

Public Document Pack



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Overview and Scrutiny Committee
Date: Tuesday 24 January 2023
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

**Councillor Sandy Dallimore
(Chairman)**

Councillor Maurice Billington
Councillor John Broad
Councillor David Hingley
Councillor Ian Middleton
Councillor Dr Chukwudi Okeke

Councillor Douglas Webb (Vice-Chairman)

Councillor Mike Bishop
Councillor Ian Harwood
Councillor Matt Hodgson
Councillor Perran Moon
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

The previous meeting of the Committee was a Special Overview and Scrutiny Committee held on 11 January 2023, 5 days before the publication of the agenda for this meeting. The Minutes of the 11 January 2023 meeting will be submitted to the Overview and Scrutiny Committee being held on Tuesday 14 March 2023.

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. Attendance of Thames Valley Police Chief Constable and Police Crime Commissioner

The Police and Crime Commissioner for Thames Valley, Matthew Barber, and the Chief Constable of Thames Valley Police, John Campbell, will be in attendance virtually to address the Committee. Members will then have an opportunity to ask questions, please submit questions in advance of the meeting to the Democratic and Elections Team.

All Members of the Council are invited to attend the meeting for this item

7. Integrated Care Partnership Strategy

The Assistant Director Wellbeing & Housing will give a presentation detailing the new strategy proposed by the Integrated Care Partnership to enable Cherwell District Council to formally respond to their consultation.

Recommendation

The meeting is recommended:

- 1.1 To consider and comment on the presentation to enable a formal response to the Integrated Care Partnership.

8. December 2022 Performance Monitoring Report (Pages 5 - 26)

Report of Assistant Director – Customer Focus

Purpose of Report

To give the committee an update on the council's progress towards delivering its Business Plan priorities for 2022/23 up to December 2022.

Recommendations

Officers recommend the committee:

- 1.1 To note the monthly Performance Report for December 2022 and provide any comments for the Executive Committee to consider on the 6 February 2023 meeting.

9. Working Groups Update (Pages 27 - 28)

A written update on work undertaken so far by the Equality, Diversity and Inclusion, Food Insecurity and Climate Action working groups.

Recommendation

The meeting is recommended:

- 1.1 To consider and comment on the work undertaken to date.

10. Work Programme 2022-23 (Pages 29 - 34)

There are two documents for the Committee to consider:

Appendix 1 – indicative work programme 2022/23.

Appendix 2 – update on items previously considered.

Recommendations

The meeting is recommended:

- 1.1 To consider and agree the indicative work programme 2022/23.
- 1.2 To consider and comment on the items previously considered by the Committee.

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 221534 prior to the start of the meeting.

Declarations of Interest

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

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

Members are reminded that any member who is two months in arrears with Council Tax

must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Evacuation Procedure

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

Access to Meetings

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

Mobile Phones

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

Queries Regarding this Agenda

Please contact Emma Faulkner, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

Yvonne Rees
Chief Executive

Published on Monday 16 January 2023

Cherwell District Council

Overview and Scrutiny Committee

Date of the meeting 24 January 2023

December 2022 Performance Monitoring Report

Report of Assistant Director - Customer Focus

This report is public.

Purpose of report

To give the committee an update on the council's progress towards delivering its Business Plan priorities for 2022/23 up to December 2022.

1.0 Recommendations

Officers recommend the committee:

- 1.1 To note the monthly Performance Report for December 2022 and provide any comments for the Executive Committee to consider on the 6 February 2023 meeting.

2.0 Introduction

- 2.1 The Council actively and regularly monitors its performance and risk positions to ensure it can deliver its corporate priorities and key services to residents but also respond effectively to new issues arising in the district.
- 2.2 The Council does this on a monthly basis so it can identify potential issues at the earliest opportunity and put measures in place for mitigating and addressing them.
- 2.3 The framework used to monitor performance sets out the key actions, projects and programmes of work that contribute to the delivery of the 2022-23 Business Plan and the priorities of the Council, highlighting progress, identifying areas of good performance and actions that have been taken to address underperformance or delays.
- 2.4 This report provides a summary of the council's performance up to December 2022.
- 2.5 There are two appendices to this report:
 - Appendix 1 – 2022/23 Business Plan
 - Appendix 2 – Monthly Performance December 2022

3.0 Report Details

3.1 This report is split into three areas:

Performance summary – to give an overview of the councils’ performance against each strategic priority.

Performance exceptions – to highlight any measures rated amber (slightly behind the target – but within 10%), and Red (off target - by more than 10%).

Performance highlights – to give an overview of the council’s key achievements for the month.

4.0 Performance Summary

4.1 The council reports its performance against 16 Business Plan Measures monthly, 17 quarterly and two every six months. For the full details and commentary against each measure see Appendix 2.

4.2 During December 2022, of the 33 measures (16 monthly and 17 quarterly), 26 were rated green, two amber and four red. There is also one measure where the data will not be available until later this month (BP 1.2.13 Net Additional Housing Completions – Quarterly) with update to be received by mid-January, as service disclosed.

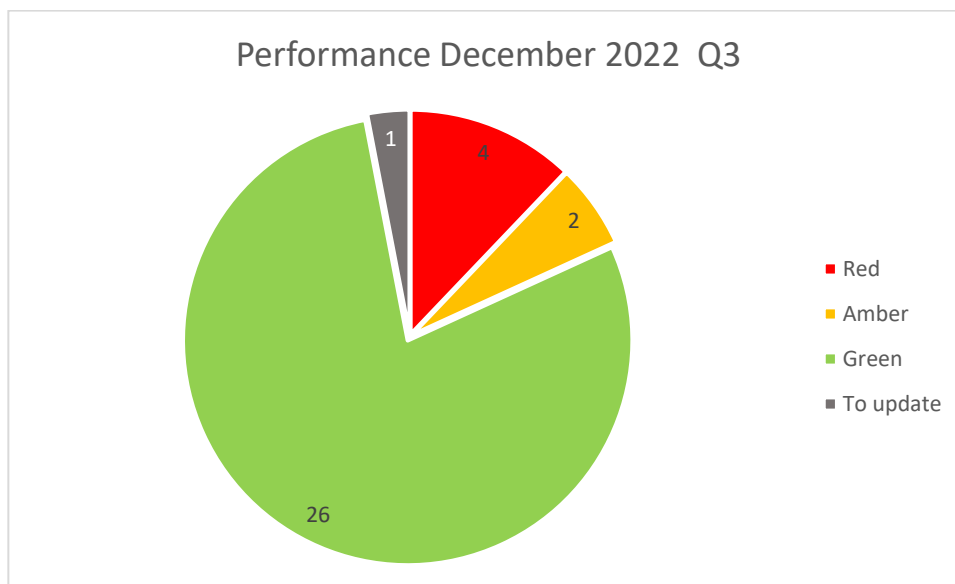


Figure 1: Performance Summary December 2022, 26 measures Green, 2 Amber, 2 Red and 1 to update (mid-January).

4.3 Performance Exceptions

Homelessness Prevention

Priority: Housing that meets your needs

Service: Wellbeing and Housing Services

Assistant Director: Nicola Riley

Reported Amber for December and Green for Year to date (slightly behind schedule).

Comments from service: The Housing Team continues to offer advice and support to clients, as early as possible and ahead of any statutory duties being imposed, to prevent risk of homelessness at the earliest opportunity; however, even with early intervention it is increasingly challenging to resolve the housing situation. Oxfordshire is one of the most expensive areas of the country to live in. Rents, in the private sector, are unaffordable to people on low wages or benefits, and rates of Local Housing Allowances do not cover the amounts landlords in this area can charge. Many landlords and agents will only consider tenants with perfect tenancy-credit history, full employment, and often require guarantors. Many clients can't meet these criteria so securing private rented housing is not a realistic option for them. A further issue is that the demand for social housing far outstrips supply, and waiting times are increasing, on the Housing Register. Housing Register and waiting lists will not provide a quick solution. Given the current economic climate and housing crisis, it is likely that numbers for emergency assistance will increase, and our ability to prevent homelessness, therefore, continues to be challenging.

Mitigating Actions: The Housing Team is working hard to develop initiatives to ensure and provide the service it can; this includes additional triaging of cases, managing expectations of clients and support-workers, and acting as early as possible. We have increased resources, in the Allocations Team, to ensure clients with the most complex housing needs receive bespoke advice and assistance.

Number of Homeless Households living in Temporary Accommodation (TA)

Priority: Housing that meets your needs

Service: Wellbeing and Housing Services

Assistant Director: Nicola Riley

Reported Red for December and Green for Year to date (39 against a target of 35 – less is better).

Comments from service: Due to continued increase in clients approaching in crisis and delays in moving clients to permanent accommodation offers, numbers in temporary accommodation are increasing.

Mitigating Actions: We secured five more placements for temporary accommodation to meet the specific needs of survivors of domestic abuse, and other vulnerable women recognising that demand in this area is increasing.

Financial Year to date performance		
April (Amber)	May (Green)	June (Green)
July (Green)	August (Green)	September (Green)
October (Green)	November (green)	December (Amber)
January	February	March

Financial Year to date performance		
April (Green)	May (Green)	June (Green)
July (Green)	August (Green)	September (Red)
October (Red)	November (Amber)	December (Red)
January	February	March

Number of Affordable homes delivered including CDC and Growth Deal Targets

Priority: Housing that meets your needs

Service: Wellbeing and Housing Services

Assistant Director: Nicola Riley

Reported Red for December and Green for Year to date (8 against a target of 12).

Comments from service: Four Shared-Ownership homes and four Affordable homes for Rent were delivered. This is below target, but December was a quieter month for developers, in terms of delivery. However, delivery for year-to-date figures is green, and delivering ahead of target (of 120 against a target of 108).

Financial Year to date performance		
April (Green)	May (Green)	June (Green)
July (Red)	August (Red)	September (Red)
October (Green)	November (Green)	December (Red)
January	February	March

Mitigating Actions: we expect to reach our year-end target.

% of Waste Recycled and Composted

Priority: Supporting Environmental Sustainability

Service: Environmental Services

Assistant Director: Ed Potter

Reported Red for December and Amber for Year to date (49% against a target of 56%).

Comments from service: Recycling rate for the year to date is at 2%, below the set target, due to inflation, reducing the number of products residents buy and a very hot summer, which reverted in less garden waste produced.

Mitigation Actions: This is a national trend and, although Cherwell will do better than most other authorities, due to the weekly food waste recycling, our 56% target will not be reached.

Financial Year to date performance		
April (Amber)	May (Green)	June (Green)
July (Amber)	August (Amber)	September (Amber)
October (Amber)	November (Amber)	December (Amber)
January	February	March

% of Building Regulations Applications acknowledged to within 3 working days of deposit (Quarterly)

Priority: An Enterprising Economy with Strong and Vibrant Local Centres

Service: Planning and Development

Assistant Director: David Peckford

Reported Red for December and Amber for Year to date (80.17% against a target of 90% – more is better).

Comments from service: For Q3, 2022/23, we achieved 97/121 acknowledgements within 3 days of receipt which is 80%, against a target of 90%. This shortfall has been due to temporary shortages of resource, compounded by the

Financial Year to date performance		
April	May	June (Red)
July	August	September (Red)
October	November	December (Red)
January	February	March

number of applications received. Previous quarters recorded 82% and 88% making overall average (to date) 83% against the aspirational target of 90%.

Improve Leisure & Community Facilities (Quarterly)

Priority: Healthy, Resilient and Engaged Communities

Service: Wellbeing and Housing Services

Assistant Director: Nicola Riley

Reported Amber for December and Year to date (slightly behind schedule).

Comments from service: Outdoor pool remedial works took place to enable it to open later in the year and we are expecting pool covers to be installed in Q4.

Mitigating Actions: Proposals were put forward for the modernisation of the swimming pool changing rooms, later in the year at Woodgreen's. We installed a new steam room at Bicester Leisure Centre this quarter to complement the centre's other health suite facilities. Similarly, at Kidlington Leisure Centre, we modernised one of the 'accessible' changing facilities.

Financial Year to date performance		
April	May	June (Amber)
July	August	September (Amber)
October	November	December (Amber)
January	February	March

4.4 Performance Highlights

✓ Renewals of brown bin subscription for 2023 – The early renewal of our subscriptions for our garden waste collection service opened during December, achieving an astonishing amount of 5,089 subscriptions in less than a week.



✓ Wildlife – During December Cherwell has supported an initiative to encourage residents to get active whilst enjoying being outdoor and enjoy the benefits of spotting plants and animals, and advice in how to help wildlife.

✓ % of Council Tax collected, increase Council Tax Base – The revenues and benefits team have an excellent month in December, in comparison with previous two months, going above its performance target, 8.70% against 8.25% for the month, and a cumulative of 83.59% against a target of 82.30% for the year to date.

✓ ASB (Anti-Social Behaviour) - In December, we supported Thames Valley Police to promote night-time personal safety, also carrying out community garden regular patrols. We attended local community forums to discuss safety, and the newly introduced Public Spaces Protection Order is now producing results.



5.0 Conclusion and Reasons for Recommendations

This report provides an update on the council's progress towards delivering its strategic priorities for 2022/23 up to December 2022. It also highlights areas of underperformance, and the steps services are taking to address these – where they are in the Council's control. It will be discussed at the next Executive meeting hence the recommendation to provide any comments for the committee to consider when it meets.

6.0 Consultation

6.1 N/A

7.0 Alternative Options and Reasons for Rejection

7.1 This report illustrates the Council's corporate performance against the 2022-23 Business Plan for the month of December. These monthly reports ensure the council stays on track to deliver its priorities for the year by taking any corrective action at the earliest opportunity to address any slippage. Therefore, there is no alternative option. However, members can ask officers to provide additional information that is considered helpful into these standard reports.

8.0 Implications

Financial and Resource Implications

8.1 There are no financial implications arising directly from this report. The forecast Financial and Resource implications as at December 2022 will be detailed within the Executive Report to be considered in February 2023.

Comments checked by:

Michael Furness, Assistant Director of Finance / Section 151, Tel: 01295 221845

Michael.Furness@cherwell-dc.gov.uk

Legal Implications

8.2 There are no legal implications arising as a consequence of this report.

Comments checked by:

Shiraz Sheikh, Assistant Director Law & Governance,

Shiraz.Sheikh@cherwell-dc.gov.uk

Risk Implications

8.3 The Risk Implications are detailed within the Executive and AARC Report for December 2022.

Comments checked by:

Celia Prado-Teeling, Performance and Insight Team Leader, Tel: 01295 221556,

Celia.prado-teeling@cherwell-dc.gov.uk

Equalities and Inclusion Implications

8.4 There are no direct equalities and inclusion implications as a consequence of this report.

Comments checked by:

Celia Prado-Teeling, Performance and Insight Team Leader, Tel: 01295 221556,

Celia.prado-teeling@cherwell-dc.gov.uk

9.0 Decision Information

Key Decision

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 Corporate Services

Document Information

Appendix number and title

- Appendix 1 – 2022/23 Business Plan
- Appendix 2 – Monthly Performance December 2022

Background papers

None

Report Author and contact details

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Celia.prado-teeling@Cherwell-dc.gov.uk

Shona Ware, Assistant Director – Customer Focus
Shona.Ware@Cherwell-dc.gov.uk

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Cherwell District Council business plan 2022 - 2023



As we come to refresh our business priorities for the next financial year, I am proud to be the leader of a council that listens to its residents and is willing to adapt to deliver the services that residents value most.

Like other local authorities up and down the country, we must chart a careful and responsible path through the challenges presented by uncertainties around government funding, COVID-19 and a growing and ageing population, all of which have presented significant financial pressures in setting our budget for 2022/23.

But that doesn't mean we should lose sight of our vision for the district – we remain an ambitious authority and will continue to find new ways to deliver services differently and more efficiently, prioritising our resources to where they will have the biggest impact.

In our recent consultation on our 2022/23 budget proposals, local people told us that healthy and resilient communities was their top priority. That means using our influence on the built environment and within the leisure sector to make it easier to lead a healthy lifestyle. It also means making the most of our links to partners in the health system and community and voluntary sectors.

We have been creating new active travel routes, supporting people to ride their bikes and enhancing our green spaces. These examples of action will not only aid our recovery from the pandemic but will secure changes that residents can enjoy well into the future, making north Oxfordshire somewhere where people can truly thrive and enjoy their lives.

Both the budget survey and our annual residents' survey showed that supporting vibrant local centres and a dynamic economy are also top priorities. It has been a pleasure to see the first elements of our investment in Castle Quay Waterfront come to fruition over recent months.

With a much needed town centre supermarket, multi-screen cinema and restaurants coming to Banbury canal side, we've taken a big stride towards securing the town's regional status for years to come and creating new jobs too.

While we have had to take some difficult decisions to ensure a balanced budget for this financial year, where the government has offered funding streams for specific purposes, we have been proactive in securing it. For example, funding to enhance the support that's offered to help prevent homelessness and to help small and medium size businesses navigate change throughout the pandemic.

Our work to become a zero carbon council by 2030 is continuing too, with improvements to reduce emissions at leisure centres and investment to install solar panels at more of our council owned properties.

I am confident that our renewed focus on delivering residents' priorities will help make sure Cherwell remains a great place to live and work for years to come.



A stylized signature in black ink.

Councillor Barry Wood
Leader of Cherwell District Council



Cherwell
DISTRICT COUNCIL
NORTH OXFORDSHIRE



Our priorities:

Housing that meets your needs

- Support the delivery of affordable and green housing.
- Ensure minimum standards in rented housing.
- Work with partners supporting new ways to prevent homelessness.
- Support our most vulnerable residents.
- Deliver the Local Plan.



Supporting environmental sustainability

- Work towards our commitment to be carbon neutral by 2030.
- Promote the green economy.
- Support waste reduction, reuse and recycling.
- Work with partners to improve air quality.



An enterprising economy with strong and vibrant local centres

- Support business retention and growth.
- Work with partners to support skills development and innovation.
- Work with others to support growth.
- Work with partners to promote the district as a visitor destination and attract investment in our town centres.
- Work with businesses to ensure compliance and promote best practice.



Healthy, resilient and engaged communities

- Support and encourage active lifestyles and health and wellbeing.
- Support development of leisure services and facilities meeting the needs of residents.
- Support community and cultural development.
- Work towards our commitment to equalities, diversity and inclusion.
- Work with partners to address the causes of health inequality and deprivation.
- Work with partners to reduce crime and antisocial 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 connecting us to each other and the natural environment.



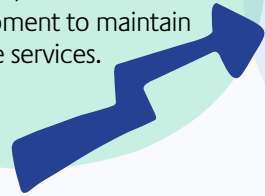
Partnerships

Work with partners across all sectors to deliver and improve services for our residents and communities.



Continuous improvement

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



Climate action

Support residents and local businesses to reduce their carbon emissions. Continue to transform our own estate to deliver our carbon neutral commitments.



CO₂

COVID-19 recovery and renewal

Work with partners in the health and voluntary sectors to help our local business and residents respond, and ensure together, we are in a stronger position to meet the health, economic and social challenges of the future.



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 2022 business plan and the priorities of the council. The supporting 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 leadership risk and financial information. This provides an overview of the council's progress against its strategic priorities and delivery themes as set out earlier in this business plan.



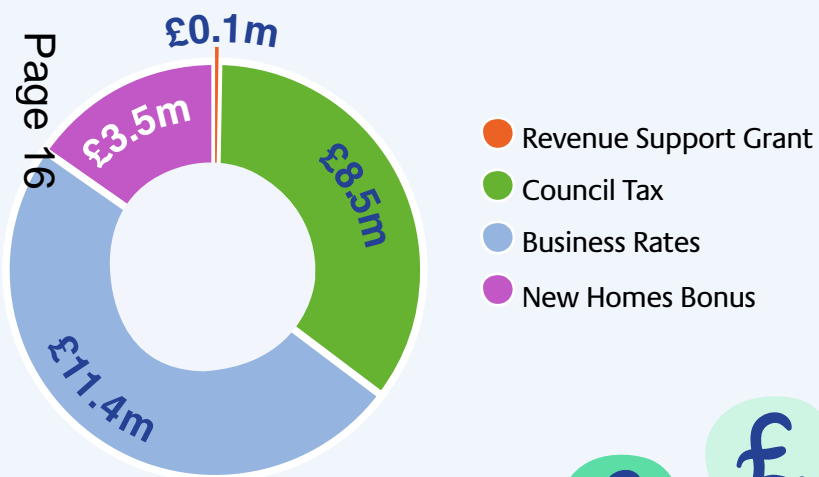
Council funding



Where our money comes from

Thirty six per cent of our funding for services comes directly from Council Tax, with the rest coming from the New Homes Bonus Scheme, Business Rates and Government Revenue Support Grant.

2022/23 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

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Phone: 01295 227001

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www.cherwell.gov.uk/find-member

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Customer Services
Bodicote House
Bodicote
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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Appendix 2 - Performance Report December 2022

- 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 & Programme Measures 22-23

	Portfolio Holder	Director/Lead Officer*	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP1.2.06 Average time taken to process Housing Benefit New Claims	Cllr A Nell	<ul style="list-style-type: none"> ■ Michael Furness ■ Stephen Hinds 	13.69	18.00	★	Performance is still within target, and we continue to monitor this area.	13.83	18.00	★
BP1.2.07 Average time taken to process Housing Benefit Change Events	Cllr A Nell	<ul style="list-style-type: none"> ■ Michael Furness ■ Stephen Hinds 	3.51	7.00	★	Performance is within target, and we continue to monitor this area.	3.10	7.44	★
BP1.1.02 Deliver the Local Plan	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	Delivering to plan	Delivering to plan	★	A draft of our Local Plan has been published for an Overview and Scrutiny Committee meeting, on 11 January 2023.	Slightly behind schedule	Delivering to plan	★
BP1.2.08 % of Major Planning Applications determined to National Indicator	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	100.0%	60.0%	★	1 Major Planning Application determined, in December, within the National Indicator target or agreed timeframe.	100.0%	60.0%	★
BP1.2.09 % of Non-Major Planning Applications determined to National Indicator	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	94.5%	70.0%	★	91 Non-Major Planning Applications were determined, in December. 86 (94.51%), were within National Indicator target or agreed timeframe.	92.0%	70.0%	★
BP1.2.10 % of Major Applications overturned at appeal	Cllr R Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	0.0%	10.0%	★	No Major Planning Application decisions were overturned, at Appeal, by the Planning Inspectorate, in December.	0.0%	10.0%	★
BP1.2.11 % of Non-Major Applications overturned at appeal	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	0.0%	10.0%	★	No Non-Major Planning Application decisions were overturned, at Appeal, by the Planning Inspectorate, in December.	0.0%	10.0%	★
BP1.2.03 Net Additional Housing Completions (Quarterly)	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 		286	?	Q3 provisional data will be available, mid-January.		856	?

Page 10

	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP1.1.01 Homelessness Prevention	Cllr N Mawer	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	Slightly behind schedule	Delivering to plan	●	<p>The Housing Team continues to offer advice and support to clients, as early as possible and ahead of any statutory duties being imposed, to prevent risk of homelessness at the earliest opportunity; however, even with early intervention it is increasingly challenging to resolve the housing situation. Oxfordshire is one of the most expensive areas of the country to live in. Rents, in the private sector, are unaffordable to people on low wages or benefits, and rates of Local Housing Allowances do not cover the amounts landlords in this area can charge. Many landlords and agents will only consider tenants with perfect tenancy-credit history, full employment, and often require guarantors. Many clients can't meet criteria. Securing private rented housing is not a realistic option for many. Demand for social housing far outstrips supply, and waiting-times are increasing, on the Housing Register. Housing Register and waiting lists will not provide a quick solution. Given the current economic climate and housing crisis, it is likely that numbers for emergency assistance will increase, and our ability to prevent homelessness, therefore, continues to be challenging.</p> <p>The Housing Team is working hard to develop initiatives to ensure the service we offer, to be the best we possibly can; this includes additional triaging of cases, to manage the expectations of clients, and support-workers, acting as early as possible. We have increased resources, in the Allocations Team, to ensure clients with the most complex housing needs receive bespoke advice and assistance.</p>	Slightly behind schedule	Delivering to plan	★

	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 (TA)	Cllr N Mawer	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	39	35	▲	Due to continued increase in clients approaching in crisis and delays in moving clients to permanent accommodation offers, numbers in temporary accommodation are increasing. We secured 5 more placements for temporary accommodation to meet the specific needs of survivors of domestic abuse, and other vulnerable women, recognising that demand in this area is increasing. We hope to maintain a low number of temporary accommodation placements.	34	35	★
BP1.2.02 Number of people helped to live independently through use of DFG & other grants/loans	Cllr N Mawer	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	50.00	45.00	★		482.00	405.00	★
BP1.2.03 Homes improved through enforcement action	Cllr N Mawer	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	17.00	9.00	★		120.00	81.00	★
BP1.2.04 Number of affordable homes delivered including CDC and Growth Deal targets	Cllr N Mawer	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	8.00	12.00	▲	4 Shared-Ownership homes and 4 Affordable homes for Rent delivered. This is below target, but December was a quieter month for developers, in terms of delivery. However, delivery for year-to-date figures is green, and delivering ahead of target (of 120 against a target of 108).	120.00	108.00	★
BP1.2.05 Number of Housing Standards interventions	Cllr N Mawer	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	78.00	55.00	★		668.00	495.00	★

Supporting Environmental Sustainability - KPI's & Programme Measures 22-23

	Portfolio Holder	Director/Lead Officer*	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP2.1.01 Work with partners to deliver initiatives to improve air quality in the District	Cllr D Sames	<ul style="list-style-type: none"> ■ Ian Boll ■ Richard Webb 	Delivering to plan	Delivering to plan	★	The review and assessment of air quality continues with diffusion tubes monitoring nitrogen dioxide at 42 sites across the district, also, four portable monitors are monitoring nitrogen dioxide, particulate matter (both PM10 and PM2.5), sulphur dioxide and ozone. Portable monitors located at Hennef Way and Bicester Air Quality Management Areas, and at Hanwell School, in Banbury, and St Edburg's School, in Bicester, are part of the Department for Environment, Food and Rural Affairs grant funded project, aiming to raise awareness on air quality. We have been in discussions with Public Health and Environment and Place, at Oxfordshire County Council, who are working to produce an air quality strategy for the County, with view to launch on 'Clean Air Day' (16 June), in 2023.	Delivering to plan	Delivering to plan	★
BP2.1.02 Promote the green economy	Cllr D Sames	<ul style="list-style-type: none"> ■ Ed Potter ■ Ian Boll 	Delivering to plan	Delivering to plan	★	New Climate Action manager, started in December 22, which prompts the promotion of green economy to increase. Currently, this is on track.	Delivering to plan	Delivering to plan	★
BP2.2.01 % Waste Recycled & Composted	Cllr D Sames	<ul style="list-style-type: none"> ■ Ed Potter ■ Ian Boll 	49.0%	56.0%	▲	Recycling rate is at 2%, below target, due to inflation, reducing the amount of products residents buy and a very hot summer, which reverted in less garden waste produced. This is a national trend and, although Cherwell will do better than most other authorities due to the weekly food waste recycling, our 56% target will not be reached.	53.9%	56.0%	●
BP2.2.02 Reduction of fuel consumption used by fleet	Cllr D Sames	<ul style="list-style-type: none"> ■ Ed Potter ■ Ian Boll 	42,034	45,544	★	Good figures on estimated usage.	42,101	45,127	★

Page 2

An Enterprising Economy with Strong and Vibrant Local Centres - KPI's & Programme Measures 22-23

	Portfolio Holder	Director/Lead Officer▲	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP3.1.01 Proactively manage the Cherwell workstreams of the Oxfordshire Housing and Growth Deal	Cllr B Wood	<ul style="list-style-type: none"> ■ Ian Boll ■ Robert Jolley 	Delivering to plan	Delivering to plan	★	Cherwell District Council continues to be engaged and active participant within the Oxfordshire Housing and Growth Deal. The five-year programme entered year-five at the start of April 2022. The Council's Officer Programme Board reviews (set on a regular basis) remains with workstreams involved, such as: Infrastructure and Homes from Infrastructure, local Productivity (the OxLEP Industrial Strategy which is already completed), Affordable Housing workstream, which was also previously completed, and in August 2022, the Oxfordshire Plan 2050 ceased.	Delivering to plan	Delivering to plan	★
BP3.2.01 % of Council Tax collected, increase Council Tax Base	Cllr A Nell	<ul style="list-style-type: none"> ■ Michael Furness ■ Stephen Hinds 	8.86%	8.25%	★	The in-month collection rates recorded 8.86% against target of 8.25%. The cumulative collection rates for 2022/23 were at 83.60%, which exceeded the year-to-date target of 82.30%. Recovery action continued throughout December, with the issuing of reminders and summons to prompt payment.	83.59%	82.30%	★
BP3.2.02 % of Business Rates collected, increasing NNDR Base.	Cllr A Nell	<ul style="list-style-type: none"> ■ Michael Furness ■ Stephen Hinds 	8.70%	8.50%	★	The in-month collection rates were 8.70% against target of 8.5%, with cumulative collection rates for 2022/23 being 84.36% against the year-to-date target of 82.70%. Recovery action has continued throughout December, with outbound calls taking place and the issuing of reminders and summonses to prompt payment.	84.38%	82.80%	★
BP3.2.03 % of Building Regulations Applications acknowledged to within 3 working days of deposit	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	80.17	90.00	▲	For Q3, 2022/23, we achieved 97/121 = 80% of target. Previous quarters recorded 82% and 88% making overall (to date) 83% against the aspirational target of 90%. However, this is not affecting market share or satisfaction.	83.08	90.00	●
BP3.2.04 % of valid Full Plan Applications determined or checked within 15 working days of deposit	Cllr C Clarke	<ul style="list-style-type: none"> ■ David Peckford ■ Ian Boll 	100.00	80.00	★	This is a Local authority Building Control (LABC) national performance measure, to which we pay particular attention, and in Q3 2022/23 resulted in we achieving 39/39 = 100% of applications. Previous quarters recorded 92% and 100% making year-to-date figure of 96% against target of 80%.	95.57	80.00	★

Healthy, Resilient and Engaged Communities - KPI's & Programme Measures 22-23

	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP4.1.01 Tackle Environmental Crime	Cllr E Reeves	<ul style="list-style-type: none"> ■ Ian Boll ■ Richard Webb 	Delivering to plan	Delivering to plan	★	52 fly tips reported and 52 were investigated, in December. Seven warning letters were sent, thirteen interviews (under caution) were carried out (two face-to-face and eleven by letter), and eight notices were served, for waste carrier and duty of care offences.	Delivering to plan	Delivering to plan	★
BP4.1.02 Support Community Safety and Reduce Anti-Social Behaviour	Cllr E Reeves	<ul style="list-style-type: none"> ■ Ian Boll ■ Richard Webb 	Delivering to plan	Delivering to plan	★	In December, the Council's Community Safety Team supported Thames Valley Police at events to promote night-time personal safety, in the run-up to Christmas and promoting home security with shoppers. Regular patrols were also carried at community gardens as a result of concerns raised by community action groups. Team members also attended local Community Forums to discuss matters relating to community safety, and attended The Hill 'Winterfest' event. Work continues to tackle anti-social behaviour (ASB), in Bicester town centre, following the introduction of the Public Spaces Protection Order earlier in the year. A young male was given final warning to desist ASB, and a visit was carried out to his parents. We continue to work with partners to protect vulnerable young people. Throughout December, three young people who had been reported missing from their schools, were located, also support to high-risk young people was prioritised, 'identified' through multi-agency meetings.	Delivering to plan	Delivering to plan	★
BP4.1.03 Promote Health & Wellbeing	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	Delivering to plan	Delivering to plan	★	Household Support Fund 2 concluded - £165,580 was distributed to households through our partnership with Citizens Advice, and Homes for Ukraine – work with partners and communities is still ongoing.	Delivering to plan	Delivering to plan	★

	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP4.1.04 Improve Leisure & Community Facilities	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	Slightly behind schedule	Delivering to plan	●	Remedial works to the Flume Structure has taken place, during this period, and will be available for use when the Outdoor Pool opens again, later in the year. The installation of pool covers for the Outdoor Pool is planned for the first 3 months of the 2023. Site surveys have been undertaken and currently awaiting installation dates. Proposals were put forward for the modernisation of the swimming pool changing rooms, later in the year at Woodgreen's. Works were completed, this quarter, at Bicester Leisure Centre with the installation of a new steam room, complementing the other health suite facilities. Similarly, at Kidlington Leisure Centre, one of the 'accessible' changing facilities has had full modernisation.	Slightly behind schedule	Delivering to plan	●
BP4.1.05 Support the Voluntary Sector	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	Delivering to plan	Delivering to plan	★	A Parish Liaison meeting was held in 17 November, and a Local Strategic Partnership meeting was held in 01 December. Next session due on the 26 Jan.	Delivering to plan	Delivering to plan	★
BP4.1.06 Support and Safeguard Vulnerable People	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	Delivering to plan	Delivering to plan	★	Safeguarding policy was updated, in December 2022. Focus continued on staff briefings including bespoke safeguarding topics. Safeguarding audits, across leisure facilities within Cherwell, were linked to requirements on assessing commissioned services. Self-Assessment returned to Oxfordshire Safeguarding Board, in December, and our partnership with other county district sharing of best practice and information on Safeguarding, continued. Promoting the importance of safeguarding training for all Councillors, on going.	Delivering to plan	Delivering to plan	★
BP4.1.07 Promote Healthy Place Shaping	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	Delivering to plan	Delivering to plan	★	We are on track to deliver our Healthy Place Shaping ambitions, and underway to deliver our Heyford Park Health Route. Engagement with residents and key partners will take place, in January. The E-bike scheme is also underway and our first residents will be using e-bikes around March/April. The green spaces consultation and report was shared with partners, and we are now working to improve the infrastructure in parks.	Delivering to plan	Delivering to plan	★

	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP4.2.01 Number of Visits/Usage to District Leisure Centres	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	87,280	40,000	★	Usage figures, at the Leisure Centres, were down against previous months, however, usually for December, are a mix of closures, restrictions in opening hours, bad weather and Christmas. All 4 main Leisure Centres: Spiceball, Kidlington, Bicester and Woodgreen, have shown increase against the same period, in 2021; however, Spiceball Leisure Centre attracted circa 10,000 more visits, in December 2022, than in 2021.	1,039,643	90,000	★
BP4.2.02 No of individuals registered FAST and You Move	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	1,607.00	250.00	★	'You Move' started really well, with an uptake from Cherwell families, were 1,607 individuals and 434 families currently use the programme. 'Youth Activators' are delivering family specific sessions, at school sites from January, along with many discounted offers, such as 50% swimming and more.	1,607.00	250.00	★
BP4.2.03 No of young people who participated in Youth Activator activities	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	1,200.00	650.00	★	'Youth Activators' delivered activities to over 1,200 children, this term, in a range of programmes from mental health activities (through to targeted programmes for children who need a bit more support). 'Thye' have visited 24 schools, in term, 2 also delivering community outreach sessions, in targeted wards, such as: Grimsbury, Ruscote, Bicester West and more.	1,200.00	650.00	★

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Overview and Scrutiny Committee Briefing Paper

Subject: Working Groups update

Assistant Director/Corporate Director:

Equalities, Diversity and Inclusion – Shona Ware, Assistant Director Customer Focus & Yvonne Rees, Chief Executive.

Food Insecurity - Nicola Riley, Assistant Director Wellbeing and Housing & Steve Hinds, Corporate Director Resources.

Climate Action – Ed Potter, Assistant Director Environmental Services & Ian Boll, Corporate Director Communities

Equalities, Diversity and Inclusion Working Group

The working group currently consists of seven members, predominantly from the Overview & Scrutiny and Personnel Committees:

Rebecca Biegel
Gemma Coton
Sandy Dallimore
David Hingley
Dr Chuk Okeke
Jason Slaymaker
Amanda Watkins

Discussions regarding dates of meetings for the group are underway, officers intend to have three meetings with each one focussing on one of the action plans.

Food Insecurity Working Group

Arrangements are being made for a meeting of the working group with representatives from Good Food Oxfordshire (GFO). GFO are currently meeting with district councils to assist in the preparation of local food plans.

Climate Action Working Group

Discussions are ongoing with the working group regarding meetings over the next three months. The group are currently working on prioritising the recommendations from the full Bioregional report.

Further updates on progress of meeting arrangements for all three working groups will be given at the Committee on 24 January.

Completed by: Emma Faulkner, Principal Officer – Scrutiny & Democratic Lead

Date: 16 January 2023

Presented to Overview and Scrutiny Committee: 24 January 2023

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Overview and Scrutiny Work Programme 2022-23

(Updated: 16 January 2023)

Item	Description	Contact Officer
Tuesday 14 March 2023		
Equality, Diversity and Inclusion Action Plans	Pre-decision scrutiny: to consider the action plans prior to submission to Executive,	Shona Ware, Assistant Director – Customer Focus
Community Safety update	Briefing to update Committee on work being undertaken in relation to Community Safety	Richard Webb, Assistant Director Regulatory Services and Community Safety
Climate Action	End of year position update on ongoing work.	Ian Boll, Corporate Director Communities
Outcomes Framework 2023-24	Performance Monitoring	Shona Ware, Assistant Director – Customer Focus
Overview and Scrutiny Committee Annual Report 2022-23	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 report.	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Working Groups update	Standing item: Progress update relating to established working groups.	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead
Work Programme 2022-23 (standing item at each meeting)	Standing item: Review of work programme, update on topics suggested for consideration, update on items previously considered	Emma Faulkner, Principal Officer - Scrutiny & Democratic Lead



Item	Description	Contact Officer
Items to be allocated for 2022/23 municipal year		
Housing Matters (date TBC)	Referral from Council following question to the Leader and query raised at informal OSC session on 30.06.22	Yvonne Rees, Chief Executive & Nicola Riley, Assistant Director – Wellbeing and Housing
Wellbeing Strategy	Policy Development/Pre-decision scrutiny: consideration of draft strategy	Yvonne Rees, Chief Executive and Nicola Riley & Assistant Director – Wellbeing and Housing
Food Insecurity Working Group final report	To consider the final report and recommendations of the working group	Chief Executive Yvonne Rees & Stephen Hinds, Corporate Director Resources & Nicola Riley, Assistant Director Wellbeing and Housing
Climate Activity Working Group final report	To consider the final report and recommendations of the working group	Ian Boll, Corporate Director Communities & Ed Potter, Assistant Director Environmental Services

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 was held on Thursday 26 May 2022.

Meeting Dates 2023/24 (All Tuesday, 6.30pm unless indicated)

23 May 2023 7:30pm; 27 June 2023; 1 August 2023; 19 September 2023; 24 October 2023; 28 November 2023; 30 January 2023;
12 March 2023

Training for Overview & Scrutiny Committee members to be scheduled immediately prior to formal meeting on 23 May.

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

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, and to track actions.

Item Description	Resolution from Overview & Scrutiny	Outcome
<p>**NEW** Draft Local Plan 2040 (Regulation 18) Consultation (Considered 11 January 2023, Agenda item 6 refers).</p>	<p>The formal decision notice is currently being reviewed by officers before publication, however comments to be made to Executive on the following aspects of the Local Plan:</p> <ul style="list-style-type: none"> • Balance of Affordable Housing • Frieze Farm in Kidlington • Infrastructure and community integration • Importance of farming • Green Belt around Bicester • Green Ring around Kidlington • Rural allocation of housing • wording of policies • Members being given more opportunities to feedback during Reg 18 stage. 	<p>The draft plan is due to be considered by Executive at an Extraordinary meeting on 19 January 2023 (after agenda publication for Overview & Scrutiny). A verbal update will be given at Overview & Scrutiny on 24 January.</p>
<p>**NEW** October 2022 Performance Monitoring Report (Considered 29 November 2022, Minute 45 refers).</p>	<p>1. That, having given due consideration, the monthly Performance Report for October 2022 be noted and the following comments be provided to Executive to consider at their 5 December meeting:</p> <ul style="list-style-type: none"> • Consideration would need to be given to the target “Number of households in Temporary Accommodation” in 2023/34 noting that reducing the target may have financial implications 	<p>The report was submitted to Executive on 5 December 2022 (minute 65 refers), and comments of the Overview & Scrutiny Committee were presented by the Chairman of the Committee.</p> <p>Resolved</p> <p>(1) That the Performance, Risk and Finance Monitoring report for October 2022 be noted.</p>

<p>Cherwell Playing Pitch Strategy (Considered 11 October 2022, Minute 30 refers).</p>	<ol style="list-style-type: none"> 1. That the Sports Studies be recognised as influential strategic documents, and it be agreed that they should be used to seek developer contributions / influence capital bids / seek external funding. 2. That it be agreed that the documents be shared with partners to ensure wider understanding / influence. 3. That it be agreed that the documents are reviewed annually, and Members kept abreast of key changes. 	<p>The report was submitted to Executive on 7 November 2022 (agenda item 10 refers), and comments of the Overview & Scrutiny Committee were given as feedback from the Chairman.</p> <p>Resolved</p> <ol style="list-style-type: none"> (1) That the 2022 Sports Studies be recognised as influential strategic documents and it be agreed they should be used to seek developer contributions / influence capital bids / seek external funding. (2) That it be agreed that the documents are shared with partners to ensure wider understanding and influence. (3) That officers, Sport England and National Governing Body representatives be requested to annually review the documents and Members be kept abreast of key changes.
<p>Cost of Living Update (Considered 6 September 2022, Minute 24 refers).</p>	<ol style="list-style-type: none"> 1. That the establishment of a Food Insecurity Working Group be approved. 2. That authority be delegated to the Assistant Director Law, Governance and Democratic 	<p>The report was submitted to Executive on 3 October 2022 (minute 42 refers), and feedback from the first meeting of the Food Insecurity Working Group was given.</p>

	<p>Services (Interim), in consultation with the Working Group Chairman and Overview and Scrutiny Committee Chairman, to finalise the scoping document.</p>	<p>Resolved</p> <p>(1) That the work that the Council is undertaking be noted.</p> <p>(2) That the Council’s Food Champion and the work of the Food Insecurity Working Group be supported.</p> <p>(3) That the allocation of £250k from the COVID fund to support the Food Voucher Scheme be supported and authority to approve further expenditure be delegated to the Corporate Director Resources, in consultation with the Section 151 Officer and Portfolio Holder for Healthy Communities.</p> <p>(4) That it be agreed to successfully deliver new Central Government funding initiatives that support our communities.</p>
<p>Air Quality Update (Considered 6 September 2022, Minute 23 refers).</p>	<p>1. That the work undertaken by the Council and its partners in relation to air quality in the District and the 2021/22 air quality monitoring area be noted.</p>	<p>The report was submitted to Executive on 3 October 2022 (minute 43 refers), and the comments of the Overview & Scrutiny Committee were given as feedback.</p> <p>Resolved</p>

		(1) That the work undertaken by the Council its partners in relation to air quality in the District and the 2021/22 air quality monitoring data be noted.
Attendance of the Leader of the Council (Considered 28 July 2022 , Minute 13 refers).	<ol style="list-style-type: none"> 1. That the overview of current Executive work be noted. 2. That an item on the activity Cherwell District Council is undertaking to support residents with the cost of living crisis be added to the work programme for the September meeting of the committee. 3. That information on the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System ('BOB') be circulated to all members via the Chief Executive's weekly update. 	Information on the BOB Integrated Care System was included in the 29 July 2022 Chief Executive's update.
Overview and Scrutiny Committee Annual Report 2021/22 (Considered 15 March 2022 , Minute 49 refers).	<ol style="list-style-type: none"> 1. That the Overview and Scrutiny Committee Annual report for 2021/22 be noted. 2. That authority be delegated 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. 	<p>The report was submitted to the 18 July 2022 Full Council (item 10 refers).</p> <p>Resolved</p> <p>(1) That the Overview and Scrutiny Committee Annual Report 2021-22 be noted.</p>