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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Overview and Scrutiny Committee
Date: Tuesday 15 March 2022
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

Councillor Tom Wallis (Chairman)

Councillor Mike Bishop
Councillor Matt Hodgson
Councillor David Hughes
Councillor Perran Moon
Councillor Les Sibley

Councillor Douglas Webb (Vice-Chairman)

Councillor Sandy Dallimore
Councillor Simon Holland
Councillor Ian Middleton
Councillor Adam Nell
Councillor Bryn Williams

Substitutes Any member of the relevant political group, excluding Executive members

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 5 - 10)

To confirm as a correct record the minutes of the meeting held on 1 February 2022.

4. **Chairman's Announcements**

To receive communications from the Chairman.

5. Urgent Business

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

6. Monthly Performance, Risk and Finance Monitoring Report (Pages 11 - 48)

Report of Assistant Director of Finance and Head of Insight and Corporate Programmes

Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring positions as at the end of January 2022.

Recommendations

The meeting is recommended:

- 1.1 To note the performance aspects of the monthly Performance, Risk and Finance Monitoring Report

7. Overview and Scrutiny Working Groups

Report of Director - Law and Governance.

To present the final reports of the scrutiny working groups on Members' Education and Training, and Parish Engagement.

Please note these reports will be 'to follow' as they are currently being reviewed and finalised

8. Overview and Scrutiny Committee Annual Report 2021/22 (Pages 49 - 76)

Report of Director – Law and Governance.

Purpose of Report

This report presents the draft Overview and Scrutiny Annual Report for 2021/22

Recommendations

The meeting is recommended:

- 1.1 To consider and provide feedback on the draft Overview and Scrutiny Committee Annual report for 2021/22

- 1.2 To delegate authority to the Director – Law and Governance, in consultation with the Chairman of the Overview and Scrutiny Committee, to finalise the areas highlighted in the report following the final meeting of the municipal year, prior to its submission to Council.

9. Work Programme (Pages 77 - 90)

There are four documents for the Committee to consider:

- Appendix 1 – Constitution Review update
- Appendix 2 – Indicative Work Programme for 2022-2023
- Appendix 3 – Topic list update
- Appendix 4 – Update on items previously submitted to the Overview and Scrutiny Committee

Recommendations

The meeting is recommended:

- 1.1 To delegate responsibility to the Monitoring Officer, in consultation with the named officer where necessary, to review the following aspects of the Constitution to submit to the 19 May Council meeting with a view to their adoption:
 - Contract Procedure Rules and Financial Procedure Rules, in consultation with the S151 Officer
 - Members' Planning Code of Conduct and Councillor call-in of planning applications, in consultation with the Assistant Director Planning and Development
 - Addition of the Council budget debate speaking procedures (currently based on custom) and general review of all sections to ensure consistency of language, accessible format and layout
- 1.2 To request the Monitoring Officer to keep the Group Leaders, relevant Lead Members and Committee Chairman updated on the Constitution review work
- 1.3 To note the work programme update (appendix 2).
- 1.4 To note the update on topics previously suggested for review (appendix 3).
- 1.5 To note the update on items previously submitted to the Overview and Scrutiny Committee (appendix 4).

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@cherwell-dc.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.

Watching Meetings

Please note that Council meetings are currently taking place in person (not virtually) with social distancing at the meeting. Meetings will continue to be webcast and individuals who wish to view meetings are strongly encouraged to watch the webcast to minimise the risk of COVID-19 infection.

Places to watch meetings in person are very limited due to social distancing requirements. If you wish to attend the meeting in person, you must contact the Democratic and Elections Team democracy@cherwell-dc.gov.uk who will advise if your request can be accommodated and of the detailed COVID-19 safety requirements for all attendees.

Please note that in line with Government guidance, all meeting attendees are strongly encouraged to take a lateral flow test in advance of 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@cherwell-dc.gov.uk, 01295 221953 / 01295 221591

Yvonne Rees
Chief Executive

Published on Monday 7 March 2022

Cherwell District Council

Overview and Scrutiny Committee

Minutes of a meeting of the Overview and Scrutiny Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 1 February 2022 at 6.30 pm

Present:

Councillor Tom Wallis (Chairman)
Councillor Douglas Webb (Vice-Chairman)
Councillor Mike Bishop
Councillor Sandy Dallimore
Councillor Simon Holland
Councillor David Hughes
Councillor Ian Middleton
Councillor Perran Moon
Councillor Adam Nell
Councillor Les Sibley
Councillor Bryn Williams

Substitute Members:

Councillor Shaida Hussain (In place of Councillor Matt Hodgson)

Also Present:

Councillor Barry Wood, Leader of the Council
Councillor John Broad
Craig Bower, Programme Director of Digital Infrastructure Oxfordshire

Apologies for absence:

Councillor Matt Hodgson

Officers:

David Peckford, Assistant Director: Planning and Development
Andrew Maxted, Planning Policy, Conservation and Design Manager
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.

37 **Minutes**

The Minutes of the meeting of the Committee held on 30 November 2021 were confirmed as a correct record and signed by the Chairman.

38 **Chairman's Announcements**

There were no Chairman's announcements.

39 **Urgent Business**

There were no items of urgent business.

40 **Digital Infrastructure Update**

The Committee received a presentation from the Programme Director of Digital Infrastructure Oxfordshire, which gave an update on the progress of full fibre internet and 5G mobile signal rollout across the county.

Following the partnership with BT Openreach that had been in place since 2014, 14,000 premises in the district had been connected to superfast broadband services. 98.5% of the district now had access to superfast services, an increase from 63% when the programme started.

The percentage of premises with no access to a connection of at least 10 megabits per second (mbs), which was considered a minimum requirement for getting online, was currently 0.9%.

The Programme Director of Digital Infrastructure Oxfordshire explained that the focus of the current programme was to deliver full fibre connections to premises, rather than cabinets as had previously been the case. Openreach had published their rollout plans for delivery, and work to upgrade connections had been carried out in Banbury before Christmas 2021. A number of smaller providers would also be providing fibre services to property connections, but they had not publicly announced their plans due to commercial sensitivities. This made associated communications with affected areas difficult, as the upgrading of wires and poles involved roadworks and disruption to infrastructure. However, once the appropriate upgrades had been made and fibre connections were in place, it would be easier to make changes in the future.

Regarding connection of business premises, the Programme Director of Digital Infrastructure Oxfordshire explained that since 2019, 230 businesses had been connected via funding from DEFRA. The businesses had been in some of the hardest to reach areas of the district, and therefore not viable for commercial providers to install connections. As the base infrastructure was

now in place, it was hoped commercial providers would use the connections to further develop services in those areas.

In October 2021 a new project had started called 'Gigahubs'. 24 public service buildings across the district had been identified as hub sites, which would have fibre connections installed that could then be used to extend fibre connectivity to local residents and businesses.

In relation to mobile digital signal, the Programme Director of Digital Infrastructure Oxfordshire explained that the team had a focus on 'small cell' improvements. This involved the installation of small units on street furniture such as lampposts, to increase the available mobile signal. Initially the project would be rolled out to a small number of lampposts in Oxford, but it was hoped that by the end of 2023 up to 70 lampposts across the county would have the technology, including some in Banbury and Bicester.

With regard to planning applications for new or upgraded mobile phone masts, the Programme Director of Digital Infrastructure Oxfordshire explained that discussions were ongoing with mobile phone providers to encourage them to go through the pre-application process before submitting an application. Doing so would allow discussions to take place regarding the suitability of proposed locations and possible alternative locations, increasing the possibility of an application being approved.

In response to questions from the Committee the Programme Director of Digital Infrastructure Oxfordshire said that the Shared Rural Network had been set up by the Department for Digital, Culture, Media and Sport in 2020, which encouraged the four mobile network operators in the UK to share masts and improve digital connectivity.

At the discretion of the Chairman, Councillor Broad addressed the Committee regarding the danger to the radar altimeters on military and commercial aircraft of the frequency being used.

The Committee thanked the Programme Director of Digital Infrastructure Oxfordshire for the presentation.

Resolved

- (1) That the presentation be noted.

41 Oxfordshire Plan 2050: Summary of responses from Regulation 18 Part 2 Consultation and next steps

The Committee considered a report from the Assistant Director – Planning and Development that gave an update from the Future Oxfordshire Partnership on the preparation of the Oxfordshire Plan 2050, and included a summary of comments received during the recent consultation.

The Assistant Director – Planning and Development gave a short presentation that highlighted the key aspects of the report.

All Oxfordshire district and city Scrutiny Committees were due to consider the same report during February, before a further report was submitted to all Executive and Cabinet meetings in March. The Statement of Community Involvement for the Oxfordshire Plan 2050 had been updated following the consultation stage, and was recommended to all Oxfordshire district and City Executive/Cabinets for approval.

The next stage of the plan process would be the Regulation 19 submission plan, that was currently scheduled for Summer 2022. Once this stage had been completed the plan would move to Regulation 22, submission of the plan to the Secretary of State to start the examination. This was currently scheduled for Autumn 2022, but the Assistant Director – Planning and Development explained that detailed analysis of the consultation responses was still being undertaken, and timeframes for the subsequent stages of the plan could be amended.

422 parties had submitted responses to the consultation. Feedback had been generally positive, with widespread support for the approach to climate change adaptation, and general agreement regarding the need for more affordable homes across the county.

As well as the positive feedback, some responses had called for more say on the next iteration of the plan, as there was concern that proceeding straight to Regulation 19 stage wouldn't give time for further consultation. The Assistant Director – Planning and Development explained that it would be possible for the Future Oxfordshire team to proceed to Regulation 19, but they were considering all responses in detail before confirming the next stage.

Comments had also been submitted regarding a need for the plan to have long term flexibility due to the time scale it was proposed to cover.

The central plan team were now considering the scope of the proposed plan, and undertaking further work in relation to the latest legislation and national policy, as well as considering the relationship between the Oxfordshire Plan and the local plans of each authority across the county.

The detailed work programme would be reviewed, and discussions would take place with the Department for Levelling Up, Housing and Communities due to the plans link with the Growth Deal.

With regard to the Statement of Community Involvement update, the document detailed how consultation would be undertaken, when, and who would be consulted. It had been necessary to update the document following the lifting of Coronavirus regulations.

In response to questions from the Committee, the Assistant Director – Planning and Development explained that there was time for changes to be made to the plan if the central team felt they were necessary. Once a local

plan reached Regulation 19 stage it was unlikely that any significant changes would be made, so it was important that appropriate time was taken between Regulation 18 and Regulation 19 stages to address consultation feedback and ensure the plan was ready to proceed to examination.

The Committee thanked the officers involved in producing the comprehensive feedback document, but some Members commented that there had been insufficient time to fully read and review all documents submitted for the meeting due to the level of detail.

The Committee repeated the concerns that had been raised in July 2021 when considering the Oxfordshire Plan 2050 Regulation 18 Part 2 Consultation document regarding the accuracy of the Oxfordshire Growth Needs Assessment, due to the implications of the figures on the plan.

At the discretion of the Chairman, Councillor Broad addressed the meeting in relation to the method to be used to determine the housing numbers as this was not included in the report.

With regard to references to affordable housing, the Committee again emphasised the need for more social rented housing rather than Government defined affordable housing. The Assistant Director – Planning and Development explained that the detail regarding implementation of the plan would be the responsibility of local Housing teams, and affordability would be an important aspect of the discussions at that stage.

In response to a query regarding if it would be possible for affordable rented housing to be linked to local wages rather than the national market formula, the Assistant Director – Planning and Development explained that there wasn't a detailed policy in place yet but discussions could be held regarding the possibility of such a link. The Committee requested an update on discussions at the relevant time.

Referring to the recommendation in the report for the Committee to note the consultation feedback, some Committee members felt that agreeing to note the report could not be interpreted as agreeing with the details.

Resolved

- (1) That the summary results from the recent regulation 18 (part 2) consultation be noted.
- (2) That the revised scope of the Oxfordshire Plan, with clarification over its relationship to city and district Local Plans and supporting evidence base be noted.
- (3) That the next steps of the Oxfordshire Plan process be noted.
- (4) That Executive be recommended to adopt the revised Statement of Community Involvement for the Oxfordshire Plan (Annex to the minutes

as set out in the Minute Book) when it considers a report on this matter at its March 2022 meeting.

(Councillors Perran Moon and Shaida Hussain requested that it be recorded they had voted against the recommendations.

Councillors Ian Middleton and Simon Holland requested that it be recorded they had abstained from voting on the recommendations).

42

Work Programme 2021-2022

The Committee considered its work programme for 2021, received an update on subjects for review and on items previously submitted to the Committee.

With regard to the Member Training and District and Parish relationship working groups, Councillor Sandy Dallimore reported that both working groups had formulated recommendations and detailed reports would be submitted to the March 2022 meeting of the Committee.

Resolved

- (1) That the work programme update be noted.
- (2) That the update on topics previously suggested for review be noted.
- (3) That the update on items previously submitted to the Overview and Scrutiny Committee be noted.

The meeting ended at 8.37 pm

Chairman:

Date:

Cherwell District Council

Overview and Scrutiny Committee

Date of Meeting 15 March 2022

Monthly Performance, Risk and Finance Monitoring Report

Report of Assistant Director of Finance and Head of Insight and Corporate Programmes

This report is public

Purpose of report

This report summarises the Council's Performance, Risk and Finance monitoring positions as at the end of January 2022.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the performance aspects of the monthly Performance, Risk and Finance Monitoring Report

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, however due to redeployment of resources supporting Omicron variant there was no report during December 2021.
- 2.2 This report provides an update on progress made during January 2022, 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 2021-22 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 As part of monthly reporting, the Insight Team provides the Senior Management Team with a corporate complaints report. Complaints received during the month are closely monitored and analysed. The mandatory lessons learned data continues to be implemented and we are starting to see a decrease in the number of upheld complaints. Lessons learned are reported to ELT (Extended Leadership

Team) and progress is monitored to ensure actions are implemented to avoid the same complaint being reported.

2.5 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. The Leadership Risk Register and strategy are reviewed on an annual basis as part of the budget and business planning process, reflecting on the priorities of the council for the forthcoming year. The Leadership Risks reflected in this report have been thoroughly reviewed by ELT and will continue to be updated on a monthly basis.

2.6 The main report details section is split into three parts:

- Performance Update
- Leadership Risk Register Update
- Finance Update

2.7 There are two appendices to this report:

- Appendix 1 – 2021/22 Business Plan
- Appendix 2 – Monthly Performance Report – January 2022



3.0 Report Details

3.1 The Council’s performance management framework sets out key actions, projects and programmes of work that contribute to deliver the refreshed 2021- 22 business plan (see Appendix 1) and the priorities of the Council.

3.2 The 2021-22 business plan sets out four strategic priorities:

- Housing that meets your needs
- Leading on environmental sustainability
- An enterprising economy with strong and vibrant local centres
- Healthy, resilient and engaged communities

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	Tolerances for Business Plan Measures	Tolerances 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.
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Priority: Housing that meets your needs

- 3.4 The Council is committed to deliver affordable housing, raising the standard of rented housing and find new and innovative ways to prevent homelessness. Also, to promote innovative housing schemes, deliver the local plan and supporting the most vulnerable people in the District.
- 3.5 Overview of our performance against this strategic priority:

Homes Improved through enforcement action reported Green for January and Green for year to date. We were able to complete the improvement of 4 homes in January 2022, during December 2021 24 homes were improved through interventions. To date, we have facilitated the improvement of 120 homes through interventions, exceeding the annual target of 90.



Average time taken to process Housing Benefit New Claims reported Red for January and Green for year to date (17.78 average days against target of 15). This month's performance is slightly under target as the team has been working on reducing the backlog of work due to the transition from CSN and recruitment and training of new staff.

Homelessness Prevention reported Amber for January and for year to date, the number of cases approaching crisis has been rising and is expected to continue over the coming weeks and months. The team efforts to prevent homelessness in many cases is increased by the lack of options for families on low income or benefits. Rents in the private sector are beyond reach and waiting times on the Housing Register, for social housing, are increasing. Resources are focused in providing assistance at the earliest opportunity, but evictions which were delayed still as a result of COVID-19 and are now being actioned, this will result in rise in temporary accommodation placements.

Priority: Leading on environmental sustainability

- 3.6 The Council is committed to deliver on sustainability and in the commitment to be carbon neutral by 2030, promotes the Green Economy and increases recycling across the district. This priority includes the protection of our natural environment and our built heritage, working in partnerships to improve air quality in the district and the reduction of environmental crime.

3.7 Overview of our performance against this strategic priority:



% of Waste Recycled and Composted reported Red for January and Amber for year to date (54% against target of 56%). Dry recycling and residual tonnage is comparable to last years with garden waste, and down over 600 tonnes. Recycling is on track to reach its 56% at the end of year. Street sweeping is also down over 200 tonnes due to a reduction in service. The main reason this month, and next few months, is going to record lower figures is because of reduction of garden waste, in winter.

High Quality Waste and recycling service to residents to support a sustainable lifestyle reported Amber for January and Green for year to date. Overall waste started to reduce, compared to last year, as more people got back to the workplace, recycling rate was 33.72% for January against a target of 56%, this is due low garden waste collected, as per usual for this season. Over 35,000 residents have had their new caddies, liners and leaflets for the new food waste service and chargeable garden waste social media posts are reaching our residents, with 18,000 of them signing up for their first subscription.

Priority: An enterprising economy with strong and vibrant local centres

3.8 The Council is committed to support business retention and growth, developing skills and generating enterprise; also, securing infrastructure to support growth in the district and securing investment in our town centres. This priority also contributes towards making communities thrive and businesses grow promoting the district as a visitor destination, committing to work with businesses to ensure compliance and promote best practice.

3.9 Overview of our performance against this strategic priority:

% of Council Tax Collected, increase of Council Tax Base, reported Red for January and Amber for year to date (8.87% against target of 10.75%). As at 1.2.2022 the amount of council tax due to be collected is just over £117.6m due to further growth within the district. Whilst the year-to-date collection rate of 92.57% is slightly lower than the target of 95.75%, this year's collection rates are higher than this time last year. The amount collected, in December, remained similar to previous months, however, payments received during January decreased slightly due to the ongoing pandemic and Christmas. Reminder notices have been issued to customers in arrears by £15.00 or more and should payment not be forthcoming, formal recovery action through the courts will commence.



Development of the Recovery and Prosperity Strategy for Cherwell (RPS) for Cherwell reported Amber for January and Amber for year to date, and it has been paused while urgent COVID-19 response work was prioritised. The adoption of a strategy to the governance cycle will be reprogrammed.

Priority: Healthy, resilient and engaged communities

3.10 The Council is committed to enabling all residents to lead an active life, improving, and developing the quality of local sports and leisure facilities and promoting health and wellbeing in our communities. Also, supporting community and cultural development, working with our partners to address the causes of health inequalities and deprivation, and to reduce crime and anti-social behaviour.

3.11 Overview of our performance against this strategic priority:

Support Community Safety and Reduce Anti-Social Behaviour reported Green for January and year to date. The community safety team continued joint working with Thames Valley Police to tackle anti-social behaviour last month, with the issue of 3 community behaviour orders relating to persistent anti-social behaviour, joint visits to residents affected by anti-social behaviour, and our team providing



input into a Police training day. Planned community safety activity for February includes with hi-visibility patrols in town centres to raise awareness of the support our community safety team can provide residents and to deter business related crimes. The team will also be

supporting a schools programme promoting personal safety in the community.

Number of visits/usages of District Leisure Centre Usage reported Green for January and year to date. The visits to our leisure centres and facilities are up against the previous month of December 2021, though this is expected as introduction of new year business in January. As the Centres were closed due to the pandemic in January 2021 there is no data to compare this to. The current figures are at a level of pre Covid usage, reflecting perhaps a quicker recovery in outdoor sports settings.

Summary of Performance

3.12 The Council reports monthly on performance against **27** monthly Business Plan Measures, with **12** Programme Measures and **15** Key Performance Indicators. Full details, including commentary against each measure and key performance indicator can be found in **Appendix 2**.

Programme Measures and Key Performance Indicators (27)

Status	Description	January	%	YTD	%
Green	On target	2	78%	22	81%
Amber	Slightly off target	3	11%	5	19%
Red	Off target	3	11%	0	0%

3.13 Climate Action Programme

This report updates Executive on the delivery of the 22 Cherwell District Council and joint (with Oxfordshire County Council) priority actions set by the Climate Action Programme Board for 2021/22. By the end of January, actions were rated as follows:

Status	Description	January	January %
Green	On target	11	50%
Amber	Slightly off target	7	32%
Red	Off target	1	4%
Completed		3	14%

January highlights:

- The joint project Oxfordshire Treescape Opportunity Map is now complete; farmers and landowners can use the tool to identify the right places to plan treescapes to address biodiversity loss, capture carbon, reduce flooding and contribute to human wellbeing
- New Design Standards for New Build and Refurbishment, also a joint project, was completed
- Air source heat pumps are being installed at Leisure Centres, funded by Public Sector Decarbonisation Scheme

3.14 Service in Focus – Wellbeing Initiatives

Cherwell's **FAST** programme continues to grow and make physical activity easier for families who really need it. Initially based in targeted wards of Banbury, and due to its success, has been expanded to targeted wards of Bicester and Kidlington. FAST now has 7,500 individuals and 2,900 families on the programme, has prompted Public Health to use the concept to expand family provision across the county. The programme offers activities for families based at Schools, Parks and Community settings as well as offering discounts, through FAST card, such as £3 family swim instead of the £13 charged. The programme is also being held up as best practice by Sport England.



Also, the Move Together Programme funded by the Clinically Extremely Vulnerable pot of funding to offer adults disproportionately affected by the pandemic and with a long-term condition, have easier access to physical activity, offers motivational support to everybody who signs up along with tailored home activity packs, equipment and discounted opportunities in the community. There is the option to either join specific Move Together Seated Exercises, Walking, Yoga and much more, taking advantage of the 50% discount with a Move Together card, for activities such as swimming or exercise at home, and where a bespoke plan would be designed. So far, 225 adults have



joined the programme, by referral through a health professional or by self-referral with intervention, having a huge impact, with 76% of people on the programme having more than one long-term condition and 62% of participants claiming that the programme has enabled them to be more active.

The Holiday Hubs Programme has changed focus, this year, and delivered activities for children who are eligible for Free School Meals accessing both physical activity and lunch, free of charge. During 2021, over 11,000 attendances had access to free holiday provision and food. This was made possible through grant funding obtained through central government, as part for the Holiday Activity Fund – Overall £120k was obtained.

School Provision, where in 2021, the Youth Activators Programme had over 14,000 attendances on various opportunities to work with schools and offer children who need more support for physical activity, provision that may not have been accessible through traditional curriculum activities. The programme has also worked in partnership with British Cycling to offer children in primary schools more confidence on their bikes, with over 150 children accessing additional training.



Top Up Swimming has focussed on offering children who had no opportunity to swim, 25 metres lessons before leaving primary school, due to COVID-19 shutting facilities and families unable to afford those lessons. The Top Up Swimming programme offered intensive swimming tuition for 210 children, so far, to achieve their 25 metres and improve water safety skills.

And, finally, the Active Reach Programme, funded through the Tackling Inequalities Fund from Sport England, centred on people living in high deprivation areas, in Banbury, and engaging with the ethnic diverse community, through insight physical activity levels; have been adversely affected by the pandemic. Local groups were offered a range of different activities to suit their cultural needs, including boxercise, swimming, gym use, personal training, cricket, fencing and much more. The programme saw 324 individuals take part, with 61% being from an Asian or Asian-British background, 22% from Black-British or Black background. The programme has also built an excellent relationship with Banbury Mosque, where training has been put in place so members can deliver activities such as Swimming, Football, Cricket and personal training so that access to physical activity is sustainable. More exciting projects, such as, learn to swim, family and a bike library have grown as a result of all these programmes.

Risk Update

- 3.15 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.
- 3.16 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			L07		
	4 - Major		L06- L08	L03 - L04 - L05 - L10 – L15	L01 - L16	
	3 - Moderate		L09 -	L02 - L11 - L13 - L17-L18	L19	L12
	2 - Minor	L14				
	1 - Insignificant					

3.17 The table below provides an overview of the Leadership Risk Register 21/22

Risk Update

The leadership risk register has been thoroughly reviewed as part of the monthly reporting process.

Leadership Risk	Score	Direction of travel	Latest Update
L01 Financial Resilience	16 High Risk	↔	07/02/22 - Mitigations and Comments updated.
L02 Statutory functions	9 Low Risk	↔	11/02/2022 - Controls, Mitigating Actions and Comments Updated
L03 CDC Local Plan	12 Medium Risk	↔	10/02/2022 - Comments Updated
L04 Business Continuity	12 Medium Risk	↔	08/02/2022 - Mitigating Actions Updated
L05 Emergency Planning	12 Medium Risk	↔	08/02/2022 - Comments Updated
L06 Health & Safety	8 Low Risk	↔	03/02/2022 - Comments Updated
L07 Cyber Security	15 Medium Risk	↔	21/02/2022 - Risk Reviewed - Potential Impact, Control, Mitigating Actions and Comments Updated
L08 Safeguarding the Vulnerable	8 Low Risk	↔	02/02/2022 - Comments Updated
L09 Sustainability of Council owned companies and delivery of planned financial and other objectives.	6 Low Risk	↔	17/02/2022 – Risk manager updated
L10 Financial sustainability of third-party suppliers and contractors	12 Medium Risk	↔	01/02/2022 - No changes
L11 Corporate Governance	9 Low Risk	↔	11/02/2022 - Controls, Mitigating Actions and Comments Updated
L12 Oxfordshire Growth Deal	15 Medium Risk	↔	04/02/21 – No changes
L13 Joint Working	9 Low Risk	↔	21/01/2022 – Risk closure proposed
L14 Legacy Shared Services Partnership – West Northamptonshire Council	2 Low Risk	↓	21/01/2022 - Residual Risk reduced. Risk closure proposed
L15 Workforce Strategy	12 Medium Risk	↑	03/02/22 – Residual Risk Level increased and Comments Updated
L16 COVID-19 Community and Customers	16 High Risk	↔	08/02/2022 - Mitigating Actions and Comments updated
L17 COVID-19 Business Continuity	9 Low Risk	↔	07/02/2022 - Comments and Inherent Scoring Updated
L18 Post COVID-19 Recovery	9 Low Risk	↔	07/02/22 - Mitigating Action and Control Updated

L19 Cessation of joint working between CDC and OCC	12 Medium Risk	NEW	16/02/22 – Risk description, manager, controls, mitigating actions and comments updated. Created on 17/01/2022
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During January the leadership risk register had two score changes:

L15 Workforce Strategy from 8 Low Risk to 12 Medium Risk.

L14 Legacy Shared Services Partnership – West Northamptonshire Council from 4 to 2 Low Risk.

L13 Joint working and L14 Legacy Shared Services Partnership – West Northamptonshire Council are proposed to be closed

L19 Cessation of joint working has been added to the leadership risk register.

Finance Update

3.18 The Council's forecast position for 2021/22 at the end of January shows a (£0.116m) underspend as shown in Table 1. This is made up of potential non-delivery of savings targets of £0.846m, mitigations of (£0.748m) and an underspend of (£0.214m) on business-as-usual costs as shown in Table 2.

3.19 Report Details

Table 1: Forecast Year End Position

Forecast overview - January 2022	Original Budget	Current Budget	Year End Position at January	January Variance (Under) / Over	% Variance to current budget	November variance (Under) / Over	Change since November (better) / worse
	£m	£m	£m	£m	%	£m	£m
Environment and Place	6.699	10.073	11.323	1.250	12.4%	1.102	0.148
Customers, Org. Dev. And Resources	5.682	6.280	6.302	0.022	0.4%	0.036	(0.014)
Adults and Housing Services	1.844	2.224	1.909	(0.315)	-14.2%	(0.100)	(0.215)
Public Health and Wellbeing	1.816	3.696	3.562	(0.134)	-3.6%	0.000	(0.134)
Comm. Dev. Assets and Inv.	0.076	1.438	0.953	(0.485)	-33.7%	(0.463)	(0.022)
Subtotal Directorates	16.117	23.711	24.049	0.338	1.4%	0.575	(0.237)
Executive Matters	2.769	(3.439)	(3.762)	(0.321)	-9.3%	(0.321)	0.000
Policy Contingency	3.487	2.101	1.968	(0.133)	-6.3%	(0.099)	(0.034)
Total	22.373	22.373	22.256	(0.116)	-0.5%	0.155	(0.271)
FUNDING	(22.373)	(22.373)	(22.373)	0.000	0.0%	0.000	0.000
(Surplus)/Deficit	0.000	(0.000)	(0.116)	(0.116)		0.155	(0.271)

Table 2: Analysis of Forecast Variance – January

Breakdown of current month forecast	Forecast Variance	Forecast Base Budget Over/ (Under)	Mitigations	Savings Non-Delivery
	£m	£m	£m	£m
Environment and Place	1.250	0.935	(0.218)	0.533
Customers, Org. Dev. And Resources	0.022	(0.042)	(0.112)	0.176
Adults and Housing Services	(0.315)	(0.250)	(0.095)	0.030
Public Health and Wellbeing	(0.134)	(0.041)	(0.150)	0.057
Comm. Dev. Assets and Inv.	(0.485)	(0.362)	(0.173)	0.050
Subtotal Directorates	0.338	0.240	(0.748)	0.846
Executive Matters	(0.321)	(0.321)	0.000	0.000
Policy Contingency	(0.133)	(0.133)	0.000	0.000
Total	(0.116)	(0.214)	(0.748)	0.846
FUNDING	0.000	0.000	0.000	0.000
(Surplus)/Deficit	(0.116)	(0.214)	(0.748)	0.846

3.20 Of the £0.846m savings not expected to be delivered in 2021/22, £0.627m of this is also not expected to be delivered in future years.

To partly address against the forecast base budget, overspend and non-delivery of savings, £0.748m mitigations have been identified and are detailed below.

Environment and Place

Environmental Services - £0.088m identified as mitigation in relation to waste collection “gate fee” reductions, car park management fee reduction and a landscape post vacancy.

Growth & Economy have identified £0.050m of in year savings (£0.030m on vacancy and £0.020m on Recovery Prosperity Strategy).

Planning & Development have identified additional pre-planning advice income £0.080m).

Customers, Organisational Development & Resources have identified £0.112m of in year savings in relation to recharging appropriate costs to CSN Resources (£0.056m), a reduction in payments for joint OCC staff (£0.016m) and training budget savings (£0.040m).

Adults and Housing Services - £0.095m identified as mitigation due to a restructure and staff retirement as well as the use of the Homelessness Prevention Reserve.

Public Health and Wellbeing - £0.150 identified as mitigation from benchmarking income from leisure contract, additional Sports Development Grant, OCC Self Isolation funding support to be received and savings on project and initiative funding.

Commercial Development Assets & Investments - £0.173m identified as mitigation relating to rental income from the Eco Business Centre, staff savings and the Growth and Commercial Director vacancy.

- 3.21 The Council has incurred costs and lost income during 2021/22 in relation to Covid-19 across all areas of the Council. However, there are some areas where there may be a prolonged change in behaviour. In particular lost income is forecast until the end of the financial year in car parking.
- 3.22 When the Council set its budget for 2021/22 the likely financial impact of Covid-19 was taken into consideration and budget provisions were made accordingly. The policy contingency budget of £2.112m includes funding for anticipated lost income and additional costs of Covid-19 in the 2021/22 financial year. In addition, the Council received £0.720m in Covid-19 grant and expects to claim £0.113m from the Sales, Fees and Charges compensation for the period to 30 June 2021. The forecast financial costs and loss of income associated with Covid-19 continue to be recorded and are shown in Table 3 as a memorandum item. These impacts are assumed within the overall forecast.

Table 3: Covid Impacts included in the 2021/22 Outturn Forecast

Covid Costs 2021/22	£m
Environment and Place	0.688
Customers, Org. Dev. And Resources	0.019
Adults and Housing Services	0.000
Public Health and Wellbeing	0.074
Comm. Dev. Assets and Inv.	2.299
Subtotal Directorates	3.080
Executive Matters	(0.833)
Policy Contingency	0.000
Total	2.247

Note: Executive Matters holds the General Covid funding received.

3.23 Report Details

Environment and Place

Environment and Place have forecast an overspend of £1.100m against a budget of £10.073m (10.9%). This forecast overspend includes £0.785m expected base budget costs, £0.533m in potential savings non-delivery and (£0.218m) of mitigations detailed in table 2 above.

<p>Environment and Waste</p> <p>Variation £1.159m overspend</p> <p>Variance to November's forecast £0.083m</p>	<p>The forecast variance for Environmental Services for January is due to continued pressure within Car Parks. There is a £0.995m reduction in anticipated car parks income, (£0.616m of the deterioration is estimated to be due to the impact of COVID-19). There is also a £0.098m increase in national non-domestic rates and supplies and services. There is a delay in the delivery of £0.030m saving on fuel and vehicle maintenance for the parked up mechanical sweepers due to increased fuel costs.</p> <p>The pressure within Waste and Recycling has been altered to reflect the start date of the food and garden waste roll out. The collection start date is confirmed as 1st March.</p> <p>The anticipated income is expected to see a £0.538m reduction, this is partially offset by (£0.521m) saving in employee costs due to non-recruitment to posts, refuse disposal charges and reductions in recycling gate fees plus other small variances across the service of £0.049m.</p>
<p>Planning & Development</p> <p>Variation (£0.079m) underspend</p> <p>Variance to November's forecast (£0.005m)</p>	<p>Planning & Development are forecasting an underspend of (£0.079m) which is made up of (£0.075m) committed savings. Additional agency costs have been negated by increased income and various underspends totalling (£0.004m).</p>
<p>Growth & Economy</p> <p>Variation £0.170m overspend</p>	<p>Growth and Economy are forecasting £0.170m overspend which is made up of £0.040m Build! review consultancy costs, £0.160m associated relocation costs and loss of rental income of Town Centre House, £0.055m corporate costs in relation to Oxford to Cambridge ARC and the annual Growth board contribution, £0.030m on Shared Ownership property repair and maintenance costs and £0.055m overspend on the Build! service. Offsetting the overspends are (£0.040m) of staff savings, (£0.100m) cessation of the Kidlington Masterplan and (£0.030m) savings within the Recovery and Prosperity Strategy. These underspends have been managed</p>

Variance to
November's
forecast
£0.070m

in order to offset the non-delivery of saving proposals relating to officer recharges to the capital programme and unexpected spend on repairs and maintenance at Town Centre House. £0.030m less officer time to recharge to the capital programme and £0.040m further expense on repairs and maintenance across the whole portfolio of properties

Customers, Organisational Development and Resources

Customers, Organisational Development and Resources have forecast an overspend of £0.022m against a budget of £6.280m (0.4%). This forecast overspend includes £0.027m base budget costs, savings of £0.107m at risk of delivery and mitigations of (£0.112m) detailed in table 2.

HR/IT/Comms/
Cultural Services

Variation
£0.007m
overspend

Variance to
November's
forecast
(£0.014m)

An underspend in HR of (£0.040m) has been offered up as a mitigation to the overall in year Council overspend. Apart from this, they are reporting on target, the underspend reported last month is now expected to be utilised due to increased agency costs.

Customer Services and Land Charges are largely on target, with further salary savings now offsetting any previous minor overspends.

Communications, Strategy and Insight are showing a (£0.090m) underspend due to making in year savings (£0.016m) further in year savings (mitigation to the overall in year overspend for the Council). (£0.074m) further savings due to a reduction in the amount forecasted to pay over to OCC for joint staff. There is £0.079m non delivery of savings as the planned extent of the restructure was not possible following HR and Legal advice. However, this has been mitigated by underspends elsewhere.

An overspend of £0.137m within IT is due to pressures on the delivery of savings required of £0.097m which is due to actuals varying from estimates provided due to IT separation, small overspends across the service of £0.025m and COVID costs of approximately £0.015m due to supplier shortages and associated rising costs.

Finance

Variation
£0.015m
overspend
Variance to
November's
forecast
(£0.000m)

Minor variations across the service this month.

Adults and Housing Services

Adults and Housing Services have forecast an underspend of (£0.315m) against a budget of £2.224m, (14.2%). This forecast underspend includes (£0.250m) base budget costs, £0.030m in potential savings non-delivery and mitigations of (£0.095m) detailed in table 2 above.

Housing & Social Care		Housing is forecasting an underspend of (£0.315m) mainly due to the use of grants to fund the Debt and Money Advice contract (£0.215m) and the use of the Homelessness Prevention Grant to fund the Connections Outreach contract (£0.050m). Savings have also been achieved on salaries and mileage due to staff retirement and restructure (£0.030m) and finally the receipt of greater than expected Housing Benefit payments in relation to temporary accommodation (£0.020m).
Variation (£0.315m) underspend		Grant funding has been applied to fund the Debt & Money advice contract held with Citizens Advice Bureau thus releasing (£0.215m) of base budget
Variance to November's forecast (£0.215m)	to	

Public Health & Wellbeing

Public Health & Wellbeing have forecast an underspend of (£0.134m) against a budget of £3.696m (3.6)%. This forecast includes (£0.041m) within the base budget costs, £0.057m in savings non-delivery and mitigations totalling (£0.150m) detailed in table 2 above.

Wellbeing		Wellbeing is forecasting an underspend of (£0.134m) consisting of savings on Parkwood's contract fees for Woodgreen Leisure centre (£0.065m), salary savings including mileage (£0.069m). This underspend has been managed in order to offset the non - delivery of saving proposals relating to Stratfield Brake and North Oxfordshire Academy.
Variation (£0.134m)		Furthermore, the Council has made provision from Policy Contingency to offset the loss of income of £0.074m as a result of Covid and £0.520m additional utility costs.
Variance to November's forecast (£0.134m)		Since November's reporting Leisure have received an additional (£0.030m) benchmarking income, (£0.030m) profit share income and (£0.040m) Utility benchmark payment (dating back to 19/20) from Parkwood. Plus (£0.034m) additional savings across the department

Healthy Place Shaping		Healthy Place Shaping are currently projecting to be on target.
Variation £0.000m		
Variance to November's forecast £0.000m		

Commercial Development, Assets and Investments

The Directorate is forecasting an underspend of (£0.485m) against a budget of £1.438m 33.7%. This forecast underspend includes (£0.362m) base budget costs, £0.050m in potential savings non-delivery and mitigations of (£0.173m) detailed in table 2 above.

Property	Castle Quay is anticipating a net overspend of £0.067m. Of the overall overspend, £0.450m is due to loss of commercial income alongside additional void costs for empty units following construction delays in the delivery of Premier Inn and the car park beneath Lidl resulting in a delay to rental being received and other income; plus £0.069m net loss from Lock29 due to additional government restrictions in 2021 following new Covid variant resulting in lower-than-expected footfall at the centre. Mitigating this are potential savings of (£0.452m) on other costs.
Variation (£0.383m) underspend	
Variance to November's forecast £0.062m	The rest of the Property service area is forecasting an underspend of (£0.450m) mainly due to improved commercial income (£0.350m), staff savings (£0.025m), reduced occupancy of municipal buildings (£0.055m) and various underspends within the department (£0.020m).
Procurement	Procurement is forecasting to have a small underspend against budget.
Variation (£0.004m) underspend	
Variance to November's forecast (£0.000m)	
Law and Governance	There is a £0.067m pressure on income recovery and £0.010m minor overspends in supplies and services. Income recovery has improved significantly since last month, (£0.029m) of this can be offset by an underspend elsewhere within the service. An additional of £0.002 costs are Covid related
Variation £0.005m overspend	
Variance to November's forecast (£0.034m)	
Growth and Commercial	The underspend forecast is due to savings on a vacant post.
Variation (£0.048m) underspend	
Variance to	

November's forecast £0.000m	
Regulatory Services Variation (£0.100m) underspend Variance to November's forecast (£0.050m)	Regulatory Services is forecasting an underspend of (£0.100m) resulting from savings on staff costs due to vacant posts and reduced mileage (£0.150m) and more discretionary income than anticipated (£0.035m). This is offset by £0.085m forecast loss of licensing income due to the impact of Covid.

Executive Matters

Executive Matters forecast is an underspend of (£0.321m) against the budget of (£3.441m) (9.3%).

Interest Variation (£0.270m) underspend Variance to November's forecast £0.000m	There is positive variance forecast against the budget, mostly as a result of lower interest rate on borrowings.
Corporate Variation (£0.125m) underspend Variance to November's forecast £0.025m	The council is forecasting receipt of (£0.113m) Covid-19 funding as 75% compensation for lost Sales Fees and Charges Income from the Government for the period to 30 June 2021. £0.074m Wellbeing covid related loss of income (£0.004m holiday clubs, £0.015m recharge Parkwood for solar energy and £0.055m loss of benchmarking income). External Audit fees are anticipated to be £0.062m more than budgeted due to higher-than-expected final 2019/20 audit fees and an increase in forecast for this year's audit.

Policy Contingency

Policy contingency will meet the (£0.074m) shortfall in Leisure Contract benchmarking payments, along with (0.520m) in relation to utility costs within Leisure. There remains (£1.073m) unallocated after these assumptions are taken into account. £1.603m has been transferred to the Castle Quay budget to partially offset the net loss of Castle Quay income. Of the £1.073m unallocated it is forecast that (£0.133m) can be released to support the overall budget position.

3.24 Forecast Earmarked Reserves and General Balances at January 2022

The table below is a summary of the level of reserves the council holds.

Reserves	Balance 1 April 2021 £m	Original Budgeted use/ (contribution) £m	Changes agreed since budget setting £m	Changes proposed January 2022 £m	Forecast Balance 31 March 2022 £m
General Balance	(5.520)	0.000	0.000	0.000	(5.520)
Earmarked	(21.328)	(0.461)	0.386	(0.147)	(21.550)
Ringfenced Grant	(31.556)	22.073	5.033	(0.169)	(4.619)
Subtotal Revenue	(58.404)	21.612	5.419	(0.316)	(31.689)
Capital	(0.756)	0.000	0.000	0.000	(0.756)
Total	(59.160)	21.612	5.419	(0.316)	(32.445)

3.25 Government Grants

Omicron Hospitality and Leisure Grant of £1.422m as well as £0.104m Protect & Vaccinate – Rough sleeping Response received during December and January 2022.

3.26 Aged Debt

As at 31 January 2022 the Council had outstanding debt of £3.509m (£4.167m 30 September 2021), of which £0.305m is current and £3.204 is in recovery. Of the £3.204m in recovery, £2.040m is over 120 days old (£2.811m 30 September 2021). A review of debt is currently underway.

3.27 Capital

There is a forecast in-year underspend of £12.779m, of which £11.110m is anticipated to be reprofiled in future years. There is an overall forecast decrease in the total cost of schemes of (£1.644m).

Forecast Capital Spend 2021/22

Directorate	Budget £m	Forecast Spend 2021/22 £m	Re-profiled beyond 2021/22 £m	Variance to Budget £m	Prior Month Variance £m
Housing Total	4.215	3.551	0.289	(0.375)	(0.332)
Comm Dev Assets total	28.577	19.439	8.138	(1.000)	(0.408)
Customers, Org Dev & Resources Total	1.314	0.725	0.490	(0.074)	(0.030)

Environment and Place Total	9.308	7.171	1.946	(0.191)	(0.188)
Public Health Wellbeing Total	0.708	0.457	0.247	(0.004)	(0.004)
Total	44.122	31.343	11.110	(1.644)	(0.962)

3.28 Forecast Variances

Housing:

Housing is forecasting to spend £1.820m on DFG and discretionary grants by year end, funded from the Better Care Fund and £1.731m on Growth Deal Affordable Housing delivery, funded through Growth Deal grant received from OCC and S106 commuted sums. The underspend of (£0.375m) of base budget is due to utilisation of the Better Care Fund in the first instance.

Commercial Development, Assets & Investments:

Property are forecasting to spend £19.439m by year end. It is anticipated that there will be an underspend of (£1.000m) due to certain schemes no longer progressing from the PSDS works of (£0.752m).

The remaining saving is mainly on corporate assessments (£0.214m). Most schemes are still anticipating full utilisation of budget but with the possibility that the budget is reprofiled to 2022/2023.

Customers, Organisational Development & Resources:

ICT are currently forecasting a £0.020m overspend against the Land and Property Harmonisation Scheme. However, they will be applying to repurpose some of the budget relating to one of the other schemes - so the net effect of this will be zero. The budget for Customer Excellence and Digital Transfer (£0.030m) and Legacy Iworld System Migration (£0.050m) are no longer needed

Finance is forecasting to be (£0.010m) underspent at year end

Environment and Place:

Growth and Economy are forecasting to spend £4.678m by year end. There is an underspend of (£0.197m) mainly as a result of releasing capital budget for the Cropredy Shared Ownership property, which can be funded from a capital reserve if the need arose to repurchase the property. Offsetting the underspend is £0.078m of retention payments due to be paid to developers next year.

Environmental Services are forecasting to spend £2.493m across various capital schemes by year end.

Public Health & Wellbeing:

Wellbeing are forecasting spend of £0.457m of which the majority of spend is S106 funded.

3.29 Re-profile beyond 2021/22

Housing

£0.093m Discretionary grants - This budget supports a number of discretionary grants, all of which are reactive/demand led. Landlords Home Improvement Grants (which secure nomination-rights over improved private rented accommodation for otherwise homeless households) are responsible for the largest spend, but we are currently experiencing lower demand at this stage of the year than expected.

£0.196m unspent DFG to be reprofiled to continue to support the programme alongside future Better Care Fund allocations

Commercial Development, Assets & Investments:

£3.823m Castle Quay - reprofiling of the budget beyond 2021/2022 is necessary because retention payments will be due following the 12 month defect period from September 2021. Also delays to the project caused by Brexit and reduced productivity to maintain social distancing.

£0.100m Banbury Health Centre - refurbishment of ventilation, heating & cooling system. Engagement with the tenant was required, and due to pressures with the decarbonisation works the delivery of this project has been delayed.

£0.100m Housing & IT Asset system (joint with OCC) - The IT spend will only happen once the restructure of the joint team comes to that stage that we can start procuring our joint system called 'Single View of Assets'. This is likely to happen next financial year.

£0.055m Horsefair, Banbury - Due to pressures with the Decarbonisation works the delivery of this project has been delayed.

£0.071m Bodicote House Fire Compliance - Work on hold due to political pressures with Bodicote House.

£0.050m Corporate Asbestos Surveys - Final phase of works need to be carried out but due to the pressures with the decarbonisation works the delivery of this project has been delayed.

£0.147m Works from Compliance Surveys - due to pressures with the decarbonisation works, delivery of this project has been delayed.

£0.100m Feasibility of utilisation of proper space - Bodicote House plans are being considered due to complexities that have been identified in the project

£0.020m Community Centre Works - 3 remaining projects postponed to 2022/2023 due to weather as mainly roofing works.

£0.074m Bicester East Community Centre - works on track just reprofiled some monies not required this year.

£0.035m Thorpe Place Roof Works - Due to pressures with the Decarbonisation works, delivery of this project has been delayed.

£0.127m H&S Works to Banbury Shopping Arcade - Due to pressures with the Decarbonisation works, delivery of this project has been delayed.

£0.048m Banbury Museum Pedestrian Bridge - Slight delay caused by decarbonisation works but works instructed for March 2022 start (roofing works put back due to winter weather).

£0.070m Retained Land - works are being carried out in 2022/2023

£3.303m PSDS projects - All works have now been instructed and are on site and completion on the leisure centres due June 2022 (with Salix approval)

£0.015m Enable Agile Working - despite work commencing, the capital budget allocated specifically for the new equipment required to enable agile working has not been decided upon. Therefore, the funding will be required in 2022/2023.

Environment and Place:

Growth and Economy

£0.155m BUILD! Essential Repairs & Improvement (Town Centre Affordable Rent roof repairs) - A new structural engineer consultant has been appointed and further survey work is required to establish the specification for the tender documents. It is still anticipated that the insurance or warranty will cover the cost.

£0.017m Phase 2 - Bullmarsh Close formally completed early May 2021 and therefore retention payment is due 12 months later in May 2022.

£0.713m Phase 1b - Admiral Holland formally completed September 2020 and retention payment is due September 2022 (£0.061m). Bicester Library received planning consent at September's Planning Committee, as a result 98% of the budget has been reprofiled beyond 2021/22. This will be continually reviewed in line with the project programme

£0.115m Fairway Flats Refurbishment - Planning have endorsed the proposed scheme and have recommended formal submission for planning consent which is likely to be obtained before 31st March 2022. Therefore, the main capital expenditure will happen when works commence in 2022/2023.

Environmental Services

£0.050m Car Park Refurbishments - Reprofiting of this budget in to 2022/2023 is required due to delays as a result of covid-19, staffing and progression of pay on exit sites and additional sites slower than anticipated.

£0.018m Off Road Parking - Reprofiting of this budget in to 2022/2023 is required due to delays as a result of covid, staffing and progression of pay on exit sites and additional sites slower than anticipated.

£0.365m Vehicle Replacement Programme - Reprofiting of the remainder of this budget in to 2022/2023 is required to allow for further investigation into electric vehicles, decarbonisation of the fleet and correct infrastructure implemented. Events vehicle commitment delayed until 2022/2023 due to delivery lead times.

£0.018m On Street Recycling Bins - Reprofiting of this budget is to allow for a review of current on street containers in urban centres and due to delivery lead times.

£0.161m Thorpe Lane Depot Capacity Enhancement - Due to delays of the food and garden waste roll out, slippage of this budget is required in to 2022/2023 to allow for further development of site requirements.

£0.024m Street Scene Fencing Street Furniture - Reprofiting of this budget in to 2022/2023 is a consequence of ongoing lease and landowner issues.

£0.095m Car Park Action Plan Delivery - Reprofiting of this budget in to 2022/2023 is required due to delays as a result of covid, staffing and progression of pay on exit sites and additional sites slower than anticipated.

£0.035m Depot Fuel System Renewal - Reprofiting in to 2022/2023 is required due to delays with Bicester depot redevelopment.

£0.122m Burehyll - Bicester Country Park - Reprofiting in to 2022/2023 is required due to delays in recruitment; halting progression and further development.

£0.053m Solar Panels at Castle Quay - Reprofiting in to 2022/2023 is required due to resources being limited, the project is being led by the joint climate action team.

Customers, Org Dev & Resources:

£0.075m IT Council Website & Digital Service - the programme of work is currently expected to complete in June 2022

£0.150m IT Shared Services - the programme of work is to extend into 2022/2023 Financial Year. The supplier payment will be aligned with timeline.

Wellbeing:

£0.005m Physical Activity & Inequalities Insight - the remaining capital to be used for further insight work to add layers into story map.

£0.183m North Oxfordshire Academy Astroturf - The delivery of a new Astroturf pitch at North Oxfordshire Academy has been complicated by issues arising from securing appropriate and timely developer contributions. Officers are working closely with colleagues in planning to finalise the position and determine the most appropriate course of action and funding.

£0.009m Bicester Leisure Centre Extension - The majority of the spend will take place before year end but some final costs likely to roll in to 2022/2023.

£0.005m Spiceball Leisure Centre Bridge Resurfacing - Bridge now open but there may be some residual costs that fall in to 2022/2023.

£0.045m Corporate Booking System - Approval has been given by S151 Officer to repurpose the capital budget for future funding of Longford Park public art works in 2022/2023.

4.0 Conclusion and Reasons for Recommendations

This report provides an update on progress made during January 2022, to deliver the Council's priorities through reporting on Performance, Leadership Risk Register and providing an update on the Financial Position. The Council is committed to performance, risk and budget management and reviews progress against its

corporate priorities on a monthly basis. Executive is recommended to agree a change in the use of reserves in accordance with the Council's Reserves Policy and to agree the revised Con29 Fee for 2022/23 as set by Oxfordshire County Council.

5.0 Consultation

- 5.1 This report sets out performance, risk, and budgetary information for the tenth month of this financial year 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 2021-22 Business Plan. Regarding the monitoring aspects of the report, no further options have been considered. However, members may wish to request that officers provide additional information. Regarding the recommendation to approve changes in use of reserves, members could choose not to reject the change of use, however, the request is in accordance with the councils Reserves Policy and within existing budgets. If members chose not to agree to the changes in transfers to reserves then this would mean resource would need to be found for these projects separately in future years.

7.0 Implications

Financial and Resource Implications

- 7.1 Financial and Resource implications - Are detailed within section 3.18 to 3.29 of this report.

Comments checked by:

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Legal Implications

- 7.2 Legal Implications –There are no legal implications from this report.

Comments checked by:

Sukdave Ghuman, Head of Legal and Deputy Monitoring Officer,

Sukdave.Ghuman@cherwell-dc.gov.uk

Risk Implications

- 7.3 Risk Implications - This report contains a full update with regards to the Council's risk position at the end of January 2022.

Comments checked by:
Celia Prado-Teeling, Performance Team Leader, Tel: 01295 221556
Celia.prado-teeling@cherwell-dc.gov.uk

Equalities and Inclusion Implications

- 7.4 Equalities and Inclusion Implications - The report must show how “in planning, delivering, monitoring and evaluating our work, equality and diversity issues are appropriately considered from the outset”. New proposals must be screened for relevance against our statutory duties to promote equality and where relevant an impact assessment.

Comments checked by:
Emily Schofield, Acting Head of Strategy, Tel: 07881 311707
Emily.Schofield@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision N/A as not an Executive report

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

All

Links to Corporate Plan and Policy Framework

This report supports all Corporate Priorities

Lead Councillor

Councillor Richard Mould – Lead member for Performance Management
Councillor Tony Illott – Lead member for Finance and Governance

Document Information

Appendix number and title

- Appendix 1 – 2021/22 Business Plan
- Appendix 2 – Monthly Performance Report – January 2022

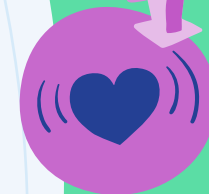
Background papers

None

Report Author and contact details

Louise Tustian – Head of Insight and Corporate Programmes
Louise.tustian@cherwell-dc.gov.uk

Cherwell District Business Plan 2021-2022



As we work to address the challenges of the pandemic and continue our journey to zero carbon, a clear vision of what we want to achieve has never been more important.

In local government, we need to be good at dealing with change in order to excel. That doesn't just mean reacting to external factors, it means being willing to grow as an organisation, and able to transform the way we work to meet our residents' needs.

A lot has happened in the year since our last business plan was published. But our underlying vision for Cherwell has not. This plan underscores our commitment to working with communities to shape a district where it is easier to lead an active, happy lifestyle, and one where it is easier to find professional fulfilment without a long commute.

This year we have seen the impact that COVID-19 has had on local communities and we recognise that this impact has been felt differently. The Black Lives Matter movement was a standout feature of last year, and it was a reminder for public bodies everywhere of the need to renew their commitment to reflecting local communities and celebrating their diversity. Following a listening exercise last year, we are continuing our work to ensure this is reflected in everything we do, for all the communities and residents we serve.

The climate crisis is another issue that will not go away simply because of our focus necessarily being on coronavirus. So, this business plan renews our commitment to becoming carbon

neutral by 2030, which includes an increase in the number of people walking and cycling, protecting, conserving and enhancing carbon capture and storage through our natural environments, and thinking differently about planning for local, renewable generation.

The changing nature of funding for local councils is also an area of activity we have needed to focus closely on. Uncertainties about the future of important funding streams such as New Homes Bonus and Business Rates, and the loss of income caused by the COVID measures, have forced us to make some very difficult decisions, which for the first time will affect some of our frontline services.

We continue to listen to you, our residents, and to prioritise our resources where we know they will have the greatest impact. By making responsible choices now and putting ourselves on a sustainable footing, we can keep supporting the district's recovery from COVID-19 and continue our work to make Cherwell a healthier and more prosperous place to live and work.



Councillor Barry Wood
Leader of Cherwell District Council



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Our priorities:

Housing that meets your needs



- Deliver affordable housing
 Raise standards in rented housing;
 Support our most vulnerable residents;
- Promote innovative housing schemes;
 - Deliver the Local Plan;
 - Support vulnerable people.



Leading on environmental sustainability



- Deliver on our commitment to be carbon neutral by 2030;
- Promote the Green Economy;
- Increase recycling across the district;
- Protect our natural environment and our built heritage;
- Work with partners to improve air quality in the district;
- Reduce environmental crime.

An enterprising economy with strong and vibrant local centres



- Support business retention and growth;
- Develop skills and generate enterprise;
- Secure infrastructure to support growth in the district;
- Secure investment in our town centres;
- Promote the district as a visitor destination;
- Work with businesses to ensure compliance and promote best practice.



Healthy, resilient and engaged communities



- Provide opportunities to support active lifestyles;
- Improve and develop the quality of local sport and leisure facilities;
- Promote health and wellbeing in our communities to help create a more inclusive 'Including Everyone' community and workplace;
- Support community and cultural development;
- Work with partners to address the causes of health inequality and deprivation;
- Work with partners to reduce crime and anti-social behaviour.



Delivery themes:

Customers

Deliver high quality, accessible and convenient services that are right first time.



Healthy Places

Work collaboratively to create sustainable, thriving communities that support good lifestyle choices.



Climate Action

Transform our organisation to deliver its carbon neutral commitments.



Continuous Improvement

Make the best use of our resources and focus on improvement, innovation and staff development to maintain and enhance services.



Partnerships

Work with partners to improve the services we provide for our residents and communities.



Covid-19 Recovery

Work with partners in the health and voluntary sectors to help our local business and residents respond to the challenges of the COVID-19 pandemic and support our communities to recover from the longer term social and economic impacts.



Including Everyone

Our Equalities, Diversity and Inclusion framework outlines how we plan to create an inclusive community and workplace in Cherwell, through fair and equitable services.



Performance Management Framework

Cherwell District Council's performance management framework sets out the key actions, projects and programmes of work that contribute to the delivery of the 2021 business plan and the priorities of the council. These targets, 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 delay.

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 indicates performance is off target.

The monthly performance cycle also includes the management and reporting of risk and financial information; providing an holistic overview of the councils' progress against it's strategic priorities and delivery themes as set out earlier in this business plan.



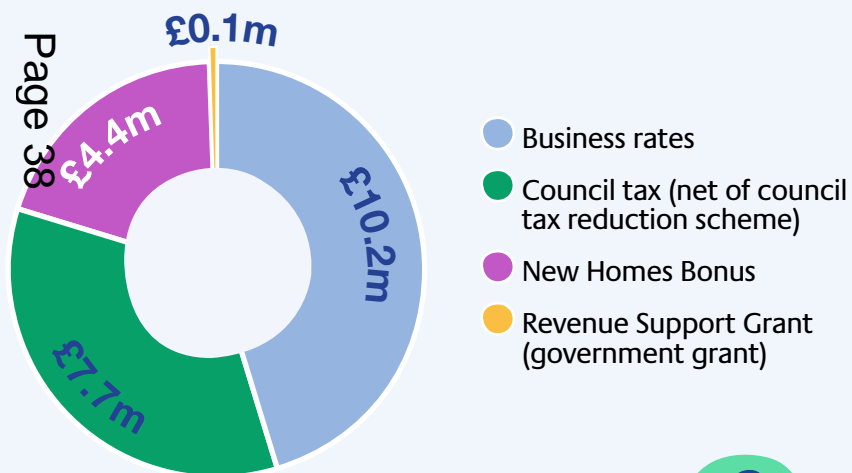
Council funding



Where our money comes from

Thirty-four per cent of our funding for services comes directly from council tax, with the rest coming from, New Homes Bonus Scheme, business rates and government grants.

2021/22 funding sources



How we generate income

We generate income by asking people and organisations to pay fees and charges for some of our services such as for planning, car parking and for licences. We also receive rental income from properties the council owns such as Castle Quay and Pioneer Square.



Contact us



Get in touch

Did you know you can access council information and services around the clock at www.cherwell.gov.uk

Email: customer.services@cherwell-dc.gov.uk

Find and email your ward councillor here: www.cherwell.gov.uk/find-member

Phone: 01295 227001

Write:

Cherwell District Council
Customer Services
Bodicote House
Bodicote
Banbury
Oxfordshire
OX15 4AA






Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE

Appendix 2 - Performance Report January 2022

Includes:

- Key Performance Indicators -KPI- (Quantitative)
- Programme Measures (Qualitative)

Colour	Symbol	Tolerances for Business Plans Measures	Tolerances 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/Ahead of target

Housing that meets your needs - KPI's

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP1.2.01 Number of Homeless Households living in Temporary Accommodation	Cllr L Wing	<ul style="list-style-type: none"> ■ Stephen Chandler ■ Vicki Jessop 	26	35	★	Careful management of emergency and temporary accommodation placements has meant the numbers placed have remained well within target. The team have also ensured there is capacity for any crisis COVID positive placements. However, numbers are likely to increase in the coming weeks and months as evictions delayed due to restrictions on court action will see more households presenting and needing to be placed. Please note the YTD figure for this measure is an average	25	35	★
BP1.2.02 Number of people helped to live independently through use of DFG & other grants/loans	Cllr L Wing	<ul style="list-style-type: none"> ■ Stephen Chandler ■ Vicki Jessop 	56.00	45.00	★	We provided help to 56 households in January 2022. A total of 23 by means of major adaptations and another 33 by means of smaller works including rails, ramps and key safes. This is above the monthly target and compensates for the lower figure of 42 households recorded during December 2021 (22 major adaptations and another 20 smaller works) which was a result of fewer referrals in the holiday period and a high output/delivery in November.	566.00	450.00	★
BP1.2.03 Homes improved through enforcement action	Cllr L Wing	<ul style="list-style-type: none"> ■ Stephen Chandler ■ Vicki Jessop 	4.00	4.00	★	We were able to complete the improvement of 4 homes through our interventions in January 2022. During December 2021 24 homes were improved through interventions. To date, we have facilitated the improvement of 120 homes through interventions, exceeding the annual target of 90.	120.00	90.00	★
BP1.2.04 Number of Housing Standards interventions	Cllr L Wing	<ul style="list-style-type: none"> ■ Stephen Chandler ■ Vicki Jessop 	65.00	55.00	★	We have recorded 65 interventions in January 2022, above the monthly target. This compares to 42 interventions in December 2021 which was below the monthly target as a result of a reduced number of service requests over the Christmas and Bank Holiday period. Overall the yearly performance remains on target. Proactive work is under way to ensure the annual intervention targets are met in Q4.	573.00	550.00	★
BP1.2.06 Average time taken to process Housing Benefit New Claims	Cllr T Ilott	<ul style="list-style-type: none"> ■ Claire Taylor ■ Kerry MacDermott 	17.78	15.00	▲	Performance is under target as the team has been working on reducing the backlog of work due the transition from CSN and recruitment and training of new staff	14.41	15.00	★
BP1.2.07 Average time taken to process Housing Benefit change events	Cllr T Ilott	<ul style="list-style-type: none"> ■ Claire Taylor ■ Kerry MacDermott 	6.54	8.00	★	Increase due to dealing with backlog, but still below target	5.38	8.00	★
BP1.2.08 % of Major planning applications determined to National Indicator	Cllr C Clarke	<ul style="list-style-type: none"> ■ Bill Cotton ■ David Peckford 	88%	60%	★	8 Major Planning Applications were determined during January 2022, 7 within National Indicator target or agreed timeframe.	88%	60%	★
BP1.2.09% of Non-Major planning applications determined to National Indicator	Cllr C Clarke	<ul style="list-style-type: none"> ■ Bill Cotton ■ David Peckford 	98%	70%	★	90 Non-Major Planning Applications were determined during January 2022, 88 of them within National Indicator target or agreed timeframe.	92%	70%	★
BP1.2.10 % of Major applications overturned at appeal	Cllr C Clarke	<ul style="list-style-type: none"> ■ Bill Cotton ■ David Peckford 	0.00%	10.00%	★	No Major Planning Application decisions were overturned at Appeal by the Planning Inspectorate during January 2022.	8.50%	10.00%	★
BP1.2.11 % of Non-Major applications overturned at appeal	Cllr C Clarke	<ul style="list-style-type: none"> ■ Bill Cotton ■ David Peckford 	0.00%	10.00%	★	No Non-Major Planning Application decisions were overturned at Appeal by the Planning Inspectorate during January 2022.	0.00%	10.00%	★

Housing that meets your needs - Programme Measures

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP1.1.1 Homelessness Prevention	<ul style="list-style-type: none">Alison AdkinsStephen Chandler	Cllr L Wing	●	●	The number of cases approaching in crisis has been rising and this is expected to continue over the coming weeks and months. The efforts of the team to prevent homelessness in many cases is hampered by the lack of options for families on low income or benefits. Rents in the private sector are beyond reach and waiting times on the Housing Register for social housing are increasing. Resources are focused in the team to provide assistance at the earliest opportunity, but evictions delayed as a result of covid are now being actioned which is likely to see a rise in temporary accommodation placements.

Leading on environmental sustainability - KPI's

Measure	Portfolio Holder	Director/Lead Officer	result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP2.2.1 % Waste Recycled & Composted	Cllr D Sames	<ul style="list-style-type: none"> ■ Bill Cotton ■ Ed Potter 	33.72%	56.00%	▲	Dry recycling and residual tonnage is comparable to last year with garden waste, and down over 600 tonnes. Glass tonnage is down 450+ tonnes, due to hospitality opening. Recycling is on track to reach its 56% at the end of year. The reason, this month is reporting lower figures is due to the reduction of garden waste in winter. Street sweeping is also down over 200 tonnes due to the reduction in service	54.39%	56.00%	●
BP2.2.2 Reduction of fuel consumption used by fleet	Cllr D Sames	<ul style="list-style-type: none"> ■ Bill Cotton ■ Ed Potter 	34,791	38,418	★	The service's aim is always to try to use less fuel than the previous year, using telematics, driver training and guidance, but with the fleet increasing this year by nine vehicles due to the Food Waste collection starting, there will obviously be more fuel used moving forward. We have 8 electric vans on the fleet and would like to increase this to the next size of vehicle (3.5 tonnes) when availability allows. We have not renewed vehicles of this size as electric versions are hopefully not far away.	38,693	37,905	●

Leading on environmental sustainability - Programme Measures

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP2.1.1 High Quality Waste and recycling service to residents to support a sustainable lifestyle	<ul style="list-style-type: none"> ■ Bill Cotton ■ Ed Potter 	Cllr D Sames	●	★	All services being delivered to plan. over 35,000 residents have had their new caddies, liners and leaflets for the new food waste service.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Social media posts	★	Chargeable garden waste posts are reaching lots of residents with 18,000 residents signing up for their first subscription. Food waste social media posts now going out with lots of interaction with residents.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP2.1.2 Ensure Clean & Tidy Streets	<ul style="list-style-type: none"> Bill Cotton Ed Potter 	Cllr D Sames	★	★	Areas that are exposing litter are being targeted for clearances as part of a rota.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP2.1.3 Tackle Environmental Crime	<ul style="list-style-type: none"> Bill Cotton Richard Webb 	Cllr C Clarke	★	★	74 fly tips were investigated. 14 warning letters and 7 interview letters under caution were sent. 1 fixed penalty notice was served for a fly tipping offence and 1 community protection notice was served for littering issues in Malthouse Walk.

An enterprising economy with strong & vibrant local centres - KPI's

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP3.2.1 % of Council Tax collected, increase Council Tax Base	Cllr T Ilott	<ul style="list-style-type: none"> ■ Claire Taylor ■ Kerry MacDermott 	8.87%	10.75%	▲	<p>As at 1.2.2022 the amount of council tax due to be collected is just over £117.6m due to further growth within the district. Whilst the year to date collection rate of 92.57% is lower than the target of 95.75%, this years collection rates are higher than this time last year.</p> <p>The amount of payments collected in December remained at similar levels to previous months however payments received during January 2022 decreased slightly due to the ongoing pandemic and Christmas.</p> <p>Reminder notices have been issued to customers in arrears by £15.00 or more and should payment not be forthcoming, formal recovery action through the courts will commence.</p>	92.57%	95.75%	●
BP3.2.2 % of Business Rates collected, increasing NNDR Base	Cllr T Ilott	<ul style="list-style-type: none"> ■ Claire Taylor ■ Kerry MacDermott 	8.11%	7.75%	★	<p>As at 1.2.2022 the amount of Business Rates due to be collected is just over £79.6m.</p> <p>Whilst the year to date collection rate of 89.81% is lower than the target of 93.75%, this year's collection rates have been impacted by the mass re-billing exercise in June 2021 following on from the change in legislation for expanded retail discount.</p> <p>The amount of payments collected in December and January were lower than previous months in 2021/22 which is due to businesses being impacted the ongoing pandemic.</p> <p>Reminder notices have been issued to customers in arrears and should payment not be forthcoming, formal recovery action through the courts will commence.</p>	89.81%	93.75%	●

An enterprising economy with strong & vibrant local centres - Programme Measures

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP3.1.1 Promote the district as a visitor destination	<ul style="list-style-type: none"> ■ Bill Cotton ■ Robert Jolley 	Cllr L Pratt	★	★	Support Community Safety and Reduce Anti-Social Behaviour reported Green for January and year to date. The community safety team continued joint working with Thames Valley Police to tackle anti-social behaviour last month, with the issue of 3 community behaviour orders relating to persistent anti-social behaviour, joint visits to residents affected by anti-social behaviour, and our team providing input into a Police training day. Planned community safety activity for February includes with hi-visibility patrols in town centres to raise awareness of the support our community safety team can provide residents and to deter business related crimes. The team will also be supporting a schools programme promoting personal safety in the community.

Key Actions	Status	Comments
Work with partners to promote the district and support the visitor economy sector	★	Worked with Experience Oxfordshire on the Cherwell content for the digital 2022 Oxfordshire Visitor Guide.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP3.1.2 Develop a Recovery and Prosperity Strategy (RPS) for Cherwell	<ul style="list-style-type: none"> ■ Bill Cotton ■ Robert Jolley 	Cllr L Pratt	●	★	Development of the Recovery and Prosperity Strategy for Cherwell (RPS) has been paused while urgent Covid response work is prioritised.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Adoption and publication of strategy	●	Development of the Recovery and Prosperity Strategy for Cherwell (RPS) has been paused while urgent Covid response work is prioritised. The adoption of the strategy will be reprogrammed..
Consultation on strategy draft, with internal and external stakeholder	●	Consultation on the strategy has been temporarily paused and will be recommenced as soon as practically possible.
<input checked="" type="checkbox"/> Review consultation responses; completion of final draft	●	Consultation responses received to date have been collated and reviewed.
Strategy approval sought through governance cycle	●	Development of the Recovery and Prosperity Strategy for Cherwell (RPS) has been paused while urgent Covid response work is prioritised. The governance cycle will be reprogrammed.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP3.1.3 Support Business Enterprise, Retention, Growth and Promote Inward Investment	<ul style="list-style-type: none"> ■ Bill Cotton ■ Robert Jolley 	Cllr L Pratt	★	★	The Council's support to businesses has been maintained through direct contact with enterprises, and in collaboration with other county and district council services, Government departments, OxLEP and neighbouring local authorities.

Key Actions	Status	Comments
Business Engagement	★	Cherwell businesses are benefitting from the provision of specialist resilience advice. Partnership working with Jobcentre Plus to provide advice, guidance, and other business support (e.g., overcoming difficulties with recruitment). Support has been provided to inward investors and property developers. Active involvement continues with Oxfordshire Digital Infrastructure Partnership to extend connectivity throughout the district.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP3.1.4 Develop Our Urban Centres	<ul style="list-style-type: none"> ■ Bill Cotton ■ Robert Jolley 	Cllr L Pratt	★	★	The Council's support to businesses has been maintained through direct contact with enterprises, and in collaboration with other county and district council services, Government departments, OxLEP and neighbouring local authorities.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Supporting revitalisation of Cherwell's urban centres to include	★	Support for Banbury town centre businesses through liaison and collaboration with Banbury BID (Business Improvement District); support to Bicester Town Centre Task Group; involvement in 'Meanwhile in Oxfordshire' project to fill empty premises; a focus upon 'Reopening High Streets Safely' projects; response to planning proposals; and support for the continued resilience of businesses.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP3.1.5 Proactively manage the Cherwell workstreams of the Oxfordshire Housing and Growth Deal	<ul style="list-style-type: none"> ■ Bill Cotton ■ Robert Jolley 	Cllr B Wood	★	★	Cherwell District Council continues to be an engaged and active participant within the Oxfordshire Housing and Growth Deal. A local officer Programme Board has been established for Cherwell. The Board has, on a monthly basis, reviewed the four workstreams of Affordable Housing; Infrastructure and Homes from Infrastructure; the Oxfordshire Plan 2050; and Productivity. This is part of a five year programme and the Council entered Year Four at the start of April 2021.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Deliver CDC Year Four Plans of Work	★	Work is continuing to deliver the agreed Year Four Plans of Work.

Healthy, resilient & engaged communities - KPI's

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	Target (YTD)	YTD
BP4.2.1 Number of visits/usage of District Leisure Centre	Cllr P Chapman	<ul style="list-style-type: none"> ■ Ansaf Azhar ■ Nicola Riley 	111,759.00	33,750.00	★	Usage figures for the Leisure Centres/Facilities are up against the previous month of December though this is expected as introduction of new year business in January. As the Centres were closed due to the pandemic in January 2021 there is no data to compare this to. There is some way to go before usage figures are at a level of pre Covid, however utilisation at Whitelands Farm Sports Grounds in January 2022 is at a similar level to January 2020 reflecting perhaps a quicker recovery in outdoor sports settings.	1,044,111.00	390,000.00	★

Healthy, resilient and engaged communities - Programme Measures

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP4.1.1 Support Community Safety and Reduce Anti-Social Behaviour	<ul style="list-style-type: none"> ■ Richard Webb ■ Rob MacDougall 	Cllr A McHugh	★	★	The community safety team continued joint working with Thames Valley Police to tackle anti-social behaviour in the area last month. This included the issue of 3 community behaviour orders relating to persistent anti-social behaviour, joint visits to residents of an estate in Bicester and providing input to a Police training day. Planned community safety activity for February includes supporting the Police in Bicester with hi-visibility patrols in town centres to raise awareness of, and deter, business related crimes and supporting a schools programme promoting personal safety support in the community.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Community safety activities undertake in the month	★	In January the community safety team prioritised joint working with the Police seeking to address concerns that a group of young people could be at risk of drug exploitation. In addition the team conducted hi-visibility patrols in Hanwell fields after complaints received about ASB and graffiti and attended a parents briefing as part of the Community United project which is based at Hillview school to promote awareness of child exploitation with parents.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP4.1.2 Promote Health & Wellbeing	<ul style="list-style-type: none"> ■ Ansaf Azhar ■ Nicola Riley 	Cllr A McHugh	★	★	Programmes all running to plan. Beginning the refresh of the Active Communities strategy and considering wider impacts of inequality.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Community Connect event with voluntary sector to promote locality working and strengthen partnership	★	3 Connecting Community events delivered
<input checked="" type="checkbox"/> Deliver Youth Activator programme and expand a Mental Health programme in schools	★	The Youth Activator programme has been in 32 schools during term 3 delivering a range of targeted physical activity interventions for children that need it the most. The mental health programme has also expanded into secondary schools as a result of the success in primary schools. The Programme which works in partnership with Oxfordshire Mind is also being looked at as best practice to expand the model across the County.
<input checked="" type="checkbox"/> Promote Good Neighbour schemes and encourage more schemes to develop.	★	Useful learning from West Oxfordshire Good Neighbours mapping and research will inform future engagement with Cherwell Good Neighbour schemes.

Measures & Action	Measure Director/Lead	Portfolio Holder	Status	YTD	Commentary
BP4.1.5 Enhanced Community Resilience	<ul style="list-style-type: none"> ■ Richard Webb ■ Rob MacDougall 	Cllr A McHugh	★	★	In January there were no new emergency incidents of note in Cherwell. The council's training for duty directors continued in the month and the Emergency Planning Team had refresher training on the Banbury Flood Alleviation Scheme. Planning is under way for a Thames Valley wide flooding exercise. Work is on-going on developing a new document management process for business continuity plans to improve the approval process and ensure access in the event of any business continuity disruption.

Key Actions	Status	Comments
<input checked="" type="checkbox"/> Report on community resilience activities, local liaison forums attended and any events arising	★	During January the County Council's Emergency Planning team reviewed all the emergency contact details held by the councils and tested the alerting system for Cherwell District Council's and Oxfordshire County Council's Duty Directors. A multi-agency exercise on the response to chemical, biological or radioactive incidents was held at the Police training site at Upper Heyford. Event plans were reviewed by the Safety Advisory Group for the district to ensure events taking place in the area had adequate safety plans in place. 60 short business continuity self-assessment leaflets have been delivered to businesses that use the Perch co-working sites in Bicester. This allows small business to check they have planned for key business continuity risks.

Cherwell District Council

Overview and Scrutiny Committee

15 March 2022

Overview and Scrutiny Committee Annual Report 2021/22

Report of Director – Law and Governance

This report is public

Purpose of report

This report presents the draft Overview and Scrutiny Annual Report for 2021/22

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider and provide feedback on the draft Overview and Scrutiny Committee Annual report for 2021/22
- 1.2 To delegate authority to the Director – Law and Governance, in consultation with the Chairman of the Overview and Scrutiny Committee, to finalise the areas highlighted in the report following the final meeting of the municipal year, prior to its submission to Council.

2.0 Introduction

- 2.1 The draft of the Overview and Scrutiny Committee Annual report 2021/22 is submitted to the final meeting of the Municipal Year for consideration before its submission to Council.

3.0 Report Details

- 3.1 The Overview and Scrutiny Committee has a constitutional obligation to “report annually to Council on the function of their workings” (Constitution Part 2, Committee Terms of Reference, section 2.12 point C).

- 3.2 The draft of the report details work undertaken by the Committee as at the end of February 2022. Areas that require additional information following the conclusion of the March 2022 meeting have been highlighted yellow in square brackets.

4.0 Conclusion and Reasons for Recommendations

- 4.1 The recommendations as set out are in the best interests of the Council and ensures the Overview and Scrutiny Committee fulfils its constitutional obligation.

5.0 Consultation

None.

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: Not to agree the recommendations. This is rejected, as this would lead to the Committee not meeting its constitutional obligation.

7.0 Implications

Financial and Resource Implications

- 7.1 There are no financial implications arising from this report.

Comments checked by:

Michael Furness, Assistant Director of Finance, 01295 221845,
michael.furness@cherwell-dc.gov.uk

Legal Implications

- 7.2 There are no legal implications arising from this report. The annual report meets the constitutional obligation for the Overview and Scrutiny Committee to report annually to full Council.

Comments checked by:

Chris Mace, Solicitor. Chris.mace@cherwell-dc.gov.uk, 07702 917916.

Risk Implications

- 7.3 There are no risk implications arising from this report.

Comments checked by:

Celia Prado-Teeling, Performance Team Leader. 01295 221556
Celia.prado-teeling@cherwell-dc.gov.uk

Equalities and Inclusion Implications

7.4 There are no equalities and inclusion implications arising from this report.

Comments checked by:

Emily Schofield, Acting Head of Strategy. Emily.schofield@cherwell-dc.gov.uk,
07881 311707

8.0 Decision Information

Key Decision N/A as not an Executive report

Financial Threshold Met: N/A

Community Impact Threshold Met: N/A

Wards Affected

N/A

Links to Corporate Plan and Policy Framework

The Corporate Plan themes addressed by each scrutiny topic are detailed in the draft Overview and Scrutiny Annual report 2021/22.

Lead Councillor

None

Document Information

Appendix number and title

- Appendix 1 – Overview and Scrutiny Committee Annual Report 2021/22

Background papers

None

Report Author and contact details

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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Overview and Scrutiny Annual Report 2021/22

Foreword

This annual report for overview and scrutiny at Cherwell District Council outlines the work of the Overview and Scrutiny Committee in 2021/22.

[To be completed]

Councillor Tom Wallis
Chairman, Overview and Scrutiny Committee
2021/22

Overview & Scrutiny Committee

Membership

Councillor Tom Wallis (Chairman)
Councillor Mike Bishop
Councillor Matt Hodgson
Councillor David Hughes
Councillor Perran Moon
Councillor Les Sibley

Councillor Douglas Webb (Vice-Chairman)
Councillor Sandy Dallimore
Councillor Simon Holland
Councillor Ian Middleton
Councillor Adam Nell
Councillor Bryn Williams

Substitutes

Councillor Andrew Beere – July 2021
Councillor John Broad – September 2021
Councillor Shaida Hussain – February 2022
Councillor George Reynolds – October 2021

[to be updated if required after March 2022 meeting]

Guests in attendance

Councillor Barry Wood, Leader of the Council – July 2021, September 2021, October 2021, November 2021, February 2022

Councillor Colin Clarke, Lead Member for Planning – July 2021

Councillor Ian Corkin, Lead Member for Customers and Transformation

Councillor Tony Ilott, Lead Member for Financial Management and Governance

Councillor Lucinda Wing, Lead Member for Housing – September 2021

Councillor John Broad

[to be updated if required after March 2022 meeting]

External Guests

Craig Bower, Digital Programme Manager, Oxfordshire County Council – February 2022

Adrian Colwell, Oxfordshire Plan 2050 Central Team – July 2021 and February 2022

Andrew Thompson, Oxfordshire Plan 2050 Central Team – July 2021

[to be updated if required after March 2022 meeting]

Officers

Claire Taylor, Corporate Director Customers, Organisational Development and Resources. November 2021 for 2020-2022 Community Nature Plan Progress update and Safeguarding Self-Assessment Audit

Anita Bradley, Director Law and Governance & Monitoring Officer. July 2021, September 2021, October 2021 as Monitoring Officer support

Tim Spiers, Director of Digital and IT. February 2022 for Digital Infrastructure update.

Vicki Jessop, Interim Assistant Director Housing and Social Care Commissioning. September 2021 for Draft Tenancy Strategy and Affordability Statement 2021 and Changes to Cherwell District Council's Housing Allocation Scheme

David Peckford, Assistant Director – Planning and Development. July 2021 and February 2022 for Oxfordshire Plan 2050

Ed Potter, Assistant Director – Environmental Services. November 2021 for Climate Action Programme Update

Nicola Riley, Assistant Director – Wellbeing. November 2021 for 2020-2022 Community Nature Plan Progress update and Safeguarding Self-Assessment Audit

Louise Tustian, Head of Insight and Corporate Programmes. October 2021, November 2021 for Performance Monitoring.

Frances Evans, Housing Strategy and Development Team Leader – September 2021 for Draft Tenancy Strategy and Affordability Statement 2021

Celia Prado-Teeling, Performance Team Leader. July 2021 for Performance Monitoring.

Sandra Fisher-Martins, Climate Action Mobilisation Manager – November 2021 for Climate Action Programme Update

Tom Gubbins, Sport and Physical Activity Manager – October 2021 for Teenage Mental Health Services within Cherwell

Andrew Maxted, Planning Policy, Conservation and Design Manager – February 2022 for Oxfordshire Plan 2050 update

Susan Asbury, Safeguarding Officer – November 2021 for Safeguarding Self-Assessment Audit

Paul France, Senior Housing Officer – September 2021 for Changes to Cherwell District Council's Housing Allocation Scheme

Sarah Gilbert, Team Leader Climate Action – November 2021 for Climate Action Programme Update

Sue Marchand, Community Nature Officer – Wellbeing – November 2021 for 2020-2022 Community Nature Plan Progress update

Sharon Whiting, Principal Planning Policy Officer – July 2021 for Oxfordshire Plan 2050 update

[to be updated if required after March 2022 meeting]

Scrutiny Topics 2021/22 and their links to Corporate Priorities

Performance, Risk and Finance Monitoring – *all priorities*

Oxfordshire Plan 2050 – *all priorities*

Constitution Review 2021 – *all priorities*

Changes to Cherwell District Council's Housing Allocation Scheme – *Housing that meets your needs*

Draft Tenancy Strategy and Affordability Statement 2021 – *Housing that meets your needs*

Teenage Mental Health Services within Cherwell – *Healthy, resilient and engaged communities*

Safeguarding Self-Assessment Audit – *Healthy, resilient and engaged communities*

Climate Action Programme Update – *Leading on environmental sustainability*

2020-2022 Community Nature Plan Progress update – *Leading on environmental sustainability*

Digital Infrastructure Update – *An enterprising economy with strong and vibrant local centres*

[to be updated if required after March 2022 meeting]

Training Session and Work Programme Planning

In May 2021 a scrutiny skills training session was delivered to the Committee by David McGrath of Link Support Services. The session covered the purpose and role of a Councillor in the scrutiny process, and provided tips and guidance on how the Committee could best prepare for the coming year.

Following on from the training, an informal work programme planning session was held in June 2021. Committee members were asked to propose subjects for potential consideration throughout the Municipal Year.

The subjects proposed by the Committee at the informal sessions and the actions proposed are included at annexe a.

Scrutiny Reviews

Two subjects were proposed for in-depth Scrutiny reviews; member education and training, and the relationship between the district council and parish councils.

Member education and training

A working group was established in September 2021, with all five Councillors who had been elected in May 2021 – Patrick Clarke, Sandy Dallimore, Matt Hodgson, Adam Nell and Dorothy Walker.

The working group considered the information, training and induction programme that had been in place following the May 2021 elections, and made recommendations relating to the induction programme and ongoing training for the May 2022 elections.

[Report of the working group to be considered at March 2022 Committee, update to be added post-meeting]

The relationship between Cherwell District Council and the parish councils

A working group was established in September 2021, consisting of Councillors Sandy Dallimore, Tim Hallchurch, David Hughes, Kieron Mallon and Bryn Williams. Councillor Andrew McHugh had a standing invitation to the meetings of the group, as the appropriate Executive Lead Member.

The review looked at the working relationship between CDC and parishes in the district. It mapped the various interactions, highlighting areas that work well and where there may be areas for improvement in the relationship and working practices.

[Report of the working group to be considered at March 2022 Committee, update to be added post-meeting]

Summary of the topics considered

Performance Monitoring

Quarterly monitoring of the Council's Performance Framework remains an important part of the ongoing work programme for the Committee.

The Committee has continued to concentrate on the performance element of the reports, as the risk and finance sections fall under the remit of the Accounts, Audit and Risk and Budget Planning Committees respectively.

[Further paragraph to be added post-March 2022 meeting]

Oxfordshire Plan 2050

The Committee considered the Oxfordshire Plan 2050 at two meetings, in July 2021 and February 2022.

The Oxfordshire Plan 2050 is being jointly produced by the five local planning authorities (Cherwell District Council, Oxford City Council, West Oxfordshire District Council, Vale of White Horse District Council and South Oxfordshire District Council) in Oxfordshire, working in partnership with Oxfordshire County Council and OxLEP. A central officer team is preparing the plan, and each of the five local planning authorities need to formally approve each stage of preparation. Prior to consideration by each council's Cabinet/Executive, the scrutiny committees in each authority reviewed and provided feedback.

In July 2021 the Committee considered the Regulation 18 Part 2 consultation document, and were asked to provide observations on it before it was considered by Executive. The report included the draft consultation document, and a number of supporting documents.

The Committee made a number of observations to Executive, including a request for a clear communications strategy, and for progress updates and further involvement of both the Overview and Scrutiny Committee specifically, and more general briefings for all Members during the course of work on the plan following the Regulation 18 consultation. A request was also made for later stages of the Plan process to focus on the Affordable Homes aspect, specifically social housing and social rented housing, acknowledging an explanation from the Assistant Director – Planning and Development that in planning terms ‘affordable’ does include social rented housing.

In February 2022, a consultation feedback report was provided to the Committee from the central plan team. The report gave an update on the preparation of the plan, and included a summary of comments receiving during the Regulation 18 consultation.

The Committee were asked to note the report, and recommend to Executive the adoption of a revised Statement of Community Involvement (SCI), which detailed how consultation would be undertaken. The SCI had been updated to reflect changes to Coronavirus regulations.

The Committee emphasised the need for more social rented housing rather than Government defined affordable house, and queried whether it would be possible for affordable rented houses to be linked to local wages rather than the national market formula. The Assistant Director – Planning and Development said that discussions on the possibility of such a link could be held at the relevant time.

[update to be added on the outcome of the 7 March Executive meeting]

Constitution Review

A resolution of the 2020 Constitution review was that an annual review of the Constitution be introduced whereby, the Overview and Scrutiny Committee would consider and make recommendations to Full Council for agreement, with the potential for the Committee to convene a Constitution Review Working Group to offer advice if appropriate. The annual review would also include notice of any changes required by law.

Whilst the Committee agreed to establish a working group and agreed terms of reference for the group at its 30 November 2021 meeting, the Labour and Progressive Oxfordshire Groups did not wish to participate in the working group. Notwithstanding, the annual review was due to commence its work in early 2022 with a view to submitting proposals to the March Overview & Scrutiny Committee to make recommendations to Full Council. However, the decisions of Cherwell District Council and Oxfordshire County Council (OCC) to formally serve notice to terminate the formal partnership working arrangements between the two councils has impacted the review.

[Further paragraph to be added post-March 2022 meeting]

Changes to Cherwell District Council's Housing Allocation Scheme

In September 2021 the Committee considered a report which detailed proposed changes to the Council's Housing Allocation Scheme. Committee was asked to consider the changes prior to approval being sought from Executive.

The proposed changes offered clarity to wording and definitions in a number of sections of the scheme, as well as adding a new section that dealt with the potential implications of Oxford's unmet housing need.

The Committee supported the proposed changes, and Executive subsequently approved the amendments at their meeting in November 2021.

Draft Tenancy Strategy and Affordability Statement 2021

Also in September 2021 the Committee considered a report which outlined changes to the Tenancy Strategy and Affordability Statement.

the proposed changes included reflecting changes to legislation that had occurred since the statement was initially adopted in 2017 and reflecting the council's ambition to deliver more social rented housing.

The Housing Strategy and Development Team Leader explained that the Localism Act 2011 required the Council to promote the consultation to all Registered Providers (RPs) in the district. Two consultation workshops had been held with RPs, in addition the Housing Team had promoted the consultation to stakeholders, voluntary and community groups.

In response to questions from the Committee, the Housing Strategy and Development Team Leader explained that current residents had not directly been encouraged to respond to the consultation, but the consultation was a full public consultation and advertised in line with the council's Consultation and Engagement Strategy.

The Committee were asked to contribute to the consultation via the Slido online polling app, which asked three questions:

- To what extent do you agree/disagree that more social rented homes should be provided?
- To what extent do you agree/disagree that the vision and aims of the new draft strategy are the right one for Cherwell District?
- What challenges might be we in delivering this new strategy for Cherwell District?

The Committee submitted two comments to Executive for their consideration:

- For all future consultations, a mechanism for ensuring residents directly affected by a consultation are contacted and encouraged to respond

- A continuous effort is required to improve quality and standard of housing in the district

Executive considered and approved the changes at their meeting in November 2021.

Teenage Mental Health Services within Cherwell

In October 2021 the Committee received a presentation that explained the work of the Wellbeing and Physical Activity Team in relation to mental health wellbeing.

The subject had been raised by Councillor Perran Moon at the informal work programming session held at the start of the Municipal Year.

The Sport and Physical Activity Manager explained that whilst the team was not directly responsible for delivering mental health provision, physical activity had been shown to have a positive impact on mental health.

Cherwell District Council had contributed to the mental health prevention framework, which was delivered through the mental health concordat.

Part of the work of the concordat included a mental wellbeing needs assessment, that looks at the current situation with adults and children across Cherwell.

During 2020 the assessment showed that 1 in 6 people had a probable mental health disorder, an increase from 1 in 9 people in 2019. The assessment also showed an increasing percentage of year 7 to year 13 students who reported they often struggled to sleep.

The FAST (Families Active Sporting Together) programme currently had 7000 individuals on the programme across 2500 families, and through information gathered it showed that 20% of young people on the programme had highlighted a mental health concern. The programme was being used to highlight activities and techniques to help young people and their families improve their mental health.

The main work of the team had involved developing a physical activity and mental health programme in partnership with Oxfordshire MIND, that had been delivered in primary schools.

The youth activators had delivered the programme in schools during the pandemic, to year 6 children. Year 6 had been highlighted as an important age group due to the imminent transition to secondary school, and an age group most impacted by the effects of the pandemic.

A 6-week programme had been developed that covered six different themes: Introduction to mental wellbeing; stress and anxiety; anger; goal setting; resilience; and self-esteem. Hour long sessions had covered physical activity and mental wellbeing.

The programme had been delivered by youth activators and Oxfordshire Mind initially, with youth activators being trained by MIND to deliver the mental health

aspect. Resource and guidance packs were also provided to the schools, to continue work once the initial 6-week programme had ended.

The programme had been delivered to 424 children across 16 schools, with 48% of those who had attended rating their wellbeing as 'much better'.

Climate Action Programme Update

In November 2021 the Committee received an update on progress delivering the Climate Action Programme. Came back following updates in September 20 and March 21.

The Climate Action Mobilisation Manager explained that 20 homes suffering from fuel poverty had been approved for 'green homes' grant funding, which would include provision of insulation and in some cases solar powered generation solutions.

The Climate Action Mobilisation Manager explained that the team had secured a £6m government grant from the Public Sector Decarbonisation Scheme. The grant was being used to focus on heat decarbonisation of council buildings, through methods such as the replacement of boilers with heat pumps or solar thermal systems.

Once all replacements had been completed it was anticipated the changes would save 1000 tonnes of CO2 emissions.

The next steps for the programme included the continued rollout of park and charge points in Bicester, Banbury and Kidlington, and Carbon Literacy training during 2022 for senior officers and members.

Community Nature Plan 2020-2022

In November 2021 the Committee received a progress update regarding the Community Nature Plan.

The Committee had considered a draft plan in December 2020, prior to it being considered and approved by Executive in January 2021.

The wellbeing team had launched a 'Connect to nature initiative' during the COVID-19 lockdowns, which gave a monthly theme for residents across the district to engage with nature. The November theme was 'be kind', and focussed on looking after hibernating creatures such as ladybirds and hedgehogs.

Work would be starting during 2022 on the next iteration of the plan, and the Assistant Director – Wellbeing explained that Members would be involved in the drafting of the new plan via a workshop that would take place during March.

[Member seminar on 9 March is for the CNP, update to be added post-session]

Safeguarding Self-Assessment Audit

In November 2021 the Committee received a presentation from the Safeguarding Officer that detailed the work of the Safeguarding Team during 2020/21, and gave an overview of the Safeguarding Self-Assessment audit.

The self-assessment audit had to be completed annually, and the 2021 assessment was submitted to the Oxfordshire Safeguarding Children and Adults Board on 3 December. It included evidence of working with the Domestic Abuse Partnership and the Neglect Strategy Group to raise awareness.

The Safeguarding Officer reported that actions from the 2020 audit included improving the level of training and awareness of safeguarding responsibilities amongst staff and elected Members.

Mandatory Safeguarding training for staff had been moved to the online iHasco platform in December 2020, which meant that staff received email reminders to complete the required modules, and the Safeguarding Team could monitor completion levels. Elected Members had also been added to the online platform, with 44% having completed "Prevent" training and 10% "Safeguarding" training.

Digital Connectivity in Cherwell

In February 2022 the Committee received an update on Digital Connectivity in the district, following an initial report that had been considered in July 2020.

The Programme Director of Digital Infrastructure Oxfordshire explained that 98.5% of the district had connected to superfast broadband services. This was an increase from 63% when the digital infrastructure programme started in 2014.

In October 2021 a new project had started called 'Gigahubs'. 24 public service buildings across the district had been identified as hub sites, which would have fibre connections installed that could then be used to extend fibre connectivity to local residents and businesses.

In relation to mobile digital signal, the Programme Director of Digital Infrastructure Oxfordshire explained that the team had a focus on 'small cell' improvements. This involved the installation of small units on street furniture such as lampposts, to increase the available mobile signal. Initially the project would be rolled out to a small number of lampposts in Oxford, but it was hoped that by the end of 2023 up to 70 lampposts across the county would have the technology, including some in Banbury and Bicester.

Subjects covered at the March 2022 meeting will be added post meeting if required.

Rolling Topic Sheet and previous items considered

The Committee continued to use the rolling topic sheet throughout the year, to keep track of subjects raised as possible areas of scrutiny.

A new document was introduced, to update Committee on items they had made recommendations/given feedback to Executive.

Both documents are attached, at annexe a and b.

Topic and suggested by	Update
<p>Teenage Mental Health - In Grimsbury & Hightown, I've seeing a sharp increase in casework relating to children's mental health issues, following the pandemic lockdowns.</p> <p>I would really like to understand what, if anything, is within scope of CDC O&SC to support our 13-19 year olds with mental health issues.</p> <p>Raised by Councillor Perran Moon at the informal session held on 30 June 2021</p>	<p>Initial information was gathered from the Wellbeing Team to respond to Councillor Moon's query.</p> <p>Cherwell District Council is part of the Oxfordshire mental health prevention concordat. The mental health work that CDC delivers is often in partnership with other organisations and other mental health initiatives that are delivered around the District are commissioned either via OCC Public Health, OCC Children's services or through the CCG. We have been a partner of the MH concordat partnership since it was formed in 2019 and have helped to shape the recently launched framework. The framework has been set out by all of the concordat's partnership organisations. The framework outlines how we will work together for everyone in Oxfordshire. For residents to have the opportunity to achieve good mental health and wellbeing over the next 3 years. The Mental Health Prevention Framework - 2020-2023. Here is a link to a round up of what the partnership has achieved since it was formed https://vimeo.com/551507662/e9978902ad.</p> <p>CDC's Youth Activators (in partnership Oxfordshire Mind and Resilient Young Minds) have been delivering a successful mental health programme in a number of Schools around the District. Initially this has been solely in primary schools but it is soon to be expanded to older age groups. This work is funded by schools.</p> <p>The Sport and Physical Activity Manager attended the October meeting of the Committee to give a detailed presentation on the work of the team. The presentation answered Councillor Moon's query and the subject was removed from the topic list.</p>
<p>Homelessness within the LGBT community</p>	<p>The Housing Options and Allocations Manager advised that during a homeless application one of the questions asked related</p>

<p>Raised by Councillor Sandy Dallimore at the informal session held on 30 June 2021</p>	<p>to sexual orientation, and the customer could choose a response. There was no specific data collected on anyone who may be made homeless due to their sexual orientation, although if this were the case it would be picked up as part of the ongoing casework with the customer.</p> <p>Councillor Dallimore asked for further information as to why information on sexual orientation was not specifically requested, and if it could be in future.</p> <p>The Housing Options and Allocations Manager explained that the questions asked during a homelessness application were linked to information that had to be collected for an annual statistical return for the Ministry of Housing, Communities and Local Government (as it was at the time of the query). It was not possible to ask any additional questions.</p> <p>Following the receipt of this information Councillor Dallimore agreed that there was no further work that could be undertaken in relation to the query and therefore it could be removed from the topic list.</p>
<p>The relationship between the District council and our parishes</p> <p>Raised by Councillor Sandy Dallimore at the informal session held on 30 June 2021</p>	<p>The Healthy Communities Manager provided a brief overview of the work of the Healthy Communities Team in relation to interaction with parishes. Twice a year the council hosted a conference style parish liaison meeting to consult, inform and inspire parishes, and give them the opportunity to network with each other and senior council members and officers. Since July 202 the meeting had been virtual due to coronavirus restrictions.</p> <p>A fortnightly parish bulletin had also been started as a result of the first coronavirus lockdown, which included items such as grant opportunities, consultations and changes to government</p>

	<p>guidance that would be useful for parishes.</p> <p>In response to the information provided by the Healthy Communities Manager, Councillor Dallimore proposed that a fact finding working group be established, to investigate and understand the interactions between CDC and the parishes. The focus of the group would be to look for easy gains in communication and relationship, and identify areas of value.</p> <p>The working group was established in September 2021, and the recommendations of the group are due to be considered in March 2022.</p>
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Update on items previously submitted to Overview and Scrutiny Committee

This document will be used to track progress of items that have been considered by Overview and Scrutiny Committee prior to submission to another meeting, such as Executive or Full Council.

Item Description	Resolution from Overview & Scrutiny	Outcome
<p>Oxfordshire Plan 2050: Summary of responses from Regulation 18 Part 2 Consultation and next steps</p> <p>(Considered 1 February 2022, Minute 41 refers)</p>	<ol style="list-style-type: none"> 1. That the summary results from the recent regulation 18 (part 2) consultation be noted. 2. That the revised scope of the Oxfordshire Plan, with clarification over its relationship to city and district Local Plans and supporting evidence base be noted. 3. That the next steps of the Oxfordshire Plan process be noted. 4. That Executive be recommended to adopt the revised Statement of Community Involvement for the Oxfordshire Plan (Annex to the minutes as set out in the Minute Book) when it considers a report on this matter at its March 2022 meeting. 	<p>The item is due to be considered by Executive at its meeting on 7 March 2022. A verbal update will be given to Overview and Scrutiny at the meeting on 15 March 2022.</p>
<p>2020-2022 Community Nature Plan Progress update</p> <p>(Considered 30 November 2021, Minute 33 refers)</p>	<ol style="list-style-type: none"> 1. That the 2020-2022 Community Nature Plan progress report and its approach to addressing the Council's statutory biodiversity be noted. 2. That the essential role of key partners in the delivery of the Community Nature Plan be 	<p>This item was considered by Executive at its 10 January 2022 meeting.</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That The 2020-2022 Community Nature Plan progress report and its approach to addressing the Council's statutory biodiversity

	<p>recognised.</p> <p>3. That it be noted that the development of the 2022-2024 Community Nature Plan (CNP) will include an all-member seminar in 2022 involving planners, as requested by Overview & Scrutiny in December 2020, and it be noted that the implications of the Environment Act will be taken into account in this next iteration of the CNP.</p>	<p>duty be noted.</p> <p>2. That the essential role of key partners in the delivery of the Community Nature Plan be recognised.</p> <p>3. That it be noted that the development of the 2022-2024 Community Nature Plan (CNP) will include an all-member seminar in 2022 involving planners, as requested by the Overview and Scrutiny Committee December 2020 and the implications of the provisions of the Environment Act will be taken into account in this next iteration of the Community Nature Plan.</p>
<p>Changes to Cherwell District Council's Housing Allocation Scheme</p> <p>(Considered 7 September 2021, Minute 16 refers)</p>	<p>1. That the proposed changes to the Housing Allocation Scheme be supported</p>	<p>This item was considered by Executive at its 1 November 2021 meeting, and the comments of the Committee were reported.</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That the proposed changes to the Housing Allocation Scheme be approved and the scheme (Annex to the Minutes as set out in the Minute Book) be adopted. 2. That authority be delegated to the Interim Assistant Director, Housing and Social Care Commissioning in

Annual report of Overview and Scrutiny Committee – Annexe B

		<p>consultation with the Lead Member for Housing, to make any minor editorial amendments to the Scheme as needed prior to publication.</p>
<p>Draft Tenancy Strategy and Affordability Statement 2021 (Cherwell District Council)</p> <p>(Considered 7 September 2021, Minute 17 refers)</p>	<ol style="list-style-type: none"> 1. That the draft Tenancy Strategy and Affordability Statement be noted 2. That the following comments be submitted to the Executive: <ol style="list-style-type: none"> a. For all future consultations, a mechanism for ensuring residents directly affected by a consultation are contacted and encouraged to respond b. A continuous effort is required to improve quality and standard of housing in the district 	<p>This item was considered by Executive at its 1 November 2021 meeting, and the comments of the Committee were reported</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That the changes to the draft Tenancy Strategy and Affordability Statement in response to the feedback and officer responses set out in the Consultation Report be noted 2. That the final draft Tenancy Strategy and Affordability Statement (Annex to the Minutes as set out in the Minute Book) be approved to ensure that the council meets statutory requirements and complies with good practice 3. That authority be delegated to the Assistant Director, Housing and Social Care Commissioning in consultation with the Lead Member for Housing, to make any minor editorial amendments to the strategy as needed prior to publication; and, to approve annual updates to the Tenancy

Annual report of Overview and Scrutiny Committee – Annexe B

		Strategy appendices to ensure the data remains relevant.
<p>Constitution Review 2021</p> <p>(Considered 7 September 2021, Minute 18 refers)</p>	<ol style="list-style-type: none"> 1. That the process for the 2021 annual review of the Constitution be endorsed. 2. That the establishment of a cross-party Constitution Review working group be agreed. 3. That the Director Law and Governance be requested to liaise with Political Group Leaders to agree the practical steps and process for the review. 	<p>Following liaison with Political Group Leaders, the Terms of Reference for the review have been submitted to the 30 November meeting of the Committee for consideration.</p>
<p>The Oxfordshire Plan Regulation 18 Part 2 Consultation Document</p> <p>(Considered 14 July 2021, Minute 10 refers)</p>	<ol style="list-style-type: none"> 1. That the draft Executive report and the Regulation 18 (Part 2) consultation document for public consultation be noted. 2. That the following observations of the Overview and Scrutiny Committee be reported to the Executive: <ol style="list-style-type: none"> 1. A feeling of discontent amongst the Committee regarding the volume of information relating to the consultation, and the length of time Members had to go through it (acknowledging that it was within statutory legal timescales for agenda publication but not ideal). The Committee felt unable to sufficiently scrutinise the documentation in the available time. 	<p>Considered by Executive on 19 July 2021 Minute 37 refers.</p> <p>Councillor Wallis attended the meeting to present the feedback from the Overview & Scrutiny Committee. The Committee was thanks for its contribution.</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That the Regulation 18 (Part 2) consultation document be approved for public consultation 2. That an updated Statement of Community Involvement (SCI), which will become the formal basis for the forthcoming Regulation 18 Part 2 Consultation be adopted 3. That the Assistant Director be authorised to make any necessary editorial corrections and minor amendments to the documents, and to

2. A request for a clear communications strategy, and for progress updates and further involvement of both the Overview and Scrutiny Committee specifically, and more general briefings for all Members during the course of work on the plan following the Regulation 18 consultation
3. A request for an understanding as to how the plan will address the estimated annual cost to the economy in relation to Mental Health, as detailed in the table in paragraph 248 of the consultation document (Committee supplement part 1, page 87).
4. A request for the later stages of the Plan process to focus on the Affordable Homes aspect, specifically social housing and social rented housing, acknowledging the explanation from the Assistant Director – Planning and Development that in planning terms ‘affordable’ does include social rented housing.
5. A request for clarity regarding how the preferred and alternative options will be presented in the final consultation document, to avoid possible confusion for those reading it.

agree the final publication style, in liaison with the Lead Member for Planning and subject to agreement with their counterparts in the other four partner Local Planning Authorities.

The consultation document was also approved by the four other Local Planning Authorities, and the consultation opened at the end of July and will run for 10 weeks, to Friday 8 October. Any individuals wishing to submit a consultation response can do so through the [Consultation website](#).

	<p>6. In relation to Policy Option 01: Sustainable Design and Construction, the removal of caveats such as ‘this policy would be subject to viability and deliverability testing’ (Committee supplement part 1, page 52) as they could be used as ‘get outs’ by land owners/developers later in the plan process</p> <p>7. Concerns around the Oxfordshire Growth Needs Assessment documents and the accuracy of the figures</p> <p>8. Natural growth is not referred to through the document, trajectory graphs provided are all straight lines and do not seem to take account for natural growth to decrease as well as increase.</p> <p>9. Within Policy Option 10 – Green Belt (Paragraph 258, Committee supplement 1 page 89), National Planning Policy Framework guidelines are frequently referred to but the messages are mixed. In some cases there seems to be a suggestion of making it easier to build on Green Belt, and in others discussion is around enhancing Green Belt.</p>	
Draft Homelessness and Rough	1. That the draft strategy be noted.	Considered by Executive on 1 March

Annual report of Overview and Scrutiny Committee – Annexe B

<p>Sleeping Strategy 2021 to 2026 – considered on 12 January 2021, Minute 41 refers</p>	<ol style="list-style-type: none"> 2. That Executive be advised the strategy should focus on Social Housing provision rather than Affordable Housing. 3. That the Executive be requested to explore the potential of housing co-operatives. 	<p>2021, Minute 105 refers.</p> <ol style="list-style-type: none"> 1. The amended Homelessness and Rough Sleeping Strategy 2021 – 2026 be approved <p>In addition to the resolution the then Lead member for Housing Councillor John Donaldson confirmed that increasing social housing was a priority.</p>
<p>Draft Statement of Licensing Policy – considered on 12 January 2021, Minute 42 refers</p>	<ol style="list-style-type: none"> 1. That the proposed Statement of Licensing Policy be supported <p>The Committee also requested clarity on the process for notifying Councillors and town/parish councils of Licensing applications in their areas.</p>	<p>Considered by Executive on 1 February 2021, Minute 96 refers.</p> <ol style="list-style-type: none"> 1. The proposed changes to the policy were endorsed 2. Officers were requested to provide feedback to the Overview and Scrutiny Committee in response to their comments regarding...notification to ward members of licensing applications
<p>Overview and Scrutiny Committee Annual Report 2020/21 – considered on 16 March 2021, Minute 52 refers</p>	<ol style="list-style-type: none"> 1. That the draft Overview and Scrutiny Committee Annual Report for 2020/21 be noted. 	<p>Considered by full Council on 19 May 2021, Minute 16 refers.</p> <ol style="list-style-type: none"> 1. The report was noted <p>The Committee fulfilled their Constitutional obligation to provide an annual report.</p>

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Constitution Annual Review Update

The Constitution is the document by which, in accordance with the law, the Council exercises all its powers and duties. It is essential that it is reviewed to ensure it remains fit for purpose.

A resolution of the 2020 Constitution review was that an annual review of the Constitution be introduced whereby, the Overview and Scrutiny Committee would consider and make recommendations to Full Council for agreement, with the potential for the Committee to convene a Constitution Review Working Group to offer advice if appropriate. The annual review would also include notice of any changes required by law.

Whilst the Committee agreed to establish a working group and agreed terms of reference for the group at its 30 November 2021 meeting, the Labour and Progressive Oxfordshire Groups did not wish to participate in the working group. Notwithstanding, the annual review was due to commence its work in early 2022 with a view to submitting proposals to the March Overview & Scrutiny Committee to make recommendations to Full Council. However, the decisions of Cherwell District Council and Oxfordshire County Council (OCC) to formally serve notice to terminate the formal partnership working arrangements between the two councils has impacted the review.

At the 7 February 2022 Extraordinary Council meeting, an interim Monitoring Officer was appointed and given delegated authority to undertake a review of the existing Scheme of Delegation to ensure that decision making is both effective and efficient. The interim Monitoring Officer was also delegated responsibility to undertake amendments to the Council's Constitution to reflect the resolutions arising from the report regarding the termination of the s.113 partnership with OCC.

The delegations granted by Council do not however incorporate all areas that were agreed as the scope of the 2021/2022 annual Constitution review. To ensure that the sections of the Constitution listed below are updated in accordance with Government guidance and best practice, the Committee is recommended to give delegated authority to the Monitoring Officer, in consultation with the officers as detailed, to review these sections and submit to the 19 May 2022 Council meeting with a view to their adoption. The Monitoring Officer would keep Group Leaders, relevant Lead Members and Committee Chairman apprised of the updates.

- Contract Procedure Rules, in consultation with the S151 Officer
- Financial Procedure Rules, in consultation with the S151 Officer
- Members' Planning Code of Conduct (to introduce guidance and procedures to allow councillors to engage with development proposals at the pre-application stage, in accordance with Government guidance, so they can provide input to development proposals whilst they are still being formulated), in consultation with the Assistant Director Planning and Development
- Councillor call-in of planning applications, in consultation with the Assistant Director Planning and Development
- Addition of the Council budget debate speaking procedures (currently based on custom)
- General review of all sections to ensure consistency of language, accessible format and layout

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Indicative Overview and Scrutiny Work Programme 2022-23

(Updated: 7 March 2022)

Item	Description	Contact Officer
Items allocated for 2022/23 municipal year		
Work Programme 2022-23 (standing item at each meeting)	Standing item: Updates on topics suggested for consideration and review of work programme	Emma Faulkner, Democratic and Elections Officer Lesley Farrell, Democratic and Elections Officer
Performance Monitoring (dates TBC)	Quarterly performance monitoring reports	Louise Tustian, Head of Insight and Corporate Performance
1 June 2022: Recovery and Prosperity Strategy for Cherwell (date TBC)	Policy development: To consider and comment on the final version of the Strategy prior to Executive consideration on 4 June 2022	Robert Jolley – Assistant Director Growth and Economy
COVID Response – Recovery Planning and Lessons Learnt (date TBC)	Following a COVID update report to Executive on 5 July 2021 , a programme of engagement with the O&S Committee, all members and key partners will be developed	Robin Rogers, Programme Director COVID Response
Oxfordshire Plan 2050 (date TBC)	Update on the Oxfordshire Plan 2050 as it progresses to Regulation 19 consultation stage	David Peckford, Assistant Director Planning and Development, in consultation with Central Plan Team at Future Oxfordshire Partnership
Safeguarding Annual Audit (date TBC)	To endorse the annual Safeguarding Audit response	Nicola Riley, Assistant Director - Wellbeing



Item	Description	Contact Officer
Overview and Scrutiny Committee Annual Report 2022-23 (date 14 March 2023)	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 Officer Lesley Farrell, Democratic and Elections Officer

Meeting Dates 2022/23 (All Tuesday, 6.30pm unless indicated)

Wednesday 1 June 2022; 5 July 2022; 6 September 2022; 11 October 2022; 29 November 2022; 24 January 2023; 14 March 2023

Training for Overview & Scrutiny Committee members will be arranged in advance of the first meeting on 1 June 2022

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 3

Topic and suggested by	Update	Status / Proposed action
<p>Member Education and Training</p> <p>Raised by Councillor Sandy Dallimore at the 7 September 2021 meeting</p>	<p>The working group have nine recommendations that have been presented to the Committee as part of the end of review report at agenda item X earlier on the agenda for the March 2022 meeting.</p>	<p>Review has concluded, subject to be removed from the list. An update on progress against the recommendations arising from the review will be provided to the committee.</p>
<p>The relationship between the District council and our parishes</p> <p>Raised by Councillor Sandy Dallimore at the informal session held on 30 June 2021</p>	<p>The working group have one recommendation that has been presented to the Committee as part of the report at agenda item X earlier on the agenda for the March 2022 meeting.</p>	<p>Committee are asked to approve the continuation of the review in the 2022/2023 Municipal Year.</p>
<p>Planning Policy for the District, including the Growth Deal.</p> <p>Raised by Councillor Ian Middleton and 3 former committee members, May 2019</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>Recovery and Prosperity Strategy</p> <p>Digital Infrastructure/5G</p> <p>Raised by Councillors Tom Wallis, Bryn Williams and 1 former committee member, May 2019</p>	<p>Digital infrastructure / 5G arose during the Committee's initial consideration of the Cherwell Industrial Strategy (CIS). In light of COVID, the CIS has evolved to the Recovery and Prosperity Strategy (RPS). A draft of the RPS will be submitted to Executive in due course to agree for consultation to commence. As part of this process, the Committee will review the RPS.</p> <p>A presentation on Digital Infrastructure was given at the 1 February 2022 meeting of the Committee.</p>	<p>Attendance relating to the Recovery and Prosperity Strategy will be scheduled when appropriate.</p>

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Update on items previously submitted to Overview and Scrutiny Committee

This document will be used to track progress of items that have been considered by Overview and Scrutiny Committee prior to submission to another meeting, such as Executive or Full Council.

Item Description	Resolution from Overview & Scrutiny	Outcome
<p>**New** Oxfordshire Plan 2050: Summary of responses from Regulation 18 Part 2 Consultation and next steps</p> <p>(Considered 1 February 2022, Minute 41 refers)</p>	<ol style="list-style-type: none"> 1. That the summary results from the recent regulation 18 (part 2) consultation be noted. 2. That the revised scope of the Oxfordshire Plan, with clarification over its relationship to city and district Local Plans and supporting evidence base be noted. 3. That the next steps of the Oxfordshire Plan process be noted. 4. That Executive be recommended to adopt the revised Statement of Community Involvement for the Oxfordshire Plan (Annex to the minutes as set out in the Minute Book) when it considers a report on this matter at its March 2022 meeting. 	<p>The item is due to be considered by Executive at its meeting on 7 March 2022. A verbal update will be given to Overview and Scrutiny at the meeting on 15 March 2022.</p>
<p>2020-2022 Community Nature Plan Progress update</p> <p>(Considered 30 November 2021, Minute 33 refers)</p>	<ol style="list-style-type: none"> 1. That the 2020-2022 Community Nature Plan progress report and its approach to addressing the Council's statutory biodiversity be noted. 2. That the essential role of key partners in the 	<p>This item was considered by Executive at its 10 January 2022 meeting.</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That The 2020-2022 Community Nature Plan progress report and its approach to addressing the

	<p>delivery of the Community Nature Plan be recognised.</p> <p>3. That it be noted that the development of the 2022-2024 Community Nature Plan (CNP) will include an all-member seminar in 2022 involving planners, as requested by Overview & Scrutiny in December 2020, and it be noted that the implications of the Environment Act will be taken into account in this next iteration of the CNP.</p>	<p>Council's statutory biodiversity duty be noted.</p> <p>2. That the essential role of key partners in the delivery of the Community Nature Plan be recognised.</p> <p>3. That it be noted that the development of the 2022-2024 Community Nature Plan (CNP) will include an all-member seminar in 2022 involving planners, as requested by the Overview and Scrutiny Committee December 2020 and the implications of the provisions of the Environment Act will be taken into account in this next iteration of the Community Nature Plan.</p>
<p>Changes to Cherwell District Council's Housing Allocation Scheme</p> <p>(Considered 7 September 2021, Minute 16 refers)</p>	<p>1. That the proposed changes to the Housing Allocation Scheme be supported</p>	<p>This item was considered by Executive at its 1 November 2021 meeting, and the comments of the Committee were reported.</p> <p>Executive resolved:</p> <p>1. That the proposed changes to the Housing Allocation Scheme be approved and the scheme (Annex to the Minutes as set out in the Minute Book) be adopted.</p> <p>2. That authority be delegated to the</p>

		<p>Interim Assistant Director, Housing and Social Care Commissioning in consultation with the Lead Member for Housing, to make any minor editorial amendments to the Scheme as needed prior to publication.</p>
<p>Draft Tenancy Strategy and Affordability Statement 2021 (Cherwell District Council)</p> <p>(Considered 7 September 2021, Minute 17 refers)</p>	<ol style="list-style-type: none"> 1. That the draft Tenancy Strategy and Affordability Statement be noted 2. That the following comments be submitted to the Executive: <ol style="list-style-type: none"> a. For all future consultations, a mechanism for ensuring residents directly affected by a consultation are contacted and encouraged to respond b. A continuous effort is required to improve quality and standard of housing in the district 	<p>This item was considered by Executive at its 1 November 2021 meeting, and the comments of the Committee were reported</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That the changes to the draft Tenancy Strategy and Affordability Statement in response to the feedback and officer responses set out in the Consultation Report be noted 2. That the final draft Tenancy Strategy and Affordability Statement (Annex to the Minutes as set out in the Minute Book) be approved to ensure that the council meets statutory requirements and complies with good practice 3. That authority be delegated to the Assistant Director, Housing and Social Care Commissioning in consultation with the Lead Member for Housing, to make any minor editorial amendments to the

		strategy as needed prior to publication; and, to approve annual updates to the Tenancy Strategy appendices to ensure the data remains relevant.
<p>Constitution Review 2021</p> <p>(Considered 7 September 2021, Minute 18 refers)</p>	<ol style="list-style-type: none"> 1. That the process for the 2021 annual review of the Constitution be endorsed. 2. That the establishment of a cross-party Constitution Review working group be agreed. 3. That the Director Law and Governance be requested to liaise with Political Group Leaders to agree the practical steps and process for the review. 	<p>Following liaison with Political Group Leaders, the Terms of Reference for the review have been submitted to the 30 November meeting of the Committee for consideration.</p>
<p>The Oxfordshire Plan Regulation 18 Part 2 Consultation Document</p> <p>(Considered 14 July 2021, Minute 10 refers)</p>	<ol style="list-style-type: none"> 1. That the draft Executive report and the Regulation 18 (Part 2) consultation document for public consultation be noted. 2. That the following observations of the Overview and Scrutiny Committee be reported to the Executive: <ol style="list-style-type: none"> 1. A feeling of discontent amongst the Committee regarding the volume of information relating to the consultation, and the length of time Members had to go through it (acknowledging that it was within statutory legal timescales for agenda publication but not ideal). The 	<p>Considered by Executive on 19 July 2021 Minute 37 refers.</p> <p>Councillor Wallis attended the meeting to present the feedback from the Overview & Scrutiny Committee. The Committee was thanks for its contribution.</p> <p>Executive resolved:</p> <ol style="list-style-type: none"> 1. That the Regulation 18 (Part 2) consultation document be approved for public consultation 2. That an updated Statement of Community Involvement (SCI), which will become the formal basis for the forthcoming Regulation 18 Part 2 Consultation be adopted

	<p>Committee felt unable to sufficiently scrutinise the documentation in the available time.</p> <ol style="list-style-type: none">2. A request for a clear communications strategy, and for progress updates and further involvement of both the Overview and Scrutiny Committee specifically, and more general briefings for all Members during the course of work on the plan following the Regulation 18 consultation3. A request for an understanding as to how the plan will address the estimated annual cost to the economy in relation to Mental Health, as detailed in the table in paragraph 248 of the consultation document (Committee supplement part 1, page 87).4. A request for the later stages of the Plan process to focus on the Affordable Homes aspect, specifically social housing and social rented housing, acknowledging the explanation from the Assistant Director – Planning and Development that in planning terms ‘affordable’ does include social rented housing.5. A request for clarity regarding how the	<ol style="list-style-type: none">3. That the Assistant Director be authorised to make any necessary editorial corrections and minor amendments to the documents, and to agree the final publication style, in liaison with the Lead Member for Planning and subject to agreement with their counterparts in the other four partner Local Planning Authorities. <p>The consultation document was also approved by the four other Local Planning Authorities, and the consultation opened at the end of July and will run for 10 weeks, to Friday 8 October. Any individuals wishing to submit a consultation response can do so through the Consultation website.</p>
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	<p>preferred and alternative options will be presented in the final consultation document, to avoid possible confusion for those reading it.</p> <ol style="list-style-type: none">6. In relation to Policy Option 01: Sustainable Design and Construction, the removal of caveats such as 'this policy would be subject to viability and deliverability testing' (Committee supplement part 1, page 52) as they could be used as 'get outs' by land owners/developers later in the plan process7. Concerns around the Oxfordshire Growth Needs Assessment documents and the accuracy of the figures8. Natural growth is not referred to through the document, trajectory graphs provided are all straight lines and do not seem to take account for natural growth to decrease as well as increase.9. Within Policy Option 10 – Green Belt (Paragraph 258, Committee supplement 1 page 89), National Planning Policy Framework guidelines are frequently referred to but the messages are mixed. In some cases	
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	<p>there seems to be a suggestion of making it easier to build on Green Belt, and in others discussion is around enhancing Green Belt.</p>	
<p>Draft Homelessness and Rough Sleeping Strategy 2021 to 2026 – considered on 12 January 2021, Minute 41 refers</p>	<ol style="list-style-type: none"> 1. That the draft strategy be noted. 2. That Executive be advised the strategy should focus on Social Housing provision rather than Affordable Housing. 3. That the Executive be requested to explore the potential of housing co-operatives. 	<p>Considered by Executive on 1 March 2021, Minute 105 refers.</p> <ol style="list-style-type: none"> 1. The amended Homelessness and Rough Sleeping Strategy 2021 – 2026 be approved <p>In addition to the resolution the then Lead member for Housing Councillor John Donaldson confirmed that increasing social housing was a priority.</p>
<p>Draft Statement of Licensing Policy – considered on 12 January 2021, Minute 42 refers</p>	<ol style="list-style-type: none"> 1. That the proposed Statement of Licensing Policy be supported <p>The Committee also requested clarity on the process for notifying Councillors and town/parish councils of Licensing applications in their areas.</p>	<p>Considered by Executive on 1 February 2021, Minute 96 refers.</p> <ol style="list-style-type: none"> 1. The proposed changes to the policy were endorsed 2. Officers were requested to provide feedback to the Overview and Scrutiny Committee in response to their comments regarding...notification to ward members of licensing applications
<p>Overview and Scrutiny Committee Annual Report 2020/21 – considered on 16 March 2021, Minute 52 refers</p>	<ol style="list-style-type: none"> 1. That the draft Overview and Scrutiny Committee Annual Report for 2020/21 be noted. 	<p>Considered by full Council on 19 May 2021, Minute 16 refers.</p> <ol style="list-style-type: none"> 1. The report was noted <p>The Committee fulfilled their Constitutional obligation to provide an</p>

		annual report.
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