




Appendix 2 – Performance Report

July 2020

Includes:

- Key Performance Measures (KPIs)
- Programme Measures

Key to symbols

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

Housing that meets your needs - KPIs

Housing that meets your needs - KPIs									
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 J Donaldson	Gillian Douglas Stephen Chandler	36.00	35.00	▲	The number in emergency and temporary accommodation remain high, due to the number of single clients placed as a response to the COVID19 emergency. The housing team have worked hard to limit the number of clients in short-term hotel accommodation and to move as many clients on to more settled accommodation. 30 single clients have been moved on from emergency placement to date. Plans are in place to secure further move on options. It is our ambition that no clients should return to rough sleeping wherever possible. The number of cases in temporary accommodation is a figure given at the end of each month and is not cumulative.	51.75	35	▲
BP1.2.02 Number of people helped to live independently through use of DFG & other grants/loans	Cllr J Donaldson	Gillian Douglas Stephen Chandler	48.00	45.00	★	Although COVID19 restrictions and anxieties on the part of some older and vulnerable clients is still limiting work on site, the situation is improving. This month's total is made up of 33 smaller cases, 13 larger adaptations and 2 essential repairs grant.	133.00	180.00	▲
BP1.2.03 Homes improved through enforcement action	Cllr J Donaldson	Gillian Douglas Stephen Chandler	14.00	9.00	★	Our interventions have resulted in 14 homes being improved this month, 12 of which involved energy efficiency improvements	39.00	36.00	★
BP1.2.04 Number of affordable homes delivered including CDC and Growth Deal targets	Cllr J Donaldson	Gillian Douglas Stephen Chandler	19.00	25.00	▲	There were 19 Affordable Housing completions in July 2020. Comprising 15 Affordable Rent tenure and 4 Shared Ownership Tenure. There were no Growth Deal funded units completed as these units are not expected until later in 2020/21. Delivery on some schemes has been delayed due to the impact of the COVID19 lockdown.	57.00	100.00	▲
BP1.2.05 Number of Housing Standards interventions	Cllr J Donaldson	Gillian Douglas Stephen Chandler	61.00	55.00	★	Although COVID19 is still affecting our inspection activity we are continuing to respond to service requests and with identifying rented homes with poor energy efficiency by means of Energy Performance Certificate records. This month's figure includes 14 enforcement notices issued, of which 7 concerned energy-efficiency requirements.	206.00	220.00	●
BP1.2.06 Average time taken to process Housing Benefit New Claims	Cllr T Ilott	Belinda Green Claire Taylor	10.54	15.00	★	In July 20 the average time taken to assess new claims for benefit was 10.54 days against a local target of 15 days. This is much improved from June when the average was 14.05 days. During the COVID19 crisis we saw a sharp increase in the number of new claims received and, although this has now stabilised, with the end of the furlough scheme.	14.75	15.00	★

Housing that meets your needs - KPIs

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP1.2.07 Average time taken to process Housing Benefit change events	Cllr T Illott	Belinda Green Claire Taylor	5.66	8.00	★	The average time taken to assess changes during July 20 was 3.71 days against a local target of 8 days. This performance continues to be strong and is supported by the automation (and automatic assessment) of change files from DWP and HMRC	4.13	8.00	★
BP1.2.08 % of Major planning applications determined to National Indicator	Cllr C Clarke	David Peckford Paul Feehily	100%	60%	★	4 Major Planning Applications were determined during July 2020, all 4 of them within National Indicator target or agreed timeframe.	96%	60%	★
BP1.2.09% of Non-Major planning applications determined to National Indicator	Cllr C Clarke	David Peckford Paul Feehily	83%	70%	★	105 Non-Major Planning Applications were determined during July 2020, 87 of them within National Indicator target or agreed timeframe. Therefore, our percentage determined to National Indicator is 83%	83%	70%	★
BP1.2.10 % of Major applications overturned at appeal	Cllr C Clarke	David Peckford Paul Feehily	0%	10.00%	★	No Major Planning Application Appeals were overturned by the Planning Inspectorate during July 2020, therefore the % is 0.	0%	10.00%	★
BP1.2.11 % of Non-Major applications overturned at appeal	Cllr C Clarke	David Peckford Paul Feehily	33.33%	10.00%	▲	1 Non-Major Planning Application Appeal was overturned by the Planning Inspectorate during July 2020. 3 Non-Major Planning Appeals were determined during July, but 105 Non-Major Planning Applications were determined, giving less than 1% overturned at Planning Appeal.	33.33%	10.00%	▲
BP1.2.12 Maintain 5 Year Land Supply	Cllr C Clarke	David Peckford Paul Feehily	4.40	5.00	▲	The 2019 Annual Monitoring Report (AMR) reports a dip below 5 years (to 4.4 years). However, confirmed housing delivery in 2019/20 (1,159) was higher than our annualised plan requirement (1,142) and the Government has provided the Oxfordshire authorities with a 3-year flexibility while the Oxfordshire Plan is produced. Note: Final quarterly completions for the year 2019/20 (1,159): Q1 – 395, Q2 – 312, Q3 – 223, Q4 – 229.	4.40	5.00	▲
BP1.2.13 Net Additional Housing Completions (Quarterly)	Cllr C Clarke	David Peckford Paul Feehily	245	285	▲	Provisional quarterly net housing completions (Q1 2020/21) are 245. Figures are not verified until after the end of the accounting year.	245	285	▲

Housing that meets your needs - Programme Measures

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP1.1.1 Homelessness Prevention	Cllr J Donaldson	Gillian Douglas Stephen Chandler	Continue to make alternative arrangements for those placed under COVID19 as arrangements with local hotels come to an end. Find as many move on options as possible to prevent individuals returning to the streets.	result of COVID19 and ensure wherever possible clients are not returned to rough sleeping. Monitor the impact of the courts resuming eviction cases so that adequate resources are in place to manage additional caseloads in the Housing Team for families who may be threatened with homelessness as a result of evictions starting to take place.	●	The pressure on the Housing Team to respond to those presenting in crisis and at risk for rough sleeping due to COVID19, continues. This is impacting on our ability to prioritise prevention casework and may impact on the number of households who will present once lockdown eases and the courts resume eviction cases (from 24th August).	★
BP1.1.2 Impact of Universal Credit on residents and Council	Cllr T Ilott	Belinda Green Claire Taylor	During the last three months we have continued working very closely with our Universal Credit Partnership Manager to ensure that we support the increasing number of residents on Universal Credit. This includes working together on cases to support individuals.	During September we will be holding our next meeting of the Universal Credit project team including colleagues from DWP, Housing, Revenues and Benefits.	★	This work is delivering to plan with meetings held virtually over the last few months.	★
BP1.1.3 Deliver Innovative and Effective Housing Schemes	Cllr J Donaldson	Gillian Douglas Stephen Chandler	9 of the 11 homes at Hope Close completed at the end of June.	Completion of the remaining 2 estimated to be September	●	One of the sales at Hope Close anticipated to completed at the end of June was delayed due to C-19 survey delays on the property she was selling. The other is proceeding but was also delayed due to c-19 issues. Admiral Holland shared ownership units (7 one-bedroom flats and 1 three-bedroom house) will be marketed from August and the 7 two-bedroom affordable rented houses advertised on the CDCs choice-based lettings system. The units will be completed mid-September 2020.	●

Housing that meets your needs - Programme Measures

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p>BP1.1.4 Deliver the Local Plan</p>	<p>Cllr C Clarke</p>	<p>David Peckford Paul Feehily</p>	<p>Community Involvement Paper published for a new districtwide Local Plan Review. Comments invited between July and September 2020. Oxfordshire Plan 2050: central Plan team continued evidence gathering and consideration spatial options for a future options consultation paper.</p>	<p>Planning Policy team to work as close to business as usual as possible during the COVID19 outbreak. Inspector issued the Local Plan Partial Review final Examinations report on 6 August. Executive and full Council meeting to consider report findings and with a view to decision on adoption of the Plan - date TBA. Officers to collate and consider responses to consultation on the Local Plan in August and September in preparation for Plan stage. New Urban Design lead to promote health and well-being, provide input on development schemes through planning policies and the provision of design advice. Community Involvement Paper published for a new districtwide Local Plan Review. Local Plan Partial Review - Council to hold Executive and full Council meeting to consider contents of the Inspector's report with a view to decision to adopt the Plan. Officers to support the on-going public consultation for Local Plan Review and continue input to Oxfordshire Plan process.</p>	<p>★</p>	<p>The Local Development Scheme includes timetables for the completion of the Local Plan Partial Review, work on the Oxfordshire Plan 2050, a new district-wide Local Plan Review, a Banbury Canalside Supplementary Planning Document and a potential Community Infrastructure Levy. The independent examination of the Partial Review of the Local Plan (which seeks to help Oxford with the unmet housing need) has now concluded. The Inspector's final report was issued on 6 August 2020 and confirms that, with the Inspector's recommended modifications, the Plan is sound. Officers are preparing to report to Councillors with their recommendations. A public issues consultation for a separate districtwide Local Plan Review has commenced. Joint work by the Oxfordshire councils continues the Oxfordshire Plan 2050. Work will continue Canalside SPD, working towards formal consultation in September-October 2020.</p>	<p>★</p>

Strategic Priority - Leading on environmental sustainability - KPIs

Leading on environmental sustainability - KPI Report

Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP2.2.1 % Waste Recycled & Composted	Cllr D Sames	Ed Potter Jason Russell	59.04%	56.00%	★	Recycling rate is currently 59.1%. An increase in total waste and recycling of over 3000 tonnes in the first four months, compared to last year, this is a 14% increase . Previous years have shown increases of 1% to 1.5% .	59.12%	56.00%	★
BP2.2.2 Reduction of fuel consumption used by fleet	Cllr D Sames	Ed Potter Jason Russell	40,422	37,619	▲	More vehicles being used compared to last year. Tonnage collected still high.	37,841	36,476	▲

Leading on environmental sustainability - Programme Measures Report

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP2.1.1 Delivery of a High Quality Waste & Collection Service to all Properties	Cllr D Sames	Ed Potter Jason Russell	A number of properties had their day of collection changed. The process ran smoothly	Increase the capacity where necessary to ensure the demand for bulky waste is met.	★	Overall tonnages still significantly above last years but the quality of service is still being maintained.	★
BP2.1.2 Ensure Clean & Tidy Streets	Cllr D Sames	Ed Potter Jason Russell	The Street Cleansing department is now fully up to strength after some staff (across both depots) had to self-isolate. There are no issues and all rounds are being cleaned as per the weekly / monthly rotas.	Hopefully be in the position to plan the safe reintroduction of the Neighbourhood Blitz events throughout the district when it is safe to do so for all parties concerned.	★	The district is being kept clean on a daily basis. There has been a noticeable increase in the use of the dog bins throughout the Cherwell area, this is being dealt with without having any impact on normal service delivery.	★

Leading on environmental sustainability - Programme Measures Report

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP2.1.3 Reduce Environmental Crime	Cllr D Sames	Jason Russell Richard Webb	<p>During the COVID19 lockdown the Environmental Enforcement Team has continued to work to tackle environmental problems. Some adjustments have been made to working practices. Activities include:</p> <ul style="list-style-type: none"> -Investigating fly tips and litter issues relating to PPE -Investigating waste accumulations and dog fouling complaints. <p>Enforcement action is limited somewhat due to the inability to undertake interviews under caution.</p>	<p>Going forward we will be seeking to establish procedures for conducting interviews under caution for fly tipping and duty of care offences. However, this is currently limited due to the inaccessibility of council buildings and the need for social distancing. Working more in the community determining if the waste has come from a property. We will begin to hopefully get back to normal. We are also working with the communications team regarding a press release about fly tipping and duty of care</p>	★	<p>Since the COVID19 lockdown commenced the Environmental Enforcement Team has continued to investigate fly tips, litter issues around PPE, waste accumulations and dog fouling complaints. Fly tips are still being investigated but effectiveness of investigations is limited by an inability to conduct interviews under caution. Interviews are being carried out by letter, where possible. Unfortunately, the nature of these offences means few responses are received and we hope to have access to office buildings for face-to-face interviews soon. Litter issues have been dealt with by working with local companies to educate them on their duty and working with another CDC department. Community Protection Notices are still being complied with for waste accumulations and enforcement action taken for dog fouling.</p>	★
BP2.1.4 Protect Our Natural Environment and Promote Environmental Sustainability	Cllr A McHugh	Jason Russell Richard Webb	<p>Air quality monitoring continued throughout the lockdown period. The review of the Taxi Licensing Policy to include requirements for electric vehicles is ongoing with the intention of proposing changes to the policy early in 2021 after consultation.</p>	<p>Discussions are taking place with Planning, Oxfordshire County Council and the developer of a proposed development near junction 11 of the M40 motorway regarding measures that could be implemented to improve air quality in and around the Hennef Way management area</p>	★	<p>Air quality monitoring continues at 42 locations across the district.</p> <p>The Annual Status Report which provides a review of the 2019 diffusion tube monitoring data has been accepted by the Department for Environment Food and Rural Affairs, a copy of the report can be found on the air quality page on the council's website.</p>	★

Leading on environmental sustainability - Programme Measures Report

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP2.1.5 Protect the Built Heritage	Cllr C Clarke	David Peckford Paul Feehily	<p>Lead Member Reports for seven of the draft Conservation Area Appraisals (Hethe, Horley, Stratton Audley, Somerton, Duns Tew, Balscote, and Ardley) have been drafted by officers and are ready for managers review.</p> <p>Continue the progression of design guides to inform Development Management. Provided heritage and conservation advice to inform current Local Plan Review consultation (Planning for Cherwell to 2040: A Community Involvement Paper). Continue to work closely with Development Management on cases of heritage interest and the on-going Conservation Area Appraisal programme. Nine Conservation Area Appraisals are in progress. Eight have been subject to public consultation and another is being drafted. Several heritage guidance notes are also being prepared.</p> <p>The team intend to complete as many as possible as soon as possible while maintaining its service to Development Management in the current remote working situation.</p> <p>Consultation on the review of the Bloxham Conservation Area was completed on 23 March.</p>	<p>Work on Conservation Area Appraisals has continued. Reports for seven Draft Conservation Area Appraisals (Hethe, Horley, Stratton Audley, Somerton, Duns Tew, Balscote, and Ardley) are awaiting Manager sign off for submission to Lead Member.</p> <p>Review and amend Bloxham Conservation Area Appraisal following the closure of the consultation on 23 March.</p> <p>Continue work on the Grimsbury Conservation Area Appraisal towards consultation stage. Continue work on heritage guidance notes to inform Development Management officers in their assessment of planning applications.</p> <p>Continue provision of conservation and urban design advice to Development Management and external stakeholders Based on the adopted and emerging Conservation Area Appraisals and their management plans officers will examine measures to protect built heritage including the suitability of Article 4 Directions and designation of Local Heritage Assets when appropriate.</p> <p>Continue to provide heritage and conservation advice to inform the Cherwell Local Plan Review.</p>	●	<p>Continue to work closely with Development Management on cases of heritage interest and the on- going Conservation Area Appraisal programme. Nine Conservation Area Appraisals are in progress. Eight have been subject to public consultation and another is being drafted. Several heritage guidance notes are also being prepared. The team intend to complete as many as possible as soon as possible while maintaining its service to Development Management in the current remote working situation.</p> <p>Consultation on the review of the Bloxham Conservation Area was completed on 23rd March.</p> <p>Continue to provide heritage and conservation advice to inform statutory Plans (e.g. Cherwell Local Plan review)</p>	●

Leading on environmental sustainability - Programme Measures Report

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP2.1.6 Develop the Country Parks to support good lifestyle choices	Cllr D Sames	Ed Potter Jason Russell	Progressing the final stages of the land acquisition of both sites	Develop the plans following the completion of the land acquisition	★	The acquisition of the two sites has been a slow process but is now almost complete which will allow planning to fully progress	★

An enterprising economy with strong & vibrant local centres - KPIs

CDC An enterprising economy with strong & vibrant local centres -KPI Report									
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	Belinda Green Claire Taylor	8.88	9.50	●	We have achieved a cumulative collection rate of 37.45% against a target of 39.00%, with targets amended from last year to take into account the increased number of 12 monthly payers. However, whilst just over 1.5% short of our target, we are only just over 1% behind the same period last year. There are 3 main factors that affected collection rates this year; the increased number of 12 monthly payers, an increase in the number of Council Tax Support claimants and those Council tax payers who don't pay unless reminded to do so. The hardship payments of up to £150 per Council Tax Reduction for claimants of working age will also have a positive impact on collection rates. All of these factors are result of COVID19. We are not actively pursuing customers for unpaid council tax at this time, however, recovery will occur in due course.	37.45	39.00	●
BP3.2.2 % of Business Rates collected, increasing NNDR Base	Cllr T Ilott	Belinda Green Claire Taylor	7.75	9.00	▲	We have achieved collection rates of 35.97% at end of July against the target of 40%. The amount of business rates collected this year have dramatically decreased due to the awarded extended retail rate relief scheme, with an amount due to be collected standing at £48.5m. However, this figure decreases on a daily basis with more and more companies applying and awarded the relief. We are proactively chasing debts by phone and by email, however, formal recovery will not commence until mid-August 2020. Reminder notices are due to be issued also in mid-August 2020, for those customers who are in arrears with payments of one month or more.	35.97	40.00	▲

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

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP3.1.1 Promote the district as a visitor destination	Cllr L Pratt	Paul Feehily Robert Jolley	Reviewed impact of COVID19 pandemic on this sector.	Continue to monitor COVID19 impact and work with partners to promote the district as a visitor destination.	★	<p>Hospitality venues and visitor attractions are threatened; these sectors were amongst the last to benefit from lifted lockdown restrictions and although those rules are now relaxed, visitor numbers are severely compromised due to continuing social distancing requirements and norms. Businesses face the challenge of winning back customer confidence.</p> <p>Multiple Knock-on effects are felt throughout the VisitEngland and VisitBritain. EO are very keen that Oxfordshire venues pioneer a self-accreditation kitemark for cleanliness & safety, launched by VisitEngland on 24/06/20.</p>	★
BP3.1.2 Develop a Cherwell Industrial Strategy	Cllr L Pratt	Paul Feehily Robert Jolley	Work on the Cherwell Industrial Strategy paused to create capacity to support local businesses in response to COVID19.	Review of priorities of emerging Cherwell Industrial Strategy to address post COVID19 economic recovery.	●	<p>The Cherwell Industrial Strategy (CIS) is an important process of meaningful engagement with a range of internal and external partners as well as its end-product.</p> <p>A draft strategy consultation was planned for Summer 2020 but paused, because of the need of staff to engage with the business community in response to COVID19. The pandemic has triggered the most severe recession in nearly a century and there will be severe consequences for Cherwell and Oxfordshire economies. CIS links to OxLEP Local Industrial Strategy (LIS) are a key component to the Oxfordshire Housing and Growth Deal (Productivity workstream).</p> <p>An economic research has been commissioned in July 2020 to inform the review of the LIS and preparation of CIS, to take account of the impact of COVID19 on the Oxfordshire and Cherwell economies.</p>	●
BP3.1.3 Support Business Enterprise, Retention, Growth and Promote Inward Investment	Cllr L Pratt	Paul Feehily Robert Jolley	Supported CDC's implementation of the COVID19. Government grant schemes (Small Business Grant Fund; Retail, Hospitality and Leisure Grant Fund; and Discretionary Grant Fund) given to local businesses. One-to-one advice and detailed support provided to 16 businesses in July 2020, plus, guidance in July 2020 on grants given to other businesses. Provided additional support to potential inward investors and Property developers.	Provide information and advice to local businesses during the COVID19 pandemic and the transitional period of the UK leaving the EU. Continues to support potential new business investors.	★	<p>CDC is in close liaison with colleagues' local authorities in Oxfordshire, with OxLEP and Government departments, to ensure support to businesses during the COVID19 pandemic. CDC continues to work closely with Oxfordshire County Council and partners to enhance digital infrastructure throughout the district.</p>	★

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

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP3.1.4 Develop Our Town Centres	Cllr L Pratt	Paul Feehily Robert Jolley	Maintained close work with officer groups and partners to ensure continued safety, regarding the reopening of high streets within the district. Engaged with stakeholders regarding the Reopening of the High Streets Safely Fund.	Further engagement with stakeholders regarding the Reopening of the High Streets Safely Fund. Continue to review the impact of COVID19 on the district's urban centres.	★	Continue to provide support to Banbury BID (Business Improvement District) in delivery of projects to support businesses throughout the COVID19 pandemic. Work continues with the Bicester Town Centre Task Force, to develop projects which will address the impact of the pandemic. Information, advice and guidance provided to individual businesses, as required.	★
BP3.1.5 Deliver the Growth Deal	Cllr B Wood	Paul Feehily Robert Jolley	Good progress made on reviewing the Year Three Plans of Work, particularly in the light of impact of COVID19.	Review of the Year Three Plans of Work to be completed with due consideration to be given to emerging Oxfordshire system-wide Recovery Programme.	★	Progress of the Growth Deal Programme maintained with regular board meetings and reports. The impact on the delivery of programme output (accelerated housing, additional affordable units etc.) is being reviewed and understood in the context of the wider partnership.	★

Healthy, resilient and engaged communities - KPIs

Healthy, resilient and engaged communities - KPIs									
Measure	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP4.2.1 Number of visits/usages of District Leisure Centre	Cllr G Reynolds	Ansaf Azhar Nicola Riley	3,738.00	20,000.00	-	Due to COVID19 the Leisure Centre have been closed since 20th March. As part of the phased re-opening of the Leisure Centres/Facilities the North Oxfordshire Academy opened week commencing 20th July with the Cooper Sports Facility re-opening week commencing 27th July. The Leisure Centres re-opened on Saturday 25th July. All facilities have opened on a phased basis with not all facilities being available. Clearly usage figures are down on the same period last year.	3,738.00	20,000.00	-
BP4.2.2 High risk food businesses inspected	Cllr A McHugh	Jason Russell Richard Webb	0	0%	-	The food inspection plan was suspended by the Food Standards Agency from April. We are waiting on the detail of when the inspections should recommence and what local authorities will be required to do in respect of premises which we would have inspected in the first half of the year.	0	0%	-

Healthy, resilient and engaged communities - Programme Measures

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
<p>BP4.1.1 Support Community Safety and Reduce Antisocial Behaviour</p>	Cllr A McHugh	Richard Webb Rob McDougall	<p>During the COVID19 pandemic the community safety team has continued to provide a presence across Cherwell. The team supported the Police to enforce lock-down measures. Responded to complaints about anti-social behaviour. Engaged with all houseboat residents to ensure they had the support they needed. Assessed town centres for potential problem areas as shops re-opened. Supported shops to resolve social distancing problems.</p>	<p>The community safety team will be focusing on helping to resolve any problems arising as bars, cafes and restaurants continue to re-open. The team will also start to address any town centre anti-social behaviour problems that arise in the town centres as they re-open. Plans for this year include assessing whether a Public Spaces Protection Order (PSPO) is required for Bicester town centre. The process to re-boot enforcement of the existing Banbury PSPO has begun with discussions between the team and TVP having commenced over a review of our procedures and roles. As community events begin to reappear, the team are also now factoring in their usual rotas for attending partnership with TVP and other agencies.</p>	★	<p>The Community Safety Teams have undertaken a programme of visits to all villages during lockdown, supporting the Police to ensure movement restrictions were adhered to. The team also engaged with all businesses in Bicester, Banbury and Kidlington town centres to ensure their views on measures required to safely re-open the high streets were included in our plans. Work to tackle anti-social behaviour has continued as normal during lockdown without any significant increase in case numbers. A review of the potential benefit of a Public Spaces Protection Order for Bicester town centre was postponed as a result of the lockdown. However, relevant issues are now being monitored as the town centre reopens and the assessment of the need for a PSPO will take place in the second half of the year.</p>	★
<p>BP4.1.2 Promote Health & Wellbeing</p>	Cllr A McHugh Cllr C Clarke	Ansaf Azhar Nicola Riley	<p>£428,399 developer contributions secured for indoor and outdoor sports. Employer Recognition Scheme Silver Award Achieved Distribution of revised 'Thrive@Work' Health Needs Assessment to CDC staff on hold pending discussions with Human Resources.</p>	<p>Engage with the new 'Oxfordshire All Online' working group to explore reducing digital exclusion.</p>	★	<p>Employer Recognition Scheme is a national award sponsored by Ministry of Defence for employers committed to the Military Covenant. 'Oxfordshire All Online' is a project led by Oxfordshire Community Foundation and bringing together several voluntary and statutory organisations.</p>	★

Healthy, resilient and engaged communities - Programme Measures

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP4.1.3 Improve Leisure & Community Facilities	Cllr G Reynolds	Ansaf Azhar Nicola Riley	As part of the last milestone it was referenced that works would commence on the refurbishment of the changing rooms at Cooper Sports Facility. After successfully procuring a contractor the works commenced on Tuesday 4th August. Feasibility studies into the potential expansion of the Leisure Centres were due to commence. Consultant has been appointed and the process has started.	As part of the next milestone this should see the completion of the changing room refurbishment at the Cooper School Sports Facility towards the last week of August/beginning of September. Consultants will be working on the feasibility studies with CDC officers relating to enhancing provision in the District. Workshops are planned for September	★	As previously noted, the Leisure Centres had been closed since 20th March and therefore no further enhancement of facilities has occurred however with the re-opening of the facilities on the 25th July measures have had to be put in place to satisfy government guidance in the re-opening phase. Changing Room refurbishment at Cooper Sports Facility is planned for completion at the end of August beginning of September.	★
BP4.1.4 Support the Voluntary Sector	Cllr A McHugh	Ansaf Azhar Nicola Riley	Virtual Local Strategic Partnership meeting held on 17 July. Virtual Parish Liaison meeting held 30 July. New approach agreed with Volunteer LinkUp to promote growth of Good Neighbour groups. Community link publication July / August distributed to voluntary sector Virtual voluntary organisations forum / webinar and training will be delivered across the week of the 7th Sept in partnership with OCVA Cherwell Young People, Play and Wellbeing network delivered 18th August. Play: Full holiday hunger summer initiative delivered during the school summer holiday period, supporting vulnerable families. Age Friendly Banbury pledge launched with Banbury businesses and groups in the town.	Virtual Volunteer fairs will be delivered online working with Citizens Advice - Autumn 2020. Review delivery of the Cherwell Lottery and bring forward proposals for launch of a 'Good Cause Community Grant' scheme.	★	Community link publication has been distributed monthly during the COVID19 crisis to support voluntary organisations with up to date information, support and guidance. The Cherwell Young People, Play and Wellbeing network supports organisations working with young people and play, support has been given to look at alternative ways to continue to engage with young people and support them during the crisis. The Play: Full holiday hunger initiative has continued this summer to support our most vulnerable families in Banbury with socially distant activator park session, activity packs and healthy lunch bags distributed. Virtual Parish Liaison meeting had representation from 20 Cherwell parishes 'Good Cause Community Grant scheme will be open to existing 'Good Cause' partners of the Cherwell Lottery to assist with innovative projects or expand their services	★

Healthy, resilient and engaged communities - Programme Measures

Measure	Portfolio Holder	Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP4.1.5 Enhanced Community Resilience	Cllr A McHugh	Richard Webb Rob McDougall	Liaison continues with partners, through the local resilience forum, to coordinate work relating to COVID19, with the emphasis now moved from response to recovery. Plans are being established with partners to support the management of local outbreaks, with a specific focus on the different settings in which outbreaks could arise and the support for people affected by the outbreak. Partners are also liaising closely on forthcoming events in the county and how the risks arising from these events will be managed.	A mutual support arrangement for Environmental Health Officer capacity to respond to local outbreaks is being established. A process for identifying and sharing details of forthcoming events is being established.	★	As seen nationally, there is now a local focus for the management of COVID19 infection risks. All local authorities and health system partners are developing local systems and processes for interventions to respond to increasing infection rates or outbreaks. Environmental Health Officers will support outbreak response teams and a mutual support arrangement is being put in place across Oxfordshire to provide a resilient, 7 day and week service. A list of all known events is being created and shared across Oxfordshire to ensure there is advance planning on any potential implications and a consistent approach is adopted across Oxfordshire for similar events.	★
BP4.1.6 Support and Safeguard Vulnerable People	Cllr A McHugh	Ansaf Azhar Rosie Rowe	The time taken to assess both new claims and change events for benefits is very good for the month of July so offering support to our more vulnerable residents. We continue to award discretionary housing payments in a timely way. We also continue to work closely with colleagues in Housing to support residents.	During August we will be making payments from the COVID19 Council Tax Hardship Fund to help those residents who are unable to afford CT payments.	★	This continues to be on track. There is an increase in safeguarding referrals with concerns over exploitation and slavery and work is underway to put a campaign together to raise awareness.	★

Healthy, resilient and engaged communities - Programme Measures

Measure	Portfolio Holder	Director/Lead Officer	Last Milestone	Next Milestone	Status	Commentary	YTD
BP4.1.7 Promote Healthy Place Making	Cllr A McHugh	Ansaf Azhar Rosie Rowe	Successful way finding bid to sport England.	Commence recruitment of community evaluators for Kidlington wayfinding project.		Inception meeting held for evaluation of wayfinding scheme in Kidlington with consultancy State of Life Grant agreement signed with Sport England for Wayfinding project in Kidlington.	
			Survey for business volunteers has been launched Cherwell wide.	Review results of business volunteer survey.		Provided ongoing place-based advice into road reallocation teams to promote safe cycling and walking.	
			Prescription delivery scheme has been stood down.	Promote 'virtual' Superheroes event in Bicester.		Review session held with early years providers in Bicester to understand their concerns and challenges.	
			Placed base support for new MECC trained volunteers.	Deliver additional Dr Bike sessions in Bicester, Kidlington and Banbury.		Draft Health Impact Assessment tool sent to Development Management officers for comment.	
			Draft impact assessment tool sent for comment.	Identify ongoing funding source for additional Dr Bike sessions.	★	Development of a new approach to managing long term health conditions is ongoing with health colleagues in Banbury.	
			Held an early year's review session in Bicester.	Commence Wild Bicester project to enable people to access green spaces.		Survey of business volunteers has been launched in Kidlington, Bicester and Banbury to identify how best to support them to sustain some level of volunteering Prescription delivery schemes have been stood down	★
			Ongoing advice to promote safe cycling and walking.	Submit proposal on new care pathway for Long term conditions to OCCG.		The Sport England grant provides £124,000 in funding for delivering and evaluating a wayfinding scheme in Kidlington	
			Inception meeting held for evaluation of wayfinding scheme in Kidlington with consultancy State of Life Grant agreement signed with Sport England for Wayfinding project in Kidlington.	Deliver social media campaign to support national Better Health programme.			