on 3 September 2019 were confirmed as a correct record and signed by the Chairman.

25 **Chairman's Announcements**

There were no Chairman's announcements.

26 **Urgent Business**

There were no items of Urgent Business.

27 **Waste and Recycling**

The Assistant Director Environmental Services gave a presentation on Waste and Recycling within the Cherwell District and explained how waste was sorted, collected and distributed to the relevant disposal centres.

The Assistant Director Environmental Services explained that a National Resources and Waste Strategy was published in December 2018 to create consistent collections schemes. The Strategy included proposals for a deposit return scheme, which would reduce the value of waste and increase gate fees. It also included proposals for a weekly collection of food waste. Food waste would be collected separately and taken to an anaerobic digester where a biogas would be produced and used to produce heat, electricity or transport fuels.

In response to questions from the Committee, the Assistant Director Environmental Services explained that the type of recyclable waste collected was changing, with more single use plastics and less newspapers being discarded due to changing lifestyles.

In response to Members' comments regarding the amount of fuel the Council's collection vehicles consumed, the Assistant Director Environmental Services assured the committee that the collection vehicles used existing technology to minimise the amount of fuel used. Electric collection vehicles were some way off from being widely available on the market, fully tested for performance and financially affordable but all small vans in the fleet were now electric. Environmental services kept up-to-date with developing technology and would be aware when more economical and environmentally friendly vehicles were brought to the market.

Resolved

(1) That the Waste and Recycling presentation be noted.

28

Grass Verges and Green Spaces

The Street Scene and Landscape Services Manager gave a presentation on the council's delivery of landscape services and maintenance of grass verges and green spaces within Cherwell District. The presentation explained that different grassed areas were managed differently depending on their functions and locations to create different aesthetic effects, manage road safety and promote biodiversity.

In response to Members' comments regarding bringing nature back to life and restoring living systems with wildlife returning to grass verges, the Street Scene and Landscape Services Manager explained the potential benefits and challenges in leaving grassed areas to become 'wild'. Verges did not automatically become wild flowers, rather an expensive process of spraying, rotavating, seeding and cut and collect had to be carried out to get results and these results only lasted for 2 to 3 years.

Some members of the Committee raised concerns that this process was not as environmentally friendly as other methods and that some Parishes had expressed an interest in wild flower meadows. The Street Scene and Landscape Services Manager explained that Parishes had been advised of the cost and short lived results but we were able to offer different cutting regimes if that was practical and preferred.

Resolved

(1) That the Grass Verges and Green Spaces presentation be noted.

29

Air Quality Update

The Committee considered a briefing note from the Environmental Protection and Licensing Manager which provided updates on the air quality monitoring carried out across the District in 2018 and the review of the Air Quality Action Plan for Banbury, Bicester and Kidlington. The September 2019 Air Quality Action Plan had been circulated for information. In presenting the briefing note, the Environmental Protection and Licensing Manager advised the Committee that the Annual Status Report, with data for 2018 was now available.

The Environmental Protection Officer informed the Committee that the Department for Environment, Food and Rural Affairs (DEFRA) had recently announced that application could be submitted in the latest round of funding under the Air Quality Grant Scheme. Local authorities were encouraged to bid for funding from central government for local projects to improve air quality. The Committee was advised that scoping was underway for a Countywide campaign and meetings were taking place with other Oxfordshire Councils and the Bicester Delivery team. There was an opportunity for Councillors to participate and details would be circulated to the Committee Members.

Resolved

- (1) That the briefing note be noted
- (2) That officers be requested to circulate information regarding the DEFRA Air Quality Grant scheme to Committee members.

30 **Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities**

The Director Law & Governance & Monitoring Officer submitted a briefing note which advised the Committee of the Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities

In introducing the report the Governance and Elections Manager advised the Committee that the Minister for Housing, Communities and Local Government (MHCLG) had published revised Scrutiny Guidance in May 2019 and that Cherwell District Council already had in place many of the areas of good practice but there were options for further enhancing the role of Scrutiny within the organisation, including the drafting of an Executive Scrutiny Protocol.

The Leader of the Council commented that he felt there was a good relationship between the Executive and the Overview and Scrutiny Committee and Executive members valued the work undertaken by the Committee, the Protocol would reinforce this relationship.

Members agreed that an Executive Scrutiny Protocol should be drafted and submitted to the Overview and Scrutiny Committee for consideration in January 2020.

Resolved

- (1) That the publication of a new statutory guidance document about the role of scrutiny be noted.
- (2) That the proposed options and methods of engagement with Councillors in relation to the new guidance be noted.
- (3) That an Executive-Scrutiny Protocol be drafted for consideration by the Committee in January 2020.

31 **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.

The Chairman asked Committee Members to review the work programme and topic sheet and draft scoping documents for topics they had raised or any other topic, worthy of further investigation and potential scrutiny review. Completed scoping documents would be submitted to the Committee for review and, subject to sign off, working groups established and/or the topic added to the work programme at the appropriate time.

Resolved

- (1) That the work programme be noted
- (2) That Committee Members complete scoping documents for topics they have previously raised or new topics for possible scrutiny review to be considered at future meetings of the Committee

32 **Exclusion of the Press and Public**

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part I, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

33 **CASTLE QUAY**

The Interim Property and Investment Manager gave an exempt presentation which provided an update on the Castle Quay development.

Members asked a number of questions to which answers were duly provided.

Resolved

- (1) That the exempt presentation be noted.

The meeting ended at 9.25 pm

Chairman:

Date:

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Overview and Scrutiny Committee Briefing Paper

Subject: Veterans, Armed Forces Covenant and Remembrance

Executive Director: Graeme Kane

Officer Responsible: Kevin Larnar – Healthy Communities Manger

<p>Background and Reason for Briefing Note</p>	<p>To inform Overview & Scrutiny Committee of current and future CDC support relating to remembrance events, veterans, and the Armed Forces Covenant.</p>
<p>1. Introduction</p> <p>1.1 Our lead member for wellbeing, Cllr Andrew McHugh, signed the Armed Forces Covenant (AFC) on behalf of the council earlier this year, committing the organisation to work together with the military to offer support to service personnel and their families, as well as reservists and veterans.</p> <p>1.2 This commitment will ensure those who have served in the past, and their families, should face no disadvantage compared to other citizens, and recognise that in some circumstances it is appropriate to offer enhanced or additional support. CDC is committed to honouring the Armed Forces Covenant through its services to residents, and as an employer.</p> <p>1.3 At the County level, AFC activity is co-ordinated by Oxfordshire County Council. OCC hosted an AFC awareness raising and training event in Oxford on 11 November, which CDC's Healthy Communities Partner attended. OCC facilitates a Civilian Military Partnership made up of representatives of armed forces organisations and members of the County Council Management Team. OCC plans to broaden the partnership and remit, to share relevant knowledge and good practice. CDC Healthy Communities Manager has requested to be involved.</p> <p>2. Armed Forces Member Champion</p> <p>2.1 Armed Forces Covenant (AFC) liaison - Cllr McHugh is the member champion for issues related to the Armed Forces. Officer support comes from the Healthy Communities Manager. Both attended the Oxfordshire Veterans' Forum in September 2019.</p> <p>3. Armed Forces Day and Remembrance Day</p> <p>3.1 On 24 June 2019 CDC invited staff and local veterans to an Armed Forces Flag raising ceremony and informal reception at Bodicote House. This was well received, and it is proposed to hold a similar event in 2020.</p> <p>3.2 On 10 November 2019 Cllr Hughes (as Council Chairman) represented CDC at the Bicester and Bodicote Remembrance Sunday ceremonies. Cllr Banfield (As Deputy Chairwoman of the Council) attended and laid a wreath on behalf of CDC at the Banbury ceremony. Cllr McHugh also attended.</p>	



3.3 Council staff observed the two minutes silence at 11am on the 11 November. The council held an Act of Remembrance in The Chamber on 11th November 2019 led by Cllr's McHugh, Hallchurch and Perry. It is planned to make this an annual event when 11th November falls within the working week.

3.4 Cherwell District Council allows staff to assist (on work time, and in addition to the staff volunteering scheme) with the poppy appeal collections at supermarkets around the Banbury area.

4. Policies

Housing – Housing allocation scheme

4.1 Cherwell's housing allocation scheme gives the very highest Band 1 'Urgent need to move' priority to ex-service personnel who have sustained serious injury, medical condition or disability during service (this includes reservists whose illness or injury is at least partly attributed to their service).

4.2 Other serving personnel and recent veterans are accorded Band 2 'Significant need to move' status (the same band as households who are accepted as being owed homeless duties), and they are not required to satisfy the 'local connection' criteria. This status also applies to recently bereaved spouses and civil partners who are no longer entitled to Ministry of Defence accommodation.

4.3 Vulnerable homeless veterans are recognised as a priority for temporary accommodation. Vulnerability is assessed in accordance with government guidance.

4.4 CDC housing staff attend a quarterly meeting of the Heyford & Bicester Veterans' Support Group, to provide advice on issues with landlords, repairs, applications to the housing register or housing benefit.

HR - Guaranteed Interview Scheme

4.5 To further support the pledges in the Council's Armed Forces Community Covenant; and to make a positive contribution to help ex-Armed Forces personnel (veterans) make the transition to civilian life the Council is committed to ensuring that ex-armed forces personnel are not disadvantaged as a result of their service. Veterans of the armed forces will be guaranteed the offer of an interview, provided that:

- The armed forces was the veteran's last long-term employer and where no more than three years has elapsed since they have left
- The veteran meets the essential criteria
- The veteran is in a position to take up employment within a maximum of 12 weeks following the offer of employment being made

5. Veterans ID Card

5.1 This year the Ministry of Defence has launched a new Veterans ID card. This enables public and charitable sector services to instantly recognise the service of a Veteran. This card can



provide proof that a person has served in HM Armed Forces. With this in mind there is work to be done to embed recognition of the ID card within the relevant council services.

6. Defence Employer Recognition Scheme (ERS)

- 6.1 This MOD sponsored scheme encourages employers to support defence communities and inspire others to do the same. The scheme encompasses bronze, silver and gold awards for employer organisations that pledge, demonstrate and advocate support to the armed forces community, and align their values with the Armed Forces Covenant.
- 6.2 In March 2019 CDC was proud to achieve the ERS Bronze Award. The council gained this by signing the Armed forces Covenant, pledging support to the armed forces community and as an employer being armed forces-friendly. The Council is open to employing reservists and armed forces veterans.
- 6.3 Cherwell District Council recently adopted a new recruitment policy, offering a guaranteed interview to suitably qualified recent veterans. Currently, Cherwell District Council employs at least one reservist.
- 6.4 Cherwell District Council are working towards the Silver Award, this will include addressing our reservist mobilisation and leave policies.
- 6.5 We will also actively ensure that our workforce is aware of our positive policies towards defence people issues and will work closely with OCC colleagues to access appropriate training for frontline staff and service 'champions'.
- 6.6 Around the UK, over 25 district councils hold the Silver award. Locally, current holders of the Silver Award include Oxfordshire County Council, Thames Valley Police and Oxford University Hospitals NHS Foundation Trust.
- 6.7 We look forward to applying in the next round of applications for the ERS Silver awards, in spring 2020.
- 6.8 Looking further ahead to the ERS Gold Award, The Council will additionally need to:
- provide 10 days' paid training leave for reservists
 - use approved agencies to actively recruit service leavers
 - advocate support for defence people issues to partner organisations, suppliers and customers, with tangible positive results
- 6.9 Several County and unitary authorities hold the Gold Award, but it has only been awarded to three district councils (Colchester, North Warwickshire, Nuneaton).

Completed by: Kevin Larnar

Date: 19/11/2019

Presented to: Overview & Scrutiny Committee

Date: 19/11/2019

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Cherwell District Council

Overview and Scrutiny Committee

3 December 2019

<p>Monthly Performance, Risk and Finance Monitoring Report – September 2019</p>
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Report of Assistant Director: Performance and Transformation and Assistant Director: Finance and Governance

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 end of quarter two (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 (see Appendix 1) 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 Business Plan Measures	Meaning for 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.

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:

The Banbury Public Spaces Protection Order consultation was live between 5th August and 11th September 2019; with a total of 738 responses, providing the Community Safety Team with a statistically sound number and rich data to analyse and provide evidence to develop a decision paper on the potential renewal of the Banbury Public Spaces Protection Order, that will be prepared for a decision of the Executive in November.



Protect the Built Heritage is reporting Amber for September and Year to Date, but the Conservation team continues to work closely with Development Management on cases of heritage interest. The Conservation Area Appraisal programme is on-going. A consultation event took place for Duns Tew on 16 September 2019 and for Balscote on 23 September 2019. Further work will need to progress as soon as possible to ensure completion of the work programme by the end of March 2020.

Partnership work to tackle environmental crime – The Environmental Enforcement Team continues to work with the street cleansing teams to provide an increased focus on town centre problem areas, with assessments on local fly tipping hot spots to be undertaken in the coming months. Also, the Team will be supporting the Rural Crime Partnership initiative led by Thames Valley Police, in an effort to tackle and investigate rural crime focusing on engagement with the community, intelligence, enforcement and prevention.



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.

Overview of our performance against this strategic priority:

Preventing homelessness - the number of households requiring temporary accommodation continues to decrease in the district; allowing the Housing Team to be flexible to offer support beyond the statutory requirements of homeless legislation and increasing the opportunity for vulnerable households to receive support and secure a permanent accommodation. Going into the winter months, the housing team is looking to secure further resources



to be able to offer accommodation and support for our most vulnerable residents.

Responding to the Welfare Reform Agenda – A project team has been established to look at the impact of Universal Credit on residents, landlords and the Council itself. The first meeting took place on 3rd October with colleagues from DWP, Housing, Revs and Bens and Customer Services getting together to further understand the consequences of the Welfare Reform Agenda and how to mitigate the effects that these changes could have in our most vulnerable residents.

Delivery of affordable housing in line with CDC and Growth Deal targets – is reporting Red for September and Year to Date, delivering 20 affordable homes against a target of 35. A higher number of affordable homes were expected to be completed in September. The actual number delivered, falls short of the projected target in this month. The reduction in completed units is due to delays in developer building programmes, connection of services and build quality standards. These units will still be delivered in 2019/20 but quality assurance is important.

% of Council Tax collected, increase Council Tax Base is reporting Amber for September and Year to date. The in-month collection has dropped slightly in September however all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders. We are making outbound calls during the day and evening to reduce the arrears balance. Cherwell is also experiencing an increase of new properties and whilst the customers are being issued with bills as soon as possible after the Valuation Office Agency notify us of the banding the customer is still entitled to pay their bill by instalments and therefore, they are always playing catch up.



% of Business Rates collected, increasing NNDR Base is reporting Red for September and Amber for Year to Date. The main reason for the drop in collection is known and is because a number of new large assessments have been rated by the Valuation Office one of these a rateable value of £720,000. However, all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders.

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:



Promoting the district as a tourist destination - the construction of new hotels, and further expansion of existing ones, is progressing well at Oxford Technology Park in Kidlington and on several sites off Oxford Rd in Bicester. These will enable further overnight stays which

will increase local expenditure, creating jobs locally whilst serving the needs of businesses, residents and visitors.

Deliver Innovative and Effective Housing Schemes - is reporting Amber for September and Year to Date. On- going marketing and first sale completion at Hope Close, Banbury, this project is being actively marketed and Croprey is progressing through the purchase process which can take several months.

Showcasing Cherwell as a hub of business opportunities - The Council exhibited at 'Revo- 19' in Liverpool, a national retail property exhibition & conference, on the 18 and 19 September to promote Lock 29 and other town centre opportunities in Cherwell.



Banbury Job Fair - held on 26 September, the Banbury Job Fair again proved to be a success for both employers and residents, with an attendance of 156 job seekers/career changers and over 20 employers joined support agencies to provide a half day of support.



Summary of Performance

3.10 The Council reports on performance against 21 business plan measures and 15 key performance indicators on a monthly basis. The full details, including commentary against each measure and key performance indicator can be found in Appendix 2.

Business Plan Measures and Key Performance Indicators (36)					
Status	Description	September	%	YTD	%
Green	On target	28	78%	28	78%
Amber	Slightly off target	5	14%	7	19%
Red	Off target	3	8%	1	3%

3.11 Spotlight on: Housing and Homelessness

The purpose of the Housing Service is to prevent homelessness and rough sleeping, to help people to stay in their own home and improve housing standards.

As soon as someone is at risk of homelessness, we offer help and advice; this could be helping to resolve debt or rent arrears, how to resolve problems with a landlord, making an application for social housing, through our Homechoice system, or help with a deposit bond to gain access to the private rented sector.



At the end of September 2019, we were offering ongoing support to 276 households to prevent or resolve their homelessness; 26 of these households were in temporary accommodation and working with their Housing Officer to find a long term housing solution.

For the majority of households, we are either able to prevent homelessness or to help finding a new accommodation before residents lose their home.

In September we also launched the enhanced Cherwell Bond Scheme in order to help more households in to the private rented sector. The scheme now provides a bond deposit up to the value of 10 weeks' rent which is well above the 5 week cash deposit that landlords could otherwise collect from the tenant. We are also widening the number of households we can help to access affordable private rented sector properties which will include keyworkers such as care workers who often find it difficult to find affordable accommodation.

Our Landlord Forum, on 8th October, was attended by 16 landlords who wanted to hear about changes in the regulations affecting the private rented sector, opportunities to apply for a grant to renovate their property and bring it in to use for homeless households and to provide a home for Syrian refugees being resettled in Cherwell. The Housing Service can advise landlords on their responsibilities including how to set up a compliant house in multiple occupation (HMO) and how to apply for an HMO licence. We always aim to advise and educate but take enforcement action where necessary.



Affordable Extra Care Housing (ECH) flats in Cherwell are allocated through our housing register. The newest scheme opened this summer in Park Gardens, Banbury, welcoming the first residents in to affordable rented flats that offer a secure and accessible environment with care and support on-site. Park Gardens is the 3rd scheme to open in Banbury and the 6th in Cherwell. Any person over the age of 55 who has care needs

can be considered for ECH.

Where older people and disabled people's homes need to be improved to be more accessible, we use the Disabled Facilities Grant to adapt properties. In the last 6 months we have improved 273 homes to make them safer and more accessible. In addition, we can advise and support owner occupiers who may not qualify for large grants but still need advice and help to commission the adaptations.

We are resourcing more tenancy support to vulnerable households to make sure that homelessness is prevented and that new tenancies are successful.



We are also investing in support and supported accommodation for rough sleepers using funding secured from central Government. This includes outreach and floating support to rough sleepers and our first Housing First pilot which provides secure accommodation with wraparound support to people with complex needs who cannot access mainstream housing.

For information about any of these services go to www.cherwell.gov.uk/housing or phone 01295 753751.

Risk Update

3.12 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.

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		L12	L07, L10 & L11		
	3 - Moderate			L02, L03, L04, L05, L14	L08, L13 & L15	
	2 - Minor			L01		
	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	6 Low risk	↓	Risk reviewed 09/10 – Residual score decreased from 9 to 6.
L02 Statutory functions	9 Low risk	↔	Risk Reviewed 09/10 – No changes.
L03 Organisational Capacity	9 Medium risk	↓	Risk Reviewed 14/10 – Description, residual score decreased from 12 to 9 & commentary updated.
L04 CDC Local Plan	9 Low risk	↔	Risk Reviewed 09/10 – Risk owner, mitigating actions and additional information updated.
L05 Business Continuity	9 Low risk	↔	Risk Reviewed 09/10 – Comments updated.
L06 Partnering	12 Medium risk		REMOVED
L07 Emergency Planning	12 Medium risk	↔	Risk Reviewed 09/10 – Comments updated.
L08 Health & Safety	12 Medium risk	↔	Risk Reviewed 09/10 – Mitigating actions and comments updated.
L09 Cyber Security	15 Medium risk	↔	Risk Reviewed 07/10 – Mitigating actions updated.
L10 Safeguarding the Vulnerable	12 Medium risk	↔	Risk Reviewed 14/10 – No changes.
L11 Sustainability of Council owned companies and delivery of planned financial and other objectives.	12 Medium risk	↔	Risk Reviewed 09/10 – No changes.
L12 Financial sustainability of third-party suppliers including contractors and other partners	8 Low risk	↔	Risk Reviewed 14/10 – No changes.

L13 Separation and Joint Working	12 Medium risk	↓	Risk Review completed 14/10 – Mitigating actions, residual score decreased from 15 to 12 and commentary updated.
L14 Corporate Governance	9 Low risk	↔	Risk Review completed 09/10 – No changes.
L15 Oxfordshire Growth Deal	12 Medium risk	↔	Risk Review completed 09/10 – No changes.

There are three score changes for September.

3.15 Finance Update (Revenue and Capital)

3.16 Revenue Position

The Council's forecast financial position up to the end of September, is set out in the table below, following a review across the Council's service areas. Overall, for the financial year 2019/20 Cherwell District Council is projecting a small underspend across the directorates of £16k, which has improved from a small overspend of £48k at the end of August. The directorates continue to manage their under and overspends looking to produce a balanced position by the year end. The Council continues to benefit from favourable interest rates earlier in the year which has generated a one-off underspend of £1.4m, resulting in an overall underspend of £1.42m for the Council. 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	1,685	1,670	(15)	33
Leisure & Sport	791	781	(10)	(15)
Housing	2,047	1,977	(70)	(60)
Environmental Services	4,660	4,898	238	89
Environmental Health & Licensing	1,364	1,254	(110)	(80)
WELLBEING TOTAL	10,547	10,580	33	(33)
<i>Housing: (£70k) underspend due to salary savings as a result of changes in structure.</i>				
<i>Environmental Services: Gate fees increase of £8 per tonne £93k, Bulking & Haulage charge tonnage increase £18k, Agency staff costs £84k, Increase in NDR Charges £40k, Additional Income from vehicle maintenance (£32k), Increase in business waste tonnage charges but reduction in anticipated income £40k</i>				
<i>Environmental Health & Licensing: (£110k) Salary savings due to changes in service delivery</i>				
Planning & Development	1,447	1,567	120	267
Economy & Regeneration	1,758	1,746	(12)	42
Build! Programme	(345)	(295)	50	50
PLACE & GROWTH TOTAL	2,860	3,018	158	359

Planning & Development: Overspend in Building Control staffing of £90k relating to agency costs. Development Management overspend of £250k due to under recovery of Planning fee income. Offset by (£220k) saving on Consultants Fees for Local Development Framework

Build! Programme: £50k under recovery of income due to a delay in Hope Close shared Ownership scheme

Finance	3,121	3,087	(34)	(38)
Property	(950)	(1,123)	(173)	(250)
Finance Total	2,171	1,964	(207)	(288)

Finance: Underspend on external & internal audit, overspend on bank charges.

Property: £173k underspend on a variety of functions, such as security, maintenance and vacancies. Variance to previous month due to unforeseen repair fees of empty properties.

Note: additional income for Tramway and Castle Quay ringfenced directly to reserves due to uncertainty at this stage.

Law & Governance	1,387	1,387	-	10
Law & Governance Total	1,387	1,387	0	10

Law & Governance: - Overspend in District Elections but reserve can be drawn upon to cover this.

Customers & IT services	1,903	1,903	-	0
Strategic Marketing & Communications	391	391	-	0
HR, OD & Payroll	730	730	-	0
Performance & Transformation	457	457	-	0
Corporate Services	106	106	-	0
CUSTOMERS & IT SERVICES TOTAL	3,587	3,587	0	0

TOTAL DIRECTORATES	20,552	20,536	(16)	48
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Interest Costs	2,705	2,106	(599)	(713)
Interest Receivable	(563)	(675)	(112)	(79)
Interest from Graven Hill	(2,593)	(3,286)	(693)	(693)
Pension Costs	237	237	-	-
Appropriations For Transfer To Reserves	4,402	4,402	-	-
Appropriations For Transfer From Reserve	(3,529)	(3,529)	-	-
Capital Charges	1,500	1,500	-	-
EXECUTIVE MATTERS TOTAL	2,159	755	(1,404)	(1,485)

Treasury Management - active management resulted in beneficial interest rates and slower levels of borrowing significantly improving forecasted position.

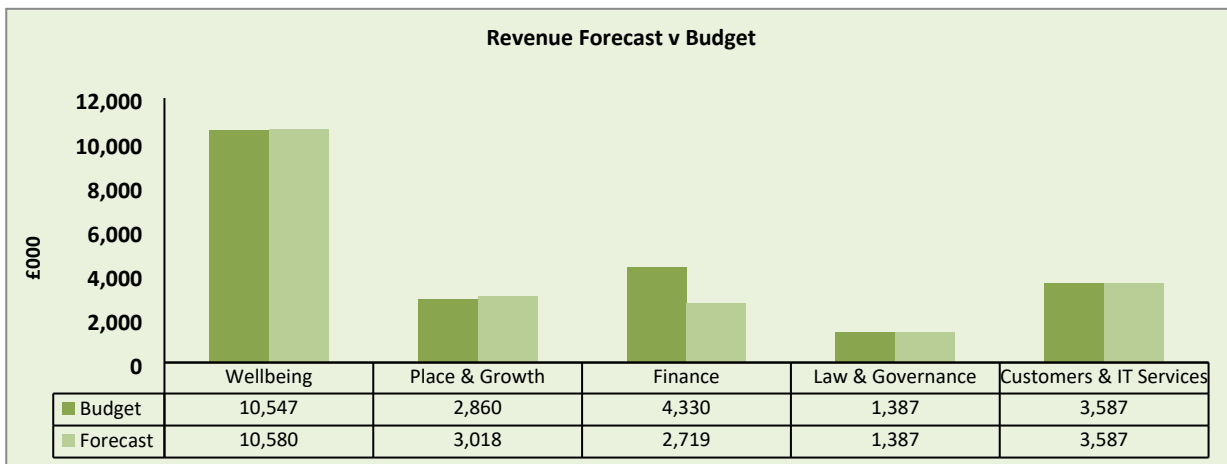
Interest Receivable: (£112k) due to new loan given to Crown House.

COST OF SERVICES	22,711	21,291	(1,420)	(1,437)
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Funding (Brackets denotes an Underspend)	Budget £000	Forecast £000	Current Month Variances £000	Prior Month Variances £000
Business Rates Retention	(10,760)	(10,760)	-	-
Revenue Support Grant	(114)	(114)	-	-

Transfer to parish Councils for CTRS Transition Grant	349	349	-	-
	0	0	-	-
FORMULA GRANT EQUIVALENT	(10,525)	(10,525)	-	-
New Homes Bonus	(5,087)	(5,087)	-	-
GRANTS AWARDED TOTAL	(5,087)	(5,087)	-	-
Council Tax Collection Fund	(6,923)	(6,923)	-	-
	(176)	(176)	-	-
COUNCIL TAX INCOME TOTAL	(7,099)	(7,099)	-	-
TOTAL INCOME				
	(22,711)	(22,711)	-	-
Reserve management			0	
(Surplus)/Deficit			(1,420)	(1,437)

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 of (£21k), which is a slight change from August, further detail can be found within the detailed capital programme schedule.

Directorate	Budget £000	Forecast £000	Re-profiled beyond 2019/20 £000	Current Period Variances £000	Prior Period Variances £000
Wellbeing, Environmental & Regulatory	5,233	4,265	829	(139)	(190)
Place & Growth	30,155	18,029	12,144	18	4
Customers & Service Development	869	967	0	98	1
Finance Services	56,673	52,576	4,099	2	(4)

Total	92,929	75,836	17,072	(21)	(189)
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Current Period Variances:

Wellbeing, Environmental & Regulatory Services: (£139k) Budgets no longer required for Sunshine Centre (£22k) and Biomass Heating Bicester Leisure Centre (£14k). Forecast saving of (£103k) Discretionary Grants Domestic Properties.

Finance Services: £2k relating to: New E-tendering Portal for procurement no longer required (£30k), Tramway site small additional works required amounting to £15k, Thorpe Way Roof Repairs (£2k) project complete, (£27k) Retained Land budget no longer required, (£2k) Condition works Survey works project complete. Franklins House Travellodge (£25k), Asbestos Surveys £60k - some reprofiling. £3k over on BYHP Separation. £10k over on the fairway Garage Demolition

Customers & Service Development: £98k relating to: Land and property harmonisation £39k, Business Systems Harmonisation (£25K), IT Strategy Review £58k, Customer Excellence & Digital Transfer (£45K), Unified Communications £25k and HR/Payroll System £46k over.

Place & Growth: Overdue to Build programme phase 1 £17k and £1k on Bicester Library.

Re-profile beyond 2019/20:

Wellbeing, Environmental & Regulatory Services:

£30k Spiceball Leisure Centre Bridge Resurfacing is part of the CQ2 project and will roll into 20/21.

£122k Bicester Leisure Centre extension, due to prioritisation this will roll into 20/21.

£542k disables facilities Grants - will roll forward what is not used as is better care fund money and can't be used for anything else. **£43k**

Solar Photovoltaic scheme to be rolled into 20/21 to set up a Climate emergency fund.

£50k Public Conveniences rolled in to 20/21.

£42k Car park refurbishment to roll into 20/21.

Place & Growth:

£1,258k Phase 1b Bicester Library plans are currently on hold.

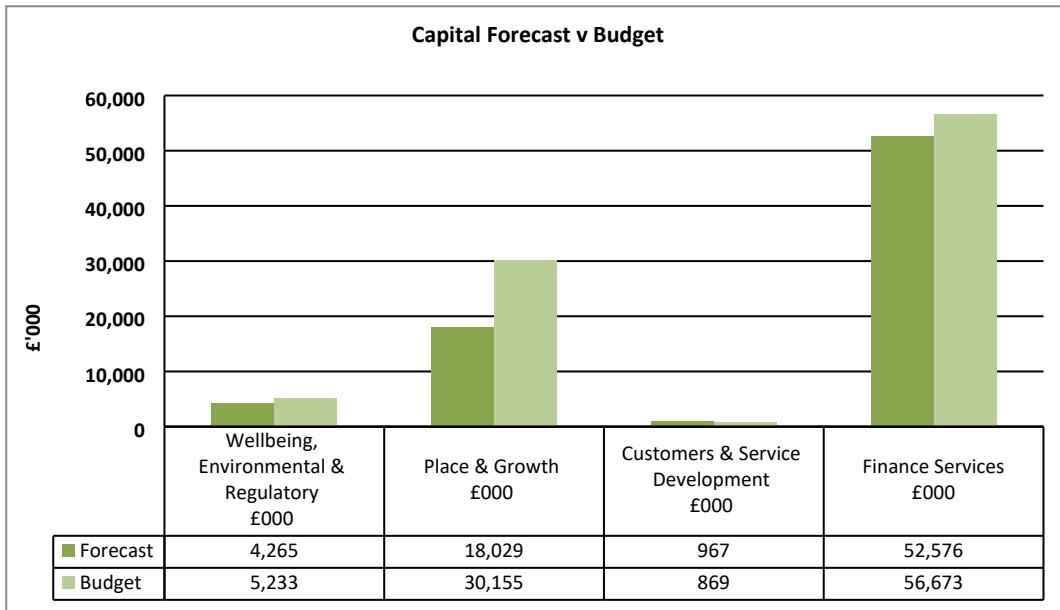
£10,886k Phase 2 majority of works to commence in 20/21.

Finance Services:

£153k Banbury Health Centre, project currently paused as lease discussions with tenants.

£3,636k for CQ1 ongoing. £210k reprofiled for Surveys works - will spend full once scope identified. £100k for CDC feasibility, nothing forecast in current year.

£150k Works on compliance surveys, £60k works for asbestos surveys



4.0 Conclusion and Reasons for Recommendations

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 Financial implications are detailed within section 3.15 to 3.18 of this report.

Comments checked by:

Adele Taylor, Executive Director Finance (Interim)
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

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, Acting Performance & Communications Manager
01295 221786
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 Appendix 2	2019/20 Business Plan Monthly Performance Report
Background Papers	
None	
Report Author	Hedd Vaughan-Evans – Assistant Director: Performance and Transformation
Contact Information	Tel: 0300 003 0111 Hedd.vaughanEvans@cherwell-dc.gov.uk

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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

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Appendix 2 – Monthly Performance Report

September 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
CDC1.1.1 High Quality Waste & Recycling	Cllr D Sames	Ed Potter Graeme Kane	Neighbourhood blitz event in Glory Farm successfully completed	Neighbourhood blitz event in Grimsbury Banbury in late October	★	Glory Farm blitz successfully completed with recycling packs delivered and a roadshow held to raise awareness particularly around quality of the recycling	★
CDC1.1.2 Ensure Clean & Tidy Streets	Cllr D Sames	Ed Potter Graeme Kane	Glory Farm Bicester blitz successfully completed	Grimsbury blitz commences in the second half of October	★	Several new on street recycling bins installed during the Glory Farm Neighbourhood blitz	★
CDC1.1.3 Reduce Environmental Crime	Cllr D Sames	Graeme Kane Richard Webb	Investigations of fly tipping incidents continue with 15 reports of fly-tipping being received in the month. Warning signs were installed at a fly-tipping hot-spot as the start of focused effort to tackle the problem.	Assessments of local fly tipping hot spots to be undertaken. The Environmental Enforcement Team will be supporting a rural crime partnership initiative led by Thames Valley Police.	★	Work continues to tackle fly tipping and enviro crime particularly through focusing on fly tipping hotspots. Joint work with the street cleansing teams will provide an increased focus on town centre problem areas, particularly around commercial bins.	★
CDC1.1.4 Protect Our Natural Environment and Promote Environmental Sustainability	Cllr A McHugh	Graeme Kane Richard Webb	Air Quality Action Plan reviewed. Annual Briefing Paper and Action Plan updated. Provided air quality advice at the Healthy Kidlington workshop.	The briefing paper on the air quality monitoring undertaken last year and a review of the actions in the Air Quality Action Plan will be presented to the Overview and Scrutiny Committee at its meeting on the 15th October 2019.	★	<ul style="list-style-type: none"> Air quality monitoring continued at 42 locations across the district The Air Quality Action Plan has been reviewed in consultation with Oxfordshire County Council, the Bicester Delivery Team and Environmental Services. A Briefing Paper has been completed providing an update on the air quality monitoring undertaken in 2018 and also the review of the Air Quality Action Plan. An officer from the Environmental Protection Team attended the Healthy Kidlington workshop on the 5th September 2019 to provide information on air quality matters. 	★

CDC Programme Measures - Clean, Green and Safe

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p>CDC1.1.5 Support Community Safety and Reduce Anti-Social Behaviour</p>	Cllr A McHugh	Graeme Kane Richard Webb	<p>The Banbury Public Spaces Protection Order consultation concluded in September. An operation to reduce cycling in pedestrian areas in Banbury was completed. Patrols at schools were undertaken at the request of the schools to help tackle pupil anti-social behaviour. The Community Wardens support Bicester Festival.</p>	<p>Decision paper on the potential renewal of the Banbury Public Spaces Protection Order will be prepared for a decision of the Executive in November. Community Wardens attending Michealmas faire in Banbury Joint rural crime operations are planned with Thames Valley Police. Community engagement events are planned for Halloween. A gang awareness training day for professionals will be delivered in Bodicote House.</p>	★	<p>The Community Wardens will be attending community engagement events during the month including the community play day in Grimsbury and the Halloween events in the Brighter Futures area. The consultation on the potential renewal of the Banbury Public Spaces Protection Order has concluded and the final report is being prepared, taking account of the consultation outcomes, for a decision in November. The Community Wardens also attended the community engagement day at Wykeham Park Academy speaking with pupils about general community safety, alcohol, drug use and gangs.</p>	★
<p>CDC1.1.6 Protect the Built Heritage</p>	Cllr C Clarke	David Peckford Simon Furlong	<p>Work on Heritage Guidance Notes (presently for masonry work and the use of mortar guidance) continues. The reviews of existing conservation area appraisals for Bloxham and Grimsbury are pending.</p>	<p>Work on finalising the Balscote and Duns Tew Conservation Area Appraisals following public consultation will continue. Work will also continue to review Bloxham and Grimsbury Conservation Area Appraisals and to prepare Heritage Guidance Notes.</p>	●	<p>The Conservation team continues to work closely with Development Management on cases of heritage interest. The Conservation Area Appraisal programme is on-going. A consultation event took place for Duns Tew on 16 September 2019 and for Balscote on 23 September 2019. Further work will need to progress as soon as possible to ensure completion of the work programme by the end of March 2020.</p>	●

CDC Programme Measures - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
CDC2.1.1 Promote Health & Wellbeing	Cllr A McHugh Cllr C Clarke	Graeme Kane Nicola Riley	#Community Partnership Network met on 10 Sept# Staff Volunteering was promoted through the in-house publication 'In the Loop'	Quarterly review meeting for 'Community Connect' social prescribing scheme 24 Oct. Local Strategic Partnership meeting 17 Oct. #Quarterly review meeting for 'Community Connect' social prescribing scheme 24 Oct. #Local Strategic Partnership meeting 17 Oct.	★	Social prescribing meeting will compare current delivery model against original service specification and determine any necessary adjustments to targets or delivery methods Local Strategic Partnership will receive Brighter Futures in Banbury Annual Report for 2018/19 and a report on mental ill health prevention and the success of the public Health bid for additional funding to support better mental health in Banbury and Bicester secondary schools.	★
CDC2.1.2 Improve Leisure & Community Facilities	Cllr G Reynolds	Graeme Kane Nicola Riley	Still awaiting programme of works for replacement of Spa at Bicester Leisure Centre due to the procurement of specialist parts.	Completion of works to Bicester Spa week commencing 7th October.	●	Some initial removal and preparation works have been carried out at Bicester Leisure Centre to the Spa in readiness for the installation of a new Spa during October.	●
CDC2.1.3 Support the Voluntary Sector	Cllr A McHugh	Graeme Kane Nicola Riley	Service level agreement signed with Volunteer Link- Up to start 6 new 'Good Neighbour' schemes in rural communities. 60 'Good Cause' partners signed up to benefit from Cherwell Lottery. Annualised 'Good Cause' revenue £29,000 Grant of £19,526 awarded to Piddington Parish Council for improvements to their play area. Bicester Festival successfully delivered 20th - 22nd September. The Hill consultation to engage residents with the new centre is live. Kingsmere Connect 50 initiative successfully launched inSeptember. Age Friendly Banbury stakeholder focus groups delivered under the 4 themes of Age Friendly.	Banbury Older Peoples Day celebration event - 9th October. Play: Full steering group -14 th October. Age Friendly Banbury leadership meeting - 18th October. Bicester Older Peoples Day celebration event - 22nd October. Grimsbury Network meeting - 23rd October. Connecting Communities - Preparing for winter event - Horton View Community Café 23rd October. Grimsbury Play Day - 29th October	★	CDC grant aids the volunteer drivers and volunteer brokerage services provided district-wide by citizens advice. The half year meeting will review delivery and demand and discuss Citizens Advice's strategy for reducing reliance on CDC grant funding. September has been a quiet month for Cherwell Lottery development with many organisations engaged in end of quarter reports and restarting activity after the summer break. We anticipate take up will increase in October. The Hill consultation continues to engage the community in Neithrop to help determine what a programme of activity could look like and is something that residents of all ages want. The consultation feedback is being used by the Hill stakeholder partnerships who are working to create an offer of activity and resource in the new centre under the themes of physical activity & sport and arts & culture. Partners include Active Oxfordshire, Public Health, Mind, Sports clubs, The Mill, Community Albums and Cherwell Theatre Company. Age Friendly Banbury stakeholders are being brought together under the 4 themes of Age Friendly to develop an action plan for the next 12 months. The themes include Community Services & Wellbeing, Getting About, Getting Connected and Town Centre. Stakeholders under these themes are looking at residents' priorities from recent consultation and where Age Friendly Banbury can have the biggest impact in making Banbury a great place to grow old. Older people's day celebrations will be taking place in October to celebrate opportunities available in the district for senior residents. This year's events will link to the annual electric blanket testing sessions and offer health checks, information stalls and demonstrations from local clubs and organisations at the Royal Voluntary Service centre in Banbury and OYAP studio (St Edburges old Primary School) in Bicester	★

CDC Programme Measures - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
CDC2.1.4 Enhanced Community Resilience	Cllr A McHugh	Graeme Kane Richard Webb	Preparation for potential no-deal EU Exit continued with partners. The Cherwell Emergency Plan was updated to reflect current arrangements. Oxfordshire County Council's Emergency Planning team met with Banbury Business Improvement District to promote business continuity.	Business continuity advice will be delivered to small businesses through the Perch in Bicester. Internal staff training to improve our capacity to respond to emergency incidents will continue. Continuing to work with partners to prepare for any potential impacts of a no deal EU Exit.	★	Cherwell DC continues to have a coordinating role for all the Oxfordshire councils in relation to EU Exit planning. Through engaging with partners, we have taken actions to raise business awareness of the actions they need to take to prepare for EU Exit and to prepare to provide advice and support. Cherwell's Emergency Plan has been reviewed and an updated version has been published on the council's website. Internal training is planned to increase the number of trained loggists that can support managers during incidents and the emergency planning structures in the region.	★
Page 31 CDC2.1.5 Homelessness Prevention	Cllr J Donaldson	Gillian Douglas Graeme Kane	We will complete the testing phase for an upgraded Homechoice system with a view to the new system being operational mid-October. This will include the facility for customers to directly attach required proofs when submitting the applications for social housing. The new system will also enable the housing team to assess and activate housing applications more quickly so that customers can start bidding for properties as soon as possible.	We will finalise the upgrading of the Homechoice system to improve the housing application process for our customers, the speed of assessment and assist with early identification of households at risk of homelessness.	★	The improved system for applications will increase the opportunity to identify vulnerable households and offer advice and support before crisis situations arise. This will allow us to prevent and resolve the housing issues for those potentially at risk of homelessness, continue the reduction in demand for temporary accommodation and ensure our customers receive the best possible service.	★

CDC Programme Measures - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p>CDC2.1.6 Support and Safeguard Vulnerable People</p> <p align="center" style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 32</p>	Cllr A McHugh	Graeme Kane Nicola Riley	<p>A focus on supporting a new protocol for internal reporting has been successful with Safeguarding leads across the council making referrals as they need to rather than a triage system operating from the wellbeing team. The performance on the average time to assess new claims for Housing Benefit is good for the month of September at 12.4 days against a target of 15 days with changes assessed in an average of 7.5 days. We also continue to support our more vulnerable residents with Discretionary Housing payments. A new Customer portal has also been launched to allow residents to access their Benefits letters online.</p>	<p>Reminders to update face to face training to be sent out in October to all staff and members Claims for Housing Benefit can already been made on line and the new customer portal also supports the move to online services. The next stage of this is a project starting in October 19 to automate changes in circumstances which will further support residents who want to use online services and will speed up assessment of changes.</p>	★	<p>Ensuring Cherwell District Council selects and trains staff to deliver services with regard to excellent Safeguarding practice remains a priority. Officers have been involved in Board and sub group meetings for both Oxfordshire Safeguarding Boards in September. This remains fully on track with continual reviews of the services to ensure that we are supporting residents.</p>	★
<p>CDC2.1.7 Respond to the Welfare Reform Agenda</p>	Cllr P Rawlinson Cllr T Ilott	Adele Taylor Belinda Green Gillian Douglas	<p>A project team has been established to look at the impact of Universal Credit on residents, landlords and also the Council itself. The first meeting took place on 3rd October with colleagues from DWP, Housing, Revs and Bens and Customer Services in attendance.</p>	<p>The first workstream coming out of the Universal Credit project will look at data and evidence to support the impacts we have found so enabling a timeline for actions to be agreed.</p>	★	<p>This is on track and we continue to respond well to the impact of welfare reform.</p>	★

CDC Programme Measures - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p>CDC2.1.8 Promote Healthy Place Making</p> <p align="center">Page 33</p>	Cllr A McHugh	Graeme Kane Rosie Rowe	<p>Update on progress with healthy place shaping given to CDC's Executive Business Planning Meeting and to Oxfordshire's Health & Wellbeing Board. Workshop held with care agencies who provide support to older people and people with Learning Difficulties to identify how to increase their levels of physical activity. Presentation to Kidlington Parish Council about plans for a local stakeholder workshop on 23 October to co-design the Healthy Kidlington programme.</p>	<p>Planning ongoing for Kidlington stakeholder workshop on 23 October to co-design Healthy Kidlington programme. Outdoor learning training scheduled for early October to upskill Bicester primary school teachers to deliver the curriculum outdoors. Bicester businesses being recruited to a pilot accreditation scheme to promote workforce wellbeing. Presentation to national health inequalities conference on learning from Healthy Bicester programme Planning for OCC/CDC masterclass on healthy place shaping</p>	★	<p>Progress with delivery of healthy place shaping supported by CDC members and members of the county's Health & Wellbeing Board. The County's new prevention strategy also identifies healthy place shaping as a core strategic priority. Workshop with care providers identified the need to provide inclusiveness training to increase the confidence of groups offering community activities to be as accessible as possible to people with learning difficulties.</p>	★

CDC Programme Measures - District of Opportunity & Growth

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
CDC3.1.1 Deliver Innovative and Effective Housing Schemes	Cllr J Donaldson	Gillian Douglas Graeme Kane	Completion of sale of Cropredy.	On- going marketing of Hope Close, Banbury Completion of first sale at Hope Close, Banbury	●	Hope Close is being actively marketed and Cropredy is progressing through the purchase process which can take several months.	●
CDC3.1.2 Promote the district as a tourist destination	Cllr L Pratt	Robert Jolley Simon Furlong	New Bicester historic town guide launched on 21st September during the Bicester Festival.	Preparation of Cherwell content for 2020 Experience Oxfordshire Visitor Guide.	★	Construction of new hotels and expansion of existing hotels is progressing well at Oxford Technology Park in Kidlington and on several sites off Oxford Rd in Bicester. This will enable further overnight stays which will increase local expenditure and create jobs locally whilst serving the needs of businesses, residents and visitors.	★
CDC3.1.3 Develop a Cherwell Industrial Strategy	Cllr L Pratt	Robert Jolley Simon Furlong	Workshop for representatives of local urban and rural communities on November 12th at Upper Heyford: Planning and promotion continues.	Large Business workshop to be held in Banbury on 23rd January 2020. Key stakeholders to be invited.	★	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 are currently planning and inviting stakeholders to our next two workshops; with representatives from local urban and rural communities (12 November) and large businesses (23 January). 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 OxLEP Local Industrial Strategy (LIS) which is a key component of the Oxfordshire Housing and Growth Deal - Productivity workstream.	★
CDC3.1.4 Promote Inward Investment and Business Growth	Cllr L Pratt	Robert Jolley Simon Furlong	Exhibited at 'Revo-19' in Liverpool - a national retail property exhibition & conference 18/19 Sept to promote Lock 29 and other town centre opportunities in Cherwell. Business support provided and enquiries generated from Inward and indigenous investors.	Contribute to the OxLEP Investment Prospectus and Delivery Plan as part of the Oxfordshire LIS.	★	We have met and provided practical advice and guidance to help businesses in both their operational and strategic investment decisions that will benefit Cherwell residents. For example, in the last month, we have worked with local directly assisted local employers and investors with specific matters including site relocation and expansion within the district and identifying new sites locally. Advice and information were also provided 'in-house' to aid the consideration of key employment related planning applications. Arrangements are now in place at Bodicote House to host more frequent advice services to residents considering setting-up their own business from CDC premises (through Oxfordshire Business Enterprises). Discussions have also been enabled with venues in Bicester. 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 through an emerging Digital Infrastructure Strategy and Delivery Plan.	★

CDC Programme Measures - District of Opportunity & Growth

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p>CDC3.1.5 Develop Our Town Centres and Increase Employment at Strategic Sites</p>	Cllr L Pratt	Robert Jolley Simon Furlong	Banbury Job Fair: held on 26 September.	Participate in the annual Banbury Chamber Conference/Exhibition 21 Nov 2019. Attend Bicester Vision partnership meeting including AGM on 5 Dec 2019. Facilitate the annual Young Enterprise Trade Fair at Banbury Market to be held on 7 Dec 2019	★	<p>Banbury Job Fair again proved successful for both employers and residents as 156 job seekers/career changers and over 20 employers joined support agencies on 26 Sept to provide a half day of support.</p> <p>The economic growth team contributed to a workshop on 5 Sept to help prepare for the Healthy Place Shaping project in Kidlington.</p> <p>Following the successful Bicester Town Centre workshop with Bill Grimsey, a task group of volunteers from the event has been meeting weekly to produce a framework plan for the town centre, to be reported back to stakeholders in the autumn.</p> <p>Introductions have continued to be made to larger (edge-of-town) businesses to ensure they are able to discuss opportunities for them to have a presence in Banbury town centre within Castle Quay.</p> <p>We continue to support Banbury BID (Business Improvement District) in the delivery of the second year of its 5-year business plan.</p> <p>Progress with increasing employment at strategic sites is recorded under 'Inward investment and business growth' measure (CDC 3.1.4).</p>	★

CDC Programme Measures - District of Opportunity & Growth

	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p align="center">CDC3.1.6 Deliver the Local Plan</p> <p align="center" style="font-size: 2em; transform: rotate(-90deg);">Page 36</p>	Cllr C Clarke	David Peckford Simon Furlong	<p>Officers have informally submitted the modifications to the Partial Review of the Local Plan to the Local Plan Inspector. His advice on proceeding to a public consultation is awaited (see commentary). The Oxfordshire Plan 2050: the central Plan team continues with its work to prepare a countywide spatial plan. It is engaged in evidence gathering and is supported by the CDC Planning Policy team as required. Engagement with the district councils is on-going.</p> <p>Local Plan Review: whilst initial preparatory work has commenced, it has been necessary to pause this while work on the Partial Review takes place.</p>	<p>Partial Review of the Local Plan: The Planning Policy Team will proceed to a six-week public consultation (October/November on Main Modifications to the Plan once the Local Plan Inspector provides a 'green light'. Oxfordshire Plan 2050: the central Plan team will continue evidence gathering and scoping of options supported by CDC Planning Policy team. The next formal milestone remains the publication of an Options Paper (dates to be confirmed).</p> <p>Local Plan Review: work will recommence as resources are released from work on the Partial Review of the Local Plan.</p>	●	<p>The Partial Review of the Local Plan (which seeks to help Oxford with its unmet housing need) is being independently examined. On 10 July 2019, the appointed Planning Inspector gave his preliminary views. While he is content with the Plan's overall strategy, he has recommended the deletion of a proposed strategic housing allocation (land to the south east of Woodstock) and requested additional work for the re-distribution of the affected 410 homes. On 30 September 2019, officers informally submitted proposed modifications to the Inspector supported by associated evidence. In October the Inspector will advise whether or not he is content for the Council to proceed to a six-week public consultation.</p> <p>The Oxfordshire authorities continue to work jointly on an Oxfordshire wide plan which in due course will inform the overall review of the adopted Cherwell Local Plan. The central Oxon Plan team is working on options and evidence to support a future public consultation. Preparatory work for the review of the adopted Local Plan commenced in Spring 2019 but has had to be paused while officers return to work on the Partial Review.</p>	●
<p align="center">CDC3.1.7 Deliver the Growth Deal</p>	Cllr B Wood	Robert Jolley Simon Furlong	<p>The Quarter 2 housing trajectory figures are now due, compilation is ongoing with submission due end of October 2019.</p>	<p>Affordable Housing financing structure is under review with negotiation ongoing between the partnership, Homes England and MHCLG. The decision on the scheme will dictate how the remaining unit numbers are achieved.</p>	★	<p>The new Senior Responsible Owner continues to hold monthly Growth Deal Board (GD) meetings with key officers. The Cherwell and partnership progress on Year 2 delivery is discussed and October's board meeting will be held on 22nd. Work is ongoing to align this meeting with wider partnership meetings, to ensure a more efficient flow of information and also to strengthen support to the member advisory sub groups including the GD scrutiny panels.</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	Ed Potter Graeme Kane	57%	56%	★	The recycling percentage is up by 1.24% on last year	58%	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	Gillian Douglas Graeme Kane	26.00	35.00	★	The number of households requiring temporary accommodation continues to be low. This capacity allows the Housing Team to be flexible and offer support beyond the statutory requirements of homeless legislation, increasing the opportunity for vulnerable households to receive support to secure permanent accommodation. Going into the winter months, further resources will be secured to offer accommodation and support to the most vulnerable clients.	26.00	35.00	★
CDC2.2.02 Number of people helped to live independently through use of DFG & other grants/loans	Cllr J Donaldson	Gillian Douglas Graeme Kane	48.00	45.00	★	We provided assistance to 48 households in September; 13 by means of disabled adaptations grants (larger jobs) and 35 through smaller works.	290.00	270.00	★
CDC2.2.03 Homes improved through enforcement action	Cllr J Donaldson	Gillian Douglas Graeme Kane	13.00	9.00	★	The Housing Standards Team have improved 13 homes by means of enforcement action in September	50.00	54.00	●
Page 38 CDC2.2.04 Delivery of affordable housing in line with CDC and Growth Deal targets	Cllr J Donaldson	Gillian Douglas Graeme Kane	20.00	35.00	▲	Total Affordable Homes completed: 20 Units Affordable Rented (4) comprising: 4 x 1 bed flat Shared Ownership (16) comprising: 16 x 2 bed house A higher number of affordable homes were expected to be completed in September. The actual number delivered, falls short of the projected target in this month. The reduction in completed units is due to delays in developer building programmes, connection of services and build quality standards. These units will still be delivered in 2019/20 but quality assurance is important. There were no units delivered as part of the Oxfordshire Growth Deal as these are expected later in the financial year. 1 unit is expected to complete in October 2019.	223.00	257.00	▲
+ CDC2.2.05 Average time taken to process Housing Benefit New Claims	Cllr T Ilott	Belinda Green Claire Taylor	12.41	15.00	★	The team continue to work hard to ensure that customers receive their Housing Benefit on time and within corporate targets. Performance for the month of September is strong at 12.4 days against our target of 15 days and a national picture of 20 days.	12.87	15.00	★
+ CDC2.2.06 Average time taken to process Housing Benefit change events	Cllr T Ilott	Belinda Green Claire Taylor	7.52	8.00	★	The team continue to work hard to process change events as quickly as possible, within corporate targets, to ensure that customers receive the right benefit at the right time. Changes have been assessed in an average of 7.5 days for September 2019.	7.14	8.00	★

CDC KPIs - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC2.2.07 Number of visits/usage of District Leisure Centre	Cllr G Reynolds	Graeme Kane Nicola Riley	137,107	130,848	★	<p>In comparison to the same period last year the utilisation at the Leisure Centres is marginally down. The primary reason is the drop off in usage at Spiceball Leisure Centre by just over 8,000 this is due to a number of factors such as the regenerations works, recovery from the pool closure taking longer than expected.</p> <p>Generally, across the other Facilities performance was good with Bicester Leisure Centre, Kidlington and Gosford Leisure Centre and Woodgreen Leisure Centre all demonstrating a small increase but with community use of both Cooper Sports Facility and North Oxfordshire Academy showing a marginal decrease.</p> <p>Stratfield Brake and Whitelands Sports Grounds both performed well with a respective 2,500 and 3,000 increase in usage.</p> <p>Overall usage figures were 137.107 compared to 138,014 in 2018.</p>	817,105	816,547	★
Page 39 CDC2.2.08 % of Council Tax collected, increase Council Tax Base	Cllr T Illott	Belinda Green Claire Taylor	9%	9%	●	<p>The in-month collection has dropped slightly in September however all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders. We are making outbound calls during the day and evening to reduce the arrears balance. Cherwell is also experiencing an increase of new properties and whilst the customers are being issued with bills as soon as possible after the Valuation Office Agency notify us of the banding the customer is still entitled to pay their bill by instalments and therefore, they are always playing catch up.</p> <p>Whilst processing of billing work is now more up to date, this allows us more time to chase payments from employers and DWP and those customers who haven't paid. We will be working our way through the house keeping tasks to ensure contact is made with debtors to assist with collection.</p> <p>Projected cash analysis confirms we are due to collect 2.8% net collectible debit in February 2020 and 2.2% net collectible debit in March 2020 as the number of 12 monthly payers has increased over the years and whilst abiding by the statutory instalment scheme, we cannot prevent February and March instalments from being given. We will monitor these closely with a view to setting new targets 2020 -20, these will then align to our projected cash analysis report making them more meaningful for the team.</p> <p>With the introduction of Universal Credit CTRS caseload has dropped and analysis has shown that this could also be affecting collection. Council Tax Reduction take-up project is due to kick off w/e 7 October and revenues will be involved with the project.</p>	56%	58%	●

CDC KPIs - Thriving Communities & Wellbeing

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
CDC2.2.09 % of Business Rates collected, increasing NNDR Base	Cllr T Ilott	Belinda Green Claire Taylor	8.2%	9.5%	▲	<p>The in-month collection has dropped slightly in September however all reminders, finals and summonses have been issued with proactive recovery taking place on those customers with court orders. We are making outbound calls during the day and evening to reduce the arrears balance.</p> <p>The reason for the drop in collection is known and is because a number of new large assessments have been rated by the Valuation Office one of these a rateable value of £720,000.</p>	57.7%	58.5%	●

CDC KPIs - District of Opportunity & Growth

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
⊕ CDC3.2.1 % Major Planning applications processed within 13 weeks	Cllr C Clarke	David Peckford Simon Furlong	86%	60%	★	7 Major Planning Applications were determined during September 2019 and of those, 6 were determined within their target timeframe. As such, 86% of Major Planning Applications were determined within time during September 2019.	85%	60%	★
⊕ CDC3.2.2 % Non Major planning appeal decisions allowed	Cllr C Clarke	David Peckford Simon Furlong	1%	10%	★	93 Non-Major Planning Applications were determined during September 2019 and 1 Non-Major Planning Appeal was allowed by the Planning Inspectorate. As such, 1% of Non-Major Planning Appeals were allowed, against a target to achieve no more than 10%	1%	10%	★
CDC3.2.3 % Planning enforcement appeal decisions allowed	Cllr C Clarke	David Peckford Simon Furlong	0%	10%	★	No Planning Enforcement Appeals were allowed during September 2019.	0%	10%	★
⊕ CDC3.2.4 % of Non Major applications processed within 8 weeks	Cllr C Clarke	David Peckford Simon Furlong	82%	70%	★	93 Non-Major Planning Applications were determined during September 2019 and 76 were determined within the target timeframe. As such, 82% were determined within time.	85%	70%	★
⊕ CDC3.2.6 Major planning appeal decisions allowed	Cllr C Clarke	David Peckford Simon Furlong	14%	10%	▲	<p>There were 7 Major Applications determined during September 2019 and 1 Major Application was allowed by the Planning Inspectorate. This means that 14% of Major Appeals were allowed in September against a target to exceed no more than 10%.</p> <p>The overturn of the Council decision to refuse that application has potential consequences for the interpretation of Local Plan policy. The Council is seeking legal advice on the robustness of the decision.</p>	2%	10%	★

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Overview and Scrutiny Committee Briefing Paper

Subject: Safeguarding

Director: Executive Director: Graeme Kane - Chief Operating Officer

Officer Responsible: Nicola Riley - Assistant Director: Wellbeing

Background and Reason for Briefing Note	<u>Self-assessment for Oxfordshire Safeguarding Boards</u>
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The online audit incorporates the standards from the safeguarding self-assessment against the Children Act 2004 (known as the Section 11 audit) carried out by the OSCB as well as the standards developed by the LGA for Adult Services and published within the LGA Adult Safeguarding Improvement Tool. This combined audit covers both safeguarding children and adults with care and support needs and adults at risk, recognising that most agencies attending the Safeguarding Boards provide services to both children and adults with care and support needs.

2019 Assessment Standards

In the full self-assessment, there are four core standards, with an additional standard focussing on what is impacting on our ability to safeguard our communities. It was agreed that the Boards would conduct a focussed assessment every other year, looking in more detail at a smaller number of the standards. For 2019, the standards that are being assessed are as follows:

- **2B – Interagency Working** - There is effective inter-agency working to safeguard & promote the welfare of children and adults with care and support needs
- **3 - Performance & Resource Management** - There is effective training on safeguarding & promoting the welfare of children and adults with care and support needs for all staff working with or, depending on the agency's primary functions, in contact with children and adults with care and support needs.
- **4 - Outcomes for, and Experiences of, People Who Use Statutory Services People's experiences of safeguarding**
- **5 -Impact assessment**

The assessment is broken into 4 sections, each with subsections. Graded red, amber and green there is an opportunity to provide evidence and complete an action plan to identify work to improve delivery.

The action points arising from the return highlight where Cherwell needs to improve the delivery of its safeguarding practice either through better implementation of existing policies or updating current policy content.

In grading the audit it should be noted that there are 0 Red grades, 2 Amber grades and the remainder, 15, are Green. There will be a moderation exercise in March 2020 for all partners to contribute to.

The action plan associated with the amber grades covers improving the take up of member training to over 60% and undertaking an impact analysis of staff training. It is essential to know that staff



have been trained and that that training has had an impact on how the service is delivered.

The recruitment of a safeguarding officer to begin work in January 2020 will enable this work to be undertaken.

Completed by: Nicola Riley

Date: 22/11/2019

Presented to: Overview & Scrutiny Committee

Date: 03/12/2019



Overview and Scrutiny Committee Briefing Paper

Subject: Public Art

Director: Executive Director: Graeme Kane - Chief Operating Officer

Officer Responsible: Nicola Riley - Assistant Director: Wellbeing

<p>Background and Reason for Briefing Note</p>	<p>To inform members of the role of the district council in relation to public art</p>
<p>From the introduction of 'Percent for Art' policies in the mid 1990's, councils have sought to make public art a requirement of new developments. Cherwell District Council has good track record of securing developer contributions towards the installation of public art across the area. The imminent local plan review will provide an opportunity to update the Public art policy and strategy from 2007.</p> <p>Public Art need not be too formal, monumental or object-based.</p> <ul style="list-style-type: none"> • It can be permanent or temporary. • It can extend the fine arts of drawing, painting and sculpture into new formats and new locations. • It can incorporate text, craft, applied art and design, photography, print, moving image, computer generated images, projection, live art, installation and performance, light, sound and music. • It can be integral to landscape design. It can make places more legible and accessible. It can offer opportunities for play. • It may refer to our heritage or celebrate the future, highlight specific areas and issues or be conceptual. • In whatever form, public art has one consistent quality: it is site-specific and relates to the context or use of a site or location within the public realm. <p>Public Art is recognised as important to developing the cultural identity of Cherwell and creating distinction and character in the built environment.</p> <p>It can also offer an opportunity to engage with local communities and enabling an increased sense of ownership.</p> <p>For developers, public art can enrich and support high quality design, develop identity and uniqueness for new developments and offer marketing opportunities.</p>	



Rodney Harris brick chesterfields and wallpaper Pioneer square, Bicester



Rob Turner mosaic panels inserted in pavement at Kingsmere, Bicester



Diane Gorvin and Phil Bews – 'Settlement' sculpture Southham Road, Banbury (Bellway)



Bews and Gorvin have also made artwork for Pioneer square based on the Crow



Tony Davies - Rosie the Elephant Kidlington



Paul Margetts - The Dancer Hanwell fields



Developers can choose to commission an artist directly and in these instances Cherwell arts team will have the approval prerogatives for the installation in conjunction with the Portfolio Holder for Wellbeing.

More frequently, once the contribution is secured, the district councils arts team follow a well tried and tested route to identify the opportunity, engage an artist, with the sign off from the Portfolio Holder for Wellbeing, and see the project through to completion.

The Council encourages community involvement in the development of public art programmes to encourage a sense of ownership of the scheme. Again, the nature of such involvement will vary from site to site, commission to commission.

It need not be formal consultation, but it should at a minimum, seek to uncover the local community's relationship to the site and its significance. Ideally, it should be a dialogue that informs the development of the commission and informs the local community about it.

This is a challenge for new housing developments as the community is yet to be established and so the timing of public art schemes in the life of the planning and delivery of a development must also be considered.

The current process can be summed up with the diagram below



Engaging local communities

A public art panel can be a useful addition to the process, especially where the community has yet to move on site and the sum established for public art is over £50k ; the composition of the panel changes from commission to commission but membership would always include the Portfolio Holder, ward member representation, and local stakeholders.



The next iteration of the Local Plan will necessitate a further iteration of the public art policy and strategy to ensure that the council continues to achieve public art contributions from developers.

Completed by: Nicola Riley

Date: 20/11/2019

Presented to: Overview & Scrutiny Committee

Date: 03/12/2019

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Topic and suggested by	Update	Status / Proposed action
Raised in 2018/19 Municipal Year and carried forward		
<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>As previously reported, officers from Planning Policy have agreed to attend a future meeting of the Overview and Scrutiny Committee to discuss this subject.</p>	<p>Attendance will be scheduled when appropriate.</p>
2019/20 Municipal Year		
<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>As previously reported, officers from Planning Policy have agreed to attend a future meeting of the Overview and Scrutiny Committee to discuss this subject.</p>	<p>Attendance will be scheduled when appropriate.</p>
<p>Telephony Blackspots</p> <p>Raised by Councillors Tom Wallis, Sandra Rhodes and Bryn Williams</p>	<p>The Committee requested information regarding the level of mobile phone signal across the District. Ofcom has launched a mobile coverage checker that lets anyone check what signal they should be receiving from any of the four major UK networks. Below is a link to the checker which shows coverage on a map:</p> <p>https://checker.ofcom.org.uk/mobile-coverage</p>	<p>Committee to advise what/if any next steps it would like to take.</p> <p>No information has yet been received from members who suggested this topic.</p>

Appendix 1

<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>Details of information received from Jenny Barker – Bicester Delivery Manager, on Management Companies emailed to O & S Committee Members on 23 September.</p>	<p>Committee to advise what/if any next steps it would like to take.</p> <p>No information has yet been received from members who suggested this topic</p>
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Overview and Scrutiny Work Programme 2019/20

Item	Description	Contact Officer
21 January 2020		
Budget and Business Planning	Policy development: 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)
Climate Change	Policy development: To consider and comment on the emerging Climate Change Strategy	Ed Potter – Assistant Director Environmental Services
Executive and Scrutiny Protocol	To consider a protocol for Executive and Scrutiny to define the relationship between the two	Nick Graham – Director Law and Governance Natasha Clark – Governance and Elections 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

Appendix 2

Item	Description	Contact Officer
17 March 2020		
Housing Strategy - update	Policy Review: Review of progress against the action plan one year after implementation	Gillian Douglas, Assistant Director Social Care Commissioning and Housing
Overview and Scrutiny Committee Annual Report 2019/20	The Constitution requires that the Overview and Scrutiny Committee submit an annual report to Council. This is an opportunity for the Committee to review the draft Annual Report	Emma Faulkner, Democratic and Elections Lesley Farrell, Democratic and Elections
Performance, risk and finance monitoring	Performance 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
Items to be allocated		
Cherwell Industrial Strategy	Policy development: To consider and contribute to the development of the Cherwell Industrial Strategy	Robert Jolley – Assistant Director Growth & Economy

Appendix 2

Item	Description	Contact Officer
Support Masterplan update focus on supporting thriving town centres	Information on progress of masterplan implementation and support being offered to town centres to assist regeneration.	David Peckford, Assistant Director Planning & Development
Local Plan Update	Following queries raised by the Committee – this will be scheduled at the appropriate time	David Peckford, Assistant Director Planning & Development
Management Companies Managing New Housing Developments	Query raised by the Committee about the use of management companies rather than town/parish councils taking on responsibility for green spaces. Presentation to be scheduled to advise the Committee of the council's policy	David Peckford, Assistant Director Planning & Development Jenny Barker – Bicester Delivery Manager

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

21 January 2010; 17 March 2020

Work Programme Items:

Members are reminded of the five roles of scrutiny when considering items for the work programme:

- Performance Monitoring
- Policy Development
- Policy Review
- Holding the Executive to Account
- External Scrutiny

Appendix 2

With the exception of the monthly work programme update and Annual Report, each scheduled item on the work programme identifies the scrutiny role it reflects.