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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Committee: Executive

Date: Monday 5 December 2022

Time: 6.30 pm

Venue Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

Councillor Barry Wood (Chairman)

Councillor Phil Chapman
Councillor Nicholas Mawer
Councillor Adam Nell
Councillor Eddie Reeves

Councillor Ian Corkin (Vice-Chairman)

Councillor Colin Clarke
Councillor Richard Mould
Councillor Lynn Pratt
Councillor Dan Sames

AGENDA

1. Apologies for Absence

2. Declarations of Interest

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

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Minutes (Pages 7 - 14)

To confirm as a correct record the Minutes of the meeting held on 7 November 2022.

5. Chairman's Announcements

To receive communications from the Chairman.

6. Urgent Business

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

7. Monthly Performance, Risk and Finance Monitoring Report October 2022 (Pages 15 - 68)

Report of Assistant Director of Finance and Assistant Director – Customer Focus

Purpose of report

To update the Executive on the Council's Performance, Risk and Finance positions as at the end of October 2022.

Recommendations

The meeting is recommended to:

- 1.1 Note the Performance, Risk and Finance Monitoring Report for October 2022.

8. Council Tax Reduction Scheme 2023-2024 (Pages 69 - 74)

Report of Assistant Director of Finance

Purpose of report

To enable members to consider the banded scheme for Council Tax Reduction and to seek approval to recommend to Council a council Tax Reduction Scheme for the financial year 2023/24.

To note potential changes to Council Tax discounts and reliefs which are currently subject to consultation as part of the Council's budget consultation

Recommendations

The meeting is recommended:

- 1.1 To note the contents of this report and the financial implications for the Council.
- 1.2 To recommend to Council:
 - The option of no change to the Council Tax Reduction Income Banded Scheme for Working Age Customers for 2023 -24.
 - To amend Working Age Regulations in line with annual uprating; and to amend the Council Tax Regulations for pensioners in line with uprating announced by Department for Levelling Up, Housing and Communities.

- 1.3 To recommend to Council the levels of Council Tax discounts and premiums remain the same as previous years:
- Retain the discount for second homes at zero .
 - Retain the discount for empty homes (unoccupied and substantially unfurnished) at 25% for 6 months and thereafter zero.
 - Retain the empty homes premium of an additional 100% for properties that have remained empty for more than 2 years (total Council Tax payable 200%).
- 1.4 To note and to highlight to Council that the following Council Tax discounts and premiums are currently proposed to change as part of the Council's 2023/24 budget consultation:
- Introduce an empty homes premium of an additional 200% for properties that have remained empty for more than 5 years (total Council Tax payable 300%).
 - Introduce an empty homes premium of an additional 300% for properties that have remained empty for more than 10 years (total Council Tax payable 400%).
 - Removal of the 25% discount for 12 months (zero thereafter) for dwellings which are vacant and undergoing major repair work to render them habitable.

9. Infrastructure Funding Statement 2021/22 (Pages 75 - 122)

Report of Assistant Director – Planning and Development

Purpose of report

To seek approval of the Council's Infrastructure Funding Statement 2021/22 for publication and for an accompanying data submission to the Department for Levelling Up, Housing and Communities.

Recommendations

The meeting is recommended:

- 1.1 To approve the Infrastructure Funding Statement 21/22 at Appendix 1 for publication by 31 December 2022, subject to any final changes considered to be necessary by the Assistant Director – Planning and Development to secure accuracy in consultation with the Portfolio Holder for Planning.
- 1.2 To authorise the Assistant Director – Planning and Development to publish and submit the associated Infrastructure Funding Statement data as required by the Department for Levelling Up, Housing and Communities.

10. Update on the UK Shared Prosperity Fund and the Rural England Prosperity Fund (Pages 123 - 142)

Report of the Assistant Director - Growth and Economy

Purpose of report

The purpose of this report is to:

1. Provide Executive with a comprehensive update on the UK Shared Prosperity Fund investment plan (awaiting approval and imminent arrival of the first tranche of funding) and the development of an 'Addendum' to unlock the Rural England Prosperity Fund.
2. Gain support for the proposed management of the two funds up to March 2025.

Recommendations

The meeting is recommended:

- 1.1 To note progress made on unlocking Cherwell's £1.255m allocation of UK Shared Prosperity Fund (UKSPF) through the submission of an investment plan on 1 August 2022.
- 1.2 To note the launch of the Rural England Prosperity Fund (REPF) and delegate authority to the Corporate Director - Communities, in consultation with the relevant Portfolio Holder, to endorse an investment plan 'Addendum' to unlock Cherwell's £526,831 allocation.
- 1.3 To endorse the approach set out in paragraph 4.2, in relation to external and internal governance structures, to manage the delivery of UKSPF and REPF projects, including the delegated authority to the Corporate Director, Communities to agree change requests.

11. Digital Infrastructure - East West Rail (Pages 143 - 148)

Report of Assistant Director - Growth and Economy

Purpose of report

To seek approval for a financial contribution of £133,000 to be made to install related digital infrastructure along the East West rail route, and for delegated authority to be given to officers to progress any necessary agreements.

Recommendations

The meeting is recommended:

- 1.1 To authorise investment of £133,000 in digital infrastructure along the East West Rail line.
- 1.2 To delegate authority to the Corporate Director – Communities, in consultation with the Portfolio Holder for Regeneration and Economy, the

S151 Officer and Monitoring Officer, to progress this workstream and to enter into any necessary agreement with partners to enable the works to proceed.

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221589 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.

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

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Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221589

Yvonne Rees
Chief Executive

Published on Friday 25 November 2022

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Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 7 November 2022 at 6.30 pm

Present:

Councillor Barry Wood (Chairman), .Leader of the Council and Portfolio Holder for Policy and Strategy
Councillor Ian Corkin (Vice-Chairman), Deputy Leader of the Council and Portfolio Holder for Regeneration and Economy
Councillor Phil Chapman, Portfolio Holder for Healthy Communities
Councillor Colin Clarke, Portfolio Holder for Planning
Councillor Richard Mould, Portfolio Holder for Corporate Services
Councillor Adam Nell, Portfolio Holder for Corporate Services
Councillor Lynn Pratt, Portfolio Holder for Property
Councillor Eddie Reeves, Portfolio Holder for Safer Communities

Apologies for absence:

Councillor Nicholas Mawer, Portfolio Holder for Housing
Councillor Dan Sames, Portfolio Holder for Cleaner and Greener Communities

Also Present:

Councillor Sandy Dallimore, Chairman of Overview and Scrutiny Committee
Councillor Sean Woodcock, Leader of the Labour Group

Officers:

Yvonne Rees, Chief Executive
Ian Boll, Corporate Director Communities
Michael Furness, Assistant Director Finance & S151 Officer
Shiraz Sheikh, Assistant Director Law, Governance & Democratic Services/Monitoring Officer
Ed Potter, Assistant Director Environmental Services
Simon Hope, Interim Head of Communications and Marketing
Natasha Clark, Governance and Elections Manager

Officers Attending Virtually:

Stephen Hinds, Corporate Director Resources
Nicola Riley, Assistant Director Wellbeing and Housing

48 **Declarations of Interest**

There were no declarations of interest.

49 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

The Chairman welcomed Councillor Dallimore, Chairman of Overview & Scrutiny Committee, to the meeting. Councillor Dallimore would be reporting the Committee's feedback on item 10, Cherwell Sports Studies.

50 **Minutes**

The minutes of the meeting held on 3 October 2022 were agreed as a correct record and signed by the Chairman.

51 **Chairman's Announcements**

There were no Chairman's announcements.

52 **Urgent Business**

There were no items of urgent business.

53 **Annual Delivery Plan 2022/24**

The Chief Executive submitted a report which recommended the Annual Delivery Plan for 2022/24 to achieve the vision, aims and ambitions of our Council as contained in our Council's Business Plan on behalf of the local communities and businesses we are here to serve.

Resolved

- (1) That the key Strategic Priorities for our Council be agreed.
- (2) That the Annual Delivery Plan 2022/24 (annex to the Minutes as set out in the Minute Book) be approved.
- (3) That the requirement for future amendments to our Council's Finance, Performance and Risk reporting to incorporate progress on the key Strategic Priorities be approved.

Reasons

Through the agreement of the recommendations contained in this report the Council is ensuring the focussed delivery of the priorities contained within the Business Plan on behalf of the local communities we are here to serve.

Alternative options

Option One: No Annual Delivery Plan – given the challenges and opportunities facing the Council the need for a clear plan which enables the Council's achievement of the Business Plan is essential.

Option Two: Annual Delivery 2023/24 - given the challenges and opportunities facing the Council the need for a timely plan which enables the Council's achievement of the Business Plan is essential.

54 Monthly Performance, Risk and Finance Monitoring Report September 2022

The Assistant Director of Finance and Interim Assistant Director Customer Focus submitted a report which summarised the Council's Performance, Risk and Finance monitoring positions as at the end of September 2022.

At the discretion of the Chairman, Councillor Woodcock addressed Executive.

In response to Councillor Woodcock's comments regarding action being taken to address net housing completions, the number of affordable homes being delivered and the number of households in temporary accommodations that were reporting amber or red, the Portfolio Holder for Corporate Services explained that there were labour issues, supply chain issues with builders were having difficulties getting supplies but, if there were no more supply chain issues, it was hoped targets would be achieved by year end. The Chairman added that the question could be rephrased to ask if there was anything to do to help providers and developers. The Assistant Director Wellbeing and Housing undertook to provide a written response to Councillor Woodcock and copy to the Executive.

In response to Councillor Woodcock's comments regarding car park income, the Portfolio Holder for Finance explained that this area was still recovering from the covid pandemic and in Banbury, the impact of Castle Quay had been difficult to forecast. The Assistant Director Environmental Services highlighted that the council's Car Parking Strategy expired at the end of March 2023 and was therefore due for review.

Resolved

- (1) That the monthly Performance, Risk and Finance Monitoring Report September 2022 be noted.
- (2) That the following changes to reserves be approved:
 - Directorate: Communities

- Type: Earmarked
- Description: Heat Networks
- Reason: Return of Heat Networks funding no longer required
- Amount £m: (0.017)
- Total Earmarked Reservices £m: (0.017)

- (3) That the release of the remaining funds from capital budget 40238 "IT Shared Services" be approved.

Reasons

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

With regards the release of the remaining funds from capital budget 40238 "IT Shared Services", the original proposal in 2019 was to complete activities to support the IT Strategy revolving around the joining up with Oxfordshire County Council (OCC). Cherwell District Council (CDC) decoupling from OCC has marked that chapter of the IT Strategy as complete. However, ahead of the creation of CDC's Digital Strategy, we are exploring areas of improvement to reduce the demand on services and provide proactive services to our citizens. This aligns with the original proposal of exploring revenue savings and adding efficiencies.

Alternative options

Option 1: This report illustrates the Council's performance against the 2022-23 Business Plan. Regarding the monitoring aspects of the report, no further options have been considered. However, members may wish to request that officers provide additional information. Regarding the recommendation to approve changes in use of reserves, members could choose to reject the change of use, however, the request is in accordance with the councils Reserves Policy and within existing budgets. If Members chose not to agree to the changes in transfers to reserves, then this would mean resource would need to be found for these projects separately in future years.

55

Garden Waste Charges for 2023/24

The Assistant Director Environmental Services submitted a report which set the garden waste collection charges for 2023/24.

Resolved

- (1) That it be agreed to launch the Garden Waste Subscription service for 2023/24 from 1 December 2022.
- (2) That the following revised prices be implemented:

- Annual Charge: £43/year
- 'Early bird' Charge (order before 1 March 2023): £39/year
- Additional bins: £33/year for each additional bin

Reasons

The garden waste subscription will be launched on 1 December 2022 to give residents certainty on prices in 2023/24 and to smooth demand for licences over a reasonable period.

Alternative options

Option 1: Launch the garden waste subscription service for 2023/24 from a later date with revised prices. This has been rejected as it compresses timescales and makes administration of the process more difficult & mistakes are more likely.

Option 2: Launch the garden waste subscription service for 2023/24 with unchanged prices. This has been rejected due to the rising costs of service delivery, especially fuel costs.

Option 3: Launch the garden waste subscription service for 2023/24 with higher prices than set out. This has been rejected as subscriptions are likely to fall resulting in less overall income

56

Cherwell Sports Studies

The Assistant Director Wellbeing and Housing submitted a report which presented the emerging evidence of the District Sports Studies findings. These will be used as an evidence base for the new Local Plan, and provide the basis of future sports facility developer contribution requests. It was not the intention that all the recommendations should be acted upon by the Council alone, and this report focussed on those where the Council could have an influence. The study modelled sport facility needs in Cherwell up to 2040.

Councillor Dallimore, Chairman of the Overview and Scrutiny Committee, presented the comments of the Committee who had received a presentation of the item at their 11 October 2022 meeting.

Councillor Dallimore advised that the Committee had endorsed the recommendations had asked officers for clarification on the process regarding how a balanced weighting had been reached, given the varying requirements across the district. Clarification was also requested in relation to commercial facilities. Specific comments were made regarding: smaller sports clubs not being overlooked when discussions were taking place with developers for contributions, as participants frequently come from a wider area than the town/village the facility is located; the importance of suitable changing

facilities for women and disabled people; and, the environmental impacts of 3G pitches.

At the discretion of the Chairman, Councillor Woodcock addressed Executive. Councillor Woodcock commended the Member Briefing session he had attended in relation to Banbury. Referring to the Overview and Scrutiny Committee's comments, Councillor Woodcock highlighted that many small village sports clubs have a wider catchment area beyond the village and can therefore have a bigger impact on the village.

In response to Councillor Woodcock's comments regarding the development of a new ground for Banbury United, the Chairman explained that the council was facilitating meetings between the club and developers. The Portfolio Holder for Healthy Communities advised he was in regular contact with the Chairman of Banbury United.

Resolved

- (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.

Reasons

The final Sports Study documents will be used to work with partners and other organisations on delivery models to improve and develop sports facilities where needed, to ensure the effective provision of sport and leisure opportunities across the District. The main aim is to ensure that a network of sports facilities is in place to cater for the health and wellbeing of the current and future population.

Alternative options

Option 1: To reject the findings of the Sports Studies, and to seek an alternative means of assessing current and future facility provision. This is not recommended, as it will be costly and will not meet Sport England assessment criteria, which is required for planning compliance and funding bids.

The Assistant Director Wellbeing and Housing submitted a report to delegate authority to Assistant Director Wellbeing and Housing Service to award the contract for the provision of “General Information and Money Advice Services”.

Resolved

- (1) That authority be delegated to the Assistant Director Wellbeing and Housing to award the contract for the provision of an Agency and Temporary Staff Managed Service in consultation with the Monitoring Officer and s151 Officer.
- (2) That authority be delegated to the Monitoring Officer to enter into the agreement with the successful provider.

Reasons

As the setting of the 2022 budget required a saving in the commissioning of a Money Advice service, an extension of the current provision was not an option to explore in ensuring a continued Money Advice Service. For this reason, it was agreed that an entirely new commission would take place. The process was open to any operator in the market with a “general information” and “money advice” specialism.

The current contract ends on 31 December 2022. To achieve the required savings, the new contract must begin at the lower rate on 1 January 2023.

An exhaustive procurement exercise was undertaken whereby value for money research was undertaken, a specification that met current and future needs of Cherwell residents was formulated, and in conjunction with Oxford County Council, procurement team, a tender was launched to the market.

Two respondents submitted tenders and these tenders were assessed by the CDC procurement specialist for eligibility and by the Housing Commissioning officer, Housing Manager and by Cherwell's Housing consultant to assess quality assurance.

It was unanimously agreed that Tender 2 has met and exceeded the stated tender requirements.

Alternative options

Option 1: Do not award a Contract. This option has been rejected because Cherwell District Council is in need of a Free money Advice and General information service for its residents

Option 2: Extend Current contract at current cost. This option has been rejected because Cherwell District Council is Committed to making savings in 2021/2022. The current cost is unsustainable and when considering comparable public services, not optimal value for money

58 **Exclusion of the Press and Public**

There being no questions on the exempt appendix, it was not necessary to exclude the press and public.

59 **Commissioning of the General Information and Money Advice Service 2023 - 2024 - Exempt Appendix**

Resolved

(1) That the exempt appendix be noted.

The meeting ended at 7.30 pm

Chairman:

Date:

Cherwell District Council

Executive

5 December 2022

Monthly Performance, Risk and Finance Monitoring Report October 2022

Report of Assistant Director of Finance and Assistant Director – Customer Focus

This report is public

Purpose of report

To update the Executive on the Council's Performance, Risk and Finance positions as at the end of October 2022.

1.0 Recommendations

The meeting is recommended to:

- 1.1 Note the Performance, Risk and Finance Monitoring Report for October 2022.

2.0 Introduction

- 2.1 The Council actively and regularly monitors its performance, risk and budget 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 Council produces a single report that summaries its budget, risk and performance positions given the implications and interdependencies between them and this is the summary for October.

3.0 Report Details

- 3.1 This report is split into three sections:

- Finance – to present the year-end forecast position for 2022/2023

- Performance – to provide a summary of the council's progress towards its priorities
- Risk – to highlight any significant risks to progress and service delivery

3.2 There are eight appendices to this report:

- Appendix 1 – Finance Capital October 2022
- Appendix 2 – Forecast Detailed Revenue Narrative October 2022
- Appendix 3 – Virements October 2022
- Appendix 4 – Funding October 2022
- Appendix 5 – Use of reserves and grant funding October 2022
- Appendix 6 – 2022/23 Business Plan
- Appendix 7 – Monthly Performance October 2022
- Appendix 8 – Leadership Risk Register October 2022

4.0 Finance Update

4.1 The Council's forecast position for 2022/2023 is an overspend of £0.969m shown in Table 1. The majority of the forecast overspend is due to the continued impacts of the Covid-19 pandemic resulting in forecast losses of car parking income and also relating to the cost-of-living crisis linked to increasing fuel and energy costs along with decoupling costs from Oxfordshire County Council.

Report Details

Table 1: Forecast Year End Position

Service	Original Budget £m	Current Budget £m	Forecast October 2022 £m	October Variance (Under) / Over £m	% Variance to current budget %	September Variance (Under) / Over £m	Change since Previous (better) / worse £m
HR & OD	0.822	0.855	0.855	0.000	0.0%	0.000	0.000
Wellbeing & Housing	3.339	4.173	4.453	0.280	6.7%	0.160	0.120
Customer Focus	1.606	1.853	1.988	0.135	7.3%	0.175	(0.040)
Chief Executive	5.767	6.881	7.296	0.415	6.0%	0.335	0.080
Finance	2.850	3.220	3.306	0.086	2.7%	0.087	(0.001)
Legal & Democratic	1.709	1.887	1.997	0.110	5.8%	0.058	0.052
ICT	1.235	1.253	1.467	0.214	17.1%	0.214	0.000
Property	(3.196)	(1.172)	(1.331)	(0.159)	13.6%	(0.179)	0.020
Resources	2.598	5.188	5.439	0.251	4.8%	0.180	0.071
Planning & Development	1.752	2.147	2.113	(0.034)	-1.6%	(0.027)	(0.007)
Growth & Economy	0.336	1.156	1.146	(0.010)	-0.9%	0.035	(0.045)

Environmental	4.057	4.662	5.314	0.652	14.0%	0.237	0.415
Regulatory	1.112	1.286	1.306	0.020	1.6%	0.000	0.020
Communities	7.257	9.251	9.879	0.628	6.8%	0.245	0.383
Subtotal for Directorates	15.622	21.320	22.614	1.294	6.1%	0.760	0.534
Executive Matters	4.316	0.135	0.142	0.007	-5.2%	0.209	(0.202)
Policy Contingency	3.554	2.037	1.706	(0.332)	-16.3%	(0.332)	0.000
Total	23.492	23.492	24.462	0.969	4.1%	(0.123)	(0.202)

FUNDING	(23.492)	(23.492)	(23.492)	0.000	0.0%	0.000	0.000
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(Surplus)/Deficit	0.000	0.000	0.969	0.969	0.637	0.332
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Note: A positive variance is an overspend or under recovery of income and a negative is an underspend or over recovery of income. Green represents an improvement and red represents a decline compared to the previous month's forecast.

Table 2: Analysis of Forecast Variance – October 2022

Breakdown of current month forecast	Forecast Variance £m	Forecast Base Budget Over/ (Under) £m	Savings Non-Delivery £m
Chief Executive	0.415	0.354	0.061
Resources	0.251	0.028	0.223
Communities	0.628	0.237	0.391
Subtotal Directorates	1.294	0.619	0.675
Executive Matters	0.007	0.007	0.000
Policy Contingency	(0.332)	(0.332)	0.000
Total	0.969	0.294	0.675

FUNDING	0.000	0.000	0.000
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(Surplus)/Deficit	0.969	0.294	0.675
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Table 3 – Budget compared with Forecast

The graph below shows the Forecast for October and September compared to budget for the financial year.

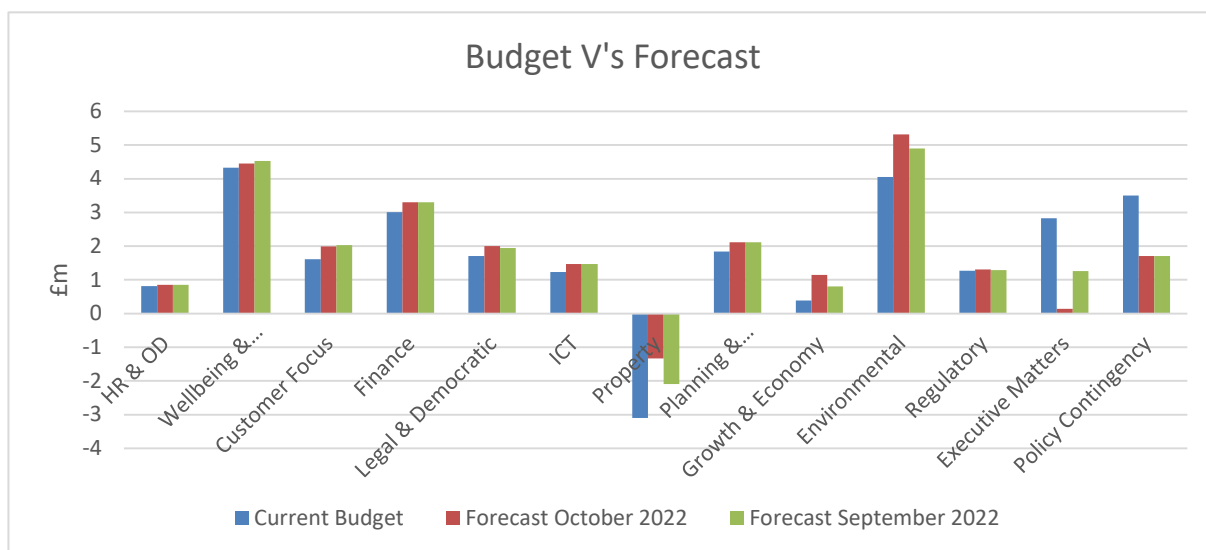


Table 4: Top Five Major Variances:

Portfolio	Current Budget	Variance	% Variance
Car Parks	(0.949)	0.364	-38.4%
Waste & Recycling	2.940	0.268	9.1%
Leisure	0.160	0.285	178.1%
Performance	0.197	0.189	95.9%
Legal	1.887	0.110	5.8%
Total	4.235	1.216	

Car Parks: -

This is largely due to the continued pressure within Car Parks of £0.364m. There is a £0.280m reduction anticipated in car park income largely due to reduced demand. Other variances across the service totalling £0.084m is due to an increase in premises costs and the delay to implement the new car park management contract.

Waste & Recycling: -

The forecasted pressure of £0.268m within Waste and Recycling is as a result of multiple factors.

This is largely due to a pressure of £0.218m in employee costs due to increased use of agency staff for backfilling vacant posts and several long-term sick. A net increase of £0.081m in additional transports costs largely fuel of £0.121m is partially offset by savings of (£0.040m) on vehicle maintenance and mileage. An increase of £0.086m on gate fees for glass recycling & food waste being a higher rate per tonne than originally budgeted.

However additional income of (£0.314m) due to the higher than anticipated take up of garden waste subscriptions offsets under recovery on credits, sale of materials, bulky waste collections and sale of trade sacks resulting in a net (£0.161m). This forecast is all made up of other minor variances across Waste and Recycling totalling £0.044m.

Leisure: -

The overspend has increased this month and can be attributed to the continuing higher utility costs and an existing pressure in our affordable rent stock moved to the Housing service for future operational effectiveness and oversight.

Performance: -

In the last month Customer Focus has managed to reduce the overspend predicted at year end by £0.040m through holding on to vacancies and reducing its costs to external suppliers. It is now predicting a year-end overspend of £0.135m which is largely from the costs of establishing a new service to support and enable the Council to achieve its business plan aims, following the decoupling from OCC.

Legal: -

Law and Governance are forecasting an overspend of £0.110m. The costs within District Elections are £0.018m over budget and the remaining £0.040m is primarily as a result of staff costs within Democratic Process because extra resources are now required. The remaining overspend is as a result of additional costs incurred within Information Governance staffing as a result of decoupling.

Policy Contingency

Policy Contingency is planned to meet affordable housing, commercial pressures, separation costs and inflation. There is a currently projected release of (£0.332m) for inflation to partially mitigate some of the inflationary costs that the Council is experiencing.

Table 5 - Earmarked Reserves and General Balances at October 2022

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

	Balance 1 April 2022	Original Budgeted use/ (contribution)	Changes agreed since budget setting	Changes proposed October 2022	Forecast Balance 31 March 2023
	£m	£m	£m	£m	£m
General Balance	(5.950)	(0.500)	0.000	0.000	(6.450)
Earmarked	(23.691)	2.262	(0.678)	0.000	(22.107)
Ringfenced Grant	(16.215)	11.205	1.141	0.000	(3.869)
Subtotal Revenue	(45.856)	12.967	0.463	0.000	(32.426)
Capital	(8.049)	0.000	0.000	0.000	(8.049)
Total	(53.905)	12.967	0.463	0.000	(40.475)

For further detail on the reserves please see Appendix 5.

4.2 Capital

There is a forecast in-year underspend of (£7.481m), of which £5.998m is to be reprofiled in future years. There is an overall forecast decrease in the total cost of schemes of (£1.483m).

Table 7 - Capital Spend 2022/2023

Directorate	Budget £m	Outturn 2022/23 £m	Re- profiled beyond 2022/23 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Chief Executives	4.445	2.826	1.617	(0.002)	(0.002)
Resources	12.992	9.831	2.299	(0.862)	(0.877)
Communities	7.665	4.964	2.082	(0.619)	0.020
Total	25.102	17.621	5.998	(1.483)	(0.859)

Table 7 – How the Capital Programme is financed

Financing		22/23 Budget	Future Years
Borrowing		17.007	9.312
Reserves		1.200	0
External Financing - Capital Grants and S106		6.895	0
		25.102	9.312

Table 8 – Total Capital Project Forecast

There is a total capital project forecast for the council of £34.414m resulting in an underspend of (£1.498m).

Directorate	Budget £m	Total Outturn 2022/23 £m	Variance to Budget £m	Prior Month Variance to Budget £m
Chief Executives	5.165	5.163	(0.002)	(0.002)
Resources	12.992	12.115	(0.877)	(0.877)
Communities	16.257	15.638	(0.619)	0.020
Total	34.414	32.916	(1.498)	(0.859)

For further detail please view appendix 1 Finance Capital October 2022.

Table 9 - Top Five in Year Capital Variances: -

Code	Assistant Director	Top 5 In-Year Variances	Budget Total £'000	Reprofile to 23/24 £'000
40131	Nicola Riley	S106 Capital Costs	1,744	1,310
40144	Andrew Low	Castle Quay	3,257	1,052
40262	Andrew Low/Nicola Riley	Affordable Housing	1,200	800
40028	Ed Potter	Vehicle Replacement Programme	1,166	566
40239	Andrew Low	Bicester East Community Centre	1,450	500
			8,817	4,228

S106 Capital : -

£0.480m Adderbury PC Milton Rd community Facility & Sport Pitch project -will now be delivered in 2023/24,

£0.215k Ambrosden Community facility project - still on track to be delivered this year

£0.030m Banbury indoor tennis centre - will now be delivered in 2023/24

£0.360m artificial pitch at NOA - will now be delivered in 2023/24

£0.014m Spiceball leisure centre - will now be delivered in 2023/24,

£0.050m Bicester leisure Centre - will now be delivered in 2023/24,

£0.100m Woodgreen leisure centre - is still on track to be delivered this year,

£0.020m Kidlington leisure centre improvements - will now be delivered in 2023/24

£0.110m Horley Cricket club pavilion project - will now be delivered in 2023/24,

£0.052m Graven Hill sport project - will now be delivered in 2023/24,

£0.035m Improvement to Bloxham recreation ground - still on track to be delivered this year,

£0.060m Whitelands Sports ground improvements - still on track to be delivered this year,

£0.010m Launton Playing field association - still on track to be delivered this year

£0.014m Ardley & Fewcott village hall project - still on track to be delivered this year,

£0.020m Grimsby Community Centre - will now be delivered in 2023/24,

£0.174m Hanwell Fields Community centre projects - will now be delivered in 2023/24.

Castle Quay: -

A number of Capital Projects are being reviewed to ensure they meet the strategic direction for Castle Quay and remain relevant to meet the challenges of the changing retail market. This has resulted in reprofiling a number of projects that will be delivered in 2023/2024.

Affordable Housing: -

We have received the design costs from the consultant which is due to be instructed in the 2nd week of November 2022.

Vehicle Replacement Programme: -

£0.566m is required to be slipped in to 2023/24 due to supply chain issues and availability of electric vehicles.

Bicester East Community Centre: -

Preparing final design. Planning application submitted mid-August. Working with the tenant on their design requirements to ensure smooth transition into the new premises. £0.500m slippage as works will not be on site until the end of Q4 2022/2023 for a 9-month project completion in Q4 2023/2024.

5.0 Performance Summary

- 5.1 The Council reports monthly on its performance against 16 Business Plan Measures, 33 measures quarterly and 35 every six months. Full details, including commentary against each measure can be found in Appendix 7.
- 5.2 During October 2022, from a total of 16 measures, 12 reported Green, two Amber (slightly behind the target - worse than target by up to 10%) and two Red (off target - worse than target by more than 10%).

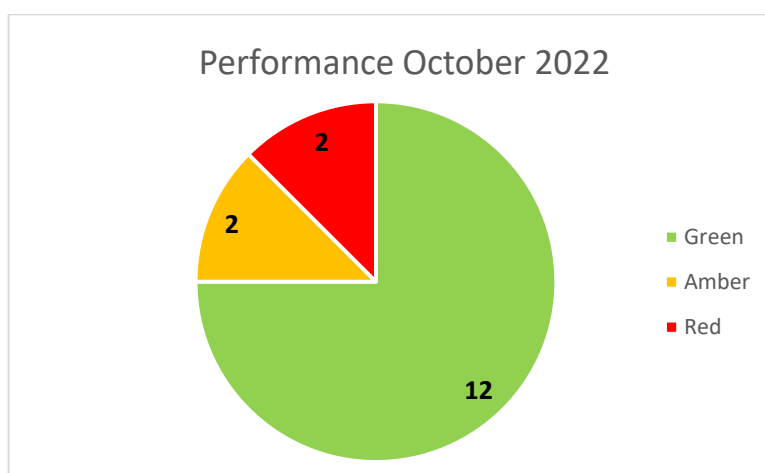


Figure 1: Performance Summary October 2022, out of the 16 measures: 12 Green, 2 Amber and 2

5.3 Performance Exceptions

Number of Homeless Households living in Temporary Accommodation (TA)

Priority: Housing that meets your needs

Service: Wellbeing and Housing Services

Assistant Director: Nicola Riley

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

Comments from service: The number of people in emergency and temporary accommodation has reduced this month in comparison with September. The team have worked, and continue to do so, with clients and providers to ensure more moves are achieved.

Mitigating Actions: The number of homelessness presentations is linked to many external factors out of our control. We are working with registered

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

providers and anticipate that reducing the length of time homes stand empty before being re-let will not change materially over the next quarter.

Number of Housing Standards interventions

Priority: Housing that meets your needs

Service: Wellbeing and Housing Services

Assistant Director: Nicola Riley

Reporting Amber for October and Green for Year to date (52 against a target of 55).

Comments from service: Performance is slightly below target due to lower-than-expected number of incoming service requests. However, this does allow the team to focus more of their efforts on proactive enforcement work.

Mitigating Actions: This indicator is running ahead of target for the year to date, with 487 interventions so far (monthly average = 70). Therefore, no mitigations are required at this stage. Please note this measure is under review, as per the commentary, because it is entirely dependent on the number of requests received.

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

% of Business Rates collected, increasing NNDR Base

Priority: An Enterprising Economy with strong and vibrant local centres

Service: Finance – Revenues and Benefits

Assistant Director: Michael Furness

Reporting Red for October and Green for Year to date (8.14% against a target of 10.80%).

Comments from service: In-month collection rates were lower than target, however, the cumulative collection for 2022/23 is 67.37% which exceeded the year-to-date target of 67%

Mitigating Actions: Recovery action has continued throughout October with outbound calls taking place and issuing reminders and summonses to prompt payment when necessary.

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

% of Waste Recycled and Composted

Priority: Supporting Environmental Sustainability

Service: Environmental Services

Assistant Director: Ed Potter

Reporting Amber for October and Year to date (53.3% against a target of 56%).

Comments from service: The recycling rate is currently down 3.2% and will mean an end of year recycling rate of 52%. The main reasons for this are: reduction in dry recycling caused by the cost-of-living crisis and recession, which is being reported nationally; and particularly dry spring and summer.

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

reducing the amount of garden waste collected year to date.

Mitigating Actions: On dry recycling we have limited control on tonnages recycled, we are always promoting, encouraging and providing guidance to our residents on recycling through news and events.

5.4 Performance Highlights

▪ **Housing that meets your needs**

- ✓ Homelessness and Domestic Abuse help – The number of people in emergency and temporary accommodation reduced during October in comparison with September. We continue offering support to prevent people needing to move out of their homes. We also, where relevant, help people move into alternative accommodation, provide them advice if they are victims of domestic abuse, and help them overcome problems paying the rent.
- ✓ Cost-of-living crisis – We are continuing our work to help our communities through the cost-of-living crisis. We know that many of our residents are affected by this, and our support includes helping them access grants, benefits and debt advice. We have launched a warm welcome scheme, which is a network of community venues willing to offer local residents an opportunity to meet others and stay warm. We've also made food vouchers available to 3542 residents who were in receipt of Housing benefit on 5th October. The Overview and Scrutiny Committee Food Insecurity Group meet regularly and will report back to the main committee at the end of November to enumerate the steps taken to support the Community food Network members and consequently residents who struggle to make ends meet



▪ **Support Environmental Sustainability**

- ✓ Recycle your electrics – During October we have been informing our residents about how to recycle electronic gadgets that are beyond repair, which can be left out for recycling in a carrier bag on top of any bin on people's normal collection day. The same goes for used batteries which residents can leave in a clear bag on top of the bins. The waste and recycling crew will store them in a cage on the side of their lorry on their rounds before returning them to the depot. We have been advising people not to leave batteries and electronics on top of their silver food waste caddies. The vehicles that collect food waste don't have the side cage and items left on top of silver caddies can slow our food waste crews down.
- ✓ What happens to waste collected from silver caddies? – It is taken to an anaerobic digester where it's broken down by bacteria. This process turns food waste into two valuable resources:
 - Bio-fertilisers that help our farmers enrich the UK's soils
 - Green electricity to power local homes and businesses, which could power a TV in every household in the district for 15 hours a week.



▪ **An enterprising economy with strong and vibrant local centres**

- ✓ Successful litter prosecution – A landowner in Banbury has been landed with a £10,000 bill after the council prosecuted his company for failing to keep the prominent town centre walkway tidy. Oxford Magistrates' Court heard our case on Friday 7 October. The owner pleaded guilty on his behalf to five offences and the magistrates ordered the company to pay fines and costs. The company was also fined £1,000 per offence for five breaches of community protection notices and needs to pay a £500 victim surcharge.

Cherwell's street cleansing service covers publicly owned areas of Banbury town centre and empties bins on behalf of Banbury Town Council. But private landowners are in charge of emptying bins and clearing waste on their land. The council can step in and take action when this responsibility is not met.



- **Healthy, resilient and engaged communities**

- ✓ Success of continued partnership with British Cycling – We have a new British Cycling community developer based in our leisure and sport team. She will be working with local schools to help develop their resources and make cycling more accessible for children and young people. She is also delivering inclusive activities like Breeze Rides for women. Research shows that participation in cycling amongst women and people from minority ethnic backgrounds in cycling is not as high as it could be and one of the aims of our partnership with British Cycling is to help overcome the barriers to participation in the sport.
- ✓ Banbury Michaelmas Fair – The fair ran from 19th – 21st October and was declared officially open by our chairman Councillor Les Sibley and Banbury town mayor Councillor Jayne Strangwood. Every year the fair counts on the support of our street scene team, who supports road closures and the set-up of the fair; and our street cleansing team who clean up overnight, leaving the town centre spotless by the Saturday morning.



6.0 Risk Update

- 6.1 The Council maintains a Leadership Risk Register. This document contains strategic risks that are significant in size and duration and will impact on the reputation and performance of the Council as a whole, and in particular, on its ability to deliver on its corporate priorities. The latest available version of the risk register at the date this report is published, is included in this report.
- 6.2 The heat map shows the overall position of all risks contained within the Leadership Risk Register for October 2022.

Risk Scorecard – Residual Risks						
		Probability				
		1 - Remote	2 - Unlikely	3 - Possible	4 - Probable	5 - Highly Probable
Impact	5 - Catastrophic			L08		
	4 - Major		L09	L03-L04-L05-L06-L07-L11-L14	L01	
	3 - Moderate		L10-L15	L02-L12-L16	L13	
	2 - Minor		L02-			
	1 - Insignificant					

Figure 2: Risk scorecard showing the risk scores in the Leadership Risk Register for October 2022.

- 6.3 The Leadership Risk Register has been thoroughly reviewed, including re-organisation of the numbering as a consequence of risks closed in the last 6 months, also, as part of the end of year review each risk has been reviewed throughout.
- 6.4 The Leadership Risk Register is reviewed by the Corporate Leadership Team as part of the monthly reporting process, but this is a live document that gets updated as and when required at any point during the month.
- 6.5 During October the Leadership Risk register had no score changes. Two risks have been now closed L17 Post Covid-19 Recovery and L18 Cessation of joint working between CDC and Oxfordshire County Council.

7.0 Conclusion and Reasons for Recommendations

This report provides an update on the Council's progress during October 2022, to deliver its priorities, manage its budget and identify and mitigate any risks that could impact on their delivery.

8.0 Consultation

This report sets out performance, risk, and budgetary information for the sixth month of this financial year and as such no formal consultation on the content or recommendations is required.

9.0 Alternative Options and Reasons for Rejection

- 9.1 This report illustrates the Council's performance, risk and budget positions for the month of October. 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 issues. Therefore there is no alternative option.

However members can ask officers to provide additional information they would consider helpful for including into these standard reports.

10.0 Implications

Financial and Resource Implications

10.1 As detailed within section 4.0 to 4.2 of this report.

Comments checked by:
Michael Furness, Assistant Director of Finance / Section 151,
Tel: 01295 221845, Michael.Furness@cherwell-dc.gov.uk

Legal Implications

10.2 There are no legal implications from this report.

Comments checked by:
Shahin Ismail, Interim Head of Legal Services
Shahin.Ismail@cherwell-dc.gov.uk

Risk Implications

10.3 There are no risks arising from this report.

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

Equalities and Inclusion Implications

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

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

11.0 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 – Portfolio Holder for Corporate Services

Councillor Adam Nell – Portfolio Holder for Finance

Document Information**Appendix number and title**

- Appendix 1 – Finance Capital October 2022
- Appendix 2 – Forecast Detailed Revenue Narrative October 2022
- Appendix 3 – Virements October 2022
- Appendix 4 – Funding October 2022
- Appendix 5 – Use of reserves and grant funding October 2022
- Appendix 6 – 2022/23 Business Plan
- Appendix 7 – Monthly Performance October 2022
- Appendix 8 – Leadership Risk Register October 2022

Background papers

None

Report Author and contact details

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Shona Ware, Assistant Director – Customer Focus

Shona.Ware@Cherwell-dc.gov.uk

Appendix 1

CHERWELL TOTAL CAPITAL PROJECT EXPENDITURE

CODE	ASSISTANT DIRECTOR/RESPONSIBLE OFFICER	DESCRIPTION	Total 22/23 Project Budget	22/23 Forecast	RE-PROFILED BEYOND 2022/23	22/23 Variance	Future Years Budget	Project Total Budget	Project Total forecast	Project Total Variance	Narrative
40083	Nicola Riley	Disabled Facilities Grants	1,811	1,811	0	0	0	1,811	1,811	0	This budget comprises £1.239m Better Care Fund allocation, £0.375m CDC base budget and £0.196m reprofiled from 2021/22. Projected spend has been increased from £1.700m to £1.800m to reflect increasing demand and persistent inflation of construction costs. No carry forward into 2023/24 anticipated.
40160	Nicola Riley	Housing Services - capital	190	190	0	0	0	190	190	0	This is unspent Growth Deal funding reprofiled from 2021/22 due to delays on some development sites and other sites not being due for completion until 2022/23. Full spend anticipated in 2022/23 however, this will depend on the progress made on sites and some units may not complete until 2023/24.
40084	Nicola Riley	Discretionary Grants Domestic Properties	253	145	108	0	600	853	853	0	This budget comprises £0.150m core funding and £0.103m reprofiled from 2021/22. Projected spend for 2022/23 is circa £0.145m. Anticipated carry-forward into 2023/24 is £0.108m, but demand for these grants can fluctuate so this could vary.
40010	Nicola Riley	North Oxfordshire Academy Astroturf	183	50	133	0	0	183	183	0	Re-profiled from 2021/22. Delivery linked to external partners approval so spend maybe beyond March 2023
40019	Nicola Riley	Bicester Leisure Centre Extension	79	56	23	0	0	79	79	0	Re-profiled from 2021/22 - full spend on feasibility studies expected prior to 31st March 2023
40131	Nicola Riley	S106 Capital Costs	1,744	434	1,310	0	0	1,744	1,744	0	Regular communication with Parish Councils is allowing us to monitor the projects that make up this programme of works. Cherwell hold developer contributions for each project and release funds as requested by the parish. Some projects are taking parishes longer to complete than first anticipated which explains why the spending is slower.
40181	Nicola Riley	Sunshine Centre (new extension to the front of the site)	0	(2)	0	(2)	0	0	(2)	(2)	Project completed in 2021/22
40251	Nicola Riley	Longford Park Art	45	2	43	0	0	45	45	0	Potential for slippage as no further Public Art spend possible until the Country Park is transferred from the developer
40261	Nicola Riley	Replacement Pool Covers at Woodgreen Open Air Pool	40	40	0	0	0	40	40	0	New Scheme for 2022/23 - full spend expected prior to 31st March 2023
Wellbeing & Community			4,345	2,726	1,617	(2)	600	4,945	4,943	(2)	
40208	Claire Cox	Project Manager for HR/Payroll system	100	100	0	0	120	220	220	0	£0.100m required for HR system improvements, project expected to conclude end Q4 2022/23 .The future years budget of £0.120m is £0.030m per year for 4 years from 2023/24 and will be used for system improvements
HR & OD			100	100	0	0	120	220	220	0	
Chief Executives			4,445	2,826	1,617	(2)	720	5,165	5,163	(2)	
40139	Andrew Low	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	100	100	0	0	0	100	100	0	Full spend anticipated by March 2023
40141	Andrew Low	Castle Quay Waterfront	2,111	1,611	500	0	0	2,111	2,111	0	Budget reprofiled from 2021/22 as a result delays to completion of Main Contract works for Castle Quay Waterfront following supply chain challenges. This has resulted in a knock on effect and re-profiling the budget.
40144	Andrew Low	Castle Quay	3,257	2,205	1,052	0	0	3,257	3,257	0	A number of Capital Projects are being reviewed to ensure they meet the strategic direction for Castle Quay and remain relevant to meet the challenges of the changing retail market. This has resulted in reprofiling a number of projects that will be delivered in 2023/24.
40162	Andrew Low	Housing & IT Asset System joint CDC/OCC	8	2	6	0	0	8	8	0	Joint project with OCC for Property software. The initial set up cost was charged in to 2021/22 of which the remaining balance of £0.048m was reprofiled into this year to fund contract maintenance costs of £0.002m per year for 3 years, yielding a £0.040m saving.
40167	Andrew Low	Horsefair, Banbury	55	55	0	0	0	55	55	0	Full spend anticipated by March 2023
40191	Andrew Low	Bodicote House Fire Compliance Works	141	141	0	0	0	141	141	0	Full spend anticipated by March 2023
40197	Andrew Low	Corporate Asbestos Surveys	50	50	0	0	0	50	50	0	Full spend anticipated by March 2023
40201	Andrew Low	Works From Compliance Surveys	122	122	0	0	0	122	122	0	Full spend anticipated by March 2023
40203	Andrew Low	CDC Feasibility of utilisation of proper Space	100	100	0	0	0	100	100	0	This amount has been set aside to consider the future office space of the Council
40219	Andrew Low	Community Centre - Works	130	130	0	0	0	130	130	0	Full spend anticipated by March 2023
40239	Andrew Low	Bicester East Community Centre	1,450	950	500	0	0	1,450	1,450	0	Full spend of the budget anticipated. Planned completion due Q4 2023/24
40240	Andrew Low	Bicester Dovecote	27	3	0	(24)	0	27	3	(24)	Works complete - no more spend expected
40241	Andrew Low	Thorpe Place Roof Works	35	35	0	0	0	35	35	0	Full spend anticipated by March 2023
40242	Andrew Low	H&S Works to Banbury Shopping Arcade	127	127	0	0	0	127	127	0	Full spend anticipated by March 2023

40246	Andrew Low	Banbury Museum Pedestrian Bridge	77	74	3	0
40249	Andrew Low	Retained Land	286	166	120	0
40225	Andrew Low	Drayton Pavilion - Decarbonisation Works	86	0	0	(86)
40229	Andrew Low	Stratfield Brake Sports Ground - Decarbonisation Works	159	0	0	(159)
40226	Andrew Low	Thorpe Lane Depot - Decarbonisation Works	250	143	0	(107)
40227	Andrew Low	Banbury Museum - Decarbonisation Works	264	360	0	96
40228	Andrew Low	Franklins House - Decarbonisation Works	0	81	0	81
40230	Andrew Low	Whitelands - Decarbonisation Works	0	91	0	91
40231	Andrew Low	Bicester Leisure Centre - Decarbonisation Works	604	729	0	125
40232	Andrew Low	Kidlington Leisure Centre - Decarbonisation Works	675	348	0	(327)
40233	Andrew Low	Spiceball Leisure Centre - Decarbonisation Works	991	780	0	(211)
40234	Andrew Low	Woodgreen Leisure Centre - Decarbonisation Works	692	336	0	(356)
40252	Andrew Low	Expiring Energy Performance Certificates plus Associated works	96	96	0	0
40253	Andrew Low	Energy Performance Certificates Gov't Implementation of target B - Strategic Plan	60	60	0	0
40254	Andrew Low	Thorpe Lane Depot - Renewal of Electrical Incoming Main	270	270	0	0
40255	Andrew Low	Installation of PV at CDC Property	79	79	0	0
40263	Andrew Low	Kidlington Leisure New Electrical Main	200	200	0	0
Property			12,502	9,444	2,181	(877)
40256	Michael Furness	Processing Card Payments & Direct Debits	20	20	0	0
Finance Total			20	20	0	0
40056	Paul Nicol	5 Year Rolling HW / SW Replacement Prog	50	50	0	0
40212	Paul Nicol	Procurement of Joint Performance system	20	20	0	0
40237	Paul Nicol	Council Website & Digital Service	162	77	85	0
40238	Paul Nicol	IT Shared Services	238	238	0	0
ICT			470	385	85	0
Resources			12,992	9,849	2,266	(877)
40062	Robert Jolley	East West Railways	118	138	0	20
40121	Andrew Low	Bicester Library (phase 1b)	645	10	0	(635)
40111	Andrew Low	Admiral Holland Redevelopment Project (phase 1b)	61	61	0	0
40118	Andrew Low	Creampot Crescent Cropredy (phase 1b)	(10)	(10)	0	0
40177	Andrew Low	Bullmarsh Close (Phase 2)	17	17	0	0

0	77	77	0	E0.077m reprofiled from 2021/2022. Works are complete - retention of £3,177 due to be released in Oct 2023
0	286	286	0	Full spend anticipated by Q2 23/24
0	86	0	(86)	All projects are at practical completion. Under the grant conditions we will be returning unspent grant which is in the region of £0.800m. There was a need for the Council to bid for the funding at short notice and after receiving the grant and fully investigating the schemes, realised some were not affordable but were able to redirect some of the resource onto other schemes
0	159	0	(159)	
0	250	143	(107)	
0	264	360	96	
0	0	81	81	
0	0	91	91	
0	604	729	125	
0	675	348	(327)	
0	991	780	(211)	
0	692	336	(356)	
0	96	96	0	Works scoped pending costs from consultant - instruction expected to be made mid Nov 2022
0	60	60	0	Works scoped pending costs from consultant - instruction expected to be made mid Nov 2022
0	270	270	0	Full spend anticipated by March 2023
0	79	79	0	Full spend anticipated by March 2023
0	200	200	0	Project to install new electrical main for kindlington leisure centre by Scottish and Southern Electricity. All monies to be spent this financial year.
0	12,502	11,625	(877)	
0	20	20	0	Project to be completed by March 2023.
0	20	20	0	
0	50	50	0	Budget required for hardware refresh, delayed due to Co-Vid and council wide remote working. Anticipate refresh Q3 2022/23
0	20	20	0	Budget required for further system enhancements, Expected Q3 2022/23
0	162	162	0	2nd stage of project expected to conclude Q4 2022/2023. Further stages of work expected in 2023/2024, delayed from current stage due to other council priorities.
0	238	238	0	We have now received approval to release the remaining funds from capital budget 40238 'IT Shared Services'. The original proposal in 2019 was to complete activities to support the IT Strategy revolving around the joining up with OCC. CDC decoupling from OCC has marked that chapter of the IT Strategy as complete. However, ahead of the creation of CDCs Digital Strategy, we are exploring areas of improvement to reduce the demand on services and provide proactive services to our citizens. This aligns with the original proposal of exploring revenue savings and adding efficiencies.
0	470	470	0	
0	12,992	12,115	(877)	
4,189	4,307	4,327	20	The capital fund has been set up to enable the Council's costs to be recharged when responding to enquiries and regulatory applications, involving for example environmental and land drainage matters, made in connection with the EWR project. In partnership with England's Economic Heartland, Cherwell will be contributing towards fibre connectivity 2022/23.
0	645	10	(635)	Capital project no longer required.
0	61	61	0	With construction formally completed end of September 2020 there is the need to budget for retention – the retention is £0.061m.
0	(10)	(10)	0	The retention payment for Creampot has now been paid resulting in a saving as the payment was less than the accrued amount.
0	17	17	0	With construction formally completed early May 2021 there is the need to budget for retention which CDC will have to pay in 2022/23

40213	Andrew Low	Build Team Essential Repairs & Improvements	149	0	149	0
40224	Andrew Low	Fairway Flats Refurbishment	362	0	362	0
40262	Andrew Low/Nicola Riley	Affordable Housing	1,200	100	1,100	0
Growth & Economy			2,542	316	1,611	(615)
40015	Ed Potter	Car Park Refurbishments	74	74	0	0
40026	Ed Potter	Off Road Parking	18	0	18	0
40028	Ed Potter	Vehicle Replacement Programme	1,166	600	566	0
40031	Ed Potter	Urban City Electricity Installations	15	11	0	(4)
40187	Ed Potter	On Street Recycling Bins	18	0	18	0
40186	Ed Potter	Commercial Waste Containers	25	25	0	0
40188	Ed Potter	Thorpe Lane Depot Capacity Enhancement	158	158	0	0
40216	Ed Potter	Street Scene Furniture and Fencing project	36	12	24	0
40217	Ed Potter	Car Parking Action Plan Delivery	175	175	0	0
40218	Ed Potter	Depot Fuel System Renewal	35	0	35	0
40220	Ed Potter	Horsefair Public Conveniences	0	0	0	0
40222	Ed Potter	Burnehyll- Bicester Country Park	220	120	100	0
40248	Ed Potter	Solar Panels at Castle Quay	53	53	0	0
40235	Ed Potter	Chargeable Garden & Food Waste	0	0	0	0
40257	Ed Potter	Additional Commercial Waste Containers	10	10	0	0
40258	Ed Potter	Kidlington Public Convenience Refurbishment	90	90	0	0
40259	Ed Potter	Market Equipment Replacement	15	5	10	0
40260	Ed Potter	Land for New Bicester Depot	3,000	3,000	0	0
Environmental			5,108	4,333	771	(4)
40245	Richard Webb	Enable Agile Working	15	15	0	0
Communities			7,665	4,664	2,382	(619)
Capital Total			25,102	17,339	6,265	(1,498)

0	149	149	0	Work is currently underway and it is likely that all capital expenditure will take place during financial year 2022/23
0	362	362	0	Planning consent was received in May 2022. The main capital expenditure is likely to be split equally over the two years 2022/23 and 2023/24. As this is also part of the work relating to housing management and construction it is possible that the balance may change and this will become clearer as we move through the year.
0	1,200	1,200	0	We have received the design costs from the consultant which is due to be instructed in the 2nd week of November 2022
4,189	6,731	6,116	(615)	
0	74	74	0	Full spend anticipated by March 2024
0	18	18	0	Full spend anticipated by March 2024
4,344	5,510	5,510	0	Full spend anticipated by March 2025. Additional bids anticipated as further electric vehicles are introduced to the fleet.
0	15	11	(4)	Full spend anticipated by March 2023
0	18	18	0	Full spend anticipated by March 2024
25	50	50	0	Full spend anticipated by March 2024
0	158	158	0	Full spend anticipated by March 2023
24	60	60	0	£0.24m slippage required in to 2023/24, full spend anticipated by March 2026.
0	175	175	0	Full spend anticipated by March 2023
0	35	35	0	Full spend anticipated by March 2024
0	0	0	0	This project was completed in 2021/22
0	220	220	0	£0.100m slippage required in to 2023/24, full spend anticipated by March 2024.
0	53	53	0	Full spend anticipated by March 2023
0	0	0	0	This project was completed in 2021/22
10	20	20	0	Full spend anticipated by March 2024
0	90	90	0	Full spend anticipated by March 2023
0	15	15	0	£0.010m slippage required in to 2023/24, full spend anticipated by March 2024.
0	3,000	3,000	0	Potential for slippage in to 2023/24 and 2024/25 as the search for a suitable site for a new Bicester depot continues and spend will be dependant on type of land aquired. A multiple of options will be considered. Eg. Land to be developed - what to include, existing site with buildings but in need of refurbishment.
4,403	9,511	9,507	(4)	
0	15	15	0	
0	15	15	0	
8,592	16,257	15,638	(619)	
9,312	34,414	32,916	(1,498)	

CHERWELL CAPITAL EXPENDITURE 2022-23

CODE	ASSISTANT DIRECTOR/RESPONSIBLE OFFICER	DESCRIPTION	BUDGET TOTAL	YTD ACTUAL	PO COMMITMENTS	Outturn	RE-PROFILED BEYOND 2022/23	Current month Variances £000	Prior Month Variances £000	OUTTURN NARRATIVE
40083	Nicola Riley	Disabled Facilities Grants	1,811	942	49	1,811	0	-	-	This budget comprises £1.239m Better Care Fund allocation, £0.375m CDC base budget and £0.196m reprofiled from 2021/2022. Projected spend has been increased from £1.700m to £1.800m to reflect increasing demand and persistent inflation of construction costs. No carry forward into 2023/2024 anticipated.
40160	Nicola Riley	Housing Services - capital	190	(733)	0	190	0	-	-	The YTD Actual includes (£0.761m) accrual for a grant payable to Heylo for x18 affordable housing units due to be paid 15th July. The budget allocation is unspent Growth Deal funding reprofiled from 2021/2022 due to delays on some development sites and other sites not being due for completion until 2022/2023. Full spend anticipated in 2022/2023 however, this will depend on the progress made on sites and some units may not complete until 2023/2024.
40084	Nicola Riley	Discretionary Grants Domestic Properties	253	87	1	145	108	-	-	This budget comprises £0.150m core funding and £0.103m reprofiled from 2021/2022. Projected spend for 2022/2023 has been increased from £0.120m to £0.145m in anticipation of high demand for heating-related grants during the winter months. Anticipated carry-forward into 2023/2024 has therefore been reduced from £0.133m to £0.108m
40010	Nicola Riley	North Oxfordshire Academy Astroturf	183	0	0	50	133	-	-	The delivery of a new Astroturf pitch at North Oxfordshire Academy has been complicated by issues arising from securing appropriate and timely developer contributions. Officers are working closely with colleagues in planning to finalise the position and determine the most appropriate course of action and funding. Meetings took place with United Learning Trust on 11th July and 3rd August to move project forward. Formal presentation to the United Learning Trust as to CDC's intention to move forward. Looking to appoint External Consultant to support with initial scope of works up to a point where a decision on planning permission is made and a detailed specification for the tendering of the works is ready to be advertised
40019	Nicola Riley	Bicester Leisure Centre Extension	79	0	0	56	23	-	-	Detailed feasibility work now starting on the development of a learner pool in Bicester including environmental impact assessment. Appointment of FMG to support with next stage of feasibility studies. Seeking to undertake measured surveys and have detailed drawings by January 2023.
40131	Nicola Riley	S106 Capital Costs	1,744	(7)	27	434	1,310	-	-	£0.480m Adderbury PC Milton Rd community Facility & Sport Pitch project - will now be delivered in 2023/24 , £215k Ambrosden Community facility project - still on track to be delivered this year £0.030m Banbury indoor tennis centre - will now be delivered in 2023/24 £0.360m artificial pitch at NOA - will now be delivered in 2023/24 £0.014m Spiceball leisure centre - will now be delivered in 2023/24 , £0.050m Bicester leisure Centre - will now be delivered in 2023/24 , £0.100m Woodgreen leisure centre - is still on track to be delivered this year , £0.020m Kidlington leisure centre improvements - will now be delivered in 2023/24 £0.110m Horley Cricket club pavilion project - will now be delivered in 2023/24 , £0.052m Graven Hill sport project - will now be delivered in 2023/24 , £0.035m Improvement to Bloxham recreation ground - still on track to be delivered this year , £0.060m Whitelands Sports ground improvements - still on track to be delivered this year , £0.010m Launton Playing field association - still on track to be delivered this year £0.014m Ardley & Fewcott village hall project - still on track to be delivered this year , £0.020m Grimsby Community Centre - will now be delivered in 2023/24 , £0.174m Hanwell Fields Community centre projects - will now be delivered in 2023/24
40181	Nicola Riley	Sunshine Centre (new extension to the front of the site)	0	(2)	0	(2)	0	(2)	(2)	Project completed in 2021/2022.
40251	Nicola Riley	Longford Park Art	45	0	0	2	43	0	0	There is a hold on any Public Art delivery on Longford at the moment due to developers refusing artists permission to carry out installation of art until the country park is approved complete and been handed over to the Council.
40261	Nicola Riley	Replacement Pool Covers at Woodgreen Open Air Pool	40	0	0	40	0	0	0	Quotations received for works and now entering into case study review/evaluation. Works to be completed November/December 2022 (subject to contractor availability. Procurement through Invitations to quote has been achieved and about to appoint Contractor for the works. References undertaken by way of site visit to similar facility with proposed covers
Wellbeing & Community			4,345	287	77	2,726	1,617	(2)	(2)	
40208	Claire Cox	Project Manager for HR/Payroll system	100	3	97	100	0	0	0	£0.100m required for HR system improvements, project expected to conclude end Q4 2022/2023
HR & OD			100	3	97	100	0	0	0	
Chief Executive			4,445	290	173	2,826	1,617	(2)	(2)	
40139	Andrew Low	Banbury Health Centre - Refurbishment of Ventilation, Heating & Cooling Systems	100	(4)	6	100	0	0	-	£0.100m reprofiled from 2021/2022. Tenders now complete and currently engaging with the tenants. Expect full utilisation of the £0.100m by Q4
40081	Andrew Low	Bicester Town Centre Redevelopment	0	15	0	15	0	15	-	These cost are in connection with the solicitors advising on the latent defect in connection with the failing paintwork on the Sainsburys unit
40141	Andrew Low	Castle Quay Waterfront	2,111	296	6	1,611	500	0	0	Budget reprofiled from 2021/2022 as a result delays to completion of Main Contract works for Castle Quay Waterfront following supply chain challenges. This has resulted in a knock on effect and re-profiling the budget.
40144	Andrew Low	Castle Quay	3,257	88	12	2,205	1,052	0	-	A number of Capital Projects are being reviewed to ensure they meet the strategic direction for Castle Quay and remain relevant to meet the challenges of the changing retail market. This has resulted in reprofiling a number of projects that will be delivered in 2023/2024.
40162	Andrew Low	Housing & IT Asset System joint CDC/OCC	8	(18)	0	2	6	0	-	£0.100m allocated project budget of which £0.048m has been reprofiled from 2021/2022. Initial set up cost of £0.052m with £0.002m cost per annum for hosting and software support costs for 3 years (2022/2023 to 2024/2025).
40167	Andrew Low	Horsecroft, Banbury	55	0	0	55	0	0	-	The works design is now completed, pending tender. Expect full utilisation of budget by Q4 2022/2023
40191	Andrew Low	Bodicote House Fire Compliance Works	141	(8)	15	141	0	0	-	Reviewing scope of work to ascertain actual requirements so that specification can be written. Once specification complete works are to be tendered.
40197	Andrew Low	Corporate Asbestos Surveys	50	1	0	50	0	0	-	£0.050m reprofiled from 2021/2022. Surveys are now complete and assessments are being carried out to formulate the works programme. This project is linked to 'Works from Compliance Surveys' project.
40201	Andrew Low	Works From Compliance Surveys	122	23	0	122	0	0	-	£0.122m reprofiled from 2021/2022. Works planned over 2 years with additional delays caused by covid 19. Full spend anticipated by March 2023.
40203	Andrew Low	CDC Feasibility of utilisation of proper Space	100	0	0	100	0	0	-	This amount has been set aside to consider the future office space of the Council. Awaiting development of agile working policy to determine the council's space requirement needs moving forward. Anticipated viability works will commence this financial year.
40219	Andrew Low	Community Centre - Works	130	55	40	130	0	0	-	Full spend anticipated by March 2023
40239	Andrew Low	Bicester East Community Centre	1,450	14	111	950	500	0	-	Preparing final design. Planning application submitted mid August. Working with the tenant on their design requirements to ensure smooth transition in to the new premises. £0.500m slippage as works will not be on site until the end of Q4 2022/2023 for a 9 month project completion in Q4 2023/2024
40240	Andrew Low	Bicester Dovecote	27	3	0	3	0	(24)	(24)	Works complete - no more spend expected
40241	Andrew Low	Thorpe Place Roof Works	35	0	0	35	0	0	-	£0.035m reprofiled from 2021/2022. Currently scoping the works which will be complete by March 2023
40242	Andrew Low	H&S Works to Banbury Shopping Arcade	127	0	0	127	0	0	-	£0.127m reprofiled from 2021/2022. Currently scoping the works which will be completed by March 2023
40246	Andrew Low	Banbury Museum Pedestrian Bridge	77	73	0	74	3	0	-	£0.077m reprofiled from 2021/2022. Works are complete - retention of £3,177 due to be released in Oct 2023

40249	Andrew Low	Retained Land	286	8	81	166	120	0	-	E0.156m reprofiled from 2021/2022. 2 year scheme - E0.170m in yr1 and £130k in yr 2. Retained land surveys now instructed for delivery. Once surveys are completed a works plan will be created. There is a possibility that works may be completed in year but due to PSDS project, some projects have been delayed. Progress will be reviewed monthly and changed if progress is better than expected. Full spend anticipated by Q2 2023
40225	Andrew Low	Drayton Pavilion - Decarbonisation Works	86	0	0	0	0	(86)	(86)	E0.086m reprofiled from 2021/2022. PSDS Project, Scheme Withdrawn. - In principal, the PSDS works should be treated as one budget and despite some schemes appearing to have overspent, overall there is expected to be an underspend which will require repayment to Salix.
40229	Andrew Low	Stratfield Brake Sports Ground - Decarbonisation Works	159	0	0	0	0	(159)	(159)	E0.159m reprofiled from 2021/2022. PSDS Project, Scheme Withdrawn. - In principal, the PSDS works should be treated as one budget and despite some schemes appearing to have overspent, overall there is expected to be an underspend which will require repayment to Salix.
40226	Andrew Low	Thorpe Lane Depot - Decarbonisation Works	250	131	12	143	0	(107)	(107)	PSDS Project - Project completed. In retention
40227	Andrew Low	Banbury Museum - Decarbonisation Works	264	335	783	360	0	96	96	PSDS Project - Works at practical completion at 95% pending commissioning of plant.
40228	Andrew Low	Franklins House - Decarbonisation Works	0	77	4	81	0	81	81	PSDS Project - Project completed. In retention
40230	Andrew Low	Whitelands - Decarbonisation Works	0	81	5	91	0	91	91	PSDS Project - Project completed. In retention
40231	Andrew Low	Bicester Leisure Centre - Decarbonisation Works	604	693	56	729	0	125	125	PSDS Project - Works at practical completion at 97.5% pending commissioning of plant.
40232	Andrew Low	Kidlington Leisure Centre - Decarbonisation Works	675	324	80	348	0	(327)	(327)	PSDS Project - Works at practical completion at 95% pending commissioning of plant and works by district networks operator. £200k for additional project costs to accommodate new electrical mains as per cost centre 40263
40233	Andrew Low	Spiceball Leisure Centre - Decarbonisation Works	991	733	39	780	0	(211)	(211)	PSDS Project - Works at practical completion at 97.5% pending commissioning of plant.
40234	Andrew Low	Woodgreen Leisure Centre - Decarbonisation Works	692	330	53	336	0	(356)	(356)	PSDS Project - Works at practical completion at 97.5% pending commissioning of plant.
40252	Andrew Low	Expiring Energy Performance Certificates plus Associated works	96	0	0	96	0	0	-	Works scoped pending costs from consultant - instruction expected to be made mid Nov 2022
40253	Andrew Low	Energy Performance Certificates Gov't Implementation of target B - Strategic Plan	60	0	0	60	0	0	-	Works scoped pending costs from consultant - instruction expected to be made mid Nov 2022
40254	Andrew Low	Thorpe Lane Depot - Renewal of Electrical Incoming Main	270	85	0	270	0	0	-	Works are currently with consultant for formal design of the Electric Vehicle infrastructure and we have engaged the District Network Operator (Western Power) to install the new sub station. Waiting for dates for this phase.
40255	Andrew Low	Installation of Photovoltaic at CDC Property	79	(0)	0	79	0	0	-	Full spend expected in 2022/2023
40263	Andrew Low	Kidlington Leisure New Electrical Main	200	0	0	167	33	0	-	Project to install new electrical main for kidlington leisure centre by Scottish and Southern Electricity. Expected to start Q1 23/24 so balance expected to be spent during this period.
Property			12,502	3,335	1,304	9,426	2,214	(862)	(877)	
40256	Michael Furness	Processing Card Payments & Direct Debits	20	0	0	20	0	0	-	Project to be completed by March 2023.
Finance			20	-	-	20	0	-	-	
40056	Paul Nicol	5 Year Rolling HW / SW Replacement Prog	50	1	0	50	0	0	-	Budget required for hardware refresh, delayed due to Co-Vid and council wide remote working. Anticipate refresh Q3 2022/2023
40212	Paul Nicol	Procurement of Joint Performance system	20	0	0	20	0	0	-	Budget required for further system enhancements. Expected Q3 2022/2023
40237	Paul Nicol	Council Website & Digital Service	162	7	4	77	85	0	-	2nd stage of project expected to conclude Q4 2022/2023. Further stages of work expected in 2023/2024, delayed from current stage due to other council priorities.
40238	Paul Nicol	IT Shared Services	238	(24)	5	238	0	0	-	We have now received approval to release the remaining funds from capital budget 40238 "IT Shared Services". The original proposal in 2019 was to complete activities to support the IT Strategy revolving around the joining up with OCC. CDC decoupling from OCC has marked that chapter of the IT Strategy as complete. However, ahead of the creation of CDCs Digital Strategy, we are exploring areas of improvement to reduce the demand on services and provide proactive services to our citizens. This aligns with the original proposal of exploring revenue savings and adding efficiencies.
ICT			470	(15)	8	385	85	-	-	
Resources			12,992	3,319	1,312	9,831	2,299	(862)	(877)	
40062	Robert Jolley	East West Railways	118	0	0	138	0	20	20	The capital fund has been set up to enable the Council's costs to be recharged when responding to enquiries and regulatory applications, involving for example environmental and land drainage matters, made in connection with the EWR project. In partnership with England's Economic Heartland, Cherwell will be contributing towards fibre connectivity 2022/2023.
40121	Andrew Low	Bicester Library (phase 1b)	645	2	3	10	0	(635)	-	Capital project no longer required.
40111	Andrew Low	Admiral Holland Redevelopment Project (phase 1b)	61	0	0	61	0	-	-	With construction formally completed end of September 2020 there is the need to budget for retention – the retention is E0.061m.
40118	Andrew Low	Creampot Crescent Cropredy (phase 1b)	(10)	(215)	0	(10)	0	-	-	Retention payment now paid.
40177	Andrew Low	Bullmarsh Close (Phase 2)	17	(5)	0	17	0	-	-	With construction formally completed early May 2021 there is the need to budget for retention which CDC will have to pay in May 2022 - the retention is E0.017m.
40213	Andrew Low	Build Team Essential Repairs & Improvements	149	33	22	0	149	-	-	Work is currently underway and it is likely that all capital expenditure will take place during financial year 2023/24. Need to combine this with the Affordable Housing capital budget.
40224	Andrew Low	Fairway Flats Refurbishment	362	0	20	0	362	-	-	Instructing the consultants mid Nov to progress the design ready for tendering
40262	Andrew Low/Nicola Riley	Affordable Housing	1,200	0	0	100	1,100	-	-	We have received the design costs from the consultant which is due to be instructed in the 2nd week of November 2022
Growth & Economy			2,542	(186)	45	316	1,611	(615)	20	
40015	Ed Potter	Car Park Refurbishments	74	0	28	74	0	-	-	This project relates to introduction of pay on exits sites across the district, Clarendon in Bicester now identified. Commitment expected in quarter 3 for bay relining. Upgrading of pay machines from 3G to 4G/5G is expected to use the remainder of the budget. Anticipating full spend in 2022/23.
40026	Ed Potter	Off Road Parking	18	0	0	0	18	-	-	E0.018m is required to be slipped in to 2023/24. This project relates to LED lighting at various sites.
40028	Ed Potter	Vehicle Replacement Programme	1,166	505	32	600	566	0	0	E0.566m is required to be slipped in to 2023/24 due to supply chain issues and availability of electric vehicles
40031	Ed Potter	Urban City Electricity Installations	15	9	0	11	0	(4)	-	Further commitment expected in quarter 3, no slippage required.
40186	Ed Potter	Commercial Waste Containers	25	0	0	25	0	-	-	The business waste service is continuing to grow with 8-10 new customers per month. Each new customer requires a set of bins (recycling & residual). Depending on the size of the customer, often this funds 660 & 1100 litre bins. This capital scheme aim is to provide new bins for new customers (typically the income from a new customer after costs (collection & disposal costs) will fund the capital cost in 12-18 months.
40187	Ed Potter	On Street Recycling Bins	18	0	0	0	18	-	-	E18k required to be slipped in to 2023/24.
40188	Ed Potter	Thorpe Lane Depot Capacity Enhancement	158	84	72	158	0	-	-	Full spend anticipated in 2022/23. Expecting further commitment in quarter 3.
40216	Ed Potter	Street Scene Furniture and Fencing project	36	0	0	12	24	0	0	Ongoing issues with lease and land ownership. Optimistic will be resolved and commitment and work carried out in late 2022/23. Additional work required at other sites. E0.024m is required to be slipped in to 2023/24.
40217	Ed Potter	Car Parking Action Plan Delivery	175	0	156	175	0	-	-	Anticipating full spend in 2022/23.
40218	Ed Potter	Depot Fuel System Renewal	35	0	0	0	35	-	-	E0.035m slippage required in to 2023/24.
40220	Ed Potter	Horsefair Public Conveniences	0	(10)	0	0	0	-	-	Outstanding invoices due for 2021/22.

40222	Ed Potter	Burnehyll- Bicester Country Park	220	46	10	120	100	0	0	Further commitments expected in quarter 3. £0.100m slippage is required in to 2023/24.
40248	Ed Potter	Solar Panels at Castle Quay	53	0	0	53	0	-	-	Anticipating full spend in 2022/23 but dependant on recruitment to Climate Action Manager post, anticipating in post December 2022.
40235	Ed Potter	Chargeable Garden & Food Waste	0	(22)	0	0	0	-	-	Outstanding invoices due for 2021/22.
40257	Ed Potter	Additional Commercial Waste Containers	10	0	0	10	0	-	-	Anticipating full spend in 2022/23.
40258	Ed Potter	Kidlington Public Convenience Refurbishment	90	0	0	90	0	-	-	Anticipating full spend in 2022/23. Commitments expected at end of quarter 3
40259	Ed Potter	Market Equipment Replacement	15	0	0	5	10	-	-	Quotes currently being obtained, commitments expected in quarter 3. £0.010m slippage required in to 2023/24.
40260	Ed Potter	Land for New Bicester Depot	3,000	0	2	3,000	0	-	-	Potential for slippage in to 2023/24 and 2024/25. However discussions currently taking place for a prospective site.
Environmental			5,108	612	300	4,333	771	(4)	-	
40245	Richard Webb	Enable Agile Working	15	0	0	15	0	-	-	Full spend expected in 2022/2023
Regulatory			15	0	0	15	0	0	0	
Communities			7,665	426	344	4,664	2,382	(619)	20	
Capital Total			25,102	4,035	1,829	17,321	6,298	(1,483)	(859)	

Appendix 2 - Report Details – Additional Revenue narrative

Chief Executive

Chief Executives are forecasting an overspend of £0.415m against a budget of £6.881m (6.0%).

HR & OD	HR are forecasting to remain in budget at present.
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£0.000m Variance

Variance to
September's forecast
£0.000m

Wellbeing Community	&	The overspend has increased this month and can be attributed to the continuing higher utility costs and an existing pressure in our affordable rent stock moved to the Housing service for future operational effectiveness and oversight.
Variation £0.280m Overspend		

Variation to
September's Forecast
£0.120m

Customer Focus		In the last month Customer Focus has managed to reduce the overspend predicted at year end by (£0.040m)
Variation £0.135m overspend		through holding on to vacancies and reducing its costs to external suppliers. It is now predicting a year-end overspend of £0.135m which is largely from the costs of establishing a new service to support and enable the
Variation to September's Forecast (£0.040m)		Council to achieve its business plan aims, following the decoupling from OCC.

Resources

Resources are reporting an overspend of £0.252m against a budget of £5.188m (4.9%).

Finance	£0.087m overspend: Bank Charges has increased for the council due to increasing numbers of card payments being taken by the council and Bank Transfer payments being made by the council £0.058m. Decoupling costs linked to advertising costs for senior posts of £0.038m have been incurred. There are minor variations over the rest of the service as a whole (£0.009m).
Variation £0.087m Overspend	
Variation to September's Forecast £0.000m	
Legal & Democratic	Law and Governance are forecasting an overspend of £0.110m. The costs within District Elections are £0.018m over budget and the remaining £0.040m is primarily as a result of staff costs within Democratic Process because extra resources are now required. The remaining overspend is as a result of additional costs incurred within Information Governance staffing as a result of decoupling.
Variation £0.110m overspend	
Variation to September's Forecast £0.052m	
ICT	The projected overspend within IT is made up of £0.153m (consisting of £0.048m under recovery of income and £0.105m consultant fees) attributable to the decoupling of the IT service and establishing a stand-alone IT service and a new Digital Strategy for Cherwell, £0.047m attributable to increased supplier costs and £0.014m minor overspends.
Variation £0.214m overspend	
Variation to September's forecast £0.000m	
Property	The (£0.159m) underspend is a result of (£0.193m) of additional rent which is predicted as being achieved ahead of forecast, despite tricky economic conditions, and we are predicting spending (£0.173m) less on consultancy fees than anticipated during the year. However, this is offset by an overspend of £0.021m on utilities due to rising energy prices, £0.118m on staff costs (partly as a result of interim staff being required due to decoupling) and £0.068m increased costs which are largely operational (repairs, maintenance, security and rates).
Variation (£0.159m) underspend	
Variation to September's forecast £0.020m	

Communities

Communities are forecasting an overspend of £0.628m against a budget of £9.251m, (6.8%).

Planning & Development	Overall, the current forecast of being within budget by (£0.034m) is comparable to last month's forecast (£0.027m).
Variation (£0.034m) underspend	The current budget of £2.1m includes an in-year uplift for the Development Management service to support staffing levels and improvement work in the context of high workloads. Agency staff are being used to support service delivery with the additional cost presently being offset by the budget uplift. An underspend of (£0.098m) is presently forecast for Development Management which has increased from last month (£0.075m) due to vacant posts.
Variance to September's forecast (£0.007m)	The Planning Policy and Conservation service is presently forecast to have an overspend of £0.029m, a minor change from £0.028m last month. However, the situation is presently fluid due to recent reprofiling of vacant posts, recruitment, and consultancy costs in the context of the Local Plan programme.
	The Building Control, Dangerous Structures, Street-naming, and Land Drainage services are presently forecast to have an overspend at year end of £0.032m, a change from £0.015m last month. Income is presently on budget but there is some agency cost necessary to maintain service delivery.
Growth & Economy	The Growth and Economy department is forecasting, for October 2022, an overall underspend of (£0.010m). This contrasts with last months projected overspend of £0.035m and the change has come about because the Build team, which had formerly been part of the department has now been split and transferred across to Housing Service (for Housing Management) and Property (for Construction and Maintenance).
Variation (£0.010) underspend	The updates for former Build activities will now be reported elsewhere. The underspend for October is mainly attributed to £0.048m overspend on partnership contributions offset by (£0.058m) of staff savings due to secondment arrangements and holding on to vacancies; this is in preparation for a new structure will be introduced in the coming months.
Variance to September's forecast (£0.045m)	

Environmental	The forecast variance for Environmental Services for October is £0.652m.
Variation £0.652m Overspend	<p>This is largely due to the continued pressure within Car Parks of £0.364m. There is a £0.280m reduction anticipated in car park income largely due to reduced demand.</p> <p>Other variances across the service totalling £0.084m is due to an increase in premises costs and the delay to implement the new car park management contract.</p>
Variance to September's forecast £0.415m	<p>The charges increase of 25% last year, produced an increase in income of 16-18%. Similarly, a further 10% rise in July 2022 is not anticipated to increase income by 10%.</p> <p>The forecasted pressure of £0.268m within Waste and Recycling is as a result of multiple factors. This is largely due to a pressure of £0.218m in employee costs due to increased use of agency staff for backfilling vacant posts and several long-term sick.</p> <p>A net increase of £0.081m in additional transports costs largely fuel of £0.121m is partially offset by savings of (£0.040m) on vehicle maintenance and mileage.</p> <p>An increase of £0.086m on gate fees for glass recycling & food waste being a higher rate per tonne than originally budgeted.</p> <p>However additional income of (£0.314m) due to the higher than anticipated take up of garden waste subscriptions offsets under recovery on credits, sale of materials, bulky waste collections and sale of trade sacks resulting in a net (£0.161m).</p> <p>This forecast is all made up of other minor variances across Waste and Recycling totalling £0.044m.</p> <p>The forecasted pressure of £0.030m within Landscaping is a result of an increase in anticipated grounds maintenance costs and under recovery of income from street and specialist markets. Investigations in to whether Landscaping can achieve additional income through closer working with other departments will be reported back in November.</p> <p>This forecast is all made up of other minor variances across Street Cleansing and Vehicle Maintenance totalling (£0.011m).</p>

Regulatory	Regulatory Services and Community Safety is reporting a
Variation	£0.020m overspend due to an under-recovery of licensing
£0.020m	income £0.040m partially offset by vacant posts and the receipt of a grant for community safety £0.020m.

Variance to
September's forecast
£0.020m

Executive Matters

Executive Matters is forecasting an overspend of £0.007m against the budget of £0.135m, (-5.2%).

Interest	As investment interest rates are increasing the forecast
Variation	cost to carry (difference between cost of loan and what
£0.007m overspend	returns can be made investing surplus funds which arises
Variance to	due to borrowing in advance of need) has reduced. The
September's forecast	original calculations used 1.8% as an average return
(£0.202m)	which has now increased to 2.8%.

Policy Contingency

Policy Contingency is forecasting an underspend of (£0.332m) against a budget of £2.037m, (-16.3%).

Policy Contingency	Policy Contingency is planned to meet affordable
Variation	housing, commercial pressures, separation costs and
(£0.332m) underspend	inflation. There is a currently projected release of
Variance to	(£0.332) for inflation to partially mitigate some of the
September's forecast	inflationary costs that the Council is experiencing.
£0.000m	

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Appendix 3 - Virement Summary

Virement Movement

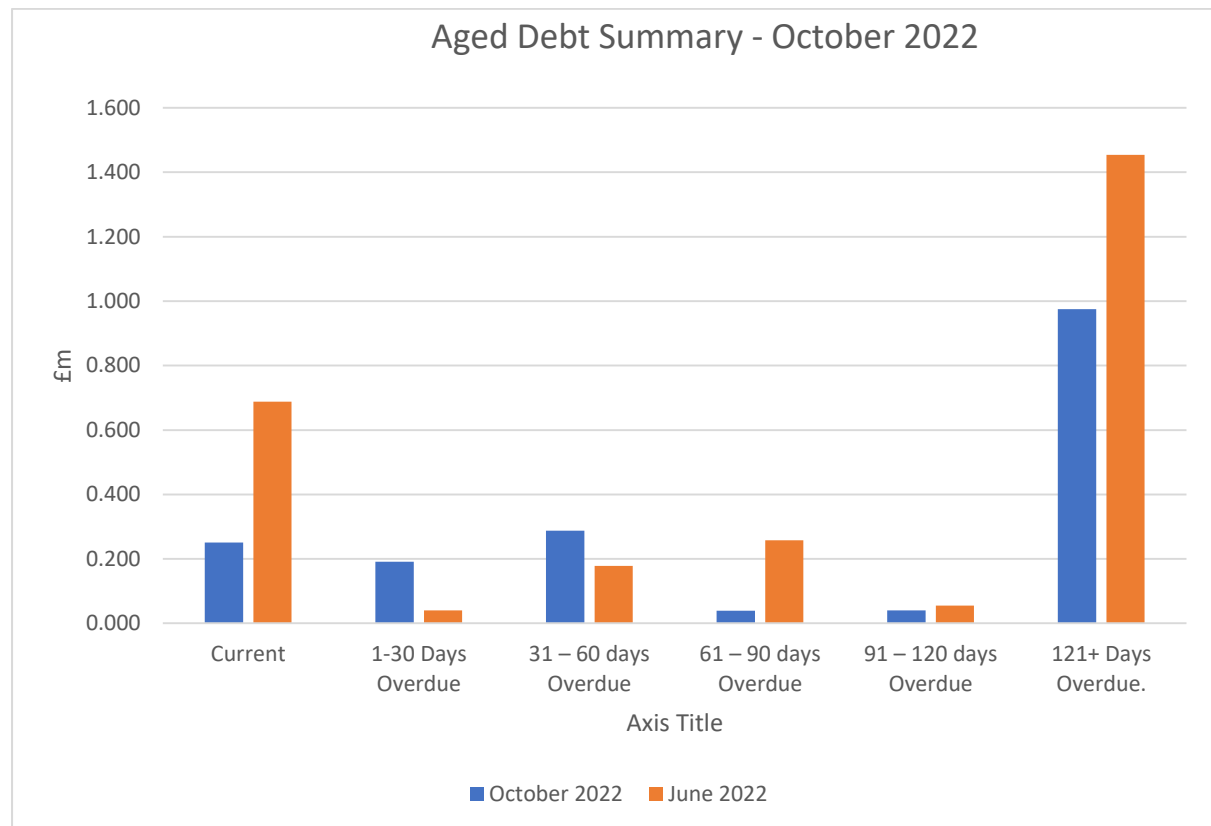
This table shows the movement in Net Budget from September to October 2022.

Virements - Movement in Net Budget	£m
Directorate Net Budget - September 2022	20.230
Directorate Net Budget - October 2022	21.320
Movement	1.090

Breakdown of Movements	£m
Allocations from/to Reserves (previously agreed)	
COVID funding for Community Food voucher scheme	£0.250
Castle Quay revenue received in advance	£0.671
Other	
Policy Contingency - Customer Focus impact of decoupling	£0.169
Total	£1.090

Aged Debt Update

The graph below shows a comparing of the aged debt at October 2022. You will notice there has been a substantial reduction in the 121+ days.



Appendix 4 - Funding for 2022/23

Specific Funding

Dept.	Grant Name	Funding
		£
MHCLG	Council Rebate - Discretionary Element	235,800
MHCLG	New Burdens Funding for Council Tax Rebate	78,207
MHCLG	Domestic Abuse Grant	34,413
DWP	Discretionary Housing Payment	61,193
Home Office	Asylum Seekers	22,500
MHCLG	Test & Trace	41,469
BEIS	Heat Networks Delivery Grant	26,800
DEFRA	DEFRA Air Quality grant	5,150
DLUHC	Rough Sleeping Accommodation Programme	15,750
DLUHC	Homeless Prevention Grant	500,016
DLUHC	Re-opening high streets safely fund	37,008
DWP	DWP - new burdens funding	64,186
Health Education England	HEE mental health workshop	7,395
Home Office	Syrian Resettlement Scheme	96,278
Home Office	Afghan Refugee Accommodation Programme	187,900
		1,414,065

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Appendix 5 - Reserves and Grant Funding

Uses of/ (Contributions to) Reserves

Specific requests

There are not requests for Uses of/Contributions to Reserves this month.

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Cherwell District Council business plan 2022 - 2023

Appendix 6

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.



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.

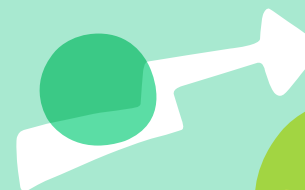


Performance management framework

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.

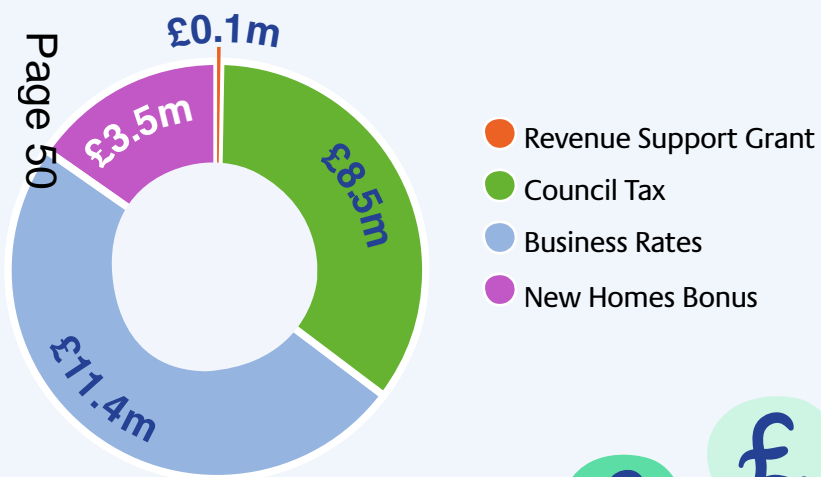


Council funding

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

Get in touch

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

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

Phone: 01295 227001

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

Write:

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

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Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Appendix 7 - Performance Report October 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 	11.93	18.00	★	Performance still within target, with a slight improvement on last month. We will continue to monitor the workload accordingly	14.02	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 	4.40	8.00	★	Performance remains within target although a slight decrease from last month. We will continue to monitor the workload accordingly	2.98	7.57	★
BP1.1.01 Homelessness Prevention	Cllr N Mawer	<ul style="list-style-type: none"> Nicola Riley Yvonne Rees 	Delivering to plan	Delivering to plan	★	The Housing Options Team offer advice and support at the earliest opportunity. 50% of cases are still being resolved prior to any statutory duties being imposed. Given national economic forecasts it is likely that the number of households reaching crisis point will increase.	Slightly behind schedule	Delivering to plan	★
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	▲	The number of people in emergency and temporary accommodation has reduced this month in comparison with September. The team have worked, and continue to do so, with clients and providers to ensure more moves are achieved.	33	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 	61.00	45.00	★	The team keeps delivering above target during October for the month and year to date	379.00	315.00	★
BP1.2.03 Homes improved through enforcement action	Cllr N Mawer	<ul style="list-style-type: none"> Nicola Riley Yvonne Rees 	18.00	9.00	★	The team keeps delivering above target during October for the month and year to date	90.00	63.00	★
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 	26.00	12.00	★	This figure includes some completions from June and September not previously recorded. Overall, this puts us back to track to hit the annual target, but the position is still vulnerable due to supply chain issues.	87.00	84.00	★
BP1.2.05 Number of Housing Standards interventions	Cllr N Mawer	<ul style="list-style-type: none"> Nicola Riley Yvonne Rees 	52.00	55.00	●	Performance is slightly below target this month due to a lower than expected number of incoming service requests. However, this does allow the team to focus more of their efforts on pro-active enforcement work.	487.00	385.00	★

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

	Portfolio Holder	Director/Lead Officer	Result	Target	Status	Commentary	YTD Result	YTD Target	YTD
BP2.2.01 % Waste Recycled & Composted	Cllr D Sames	<ul style="list-style-type: none"> ■ Ed Potter ■ Ian Boll 	53.3%	56.0%	●	<p>The recycling rate is currently down 3.2% and will mean a end of year recycling rate of 52%. The two main reasons for this is are:</p> <p>1) Reduction in dry recycling caused by the cost of living crisis and a pending recession, this is being reported nationally.</p> <p>2) Dry Spring and Summer reducing the amount of garden waste collected, this is comparable to other local authorities.</p>	54.6%	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 	38,532	42,290	★	Good reduction on estimated usage, in part due to training and use of telematics to promote fuel efficient driving.	41,778	45,123	★

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 an engaged and active participant within the Oxfordshire Housing and Growth Deal. This is a five year programme and the Council entered Year Five at the start of April 2022. The Council's officer Programme Board reviews, on a regular basis, the remaining workstreams involved - Infrastructure and Homes from Infrastructure; and locally, Productivity (the OxLEP Local Industrial Strategy having already been completed). The Affordable Housing workstream was also previously completed. 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 	8.88%	8.20%	★	The in-month collection rates was 8.88% against a target of 8.2%. The cumulative collection rates for 2022/23 are 65.86% against a target of 64.50%. Recovery action has continued throughout October with the issuing of reminders and summons to prompt payment.	65.86%	64.50%	★
BP3.2.02 % of Business Rates collected, increasing NNDR Base.	Cllr A Nell	<ul style="list-style-type: none"> ■ Michael Furness ■ Stephen Hinds 	8.14%	10.80%	▲	The in-month collection rates was 8.14% against a target of 10.8% however the cumulative collection rates for 2022/23 are 67.37% which as exceeded the year to date target of 67%. Recovery action has continued throughout October with outbound calls taking place and the issuing of reminders and summonses to prompt payment.	67.38%	67.10%	★

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	★	86 fly tips were reported in October and 75 were investigated. Nine warning letters were sent, five interviews under caution were carried out (two face to face and three by letter), three fixed penalty notices were served for duty of care offences, and three notices served requesting copies of waste transfer notes (to demonstrate that waste was disposed of legally).	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	★	<p>Through October the community safety related activity of the council included:</p> <ul style="list-style-type: none"> ● Anti-social behaviour problem solving including agreeing 3 acceptable behaviour contracts with residents in Bicester in relation to behaviours having a negative impact on the local community and supporting the Police in a prosecution relating to anti-social behaviour in Bicester Town Centre. ● Providing a presentation to year 7 and 8 pupils regarding personal safety and social responsibility. ● Supporting 3 residents in Banbury to set up Neighbourhood Watch schemes. ● Working with the Police to relaunch the "Nominated Neighbour Scheme". This allows vulnerable residents to nominate an able and trusted neighbour to act as their "Eyes and ears" and speak to any visitors to their property. ● Attending the Banbury Michaelmas fair to support the event. ● Attending a Neighbourhood Policing Conference to learn about problem solving approaches used successfully in other local areas. <p>In November the 3 new Community Wardens will be joining the Community Safety team.</p>	Delivering to plan	Delivering to plan	★
BP4.2.01 Number of Visits/Usage to District Leisure Centres	Cllr P Chapman	<ul style="list-style-type: none"> ■ Nicola Riley ■ Yvonne Rees 	114,625.00	40,000.00	★	Usage figures at Bicester, Spiceball and Kidlington continue to be on an upward curve taking regard for the increased competition particularly at Bicester. Spiceball figures were around 4,000 up on the same period last year and 2,000 up on September 2022. Kidlington Leisure Centre increased by 7,000 visits on the same period last year and around 1,000 up on the preceding month this year. Bicester usage figures are up by circa 3,000 compared to the same period last year and the preceding month.	828,649.00	310,000.00	★

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Ref	Name and Description of risk	Potential Impact	Inherent (gross) risk level (see Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls) Pvl			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
L01 -	Financial resilience – Failure to react to external financial impacts, new policy and increased service demand. Poor investment and asset management decisions.	Reduced medium and long term financial viability	4	4	14	Medium Term Revenue Plan reported regularly to members.	Fully	Councillor Adam Neil	Michael Furness	Joanne Kaye	4	4	14	↔	Posts are filled by appropriately qualified individuals. When posts become vacant the JD is reviewed to ensure it meets the needs of the wider team and that the essential skill levels and experience are appropriate.	The team is currently fully staffed with appropriately qualified individuals. Continuous Professional Development opportunities are offered and maximised by CIPFA, LGA, Link, Pfael. New financial system helping to support the monitoring process.	Risk reviewed 15/11/2022 - Potential impact, controls and mitigating actions updated
		Reduction in services to customers				Balanced medium term and dynamic ability to prioritise resources	Fully								Investment Strategy agreed annually. Strategic Place Shaping Board providing a gateway process for capital investment decisions which comply with governance framework.	New investment proposals are considered as part of the budget setting process and as and when they arise. The MTFS and budget setting continue to enhance the scrutiny and quality of new investments.	
		Increased volatility and inability to manage and respond to changes in funding levels				Highly professional, competent, qualified staff	Partially								Timely and good quality budget monitoring reports, particularly property income and capital. Unit 4 financial system provides improved management information.	Improvements to business partnering and budget management continue to be identified and implemented. Asset Management Strategy to be finalised and approved by Council.	
		Reduced financial returns (or losses) on investments/assets such as in subsidiaries.				Good networks established locally, regionally and nationally. Strong shareholder function and relationships with subsidiaries. Financial returns from the subsidiaries are not included in the MTFS until they are reasonable assured to materialise.	Fully								Introduction and implementation of an Asset Management Strategy. Shareholder Agreements in place with subsidiaries which require regular management reports to be shared with the Shareholder which allows for dialog between the entities.		
		Inability to deliver financial efficiencies				National guidance interpreting legislation available and used regularly	Fully								Work is underway to maximise the impact of the available space in Banbury town centre, encouraging an enjoyable shopping experience alongside space for non-retail activity to co-exist.		
		Exposure to commercial pressures in relation to regeneration projects.				Progress regeneration plans in a coordinated manner.	Partially								Finance support and engagement with programme management processes, project boards and steering group.	Depending on the profile of the project, finance rep will either be at Strategic or Finance Business Partner or Service Assoustant level. Involvement will reflect locally on outcomes.	
		Poor customer service and satisfaction				Participate in Oxfordshire Treasurers' Association's work streams	Fully								Integration and continued development of Performance, Finance and Risk reporting.	Integrated reporting has been embedded but needs to be adapted to reflect requirements of the committees at which it's elements are scrutinised.	
		Increased complexity in governance arrangements				Review of best practice guidance from bodies such as CIPFA, LGA and NAO	Fully								Regular involvement and engagement with colleagues across the county as well as involvement in Regional and National finance forums.	Engagement with a number of national and regional networks to ensure we are as up-to-date as we can be in relation to potential funding changes from 2023/24 and impact on our MTFS.	
		Lack of officer capacity to meet service demand				Treasury management and capital strategies in place	Fully								Regular member training and support. Briefings provided on key topics to members with particular focus on key skills for specific committees such as audit committee.	Regular training will be undertaken. Most recently, to induct newly elected members on the Council's finances, and the induction of new members of the Accounts Audit and Risk committee.	
		Lack of financial awareness and understanding throughout the council				Investment strategies in place	Fully								Budget setting will not be an annual event, but will be a continuous process of reviewing budget monitoring and reflecting trends in the MTFS.	Updated budget monitoring for 2022/23 with a greater focus on savings delivery and budget management. Introduction of Budget Oversight Group will review budget position monthly in order to challenge budget holders to manage their budgets within approved parameters.	
		Increased inflation in the costs of capital schemes				Regular financial and performance monitoring in place	Fully										
		Increased inflation in revenue costs				Independent third party advisers in place	Fully								Regular utilisation of advisors as appropriate.	Borrowing strategy recently reviewed in consultation with our financial advisors (amongst others).	
						Regular bulletins and advice received from advisers	Fully								Internal Audits being undertaken for core financial activity and capital as well as service activity.	Regular reporting of progress on internal audits considered by the Accounts Audit and Risk Committee.	
						Property portfolio income monitored through financial management arrangements on a regular basis	Partially								Summarise and distribute announcements to CLT, Leader and Lead Member for Finance as and when announcements are made relating to Spending Reviews and other government announcements affecting Local Government.	No detail in the Spending Review to be able to plan for additional resources with any confidence - must wait for Local Government Finance Settlement 2023 to understand the impact.	

Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (see Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls) Pvl			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated
2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
104-	Business Continuity - Failure to ensure that critical services can be maintained in the event of a short or long term incident impacting on the delivery of the Council's operations	Inability to deliver critical services to customers/residents	4	4	16	Business continuity strategy, statement of intent and framework in place and all arrangements overseen by a Business Continuity Steering Group	Fully	Councillor Eddie Reeves	Ian Boll	Richard Webb	3	4	12	↔	Business Continuity Statement of Intent and Framework due to be reviewed to align with new incident management framework	The Council's businesses continuity plans ensured that critical services could continue to be provided throughout the lockdown periods. Remote working enables most teams to work effectively from home and sustain services in the event of travel disruption of inability to use council buildings. A new incident management framework will be reviewed by CLT in November prior to being implemented. Further work is required to ensure this new IMF aligns with our BC policy framework. A document repository and management system is under development for key business continuity plans. Teams have been asked to update Biks in advance of a complete review of Business Continuity Plans.	Risk Reviewed 03/11/2022 - Comments updated.
		Financial loss/ increased costs				Services prioritised and ICT recovery plans reflect those priorities and the requirements of critical services	Fully								Cross-council BC Steering Group meets regularly to identify BC improvements needed		
		Loss of important data				ICT disaster recovery arrangements in place with data centre and cloud services reducing likelihood of ICT loss and data loss	Fully								ICT transition to data centre and cloud services has reduced likelihood of ICT loss and data loss		
		Inability to recover sufficiently to restore non-critical services before they become critical				Incident management team identified in Business Continuity Framework	Fully								Corporate ownership and governance revised as a result of separation of OCC and CDC		
		Loss of reputation				All services undertake annual business impact assessments and updates of business continuity plans	Partially								BC Impact assessments and BCPs being updated and reviewed by OCC's Emergency Planning team with supporting document management system being implemented.		
		Reduced service delivery capacity in medium term due to recovery activity				All services maintain business continuity plans	Partially								BC exercises to be arranged		
															Incident management framework agreed August 2021 and now being revised to reflect arrangements post separation from OCC		

Ref	Name and Description of risk	Potential impact	Inherent (gross) risk level (see Controls)			Controls	Control assessment	Lead Member	Risk owner	Risk manager	Residual risk level (after existing controls) Pvl			Direct'n of travel	Mitigating actions (to address control issues)	Comments	Last updated					
2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating									
LOS -	Emergency Planning (EP) Failure to ensure that the local authority has plans in place to respond appropriately to a civil emergency fulfilling its duty as a category one responder	Inability of council to respond effectively to an emergency	4	4	16	Incident Management Framework in place and key contact lists updated monthly.	Fully	Councillor Eddie Reeves	Ian Boll	Richard Webb	3	4	12	↔	Emergency plan contacts list being updated monthly and reissued to all duty managers periodically. Available on ELT Teams channel	The council is maintaining its duty director rota for any emergency incidents that might arise. Training is being provided for new Extended Leadership Team members to support them in their new role as Duty Director. A new Incident Response Framework will be considered by CLT in November prior to being implemented. This new IMF reflects changes following separation from OCC. Duty Directors have access to this framework on the Cherwell Resilience Direct pages. A 'lessons learned' review of an incident in July (which resulted in no disruption to the council but tested our response arrangements) has identified some actions to improve awareness of the council's business continuity incident response arrangements. These actions are being progressed and will be completed by the end of December 2022.	Risk Reviewed 03/11/2022 - Comments updated.					
		Unnecessary hardship to residents and/or communities				Emergency Planning Lead Officer defined with responsibility to review, test and exercise plan and to establish, monitor and ensure all elements are covered	Fully								OCC Emergency Planning providing expert advice and support under a partnership arrangement which continues post decoupling.							
		Risk to human welfare and the environment				Expert advice and support provided by Oxfordshire County Council's Emergency Planning Team under partnership arrangements.	Fully								Supporting officers for incident response identified in the emergency plan and wallet guide.							
		Legal challenge				Council Duty Directors attend training relating to role prior to joining duty director rota and have refresh training annually	Fully								Refreshed incident management plan being developed following separation from OCC.							
		Potential financial loss through compensation claims				Multi agency emergency exercises conducted to ensure readiness	Partially								Training provided for all Duty Directors in late 2021 and early 2022. Training for new duty directors arranged for October 2022. All senior managers who provide the Duty Director rota have opportunity attend multi-agency exercises and duty manager training with OCC senior managers.							
		Ineffective Cat 1 partnership relationships				Active participation in Local Resilience Forum (LRF) activities	Fully								On-call rota being maintained and to be updated to reflect recent staffing changes							
		Reputational damage													Authority continues to be represented at the Local Resilience Forum							
LOS-	Safeguarding the Vulnerable – Operational and partnership actions- Failure to work effectively with partners to identify and protect vulnerable people in the district and disrupt exploitation leaving vulnerable people at risk or subject to exploitation.	Increased harm and distress caused to vulnerable individuals and their families.	4	4	16	Community Safety Partnership monitors risks and oversees the actions needed to reduce risks of exploitation	Partially	Councillor Eddie Reeves	Ian Boll	Richard Webb	3	4	12	↔	Engagement with Child Exploitation (CE) workstream and CE sub-group of Safeguarding Children Board following the Jacob CSPR to identify improvements to local arrangements.	Work is continuing to implement changes to the local arrangements for tackling child exploitation following the Jacob CSPR. Plans are in development for local reporting on exploitation risks to Community Safety Partnerships which will support the Partnership to ensure that local response arrangements are effective.	Risk Reviewed 03/11/2022 - No changes.					
		Council subject to external reviews				Engagement with Joint Agency Tasking and Co-ordinating Group (JATAC) and Cherwell Operations Group to share information and plan actions on known risks and vulnerable people with partners.	Fully								Implement local changes to the child exploitation system to address findings in the Jacob CSPR.							
		Criminal investigations potentially compromised				Representation at county Child Exploitation sub-group of the Safeguarding Children Board, the countywide Modern Slavery Partnership and Safer Oxfordshire Partnership.	Fully								CSP to adopt improved oversight of the local arrangements to ensure these are effective.							
		Potential financial liability if council deemed to be negligent.				Representation at the Children Missing and Exploited Network meetings for north Oxfordshire.	Fully								Community based exploitation disruption models to be developed and implemented.							
		Reputational damage to the council.				Engagement at an operational and tactical level with relevant external agencies and networks to deliver community based disruption and preventative actions.	Partially								Continue to engage with partnership arrangements in place to identify risks.							
						Arrangements in place to ensure local framework of partnership meetings are effective and robustly identify and tackle risks.	Partially															

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
107.	Health and safety Failure to ensure effective arrangements are in place for Health and Safety.	Unsafe services leading to fatality, serious injury & ill health to employees, service users or members of the public	5	4	20	Corporate H&S governance arrangements and policies are regularly reviewed and updated by the Corporate H&S Team and monitored by the H&S Assurance Board.	Fully	Councillor R. Mould	Claire Cox	Martin Green	3	4	12	↔	As a result of decoupling from OCC the strategic H&S lead is no longer in place but a recruitment campaign in progress to recruit a Health and Safety Manager who will take a corporate lead on Health and Safety matters. Post decoupling CLT will have monthly monitoring of H&S matters as a standing item at CLT meetings. The corporate H&S register will be managed and monitored with a focus on the depots as our highest risk areas. Corporate H&S Auditing and Inspection programme on track. Reports issued to managers and actions tracked for completion.	Risk re-evaluated in light of decoupling from OCC and the need for a Corporate lead to be recruited Recruitment process completed for new corporate lead concluded with successful candidate commencing employment with CDC on December 1st 2022.	Risk reviewed 16/11/2022 - Comments updated
	Criminal prosecution for failings Breach of legislation and potential for enforcement action.	Directors and service leads are responsible for ensuring H&S arrangements are in place within their areas of responsibility. Managers are responsible for ensuring operational health and safety risks are assessed and effective control measures implemented.				Fully											
	Financial impact (compensation or improvement actions)	Consultation with employee representatives via employer and union consultative committees (Unison)				Fully											
	Reputational Impact	Corporate H&S Training provided via corporate learning and development programme. Training for operational risks may be organised by services.				Fully											
		H&S performance monitored by accident and incident reports and corporate H&S auditing and inspection programme.				Fully											
		H&S information is disseminated via internal communications and updates to ELT and other relevant meetings.				Fully											

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			Probability	Impact	Rating						Probability	Impact	Rating				
2022/23							Fully effective Partially effective Not effective										
LO8-	Cyber Security -If there is insufficient security with regards to the data held and IT systems used by the councils and insufficient protection against malicious attacks on council's systems then there is a risk of a data breach, a loss of service, cyber- ransom.	Financial loss / fine Prosecution – penalties imposed Individuals could be placed at risk of harm Reduced capability to deliver customer facing services Unlawful disclosure of sensitive information Inability to share services or work with partners Loss of reputation Increased threat to security due to most staff working from home	4	5	20	File and data encryption on computer devices Managing access permissions and privileged users through AD and individual applications Schedule of regular security patching Vulnerability scanning Malware protection and detection Effective information management and security training and awareness programme for staff Password and Multi Factor Authentication security controls in place Robust information and data related incident management procedures in place Appropriate robust contractual arrangements in place with all third parties that supply systems or data processing services Appropriate plans in place to ensure ongoing PSN compliance Adequate preventative measures in place to mitigate insider threat, including physical and system security Insider threat mitigated through recruitment and line management processes A complete restructure and update of the technical approach for the infrastructure has resulted in a move to a zero trust model. Advice received from NCSC on specific activity alerts, the increased threat of globalised ransomware and malware attacks.	Fully Fully Fully Fully Fully Fully Fully Fully Fully	Councillor Richard Mould	Stephen Hinds	David Spilsbury	3	5	15	↔	Cyber Security is mandatory e-learning for all staff to be completed annually and is part of new starters induction training. Members given presentations and cyber training with the Police Cyber Security Advisor. The Regional Police Cyber Security Advisor have given a series of all-Council staff awareness sessions. Microsoft Multi-Factor Authentication is embedded to authenticate users providing an enhanced level of cyber security. IT implemented an intrusion prevention and detection system which is monitored, and regular actions are implemented from the resulting reports. Cyber Security advice and guidance regularly highlighted to all staff. External Health Check undertaken each year and Cabinet Office PSN compliance reviewed and certified each year to ensure the infrastructure is secure to connect to the PSN. Internal Audit completed cyber audits with no major issues or significant risks identified. Joint OCC/CDC Cyber Security Officer in place - this is likely to continue after decoupling under SLA. Additional IT security advice provided for all staff during the Covid-19 working at home period including online coronavirus related scams. Cyber Security Manager has reviewed advice and provided assurance on our compliance. All staff reminded to be vigilant to unexpected emails due to the heightened risk of cyber-attack due to escalating tensions in Eastern Europe.	Cyber security incidents are inevitable. The only way to manage this risk is to have effective controls and mitigations in place including audit and review. The controls and any further controls will not reduce the potential impact should the risk occur e.g., if we were subject to a ransomware attack the effect on the council could be catastrophic. We do have controls in place to prevent this happening and plans to deal with and recover from such an incident should it occur. The controls in place have reduced the probability from 'probable' to 'possible', we don't believe that this is reduced further to the point of it being 'unlikely' as it is possible, we could be subjected to either a cyber incident or data breach within the Council. The National Cyber Security Centre (NCSC) advise an increased risk of cyber-attack due to escalating tensions in Eastern Europe. The overall risk score remains the same. A recent Audit of the Cyber function (CDC and OCC jointly) rated the that the system of control is being maintained (Amber) It should be noted that two elements of the Audit were red rated, and these were regarding procedural documentation which since have been resolved.	Risk reviewed 05/11/22 - No changes

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
LD9-	Safeguarding the vulnerable - Internal procedures - Failure to follow our internal policies and procedures in relation to safeguarding vulnerable adults and children or raising concerns about their welfare.	Increased harm and distress caused to vulnerable individuals and their families	4	4	16	Safeguarding lead in place and clear lines of responsibility established	Fully	Councillor Phil Chapman	Yvonne Rees	Nicola Riley	2	4	8	↔	Monitoring of implementation of corporate policies and procedures to ensure fully embedded		Risk reviewed 02/11/2022 - No changes
		Council could face criminal prosecution				Safeguarding Policy and procedures in place	Fully								Ensure web pages remain up to date		
		Criminal investigations potentially compromised				Information on the intranet on how to escalate a concern	Fully								Annual refresher and new training programmes including training for new members		
		Potential financial liability if council deemed to be negligent				Mandatory training and awareness raising sessions are now in place for all staff.	Fully								Attendance at safeguarding boards and participation in learning events		
		Reputational damage to the council				Safer recruitment practices and DBS checks for staff with direct contact	Fully								Continue to attend safeguarding board sub groups as necessary to maintain high levels of awareness within the system and compliance with latest practice		
						Data sharing agreement with other partners	Fully								Regular internal cross departmental meetings to discuss safeguarding practice		
						Attendance at Children and Young People Partnership Board (CYPPB)	Fully								Action plan acted upon and shared with Overview and scrutiny committee once a year		
						Annual Section 11 return compiled and submitted as required by legislation.	Fully								Corporate monitoring of all referrals		
L10-	Sustainability of Council owned companies and delivery of planned financial and other objectives - failure of council owned companies to achieve their intended outcomes or fail to meet financial objectives	Unclear governance leading to lack of clarity and oversight in terms of financial and business outcomes	3	5	15	Annual business planning in place for all companies to include understanding of the link between the Council's strategic objectives being delivered and financial impact for the council. A regular Shareholder Representative meeting takes place, a Shareholder Liaison Meeting including the S.151 Officer and Monitoring Officer takes place on a quarterly basis and a Shareholder Committee meeting on a quarterly basis. A governance review is being undertaken and initial recommendations have been approved by the Shareholder Committee.	Fully	Councillor Adam Nell	Stephen Hinds	Nathan Elvery	2	3	6	↔	A Shareholder Representative has been appointed following the decoupling from OCC, the Shareholder Representative is a former Chief Executive, regular governance arrangements are in place.	A formal governance review is being undertaken by the Shareholder Representative and the Monitoring Officer following the decoupling from OCC as part of the overall Transition Plan. The update Governance report was taken to CLT on 14th September. SH to transition as Stakeholder representative on 24th November.	Risk reviewed 15/11/22 - Potential impacts and Comments updated
		Failure of council owned companies to achieve their intended outcomes or fail to meet financial objectives				Regular meetings are in place between the Council's S.151 Officer and the relevant company Finance Directors. Financial planning for the companies undertaken that will then be included within our own Medium Term Financial Strategy. Financial risks are routinely reported by the Shareholder Representative to the Shareholder Committee.	Fully								Resilience and support being developed across business to support and enhance knowledge around council companies.		
		Lack of understanding at officer and member level about the different roles of responsibilities required when managing council owned companies				Clear governance arrangements are in place. A governance review is being undertaken and initial recommendations have been approved by the Shareholder Committee.	Partially								Skills and experience being enhanced to deliver and support development, challenge and oversight.		
						Sound monitoring in place of both business and financial aspects of the companies and the impact on overall council performance through the Shareholder Representative meetings and through the reporting to the Corporate Leadership Team on a monthly basis.	Fully								Work with one company to ensure long term support arrangements are put in place.		
						Training in place for those undertaking Director roles relating to the companies.	Partially										

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
L11-	Financial sustainability of third-party suppliers and contractors	The financial failure of a third party supplier and contractors results in the inability or reduced ability to deliver a service to customers or provide goods needed. A reduced supply market could also result in increased costs due to the council's loss of competitive advantage. Reduced resilience and business continuity Increased complaints and/or customer dissatisfaction Increased costs and/or financial exposure to the Council due to having to cover costs or provide service due to failure of third party supplier of contractor	3	4	12	Ensure contract management in place review and anticipate problems within key service suppliers and partners Business continuity planning arrangements in place in regards to key suppliers Ensuring that proactive review and monitoring is in place for key suppliers to ensure we are able to anticipate any potential service failures Intelligence unit set up procurement Hub to monitor supplier and contractor market Analysis of third party spend undertaken to identify and risk assess key suppliers/contractors	Partially Partially Partially Fully Fully	Councillor Adam Neil	Stephen Hinds	Simon Moody	3	4	12	↔	Service areas to hold meetings as required with suppliers to review higher risk areas and ensure risks are being managed. Reminders to be sent to all who have Procurement/Contract Management responsibility to regularly meet with key suppliers and partners to gain early understanding of the effects of COVID-19 lockdowns, have on supply. The Procurement Team is now providing ELT members and identified Contract Mangers a monthly update of all suppliers with spend above £25k c/w a credit risk rating score to enable contract managers to manage any identified risks, with support from the Procurement Team. Furthermore, as a result of Covid-19 the likelihood of this risk is deemed to have increased and thus the procurement and finance team now hold a weekly joint meeting to consider funding solutions to support At Risk Suppliers in accordance with the national guidance note PPN04/20. Business continuity plans in place		Risk reviewed 05/11/22 - No changes

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
L12.	Corporate Governance - Failure of corporate governance leads to negative impact on service delivery or the implementation of major projects providing value to customers.	Threat to service delivery and performance if good management practices and controls are not adhered to. Risk of ultra vires activity or lack of legal compliance Risk of fraud or corruption Risk to financial sustainability if lack of governance results in poor investment decisions or budgetary control. Failure of corporate governance in terms of major projects, budgets or council owned companies impacts upon financial sustainability of the council. Inability to support Council's democratic functions / obligations (e.g. return to physical public meetings and public access to meetings). Elements of the COVID-19 response and Recovery work may be compromised, delayed or not taken forwards.	4	4	14	Clear and robust control framework including: constitution, scheme of delegation, ethical walls policy etc. Clear accountability and resource for corporate governance (including the shareholder role). Integrated budget, performance and risk reporting framework. Corporate programme office and project management framework. Includes project and programme governance. Internal audit programme aligned to leadership risk register. Training and development resource targeted to address priority issues; examples include GDPR, safeguarding etc. HR policy framework. Annual governance statement process undertaken for 2021/22 connects more fully and earlier with ELT and CLT. Annual Review of the Constitution will take place each Autumn led by the Overview & Scrutiny Committee and approved by Full Council	Fully Fully Fully Partially Fully Partially Partially Fully	Councillor Barry Wood	Stephen Hinds	Shiraz Sheik	3	3	9	↔	Standing item at senior officer meetings – regular review of risk and control measures - through CLT and DLTs. Leadership programme identifying Programme and Project Management is being developed and rolled out to ELT during 2022/23. The Monitoring Officer is a member of full member of CLT. The Annual Governance Statement was produced and has been published. The Corporate Governance Assurance Group continues to map governance processes to ensure visibility and to refresh them.	Risk is currently under complete review. A fundamental review of organisational risks and risk policy is ongoing. New MO ratified by Full Council on 17th October.	Risk reviewed 07/11/22 - Commentary and risk owner updated

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
L13-	Oxfordshire Housing and Growth Deal - (contract with HMG)	Failure to meet its obligations as a partner within the Growth Deal could see Cherwell as a factor in Government holding back some or all of its funding and/or cease to extend the arrangement beyond 2023.	4	5	20	Established programme structure and partnership ethos to support effective programme delivery.	Fully	Councillor Barry Wood	Ian Boll	Robert Jolley	4	3	12	↔	A CDC GD programme and programme board capability.	The Infrastructure and Homes from Infrastructure workstream (IHf), one of two remaining workstreams within the Oxfordshire Housing and Growth Deal Programme in Cherwell, is currently being reviewed to rebalance the programme within financial parameters; work continues with the various local authority partners and the Future Oxfordshire Partnership. It should be noted that the Productivity workstream was completed when OxLEP finalised the Oxfordshire Industrial Strategy and the Affordable Housing workstream has also been completed. Oxfordshire Plan 2050 ceased in August 2022 and the implications of this are currently being assessed by the relevant parties.	Risk reviewed 03/11/2022 - Comments updated
Failure to replace Programme Management Officer could adversely affect delivery and stability of the overall Cherwell programme.	Put suitable arrangements in place to deliver the Project Management function.	Fully, when implemented (not implemented yet).				Meetings to take place with key colleagues to implement suitable arrangements to deliver the Project Management function.											
Infrastructure milestone delivery late (for infrastructure linked to accelerated housing)	Engagement with housing developers to understand their commercial constraints.	Partially				Work stream plans of work (work stream brief, schedule, RAID log) Structured engagement with developers to better understand their needs.											
Delivery of Infrastructure projects fail to accelerate housing delivery as commercial pressures impact house builders	Identify potential "top up" schemes to supplement GD affordable housing scheme.	Fully				Appropriate escalation of issues to agree programme flexibilities where required.											
Delivery of affordable houses below programme targets as GD contributions insufficient to attract sufficient builders/registered providers	Utilise effective Programme controls to facilitate prompt escalation of issues to enable appropriate decision making and delivery timescale review.	Fully				Improved collaboration working with partners.											
Oxfordshire Plan delivered late	Develop Year 5 (final year) Plans of Work to detail the expected delivery by CDC for Year 5 of the Growth Deal Programme, building on the experiences and knowledge gained during previous years.	Partially				Ongoing work with partners to realistically reflect deliverable schemes within programme time frame.											
L14-	Workforce Strategy The lack of effective workforce strategies could impact on our ability to deliver Council priorities and services.	Limit our ability to recruit, retain and develop staff	3	4	12	Analysis of workforce data and on-going monitoring of issues.	Partially	Councillor R. Mould	Yvonne Rees	Claire Cox	3	4	12	↔	Development of relevant workforce plans.	There are a number of emerging issues in terms of recruitment and retention within the local government workforce especially at entry level roles where competition with the private sector is fierce and in senior management roles where there tends to be an ageing workforce. HR is working with areas experiencing recruitment and retention difficulties.	Risk reviewed 16/11/2022 - No changes
Impact on our ability to deliver high quality services	Key staff in post to address risks (e.g. strategic HR business partners)	Fully				Development of new L&D strategy, including apprenticeships.											
Overreliance on temporary staff	Weekly Vacancy Management process in place	Fully				Development of specific recruitment and retention strategies. It is planned for CDC to develop a framework that suits the needs of all services ensuring that the Council has access to a much wider pool of staffing agencies at competitive rates.											
						There are indications that specific service areas are beginning to experience recruitment difficulties for professional roles. HR is working with the relevant directors to consider alternative resourcing methods.											
		Additional training and development costs				Ongoing service redesign will set out long term service requirements	Partially								The new IT system has been implemented to improve our workforce data and continues to be develop to improve our ability to interrogate and access key data (ongoing) in order to inform workforce strategies.		

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
L15-	Covid-19 Community and Customers Significant spread of the Covid-19 virus results in potential impacts in terms of customers and communities. Including community resilience, ability to access services, consequences of prolonged social distancing or isolation, economic impacts to business, including but not limited to the visitor economy.	Possible reductions in frontline service delivery, events, meetings and customer contact.				Business Continuity Plans have been reviewed and tested to ensure the ongoing delivery of priority services.	Fully								Council and partnership business continuity and emergency planning arrangements for the Covid-19 response suspended in recognition of the current situation. Outbreak planning and Standard Operating Procedures are in place and could be implemented rapidly if required.	There is continuing monitoring of case numbers, infection rates and impacts in the health system through the Oxfordshire System and Cherwell are involved with these groups to understand any increase in risk. Risk currently low due to prevalent strain of Covid-19 not having serious health impacts in most people. Consequentially, the impacts on health system and economy are reduced. Monitoring only at this time.	Risk reviewed 03/11/2022 - No changes.
		Economic hardship impacting local business and potentially the local workforce.				Remote (home based) working in place, to facilitate self isolation and limit impact on service delivery.	Partially										
		Impact on vulnerable residents who may find it harder to access services.				Communications stepped up, to support remote working, reinforce national guidelines and set out the current organisational response.	Fully										
		Increased demand on both frontline and enabling services.				Regular updates from Director of Public Health, shared internally and externally. Partnership communications. Partnership communications enhanced and regular conversations convened.	Fully										
		Prolonged risk of social isolation and the mental and physical consequence thereof.															
			5	4	29			Councillor Barry Wood	Ian Boli	Richard Webb	2	3	6	↔			

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2022/23			Probability	Impact	Rating		Fully effective Partially effective Not effective				Probability	Impact	Rating				
L16-	Covid-19 Business Continuity Significant staff absence due to the Covid-19 virus results in potential impacts on frontline service delivery and the ability to run the council's business on a day to day basis.	Possible reductions in frontline service delivery, events, meetings and customer contact. Potential confusion amongst staff with regards to how to plan and respond to reduced service availability, professional support and maintain business as usual. Requirement to reprioritise service delivery. Requirement to offer mutual aid to partner organisations. Potential impact in the medium to long term resilience of staff may result in wider wellbeing issues.	3	4	12	Business Continuity Plans in place. Guidance supports managers to enable agile working and is updated in response to changing conditions. Remote working capability across all relevant council teams. Regular updates from Director of Public Health, shared internally and externally.	Fully Partially Fully Fully	Councillor Barry Wood	Ian Boll	Richard Webb	3	3	9	↔	Council and partnership business continuity and emergency planning arrangements suspended to reflect current low Covid-19 impacts but remain in place for rapid implementation if required. IT remote working arrangements are sustainable. Monitoring for risk escalation only.	The nature of the risk is such that national public health guidelines will determine the council's' response. Staff absences due to Covid-19 are low. Agile working and flexibility to continue. Hybrid meetings are tested and operational.	Risk reviewed 03/11/2022 - No changes.

Cherwell District Council

Executive

5 December 2022

Council Tax Reduction Scheme 2023/2024

Report of Assistant Director of Finance

This report is public

Purpose of report

To enable members to consider the banded scheme for Council Tax Reduction and to seek approval to recommend to Council a council Tax Reduction Scheme for the financial year 2023/24.

To note potential changes to Council Tax discounts and reliefs which are currently subject to consultation as part of the Council's budget consultation

1.0 Recommendations

The meeting is recommended:

1.1 To note the contents of this report and the financial implications for the Council.

1.2 To recommend to Council:

- The option of no change to the Council Tax Reduction Income Banded Scheme for Working Age Customers for 2023 -24.
- To amend Working Age Regulations in line with annual uprating; and to amend the Council Tax Regulations for pensioners in line with uprating announced by Department for Levelling Up, Housing and Communities.

1.3 To recommend to Council the levels of Council Tax discounts and premiums remain the same as previous years:

- Retain the discount for second homes at zero.
- Retain the discount for empty homes (unoccupied and substantially unfurnished) at 25% for 6 months and thereafter zero.
- Retain the empty homes premium of an additional 100% for properties that have remained empty for more than 2 years (total Council Tax payable 200%).

1.4 To note and to highlight to Council that the following Council Tax discounts and premiums are currently proposed to change as part of the Council's 2023/24 budget consultation:

- Introduce an empty homes premium of an additional 200% for properties that have remained empty for more than 5 years (total Council Tax payable 300%).
- Introduce an empty homes premium of an additional 300% for properties that have remained empty for more than 10 years (total Council Tax payable 400%).
- Removal of the 25% discount for 12 months (zero thereafter) for dwellings which are vacant and undergoing major repair work to render them habitable.

2.0 Introduction

- 2.1 The Council Tax Reduction caseload has been monitored and there has been a reduction in the number of live cases from 6,743 in June 2021 to 6,292 in June 2022. This decrease in caseload comes after the Covid-19 crisis which saw a sharp increase in the number of new applications during the first lockdown and the subsequent reduction can be attributed to people returning to work.
- 2.2 The in-year Council Tax collection rate for the 2020/21 financial year was 97.46% compared to 98.07% in 2021/22 which is the highest rate across the Oxfordshire authorities. In considering the Council Tax Reduction Scheme for 2023/24 members should be mindful that any changes to the scheme that reduce entitlement to CTRS could have an adverse impact on collection rates.

3.0 Report Details

Council Tax Reduction

- 3.1 Since the introduction of the Council Tax Reduction Scheme (CTRS) the benefits landscape has drastically changed. Universal Credit is based on real time information which means that any change in income generates a change in Council Tax Reduction through data files received directly from the Department for Work and Pensions. Residents were therefore, receiving multiple bills and letters during the year making the process a poor user experience and making budgeting for individuals very difficult.
- 3.2 In December 2019 the Council agreed to move to an income banded scheme for customers that were of working age. The scheme assesses the maximum level of Council Tax Reduction based on the net income of the applicant and household members. The main principles of the scheme are as follows:
- If the applicant or partner is in receipt of one of the main passported benefits (Income Support, Job Seeker's Allowance, Income Based and Income Related Employment and Support Allowance or receiving War Widows or War Disablement Pensions) they will automatically be placed in the highest band of the scheme and will receive 100% support

- Working age households will receive a discount, depending on their level of income and the band that they fall into.
- Under this scheme, as part of our ongoing commitment to support disabled people, we will continue to disregard Disability Living Allowance, Personal Independence Payments, War Disablement Benefits and will also continue to disregard Child Benefit and Child Maintenance.
- As highlighted earlier in this report the introduction of Universal Credit and Real Time Information files means that customers can experience frequent changes in their Council Tax Reduction which in turn impacts on the amount of Council Tax payable. This makes budgeting for households more of a challenge and is impacting on our ability to collect Council Tax. The banded scheme is simpler for residents to understand and any future changes to the value of awards can be achieved by simply adjusting the banding thresholds.
- Residents experience less change in their Council Tax Reduction and the scheme reduces the number of letters and Council Tax demands issued. The Council has seen a 27% reduction in printed mail and dispatch when comparing the first quarter of 2019 the first quarter of 2022.

3.3 The current scheme was introduced from April 2020 following a period of consultation and engagement. In general, it has been well received with limited contact from customers affected by the change.

3.4 There is a requirement to consult with the public, major preceptors and other parties who may have an interest in the Council Tax Reduction Scheme on any material changes to the scheme. If members would like to consider a change to the current banded scheme, then a full consultation will need to be undertaken.

3.4 Any amendments proposed to the scheme (other than uprating thresholds for inflation) would require significant consultation to take place. If any changes were made to the scheme it is unlikely to generate significant additional resources to the Council.

Council Tax discounts and premiums

3.5 The Local Government Finance Act 2012 also abolished certain exemptions with effect from 1 April 2013 and replaced them with discounts which can be determined locally

3.6 Council determined that furnished chargeable dwellings that are not the sole or main residence of an individual (i.e. second homes) should not receive a discount. At the time of writing this report there were 588 properties in this category

3.7 Council also determined that the discount in respect of unoccupied and substantially unfurnished properties should be reduced to 25% for a period of six months and thereafter to zero. At the time of writing this report there were 498 in this category.

3.8 Prior to 1 April 2013 billing authorities could charge up to a maximum of 100% council tax on dwellings that have been empty for more than two years. From April

2013 local authorities were given the powers to charge a premium of up to 50% of the council tax payable.

New legislation was introduced in April 2020 which allows for 100% premium (total Council Tax payable of 200%) to be charged on properties that have been empty and unfurnished for over two years. The Council has previously adopted this premium.

3.9 In addition to this, legislation is now in place such that from

- 1 April 2020 properties empty for a period in excess of 5 years can be charged Council Tax at 300% of the full charge (100% Council Tax charge plus 200% premium)
- 1 April 2021 properties empty for a period in excess of 10 years can be charged Council Tax at 400% of the full charge (100% Council Tax charge plus 300% premium)

3.10 The Council is currently consulting on increasing the Empty Homes premium to the maximum allowable in order to further incentivise empty properties to be brought back into use.

3.11 The Council also has the ability to adjust the discount applied to homes which are vacant uninhabitable and/or undergoing major repair work to render them habitable. The current discount is applied at a rate of 25% for 12 months and zero thereafter. The Council is currently consulting on reducing the discount to zero in all years.

4.0 Conclusion and Reasons for Recommendations

4.1 The current scheme is understood by customers and has enabled them to budget for their council tax payments. One of the main advantages of the banded scheme is that it reduces the number of changes that the customer will experience enabling more effective personal budgeting.

4.2 There is still a lot of financial uncertainty for many customers and in the current financial climate with the ongoing cost of living crisis it is therefore recommended that the existing scheme should be retained for 2023/24

5.0 Consultation

Budget Planning Committee considered the Council Tax Reduction Scheme 2023/24 at its meeting on 26 July 2022 and recommended that the scheme remain unchanged for 2023/24

6.0 Alternative Options and Reasons for Rejection

6.1 The alternative option is to undertake a review of the current CTRS but paragraph 4.1 and 4.2 explains the rationale for not taking this course of action.

7.0 Implications

7.0 Financial and Resource Implications

- 7.1 The MTFS has assumed the current scheme will be retained. Any changes to the existing caseload will be accommodated as part of the budget process.

Comments checked by:

Michael Furness Assistant Director of Finance

Michael.furness@cherwell-dc.gov.uk

Legal Implications

- 7.2 The Council is required to review its Council Tax Reduction Scheme on an annual basis and if it determines to make changes then it must consult on the revised scheme. Failure to do so would adversely affect the reputation of the Council and would have a financial implication for residents as well as exposing the Council to potential challenge for failing to comply with the legislative requirements of the Local Government Finance Act 1992. The Council is considered to have complied with the relevant statutory provisions when the scheme was introduced therefore, maintaining the status quo does not have any legal implications

Comments checked by:

Shahin Ismail, Interim Head of Legal Services, Shahin.ismail@cherwell-dc.gov.uk

Risk Implications

- 7.3 There are no risk implications. If any, they will be managed as part of the operational risk register for the service and escalated as and when necessary to the leadership risk register.

Comments checked by:

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

Email: celia.prado-teeling@cherwell-dc.gov.uk

Equalities and Inclusion Implications

- 7.4 There have been no changes to the scheme we are adopting as it follows the same policy, no ECIA required if the proposal is accepted.

Comments checked by:

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

Email: celia.prado-teeling@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: Yes

Community Impact Threshold Met: Yes

Wards Affected

All

Links to Corporate Plan and Policy Framework

N/A

Lead Councillor

Councillor Adam Nell, Portfolio Holder for Finance

Document Information**Appendix number and title**

- None

Background papers

- None

Report Author and contact details

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Cherwell District Council

Executive

5 December 2022

Infrastructure Funding Statement 2021/22

Report of Assistant Director – Planning and Development

This report is public

Purpose of report

To seek approval of the Council's Infrastructure Funding Statement 2021/22 for publication and for an accompanying data submission to the Department for Levelling Up, Housing and Communities.

1.0 Recommendations

The meeting is recommended:

- 1.1 To approve the Infrastructure Funding Statement 21/22 at Appendix 1 for publication by 31 December 2022, subject to any final changes considered to be necessary by the Assistant Director – Planning and Development to secure accuracy in consultation with the Portfolio Holder for Planning.
- 1.2 To authorise the Assistant Director – Planning and Development to publish and submit the associated Infrastructure Funding Statement data as required by the Department for Levelling Up, Housing and Communities.

2.0 Introduction

- 2.1 The Infrastructure Funding Statement (IFS) is an annual published statement of developer contributions either secured to mitigate the impact of approved development or for which there has been a transaction during the financial year.
- 2.2 The publication of a statement is a statutory requirement for Councils arising from changes to the Community Infrastructure Regulations (the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019). The changes came into effect in September 2019 and the Council's first IFS was considered by the Executive in December 2020.
- 2.3 Planning Practice Guidance states, '*Reporting on developer contributions helps local communities and developers see how contributions have been spent and understand what future funds will be spent on, ensuring a transparent and accountable system*' (para. 029, ref. ID: 23b-029-20190901).

- 2.4 Any authority that receives a contribution from development must prepare an Infrastructure Funding Statement. The Council reports on the contributions it receives. It is for Oxfordshire County Council to report on its contributions, such as those for highways and education.
- 2.5 Local Planning Authorities continue to be required to keep a copy of any planning obligation, together with details of their modification or discharge, and make these publicly available on their planning register (i.e. the Council's public access system) and Local Land Charges register.
- 2.6 An Infrastructure Funding Statement should include a Community Infrastructure Levy (CIL) Report (where relevant), and a 'Section 106' Report – the section of the Town and Country Planning Act 1990 under which developer contributions are sought. As the Council has not introduced a CIL, the Council's IFS includes only a Section 106 report.
- 2.7 The IFS (Appendix 1) covers the period 1 April 2021 to 31 March 2022 and has been prepared to meet the regulatory requirements set out at Appendix 2. The accompanying 'raw' data the Council is required to publish, and the format of presentation, is defined by the Department for Levelling Up, Housing & Communities.
- 2.8 The process of preparing the IFS has involved close working between Finance and Planning services to provide as much clarity as possible on the latest section 106 position. The IFS is based on the most robust information available at this moment in time. The data it contains is drawn from current records, but it is important to note that those records can change as new information becomes available.
- 2.9 In particular, the IFS does not take into account allocations and transactions undertaken since 31 March 2022 and does not take into account all payments owing to services/infrastructure providers for the forward funding of infrastructure delivery and/or maintenance. There will also be some cases where the Council's records may need updating.
- 2.10 This presently 'unallocated' amount of £196,633.39 is lower than the figure of £225,512.88 for 20/21. All monies secured during 21/22 are allocated and further detailed examination of historic records for the production of this year's IFS has resulted in some further allocation of the unallocated 'legacy' funds. The total sums for unspent or unallocated funds cannot be considered to be fixed or final.

3.0 Report Details

- 3.1 The data return has been produced following national guidance. There are three broad categories of data collected:
1. developer agreements – details of those agreements entered into during the reporting year;
 2. developer agreement contributions – those individual obligations or sums within an agreement assigned to particular purposes / specified categories (e.g. community facilities, affordable housing, monitoring fees);

3. developer agreement transactions – those that are ‘secured’, ‘received’, ‘allocated’, ‘transferred’, ‘spent’ or ‘returned’ with the amount specified.
- 3.2 Planning Practice Guidance advises that local authorities should monitor data in line with the government’s data format; that the data should include details of the development and site, what infrastructure is to be provided and when developer contributions are received, spent or transferred.
- 3.3 There is not a requirement to republish historical data other than for contributions previously received which remain unspent.
- 3.4 Where authorities pass funds to other bodies, this should be on the condition that the other body will provide information back to the authority on how contributions have been spent that reported year, and how they intend to spend future contributions, to inform Infrastructure Funding Statements.
- 3.5 The information in the Infrastructure Funding Statement should feed back into reviews of plans to ensure that policy requirements for developer contributions remain realistic and do not undermine the deliverability of the plan.
- 3.6 The guidance recommends that authorities report on the delivery and provision of infrastructure where they are able to do so. This will give communities a better understanding of how developer contributions have been used to deliver infrastructure in their area.
- 3.7 It acknowledges that data on developer contributions is imperfect, represents estimates at a given point in time, and can be subject to change. However, the data published should be the most robust available at the time.
- 3.8 The Infrastructure Funding Statement has been prepared to provide as much clarity as possible, elaborating on the raw data where achievable.
- 3.9 The key messages from this year’s report are as follows:
- the total for developer contributions secured by way of legal agreement in 21/22 was £3,152,537.71 - a higher figure than £2,400,257.78 in 20/21
 - total contributions received during the reporting year were £2,929.691.23 compared to £629,187.03 in 20/21.
 - of this, £2,157,465.14 was received towards open space and leisure provision, such as outdoor or indoor sports provision, public open and amenity space management, the provision of play spaces and their management.
- 3.10 The rigour of IFS process is supporting closer working between planning and finance and increasing transparency.

4.0 Conclusion and Reasons for Recommendations

- 4.1 The publication of an Infrastructure Funding Statement (IFS) is a statutory requirement that provides transparency and accessibility of information about s.106 developer contributions required for the grant of planning permission. The proposed IFS encapsulates the data that officers propose to publish and submit for

2021/22 to DLUHC to meet that requirement. The information is considered to be the most robust available at this time. Officers will prepare a statement annually and continue to develop monitoring systems on an on-going basis.

5.0 Consultation

5.1 Councillor Colin Clarke – Portfolio Holder for Planning

6.0 Alternative Options and Reasons for Rejection

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

Option 1: Not to bring forward an Infrastructure Funding Statement

This is not a lawful option as it would mean that the Council would be in breach of its statutory duty

Option 2: Seek review of the key statistics and proposed Infrastructure Funding Statement.

Officers consider that this is not required as the information is the most robust available at this time.

7.0 Implications

Financial and Resource Implications

7.1 There are no direct financial implications identified. The work on the IFS is being completed using existing budget.

The IFS indicates that £196,633.39 s.106 monies have not yet been spent or allocated. This is historical money that was received and still needs investigation to allocate these to the correct projects that they were intended for.

Comments checked by:

Leanne Lock, Strategic Business Partner
Tel. 01295 227098, Leanne.lock@cherwell-dc.gov.uk

Legal Implications

7.2 There is a statutory requirement to publish an IFS that meets prescribed requirements and officers consider that the information presented to meet those requirements is, in accordance with guidance, the most robust available at this time.

Comments checked by:
Matthew Barrett, Planning Solicitor
Tel. 01295 753798, matthew.barrett@cherwell-dc.gov.uk

Risk Implications

- 7.4 Within the IFS, it is explained that the statement has been produced on the basis of the best information available at this moment in time. The data it contains is drawn from current records which may change or be updated. Failure to publish an IFS, and therefore to meet statutory requirements, could cause reputational harm to the Council. This and any other risks that may arise will be managed accordingly by the services and escalated as and when necessary to the Leadership Risk Register.

Comments checked by:

Shona Ware, Assistant Director - Customer Focus, Performance & Transformation

Tel: 01295 221652, Shona.Ware@cherwell-dc.gov.uk

Equality & Diversity Implications

- 7.5 There are no implications arising from the gathering and publication of the data.

Comments checked by:

Shona Ware, Assistant Director - Customer Focus, Performance & Transformation

Tel: 01295 221652, Shona.Ware@cherwell-dc.gov.uk

Sustainability Implications

- 7.6 There are no implications arising from the gathering and publication of the data.

Comments checked by:

Ed Potter, Assistant Director - Environmental Services

Tel. 0300 003 0105, ed.potter@cherwell-dc.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

All

Links to Corporate Plan and Policy Framework

Business Plan Priorities 2022-2023:

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

Lead Councillor

Councillor Colin Clarke – Portfolio Holder for Planning

Document Information

Appendix number and title

- Appendix 1: Infrastructure Funding Statement 2021/22 – Summary Report
- Appendix 2: Section 106 Report – Prescribed Matters

Background papers

None

Report Author and contact details

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**CHERWELL DISTRICT COUNCIL
Infrastructure Funding Statement 2021-2022**

December 2022

Draft for Executive



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1. Introduction

- 1.1 This is an Infrastructure Funding Statement (IFS) published in December 2022 supported by a data return to Government. It outlines the 'Section 106' (s106) developer contributions the council has secured during 2021/22 or for which there has been a transaction over the same reporting year. In addition, it provides a summary of the s106 contributions the council has received, and which remain unspent. Section 106 agreements secure contributions towards the delivery of infrastructure required to mitigate the impacts of development, thereby helping to make it acceptable.
- 1.2 This IFS sets out the required information outlined in the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019. The council is required to publish an IFS by the end of each calendar year for the preceding monitoring year. The government's objective is to improve transparency and accountability on developer contributions. The council does not have a separate Community Infrastructure Levy and therefore there is no report on CIL in the statement.
- 1.3 This report provides a summary of the contributions the council has secured for on- and off-site infrastructure and affordable housing. The reporting period is the financial year 1 April 2021 to 31 March 2022.
- 1.4 Contributions received by Oxfordshire County Council for county infrastructure such as highways and education are not included as they are received by that council.
- 1.5 This Statement provides:
 - 1. An overview of s106 agreements
 - 2. Key statistics from the reporting period
 - 3. Guidance on understanding the IFS Data
 - 4. A presentation of the IFS data
- 1.6 The information included in this report will be updated annually and published on the council's website. It will help improve the accessibility of information. The council will continue to publish completed s.106 agreements on its planning register available at: <https://planningregister.cherwell.gov.uk/>.
- 1.7 Data on developer contributions include estimates at a given point in time and can be subject to change. Data reported within this document, is the most robust available at the time of publication.

2. An Overview of s106 Agreements

- 2.1 Under s.106 of the Town and Country Planning Act 1990, a Local Planning Authority can seek obligations for both on- and off-site physical infrastructure and/or contributions when it is considered that a development needs to be supported by that infrastructure to make it acceptable and where those needs cannot be addressed through planning conditions when planning permission is granted.
- 2.2 Planning obligations help ensure that the additional pressure on resources that new development creates are overcome, to allow the development to make a positive contribution to the local area.

- 2.3 Regulations state that a planning obligation may only constitute a reason for granting planning permission for the development if the obligation is:
- Necessary to make the development acceptable in planning terms;
 - Directly related to the development;
 - Fairly and reasonably related in scale and kind to the development
- 2.4 'In Kind' obligations are provided where the developer builds or provides directly the infrastructure necessary to fulfil the obligation. For example, a development may be required to provide a specific number of affordable homes on site.
- 2.5 Financial obligations are payments towards the provision of off-site infrastructure works or alternate facilities elsewhere within the District, usually on or near the site.
- 2.6 In some cases, the obligation secured can be a combination of both on-site provision and financial contributions, such as the delivery of a community hall and the provision of an on-going maintenance sum.
- 2.7 The council's approach to securing contributions is set out in the Cherwell Local Plan 2011-2031 and a Development Contributions Supplementary Planning Document (SPD) available on-line at <https://www.cherwell.gov.uk/info/33/planning-policy>. The Local Plan is supported by an Infrastructure Delivery Plan and its delivery is monitored by way of an Annual Monitoring Report (<https://www.cherwell.gov.uk/monitoring>).

3. Key Statistics from the reporting period

Developer Agreements

- 3.1 Appendix 5 to this Summary Report shows that between 1 April 2021 and 31 March 2022, the Council had entered into eight new s.106 agreements. The s.106 agreements relate, in the main, to residential and office based developments across the district and does not included OCC only S106 Agreements.

Developer Agreement Contributions

- 3.2 Appendix 6 to this Summary Report provides a breakdown of the individual contributions arising from the eight S106 agreements (i.e. for those agreements entered into between 1 April 2021 and 31 March 2022). It is not possible to fully quantify the total contribution values as some are reliant upon further planning consideration. For example, some contributions are secured based on an individual unit such as a square metre of open space or per individual tree. The total contribution is not fixed until open space or landscaping schemes are approved, such as through the approved of reserved matters.
- 3.3 For this reason, the data below is not fully reflective of the true value of secured contributions. A minimum is provided based on the best information available. The eight agreements have secured the following:
- Total contributions received during the reporting year of £2,929,691.23
 - Total contributions spent during the reporting year of £1,422,990.53
 - The Council secured District monitoring fees £19,133.35

- A minimum £215,457.85 towards the provision of or on-going maintenance of community facilities within the district, along with other contributions towards the provision or maintenance of community facilities.
- Contributions towards flood and water management, such as balancing ponds, swales and ditches and their on-going maintenance
- Contributions towards green infrastructure, such as the provision of biodiversity off-setting or an ecological zone within a development
- A minimum £2,157,465.14 towards open space and leisure provision, such as outdoor or indoor sports provision, public open and amenity space management, the provision of play spaces and their management
- Other contributions towards Burial contribution, Refuse management, Police and Public Art contribution.
- 178 affordable homes were secured in year 2021-2022.

Developer Agreement Transactions

- 3.4 Appendix 7 provides the raw data on s.106 transactions over the course of 2021/22. The information is presented in a form that meets the Government's data monitoring requirements and is presented to demonstrate what is being submitted. However, it does not facilitate a readily accessible understanding of the project involved which will need further consideration for future statements. Nevertheless, the key statistics and summaries of the funds received and spent are provided below:

- the council received £2,929,691.23 from developer contributions
- the council spent £1,422,990.53 from developer contributions
- 178 affordable homes were received from developments

- 3.5 Table 1 provides a breakdown of the s.106 monies received:

Table 1

Infrastructure Type	s106 Monies Received (Apr 21 – Mar 22)
Monitoring Fee	£19,133.35
Open Space and Leisure	£2,157,465.14
Communities Facilities	£215,457.85
Other- burial ground, Police, refuse, Public Art	£123,050.78
Affordable Housing	£414,584.11
Total	£2,929,691.23

- 3.6 Table 2 provides a breakdown of the s.106 monies spent:

Table 2

Infrastructure Type	s106 Monies Spent (Apr 21-Mar 22)
Monitoring Fee	£52,123.43
Open Space and Leisure	£386,216.27
Other- Public Art, refuse, Biodiversity	£134,204.17
Housing	£409,100.01
Community Worker	£8,802.00
Community Facilities	£432,544.65
Total	£1,422,990.53

4. Guidance on understanding the IFS Data

- 4.1 Planning authorities must publish their IFS, recording three data sets: developer agreements, developer contributions and developer agreement transactions. The requirements for each data set are prescribed by government guidance and shown in Tables 3 to 5 below.

Table 3: Developer Agreements

Heading	Information Requirement
Development Agreement	A unique identifier for the agreement.
Start Date	The date the agreement was 'signed and sealed'.
End Date	This is left blank if this version of the section 106 agreement has not been superseded by a new one. If it has, enter the last day this version was in effect, in the same format as the entry-date column.
Planning Application	The planning application reference number
Location	The application location as detailed on the planning application
Description of Development	As detailed on the decision notice.

Table 4: Developer Agreement Contributions

Heading	Information Requirement
Development Agreement Contribution	A unique identifier for the contribution.
Development Agreement	The unique identifier you've created for the agreement, as provided on the Developer Agreements data
Contribution Category	The ID for the intended purpose of the developer contribution. This list of categories is provided by MHCLG
Contribution Detail	The details of the contribution
Amount	The secured contribution amount, in pounds and pence but without a currency symbol or commas (for example 100000.00)
Units	The units of the contribution, or the number of infrastructure pieces to be provided, if a non-financial contribution is secured

Table 5: Developer Agreement Transactions

Heading	Information Required
developer-agreement-transaction	A unique identifier for the transaction.
developer-agreement-contribution	Enter the unique identifier you created for the contribution.

Heading	Information Required
contribution-funding-status	One of the following is input to indicate what stage the funding for the contribution is currently in: 'secured': the trigger clauses associated with the contribution have been met, meaning the developer is now required to pay all or part of the contribution. 'received', the developer has paid all or part of the money due to the local planning authority, 'allocated': the received money has been allocated to a team within the local planning authority, who will spend the money, 'transferred': the received money has been transferred to an organisation outside the planning authority (for example another local authority or Transport for London), who will spend the money, 'spent': the received money has been spent on the purpose specified in the section 106 or 278 agreement, 'returned': the received money (or a portion of it) has been returned to the developer. If more than one status applies (for example if some money was spent and some returned), please create a separate row for each status. Fill in each row with all other fields.
amount	The amount of money for each funding status.
unit	The units of the contribution, or the number of infrastructure pieces provided, if a non-financial contribution is secured
entry-date	Enter the date that you record this data (for example today's date), in the format YYYY-MM-DD. For 1 February 2019, for example, you should enter 2019-02-01.
start-date	For section 106 planning obligations, enter the date the agreement was 'signed and sealed'.
end-date	Leave this blank if this version of the section 106 agreement or CIL demand notice has not been superseded by a new one. If it has, enter the last day this version was in effect, in the same format as the entry-date column.

5. Providing the Data

- 5.1 This statement comprises the information required to fulfil the requirements of Schedule 2 of the Regulations and a supporting data set outlining for 2021/22 the developer agreements, developer contributions and developer agreement transactions. The supporting data is published separately as required by Government.
- 5.2 The prescribed monitoring requirements for the 'Section 106 Report' are set out below in Table 6 with the council's return based on the best information available.
- 5.3 The report indicates that £196,633.39 s.106 monies have not yet been spent or allocated. This does not present the most up to date position as: 1) it does not take into account allocations and transactions undertaken since 31 March 2021; 2) does not take into account

all payments owing to services/infrastructure providers for the forward funding of infrastructure delivery and/or maintenance; and 3) in some cases the Council's records may need updating.

- 5.4 The data on developer agreements and contributions has been reproduced at Appendices 5 and 6 with information about the site location, development description and contribution detail. Appendix 7 reproduces the transaction data for ease of reference.

	Table 6: Prescribed Requirements and Data	CDC Data
(a)	The total amount of money to be provided under any planning obligations which were entered into during the report year	£3,152,537.71 (Appendix 6)
(b)	The total amount of money under any planning obligations which was received during the report year	£2,929,691.23 (Appendix 7)
(c)	The total amount of money under any planning obligations which was received before the report year which has not been allocated by the authority	£196,633.39 (Appendix 1)
(d)	Summary details of any non-monetary contributions to be provided under planning obligations which were entered into during the report year including details of -	Appendix 6
	(i) in relation to affordable housing, the total number of units which will be provided	178
	(ii) in relation to educational facilities, the number of school places for pupils which will be provided, and the category of school at which they will be provided	To be provided by Oxfordshire County Council
(e)	The total amount of money (received under any planning obligations) which was allocated but not spent during the report year for funding infrastructure	£2,929,691.23 (Appendix 2)
(f)	The total amount of money (received under any planning obligations) which was spent by the authority (including transferring it to another person to spend)	£1,422,990.53 (appendix 7)
(g)	In relation to money (received under planning obligations) which was allocated by the authority but not spent during the report year, summary details of the items of infrastructure on which the money has been allocated and the amount of money allocated to each item	Appendix 2
(h)	In relation to money (received under planning obligations) which was spent by the authority during the report year (including transferring it to another person to spend) summary details of -	Appendix 3
	(i) The items of infrastructure on which that money (received under planning obligations) was spent and the amount spent on each item	Appendix 3
	(ii) the amount of money (received under planning obligations) spent on repaying money borrowed, including any interest, with details of the items of infrastructure which that money was used to provide (wholly or in part)	£0
	(iii) the amount of money (received under planning obligations) spent in respect of monitoring (including reporting under regulation 121A) in relation to the delivery of planning obligations	£0
(i)	The total amount of money (received under any planning obligations) during any year which was retained at the end of the reported year, and where any of the retained money has been allocated for the purposes of longer-term maintenance ("commuted sums") also identify separately the total amount of commuted sums held	£3,045,134.62 (Appendix 4)

Appendix 1: Received Unallocated S106 Contributions

This provides a list of all S106 contributions that the district has received, not yet recorded as being spent, and which remain unallocated currently. Each contribution was secured for a specific purpose and will be spent in accordance with the terms of the s106 agreement when the intended infrastructure can be delivered.

Location	Financial Contribution Received
General S106 Funds	£117,218.88
Unknown, Car Park Commuted Sum	£79,414.51
Total	£196,633.39

Appendix 2: Received Allocated S106 Contributions

The total amount of money (received under any planning obligations) which was allocated but not spent during the report year for funding infrastructure.

Location	Area of allocation	Project description	Financial contribution received to date
South of Milton Road, Adderbury	Open space and Leisure	Existing Hedgerows CS	£32,084.93
South of Milton Road, Adderbury	Open space and Leisure	LAP	£46,224.67
South of Milton Road, Adderbury	Open space and Leisure	LEAP	£178,669.97
South of Milton Road, Adderbury	Open space and Leisure	Play Area Sign	£650.00
South of Milton Road, Adderbury	Open space and Leisure	Public Open Space	£683,883.20
South of Milton Road, Adderbury	Open space and Leisure	Woodland	£97,896.94
Land at East side of Station Road	Community facilities	Ardley with Fewcott Village Hall Contribution	£13,854.16
Land at East side of Station Road	Open Space and Leisure	Indoor Sports and recreation contribution	£10,854.31
Land at East side of Station Road, Ardley	Open Space and Leisure	Open Play Space Contribution	£29,989.18

Land at East side of Station Road, Ardley	Open Space and Leisure	Outdoor Sports and recreation contribution	£5,302.15
East Site, Southam Rd, Banbury	Open Space and Leisure	Offsite Indoor Sport Contribution 4 Woodgreen Leisure Centre	£145,235.30
Land West of Warwick Road, Banbury	Open Space and Leisure	Indoor Sports Contribution	£143,918.96
Admiral Holland Site, Banbury	Community facilities	Community Halls Contribution	£14,980.00
Bicester Gateway	Monitoring fee	Monitoring fee	£5,000.00
Land at White Post Road, Bodicote	Other	Burial Site	£4,184.41
Land at White Post Road, Bodicote	Other	Policing Contribution	£43,608.61
Land at White Post Road, Bodicote	Open Space and Leisure	Offsite Sport Facilities	£250,414.82
Land at Lince Lane with access off Station Road, Enslow	Housing	50% Affordable House Contribution	£414,584.11
Land at British Waterways Site, Langford Lane, Kidlington	Open Space and Leisure	Play Space Contribution	£26,437.35
Land at White Post Road, Bodicote	Community Facilities	Community Facilities Build Matrix	£65,132.69
Land at White Post Road, Bodicote	Community Facilities	Community Facilities Land Contribution	£22,316.64
Land at Bunkers Hill	Community facilities	Shipton Community Hall Contribution	£3,315.00
Land at Bunkers Hill, Kidlington	Open Space and Leisure	Stratfield Brake Sports Field Contribution	£11,394.00
Land at Bunkers Hill, Kidlington	Open Space and Leisure	Kidlington Leisure Centre Contribution	£7,683.00
Graven Hill Village Development	Other – refuse	Refuse	£22,829.18
Graven Hill Village Development	Other – refuse	Recycling Bank Contribution	£4,466.93

Graven Hill Village Development	Other – refuse	Additional Refuse	£3,743.19
The Crown Estate c/o Savills UK	Other	CCTV Monitoring Contribution	£128.95
The Crown Estate c/o Savills UK	Other	CCTV Monitoring Contribution	£43.93
Bicester General Partner Ltd	Other – Public Art	Public Art	£12,960.00
Bicester General Partner Ltd	Other – Public Art	Public Art	£27,040.00
Miller Homes Limited - Southern Region	Community Facilities	Community Facilities Contribution	£42,202.53
Miller Homes Limited - Southern Region	Open Space and Leisure	Off-site Outdoor Sports Contribution	£198,238.15
Redrow Homes Limited	Community Facilities	Community Facility Contribution	£11,129.08
Redrow Homes Limited	Open Space and Leisure	Offsite Indoor Sport	£13,833.99
Redrow Homes Limited	Open Space and Leisure	Offsite Outdoor Sport	£66,629.98
Redrow Homes Limited	Community Facilities	Community Facility Contribution	£42,527.75
Redrow Homes Limited	Open Space and Leisure	Offsite Indoor Sport	£52,869.92
Redrow Homes Limited	Open Space and Leisure	Offsite Outdoor Sport	£155,254.32
Gallagher Estates Ltd	Monitoring	2nd Monitoring Fee	£4,000.00
Portdevon Holdings	Monitoring	interest added due to late payment of invoice number 20001645	£960.47
Oxfordshire County Council	Other – Refuse	Waste & Recycling	£1,484.00
Dorchester Group	Monitoring	Monitoring Fee	£500.00
Dorchester Group	Other – Refuse	Refuse	£2,734.46
BDP Pitman	Monitoring	Monitoring Fee	£1,000.00
A2Dominion South Limited and 2Dominion Developments Limited	Monitoring	Monitoring Fee	£1,000.00
Persimmon Homes (South Midlands)	Monitoring	Hanwell Fields Phase 3 - Monitoring Fee	£1,000.00
Churchill Retirement Living Ltd	Monitoring	Monitoring Fee	£1,000.00
Stephenson Harwood LLP	Monitoring	Monitoring Fee	£1,000.00
Rectory Homes Ltd	Monitoring	Monitoring Fee	£1,000.00

Hook Norton Community Land Trust	Monitoring	Monitoring Fee	£1,000.00
Lone Star Land Ltd	Monitoring	Monitoring Fee	£1,000.00
Crest Nicholson (Midlands)	Monitoring	Monitoring Fee	£500.00
TOTAL			£2,929,691.23

Appendix 3: Infrastructure Delivery from s106 Contributions 21/22

This provides a list of the infrastructure which had been delivered in the reported year and the expenditure for each item.

Infrastructure type	Project description	Transaction Code	Amount	Total for Project
Open Space and Leisure	Offsite LAP	02/02052/001	£2,171.00	£2,171.00
Monitoring	Monitoring fee (£2,500) & legal costs	13/01768/012	£2,915.37	£2,915.37
Open Space and Leisure	LAP & POS maintenance	05/01007/005	£2,138.32	£2,138.32
Open Space and Leisure	Lap Commuted sum £15,722	96/01940/001	£1,397.23	£1,397.23
Open Space and Leisure	POS commuted sum £2,634.62	96/01940/002	£495.18	£495.18
Open Space and Leisure	POS Maintenance	03/01970/001	£142.24	£142.24
Open Space and Leisure	LAP maintenance (£2,010 per LAP)	02/02723/001	£2,049.37	£2,049.37
Monitoring	Monitoring Fee	08/02066/001	£220.87	£220.87
Monitoring	Monitoring Fee	11/00820/001	£548.71	£548.71
Monitoring	Police monitoring interest on late payment	11/01870/005	£418.37	£418.37
Monitoring	District Monitoring Fee	12/01789/018	£5,043.76	£5,043.76
Refuse	Refuse (£67.50 per dwelling)	12/01789/019	£10.91	£10.91
Monitoring	Monitoring	14/00066/002	£4,950.24	£4,950.24
Refuse	Refuse Bins contribution	14/00066/003	£6,501.87	£6,501.87
Monitoring	Monitoring Fee	17/00189/009 (13/00444/OUT)	£9,656.39	£9,656.39
Monitoring	Monitoring fee (£600)	18/00273/001	£607.34	£607.34
Monitoring	Monitoring Fee	18/01206/008	£1,000.00	£1,000.00
Refuse	Waste & Recycling	18/01591/002	£1,484.00	£1,484.00
Monitoring	Monitoring Fee	19/02126/001	£1,000.00	£1,000.00
Monitoring	Monitoring Fee	20/00247/002	£1,000.67	£1,000.67

Monitoring	Monitoring Fee	20/01643/001	£1,000.00	£1,000.00
Open Space and Leisure	NEAP (Maintenance)	95/01117/001	£3,679.43	£3,679.43
Open Space and Leisure	LAP Maintenance	97/01513/001	£3,288.36	£3,288.36
Open Space and Leisure	Additional Maintenance (£250) + Money from Solicitors	98/01321/F	£94.53	£94.53
Open Space and Leisure	LAP Maintenance	03/00469/001	£1,202.45	£1,202.45
Open Space and Leisure	Play are Perth KM12	06/00967/045	£1,573.23	£1,573.23
Open Space and Leisure	Play area Carmel KM8	06/00967/046	£1,414.02	£1,414.02
Monitoring	interest added to late payment of invoice numbers 7010302, 7010040, 7010038, 7010033, 7010024, 7010023, 7010021, 7010019	06/00967/047	£1,610.33	£1,610.33
Monitoring	District Management Company Monitoring payment	06/00967/048 (linked to 13/00847/OUT)	£4,100.18	£4,100.18
Refuse	Recycling Bank Contribution	11/01494/027	£4,466.93	£4,466.93
Refuse	Refuse	11/01494/028	£22,829.18	£22,829.18
Refuse	Additional Refuse	11/01494/029	£3,743.19	£3,743.19
Other Biodiversity	Biodiversity contribution towards the instruction of a biodiversity consultant	16/02586/001	£5,000.00	£5,000.00
Monitoring	Monitoring Fee	19/00347/001	£1,136.19	£1,136.19
Monitoring	Monitoring Fee	19/01036/001	£1,000.00	£1,000.00
Open Space and Leisure	LAP maintenance	06/00977/001	£1,545.35	£1,545.35
Open Space and Leisure	Play Area CS	09/01811/001	£741.53	£741.53

Open Space and Leisure	Commuted sum landscaping	99/00234/001	£3,080.98	£3,080.98
Monitoring	Monitoring Fee	14/01932/029	£1,006.06	£1,006.06
Monitoring	2nd Monitoring Fee	14/01932/030	£4,000.00	£4,000.00
Monitoring	Monitoring	12/00305/008	£4,394.34	£4,394.34
Monitoring	Monitoring Fee	19/01740/001	£1,001.04	£1,001.04
Monitoring	Monitoring Fee	19/02550/001	£1,000.00	£1,000.00
Monitoring	interest added due to late payment of invoice number 20001645	15/00822/001	£960.47	£960.47
Monitoring	Monitoring Fee	19/00616/001	£1,000.00	£1,000.00
Open Space and Leisure	Commuted sum to maintain the Lap and Open Space	96/01993/001	£2,065.75	£2,065.75
Monitoring	Monitoring Fee	19/00446/001	£500.00	£500.00
Refuse	Refuse	19/00446/003	£2,734.46	£2,734.46
Open Space and Leisure	Informal Amenity Areas & LAP	14/02035/001	£2,635.97	£2,635.97
Monitoring		13/01947/003	£1,518.54	£1,518.54
Monitoring	Monitoring Fee	19/02341/001	£1,000.00	£1,000.00
Open Space and Leisure	Play area 16 years maintenance	05/01064/004	£1,460.00	£1,460.00
Open Space and Leisure	LAP & POS	11/01907/010	£4,706.94	£4,706.94
Open Space and Leisure	Play area & Open Space	10/00967/001	£1,636.26	£1,636.26
Monitoring	Monitoring Fee	19/03948/001	£1,000.00	£1,000.00
Monitoring	Monitoring Fee	20/01561/008	£1,000.59	£1,000.59
Open Space and Leisure	Sports Village CS	06/00967/042	£62,538.70	£62,538.70
Public Art	Public Art	12/01209/001	£14,130.56	£14,130.56
Public Art	2nd Public Art Contribution	11/01878/002	£72,635.00	£72,635.00
Open Space and Leisure	Formal Off site Sport	09/01811/002	£12,800.00	£12,800.00
Open Space and Leisure	Offsite sport facility	12/00080/002	£22,648.54	£22,648.54
Open Space and Leisure	Offsite sport facility	12/00080/002	£6,200.00	£6,200.00
Open Space and Leisure	Sports facility (24 x £310)	02/02052/002	£3,800.00	£3,800.00
Open Space and Leisure	Offsite sport contribution 14,537.85 + indexation	06/00017/001	£3,095.83	£3,095.83

Open Space and Leisure	Outdoor Sports	13/00456/001	£3,000.00	£3,000.00
Communities	Community & Youth Facilities Capital	02/02723/002	£1,636.80	£1,636.80
Communities	Community Centre CS	05/01337/011	£2,196.17	£2,196.17
Communities	Community Centre CS	05/01337/011	£2,196.17	£2,196.17
Communities	Community Centre CS	05/01337/011	£2,196.18	£2,196.18
Public Art	Public Art	17/00189/010 (13/00444/OUT)	£26,030.00	£26,030.00
Communities	Sunshine Centre	17/00189/011 (13/00444/OUT)	£372,000.00	£372,000.00
Landscaping	Sports Village CS	06/00967/042	£1,275.00	£1,275.00
Communities	Community Development Worker	11/01494/010	£8,802.00	£8,802.00
Housing	Affordable housing	17/01849/001	£60,897.01	£60,897.01
Housing	Affordable housing	10/01785/001	£261,000.00	£261,000.00
Housing	Affordable housing	15/00822/001	£87,203.00	£87,203.00
Communities	Formal Off site Sport	09/01811/001	£4,200.00	£4,200.00
Communities	Outdoor & Indoor Sports Facilities Contribution	12/00926/013	£36,802.19	£36,802.19
Landscaping	Off site Play area	14/01017/010	£109,087.35	£109,087.35
Landscaping	Open Space contribution	18/01388/001	£5,732.03	£5,732.03
Landscaping	Play area contribution	18/01388/002	£23,348.97	£23,348.97
Communities	Stratfield Brake Sports Field Contribution	18/01491/001	£2,190.00	£2,190.00
Landscaping	Open Space	13/00186/003	£7,456.40	£7,456.40
Landscaping	Play areas contribution	19/00045/003	£39,156.37	£39,156.37
Communities	Sports Pitch Contribution	19/00045/002	£5,366.75	£5,366.75
Communities	Off Site Community Facility	10/00807/006	£39,811.02	£39,811.02
TOTAL			£1,422,990.53	

Non-Financial				
Affordable Housing	On Site Affordable Housing	10/01642/001/001	26	26
Affordable Housing	On Site Affordable Housing	12/01789/018/001	24	24
Affordable Housing	On Site Affordable Housing	05/01337/001/019	19	19
Affordable Housing	On Site Affordable Housing	13/00656/001/001	13	13
Affordable Housing	On Site Affordable Housing	14/01188/019/001	14	14
Affordable Housing	On Site Affordable Housing	13/00847/001/001	18	18
Affordable Housing	On Site Affordable Housing	19/01709/001/001	3	3
Affordable Housing	On Site Affordable Housing	10/01780/001/001	13	13
Affordable Housing	On Site Affordable Housing	13/01796/001/001	7	7
Affordable Housing	On Site Affordable Housing	14/02156/001/001	2	2
Affordable Housing	On Site Affordable Housing	15/01326/001/001	6	6
Affordable Housing	On Site Affordable Housing	15/02068/008/001	12	12
Affordable Housing	On Site Affordable Housing	18/01881/001/001	13	13
Affordable Housing	On Site Affordable Housing	17/01173/001/001	6	6

Affordable Housing	On Site Affordable Housing	19/00446/001/001	2	2
TOTAL Affordable Housing			178	

Appendix 4: Received Commuted Sums from s106 Agreements

This provides a list of the commuted sums that Cherwell District Council has received, but not yet recorded as being spent.

Location	Area of Allocation	Project Description	Financial Contribution Received to date
Cattle Market, Banbury	Open Space and Leisure	Sports Pitch	£2,447.98
Cattle Market, Banbury	Open Space and Leisure	Changing Pavilion & Car park maintenance	£55,618.78
Cattle Market, Banbury	Open Space and Leisure	LAP Maintenance	£737.38
Cattle Market, Banbury	Open Space and Leisure	LEAP Maintenance	£2,212.17
Cattle Market, Banbury	Open Space and Leisure	NEAP Maintenance	£4,424.33
Cattle Market, Banbury	Open Space and Leisure	Public Open Space Maintenance	£217.08
Cattle Market, Banbury	Open Space and Leisure	Urban Squares Maintenance	£1,229.59
Merton Street, Banbury	Open Space and Leisure	LAP Maintenance	£459.67
Merton Street, Banbury	Open Space and Leisure	Sports Pitches Commuted Sum	£31,125.42
Jubilee Garage, Bicester	Open Space and Leisure	Lap Maintenance	£41,923.11
Main Road, Ardley	Open Space and Leisure	Public Open Space Maintenance	£4,080.34
Ploughly Road, Ambrosden	Open Space and Leisure	LAP and Public Open Space Maintenance	£24,614.32
Gossway Fields, Kirtlington	Open Space and Leisure	Play Area Maintenance	£14,157.73

Longford Park, Banbury	Open Space and Leisure	Tree Maintenance	£1,164.69
South of Aynho Road, Adderbury	Open Space and Leisure	Public Open Space Maintenance	£52,866.42
Bretch Hill, Banbury	Open Space and Leisure	Lap Maintenance	£27,790.35
Ells Lane, Bloxham	Open Space and Leisure	Off Site Sports Maintenance	£11,821.30
Kingsmere, Bicester	Open Space and Leisure	Public Open Space Management Fee SL5 A11	£5,495.01
Kingsmere, Bicester	Open Space and Leisure	Open Space Management, Habitat Link to Greenway	£646.49
Kingsmere, Bicester	Open Space and Leisure	LAP Commuted Sum	£27,587.35
Kingsmere, Bicester	Open Space and Leisure	LAP Maintenance	£2,758.74
Kingsmere, Bicester	Open Space and Leisure	Management Fee, Habitat Corridor	£3,226.39
Kingsmere, Bicester	Open Space and Leisure	LAP Management Fee, Cartmel	£2,602.79
Kingsmere, Bicester	Open Space and Leisure	LAP Management Fee, Perth	£2,602.80
Kingsmere, Bicester	Open Space and Leisure	Additional Landscape Maintenance	£598.15
Kingsmere, Bicester	Open Space and Leisure	LAP Commuted Sum	£27,588.48
Kingsmere, Bicester	Open Space and Leisure	Howes Wood Management, SL4	£1,774.23
Kingsmere, Bicester	Open Space and Leisure	Incidental Open Space Management Fee	£277.37
Kingsmere, Bicester	Open Space and Leisure	LAP Management	£3,423.59

Kingsmere, Bicester	Open Space and Leisure	Maintenance of Sports Village Land	£29,105.68
Kingsmere, Bicester	Open Space and Leisure	Greenway Management Fee SL121	£4,132.22
Kingsmere, Bicester	Open Space and Leisure	LAP Commuted Sum Haydock Road	£17,985.63
Kingsmere, Bicester	Open Space and Leisure	LAP Management Fee Haydock Road	£2,231.92
Kingsmere, Bicester	Flood and Water Management	Balancing Pond Commuted Sum	£126,155.96
Kingsmere, Bicester	Flood and Water Management	Balancing Pond Maintenance	£14,136.24
Orchard Fields, Banbury	Other	Public Art Maintenance	£543.83
Cassington Road, Yarnton	Open Space and Leisure	Informal Open Space Maintenance	£7,924.02
Chapel Street, Bicester	Open Space and Leisure	LAP Commuted Sum	£25,978.74
Station Road, Launton	Open Space and Leisure	Sports Pitch Maintenance	£516.05
Station Road, Launton	Open Space and Leisure	Open Space Maintenance	£2,454.47
Green Lane, Chesterton	Open Space and Leisure	Open Space Maintenance	£42,354.78
Skimmingdish Lane, Bicester	Open Space and Landscaping	Management Fee	£1,526.35
Hanwell Fields, Banbury	Open Space and Leisure	LAP Commuted Sum	£27,371.27
Hanwell Fields, Banbury	Open Space and Leisure	LAP Maintenance	£3,073.74
Hanwell Fields, Banbury	Open Space and Leisure	NEAP Maintenance	£50,964.31

Bure Park, Bicester	Open Space and Leisure	LAP Maintenance	£81,655.07
Chapel Lane, Ambrosden	Open Space and Leisure	LAP Commuted Sum	£16,312.95
Fritwell Play Area, Fritwell	Open Space and Leisure	LAP and Open Space Commuted Sum	£14,596.98
William Close, Banbury	Open Space and Leisure	LAP Maintenance	£10,820.59
Fisher Close, Banbury	Open Space and Leisure	Additional Maintenance	£620.53
Cumberford Close, Bloxham	Open Space and Leisure	Landscaping Commuted Sum	£412.14
Wabag (Henry Gepp, Longwall Close, Sydenham Close)	Open Space and Leisure	Public open Space	£19,450.01
Ploughly Road	Open Space and Leisure	POS Maintenance	£8,692.43
Hanwell Chase	Open Space and Leisure	Open Space Monitoring	£4,866.88
Hanwell Fields, Hart Close	Open Space and Leisure	LAP	£28,316.34
William Close	Open Space and Leisure	LAP Maintenance	£10,820.58
William Close	Open Space and Leisure	Sports Pitch	£7,971.26
Stroud and Fisher close - Grimsbury (Land between Hennef Way and Old Manor Farm	Open Space and Leisure	Additional Maintenance	£620.53
Kingsmere	Open Space and Leisure	Play area Perth KM12	£22,937.06
Kingsmere	Open Space and Leisure	Play area Carmel KM8	£23,182.08
Kingsmere	Open Space and Leisure	Signage - Carmel KM8	£514.57
Kingsmere	Open Space and Leisure	Signage - Perth KM12	£514.57
Kingsmere	Open Space and Leisure	Howes Wood SL4 existing woodland a1	£6,730.27
Kingsmere	Open Space and Leisure	Howes wood SL4 hedgerows	£8,593.39

Kingsmere	Open Space and Leisure	Howes Wood SL4 litter pick	£6,609.50
Kingsmere	Open Space and Leisure	Howes Wood SL4 Meadow Grass	£2,895.36
Kingsmere	Open Space and Leisure	Howes Wood SL4 Mown grass path	£490.90
Kingsmere	Open Space and Leisure	Howes Wood SL4 new hedgerow	£1,016.38
Kingsmere	Open Space and Leisure	SL121 Greenway Tree Planting	£9,089.39
Kingsmere	Open Space and Leisure	SL121 Greenway Litter Pick	£2,856.62
Kingsmere	Open Space and Leisure	SL121 Greenway Mown Grass	£3,224.29
Whiteland's Farm, Bicester	Open Space and Leisure	POS Area Informal Open Space - Hedgerows SL5 A11	£6,798.86
Whiteland's Farm, Bicester	Open Space and Leisure	POS Area Informal Open Space - Litter Pick SL5 A11	£5,389.02
Whiteland's Farm, Bicester	Open Space and Leisure	POS Area Informal Open Space - Meadow Grass SL5 A11	£6,903.54
Whiteland's Farm, Bicester	Open Space and Leisure	POS Area Informal Open Space - Tree Planting SL5 A11	£35,858.72
Habitat Corridor school boundary and Haydock Road	Open Space and Leisure	Mitigation Planting	£4,141.31
Habitat link to Greenway	Open Space and Leisure	Mitigation planting	£4,010.53
Habitat link to Greenway	Open Space and Leisure	Amenity Grass	£507.86
Northern Lap, Haydock Road	Open Space and Leisure	LAP Maintenance fee 10%	£2,758.74
Habitat link to Greenway	Open Space and Leisure	Litter Pick	£700.37
Habitat Corridor school boundary and Haydock Road	Open Space and Leisure	10% Management fee	£558.67
Kingsmere	Open Space and Leisure	Attenuation Tanks under N/S Lap - Gully Emptying	£5,073.65
Kingsmere	Open Space and Leisure	Attenuation Tanks under N/S Lap - Jetter/Tanker hire for flushing tanks	£18,265.13

Kingsmere	Open Space and Leisure	Attenuation Tanks under N/S Lap - Maintenance Operations	£6,494.27
Kingsmere / Near Greenway	Open Space and Leisure	Incidental open space - Amenity Grass	£507.88
Kingsmere / Near Greenway	Open Space and Leisure	Incidental open space - Litter Pick	£417.58
Kingsmere / Near Greenway	Open Space and Leisure	Incidental open space - Shrubs	£1,309.76
Habitat corridor between dwellings Whitelands Way and Haydock Road	Open Space and Leisure	Litter Pick	£309.39
Habitat corridor between dwellings Whitelands Way and Haydock Road	Open Space and Leisure	Mitigation Planting	£25,689.96
Kingsmere	Open Space and Leisure	Structural Planting - SL13 & 20A7 Meadow Grass, mitigation planting, litter pick, hedgerow, mature trees, management charge	£176,658.36
Kingsmere	Open Space and Leisure	3 X LAP signs @£600 each - for Southern and Northern Laps and the unequipped Lap	£1,825.99
Kingsmere	Open Space and Leisure	LEAP sign Ripon Close - KM12	£556.10
Kingsmere	Open Space and Leisure	DAC Improvement, enhancement, and future maintenance of open space	£9,734.66
Kingsmere	Open Space and Leisure	DAC improvement, enhancement, and future maintenance of Play Areas	£60,243.42
Kingsmere	Open Space and Leisure	Improvement, enhancement, and future maintenance of open space	£12,480.50
Kingsmere	Open Space and Leisure	Improvement, enhancement, and future maintenance of Play Areas	£77,235.07

Kingsmere	Open Space and Leisure	Play Provision	£13,094.91
Bicester Fields Main park	Open Space and Leisure	Replacement Planting should be transferred to Bicester Town who are maintaining it	£4,900.92
Bicester Fields area H -Cooper green	Open Space and Leisure	Open space landscaping	£3,015.00
Bicester Fields area H -Cooper green	Open Space and Leisure	LAP	£29,207.93
Springwell hill	Open Space and Leisure	LAP maintenance	£10,314.17
Land South of Milton Rd	Open Space and Leisure	Bloxham offsite play area	£493.02
Fritwell play area and open space	Open Space and Leisure	Commuted sum to maintain the Lap and Open Space	£14,596.97
Station Road (The Grange)	Open Space and Leisure	Informal Amenity Areas & LAP	£50,471.50
Bowood house	Open Space and Leisure	Off-site sport - Ron Grove Playing Pitch	£788.81
Two wheel development, Oxford Road	Open Space and Leisure	Open Space contribution	£8,776.14
Two wheel development, Oxford Road	Open Space and Leisure	Play area contribution	£116.74
Yew Tree Farm, Station Road	Open Space and Leisure	LAP & POS	£274,331.32
Yew Tree Farm, Station Road	Open Space and Leisure	LAP Signage Fee	£1,220.64
Yew Tree Farm, Station Road	Open Space and Leisure	Mature Tree	£3,301.28
Chestnut Close	Open Space and Leisure	Open Space	£13,430.87
Oak Farm Milcombe (Dovecote)	Open Space and Leisure	Play area & Open Space	£61,339.18
Greenhill house, Twyford	Open Space and Leisure	LAP	£408.44
Cassington Rd, Yarnton	Open Space and Leisure	No-Dog Signage for Play Areas	£1,035.66
South of Milton Road, Adderbury	Open Space and Leisure	Existing Hedgerows Commuted sum	£32,220.30
South of Milton Road, Adderbury	Open Space and Leisure	Lap Commuted Sum	£46,419.70

South of Milton Road, Adderbury	Open Space and Leisure	LEAP Commuted Sum	£179,423.81
South of Milton Road, Adderbury	Open Space and Leisure	Play area sign	£652.74
South of Milton Road, Adderbury	Open Space and Leisure	Public Open Space Commuted Sum	£686,768.63
South of Milton Road, Adderbury	Open Space and Leisure	Woodland Commuted Sum	£98,309.98
Land at White Post Road, Bodicote	Other	Burial Site	£4,184.41
Land North of the Green and adj to Oak Farm Drive, Milcombe	Open Space and Leisure	Play Area Contribution	£240.52
Land North of the Green and adj to Oak Farm Drive, Milcombe	Open Space and Leisure	Sports Pitch Contribution	£35,903.76
TOTAL			£3,045,134.62

Appendix 5: Developer Agreements

This provides a list of the s106 Agreements that Cherwell District Council entered into between April 2021 and March 2022.

Developer Agreement	Start Date	End Date	Planning Application	Location	Description of Development
20/00293	01.4.2021		20/00293/OUT	land at Bicester Gateway Business Park Wendlebury Road Chesterton	Outline application (Phase 1B) including access (all other matters reserved) for up to 4,413 sqm B1 office space (47,502 sqft) GIA, up to 273 residential units (Use Class C3) including ancillary gym, approximately 177 sqm GIA of café space (Use Class A3), with an ancillary, mixed use co-working hub (794 sqm/ 8,550 sqft GIA), multi-storey car park, multi-use games area (MUGA), amenity space, associated infrastructure, parking and marketing boards
19/02126	22.12.2021		19/02126/F	Hanwell Fields Phase 3	Erection of 36 dwellings with associated infrastructure and public open space
21/01227	7.12.2021		21/01227/F	land phase 4 Bicester eco town	A full planning application for 57 dwellings and associated infrastructure
19/02948	25.6.2021		19/02948/F	Land South Side of South Side Steeple Aston	Erection of 10no. two storey residential dwellings with access off South Side including a new pedestrian footway, parking and garaging, landscaping and all

Developer Agreement	Start Date	End Date	Planning Application	Location	Description of Development
					enabling and ancillary works
19/02341	24.5.2021		19/02341/F	land south east of 1 Green Road Kidlington	Redevelopment to form 32 No apartments for older people (60 years of age and/or partner over 55 years of age), guest apartment, communal facilities, access, car parking and landscaping
20/00286	21.3.2022		20/00286/F	land south and adj to Cascade Road Hook Norton	Erection of 12no Passivhaus homes along with associated works including community building, landscaping, parking, vehicular and pedestrian accesses
19/00616	18.6.2021		19/00616/OUT	OS Parcel 9507 South Of 26 And Adjoining Fewcott Road, Fritwell	The erection of up to 28 dwellings and associated site access onto Fewcott Road. Outline application. All matters reserved except for means of access.
20/01643	25.5.2021		20/01643/OUT	Land North and West Of Bretch Hill Reservoir Adj To Balmoral Avenue Banbury	Erection of up to 49 homes, public open space, and other infrastructure, with all matters reserved except access - revised scheme of 19/01811/OUT

Appendix 6: Developer Agreement Contributions

This data set provides a list of the contributions secured within each s106 that was completed in the reporting period April 2021-March 2022.

developer agreement contribution	developer agreement	contribution Category	amount	units	S106 Contribution details	Start Date	End Date
20/00293/001	20/00293	Monitoring-fees	£5,000.00	1	CDC Monitoring	01/04/2021	
20/00293/002	20/00293	Monitoring-fees	£6,000.00	1	OCC Monitoring	01/04/2021	
20/00293/003	20/00293	affordable-housing		82	Affordable housing contribution	01/04/2021	
20/00293/004	20/00293	flood and water management	£33,748.63		Attenuation Tank Commuted Sum	01/04/2021	
20/00293/005	20/00293	flood and water management		1	Attenuation Tank	01/04/2021	
20/00293/006	20/00293	Open-Space-and-Leisure	£139,459.47	1	LAP/LEAP commuted sum	01/04/2021	
20/00293/007	20/00293	Open-Space-and-Leisure		1	LAP/LEAP	01/04/2021	
20/00293/008	20/00293	Open-Space-and-Leisure	£26.66		Hedgerow Commuted Sum	01/04/2021	
20/00293/009	20/00293	Open-Space-and-Leisure		1	Informal Open Space	01/04/2021	
20/00293/010	20/00293	Open-Space-and-Leisure	£9.82		Informal Open Space Commuted Sum	01/04/2021	
20/00293/011	20/00293	other	£3,881.42	1	Management Company Monitoring Payment	01/04/2021	
20/00293/012	20/00293	Open-Space-and-Leisure		1	Mature trees	01/04/2021	
20/00293/012	20/00293	Open-Space-and-Leisure	£200.41		Mature Trees Commuted Sums	01/04/2021	
20/00293/013	20/00293	Open-Space-and-Leisure		1	Open Space	01/04/2021	
20/00293/014	20/00293	Open-Space-and-Leisure	£9.82		Open Space commuted sum	01/04/2021	
20/00293/015	20/00293	flood and water management		1	Suds	01/04/2021	
20/00293/016	20/00293	flood and water management	£45.29		Suds Commuted Sum	01/04/2021	
20/00293/017	20/00293	Open-Space-and-Leisure		1	Woodland Planting	01/04/2021	
20/00293/018	20/00293	Open-Space-and-Leisure	£27.70		Woodland commuted sum	01/04/2021	

20/00293/019	20/00293	Open-Space-and-Leisure		1	Ancillary Gymnasium	01/04/2021	
20/00293/018	20/00293	other	£6,000.00		Biodiversity Contribution	01/04/2021	
20/00293/018	20/00293	health	£142,200.00	1	Health and Wellbeing contribution	01/04/2021	
20/00293/018	20/00293	Open-Space-and-Leisure	£135,312.10	1	Indoor Sport Contribution	01/04/2021	
20/00293/018	20/00293	Open-Space-and-Leisure	£326,929.86	1	outdoor sport contribution (£1036.87 1 bed £1498.60 2 bed)	01/04/2021	
21/01331/001	21/01331	Monitoring-fees	£500.00	1	Monitoring Fee OCC	27/07/2021	
21/01331/002	21/01331	Monitoring-fees	£500.00	1	Monitoring fee CDC	27/07/2021	
21/01331/003	21/01331	other		1	pedestrian and cycle path	27/07/2021	
19/02708/001	19/02708	Monitoring-fees	£4,500.00	1	Monitoring fee OCC	25/08/2021	
19/02126/001	19/02126	Monitoring-fees	£1,000.00	1	monitoring fee CDC	22/12/2021	
19/02126/002	19/02126	Monitoring-fees	£6,000.00	1	Monitoring fee OCC	22/12/2021	
19/02126/003	19/02126	affordable-housing		3	Affordable housing contribution	22/12/2021	
19/02126/004	19/02126	Open-Space-and-Leisure		1	Hedgerow	22/12/2021	
19/02126/005	19/02126	Open-Space-and-Leisure		1	Informal Open Space	22/12/2021	
19/02126/006	19/02126	other	£3,772.13	1	Management company default deposit	22/12/2021	
19/02126/007	19/02126	other	£1,886.07	1	Management Company Forward Funding Deposit	22/12/2021	
19/02126/008	19/02126	Monitoring-fees	£3,881.42	1	Management Company Monitoring Fee	22/12/2021	
19/02126/009	19/02126	Open-Space-and-Leisure		1	Mature Trees	22/12/2021	
19/02126/010	19/02126	flood and water management		1	SUDS	22/12/2021	
19/02126/011	19/02126	other	£45,000.00	1	Biodiversity Contribution	22/12/2021	
19/02126/012	19/02126	Community-facilities	£40,158.76	1	Community Hall Contribution towards Hanwell Fields Community Centre	22/12/2021	
19/02126/013	19/02126	Open-Space-and-Leisure	£29,333.79	1	Off-site indoor sports contribution	22/12/2021	
19/02126/014	19/02126	Open-Space-and-Leisure	£70,863.48	1	Off Site Outdoor sports contribution	22/12/2021	

19/02126/015	19/02126	Other	£3,604.00	1	refuse bin contribution	22/12/2021	
21/01227/001	21/01227	Other	£30.18	1	Burial Site Contribution	07/12/2021	
21/01227/002	21/01227	Community-facilities	£3,152.82	1	Community Hall Contribution towards new Community Hall on development	07/12/2021	
21/01227/003	21/01227	Open-Space-and-Leisure	£1,494.00	1	Community Sports Facilities Contribution	07/12/2021	
21/01227/004	21/01227	Monitoring-fees	£500.00	1	Monitoring fee CDC	07/12/2021	
21/01227/005	21/01227	Health	£778.38	1	Health Facility Contribution	07/12/2021	
21/01227/006	21/01227	Other	£453.90	1	Neighbourhood Police Contribution	07/12/2021	
21/01227/007	21/01227	other	£333.00	1	Refuse and Recycling Contribution	07/12/2021	
21/01227/008	21/01227	Open-Space-and-Leisure	£683.01	1	Sports Pitch Capital Contribution	07/12/2021	
21/01227/009	21/01227	Open-Space-and-Leisure	£751.05	1	Sports Pitch Maintenance Contribution	07/12/2021	
19/02948/001	19/02948	Monitoring-fees	£1,500.00	1	Monitoring Fee OCC	25/06/2021	
19/02948/002	19/02948	Monitoring-fees	£1,000.00	1	Monitoring Fee CDC	25/06/2021	
19/02948/003	19/02948	affordable-housing		2	2 affordable housing units	25/06/2021	
19/02948/004	19/02948	other	£12,903.50	1	Bond Sum	25/06/2021	
19/02948/005	19/02948	Open-Space-and-Leisure		1	retain and maintain existing Hedgerows and Mature Trees	25/06/2021	
19/02948/006	19/02948	Monitoring-fees	£3,881.42	1	Management Company Monitoring Fee	25/06/2021	
19/02948/007	19/02948	Open-Space-and-Leisure		1	Provide an Open Sapce scheme	25/06/2021	
19/02948/008	19/02948	Community-facilities	£13,775.10	1	Community Hall Facilities towards Steeple Aston Village Hall	25/06/2021	
19/02948/009	19/02948	Open-Space-and-Leisure	£24,301.60	1	Off Site Outdoor sports contribution towards existing football pitches and MUGA in Steeple Aston	25/06/2021	

19/02948/010	19/02948	Open-Space-and-Leisure	£10,059.60	1	Off Site Indoor Sports contribution towards sports and recreation centre Steeple Aston	25/06/2021	
19/02948/011	19/02948	Open-Space-and-Leisure	£39,820.40	1	Play Equipment Commuted Sun towards exisiting play equipment in Steeple Aston	25/06/2021	
19/02948/012	19/02948	other	£1,060.00	1	Refuse Bin Contribution	25/06/2021	
19/02341/001	19/02341	monitoring-fees	£2,500.00	1	monitoring fee CDC	24/05/2021	
19/02341/002	19/02341	affordable-housing	£354,477.00	1	affordable housing contribution	24/05/2021	
19/02341/003	19/02341	community-facilities	£18,813.66	1	community hall facilities towards Exeter Hall	24/05/2021	
19/02341/004	19/02341	health	£17,496.00	1	healthcare contribution	24/05/2021	
19/02341/005	19/02341	open-space-and-leisure	£13,734.71	1	off site indoor sports towards Gosford Sports Centre	24/05/2021	
19/02341/006	19/02341	other	£3,542.00	1	refuse bin contribution	24/05/2021	
20/00286/001	20/00286	Monitoring-fees	£500.00	1	Monitoring fee OCC	21/03/2022	
20/00286/002	20/00286	Monitoring-fees	£1,000.00	1	Monitoring Fee CDC	21/03/2022	
20/00286/003	20/00286	affordable-housing		8	8 Affordable housing to be delivered	21/03/2022	
20/00286/004	20/00286	Open-Space-and-Leisure		1	Maintain existing Hedgerows and Mature Trees	21/03/2022	
20/00286/005	20/00286	Open-Space-and-Leisure		1	Provide Informal Open Space	21/03/2022	
20/00286/006	20/00286	Community-facilities		1	Provide a community Building	21/03/2022	
20/00286/007	20/00286	other	£1,272.00	1	refuse Bin Contribution	21/03/2022	
19/00616/001	19/00616	Monitoring-fees	£1,500.00	1	Monitoring fee OCC	18/06/2021	
19/00616/002	19/00616	Monitoring-fees	£1,000.00	1	Monitoring fee CDC	18/06/2021	
19/00616/003	19/00616	affordable-housing		9	Provide 9 affordable housing units	18/06/2021	
19/00616/004	19/00616	Open-Space-and-Leisure		1	Hedges	18/06/2021	
19/00616/005	19/00616	Open-Space-and-Leisure	£20.66	1	Hedgerow Commuted Sum	18/06/2021	

19/00616/006	19/00616	Open-Space-and-Leisure		1	Provide Informal Open Space	18/06/2021	
19/00616/007	19/00616	Open-Space-and-Leisure	£9.82	1	Informal Open Space Commuted Sum	18/06/2021	
19/00616/008	19/00616	other	£1,909.16	1	Management company default deposit	18/06/2021	
19/00616/009	19/00616	other	£2,863.74	1	Management Company Forward Funding Deposit	18/06/2021	
19/00616/010	19/00616	Monitoring-fees	£3,881.42	1	Management Company Monitoring Fee	18/06/2021	
19/00616/011	19/00616	Open-Space-and-Leisure		1	Mature Trees	18/06/2021	
19/00616/012	19/00616	Open-Space-and-Leisure	£200.41	1	Mature Trees Commuted Sum	18/06/2021	
19/00616/013	19/00616	flood and water management		1	SUDS	18/06/2021	
19/00616/014	19/00616	flood and water management	£45.29	1	Suds Commuted Sum	18/06/2021	
19/00616/015	19/00616	Community-facilities	£32,013.33	1	Community Hall Facilities Contribution towards Fritwell Village Hall	18/06/2021	
19/00616/016	19/00616	Open-Space-and-Leisure	£1,149,701.71	1	Offsite Outdoor Sports facilities contribution towards additional facilities at Fritwell Sports field	18/06/2021	
19/00616/017	19/00616	Open-Space-and-Leisure	£47,591.97	1	Offsite Indoor Sports Contribution towards Bicester Leisure Centre	18/06/2021	
19/00616/018	19/00616	Open-Space-and-Leisure	£114,970.71	1	Play Equipment Commuted Sum towards Play area in Fritwell	18/06/2021	
19/00616/019	19/00616	Other	£6,042.00	1	Refuse Contributions	18/06/2021	
19/00831/001	19/00831	Monitoring-fees	£1,000.00	1	Monitoring fee CDC	25/05/2021	
19/00831/002	19/00831	Monitoring-fees	£6,000.00	1	Monitoring fee OCC	25/05/2021	
19/00831/003	19/00831	affordable-housing		15	Provide 15 affordable dwellings	25/05/2021	
19/00831/004	19/00831	Open-Space-and-Leisure		1	Hedgerows	25/05/2021	
19/00831/005	19/00831	Open-Space-and-Leisure	£26.66	1	Hedgerows Commuted Sum	25/05/2021	

19/00831/006	19/00831	Open-Space-and-Leisure		1	Provide Informal Open Space	25/05/2021	
19/00831/007	19/00831	Open-Space-and-Leisure	£9.82	1	Informal Open Space Commuted Sum	25/05/2021	
19/00831/008	19/00831	Open-Space-and-Leisure		1	LAP	25/05/2021	
19/00831/009	19/00831	Open-Space-and-Leisure	£30,702.02	1	LAP Commuted Sum	25/05/2021	
19/00831/010	19/00831	other		1	Management company default deposit	25/05/2021	
19/00831/011	19/00831	other		1	Management Company Forward Funding Deposit	25/05/2021	
19/00831/012	19/00831	Open-Space-and-Leisure		1	Mature Trees	25/05/2021	
19/00831/013	19/00831	Open-Space-and-Leisure	£200.41	1	Mature Trees Commuted Sum	25/05/2021	
19/00831/014	19/00831	flood and water management		1	Suds	25/05/2021	
19/00831/015	19/00831	flood and water management	£45.29	1	Balancing ponds commuted sum	25/05/2021	
19/00831/016	19/00831	flood and water management	£43.81	1	Ponds commuted sum	25/05/2021	
19/00831/017	19/00831	flood and water management	£93.46	1	Swales commuted sum	25/05/2021	
19/00831/018	19/00831	Community-facilities	£25,480.00	1	Community Hall Contribution towards The Hill or Sunshine Centre	25/05/2021	
19/00831/019	19/00831	Health	£42,336.00	1	Health Facility Contribution	25/05/2021	
19/00831/020	19/00831	Open-Space-and-Leisure	£40,912.39	1	Off-site indoor sports contribution towards Banbury Indoor tennis club or local leisure centre	25/05/2021	
19/00831/021	19/00831	Open-Space-and-Leisure	£98,834.47	1	Off-site Outdoor Sports Contribution towards Pitch and Pavilion at Hanwell Fields	25/05/2021	
19/00831/022	19/00831	other	£5,439.00	1	Refuse Contributions	25/05/2021	
TOTAL			£3,152,537.71				

Appendix 7: Developer Transactions

This provides a list of each transaction that Cherwell District Council carried related to s106 contributions within the reported year.

developer-agreement-transaction	developer-agreement-contribution	contribution-funding-status	Amount £	units	entry-date	start-date
17/01173/001/001	17/01173/001	Received		6	20/10/2022	12/07/2018
14/01188/019/001	14/01188/019	Received		14	20/10/2022	10/11/2015
19/00446/002/001	19/00446/002	Received		2	20/10/2022	24/12/2019
10/01642/001/001	10/01642/001	Received		26	20/10/2022	22/12/2011
19/01709/001//001	19/01709/001	Received		3	20/10/2022	
10/01780/001/001	10/01780/001	Received		13	20/10/2022	09/07/2012
12/01789/018/001	12/01789/018	Received		24	20/10/2022	02/09/2014
14/02156/001/001	14/02156/001	Received		2	20/10/2022	03/10/2016
13/00847/001/001	13/00847/001	Received		18	20/10/2022	27/05/2017
05/01337/001/001	05/01337/001	Received		19	20/10/2022	20/09/2009
15/02068/001/001	15/02068/001	Received		12	20/10/2022	22/09/2017
13/01796/001/001	13/01796/001	Received		7	20/10/2022	07/04/2015
18/01881/001/001	18/01881/001	Received		13	20/10/2022	28/03/2019
13/00656/001/001	13/00656/001	Received		13	20/10/2022	14/01/2014
15/01326/001/001	15/01326/001	Received		6	20/10/2022	20/11/2017
02/02052/001/001	02/02052/001	Spent	2,171.00		03/11/2022	10/07/2003
02/02052/002/001	02/02052/002	Spent	3,800.00		03/11/2022	10/07/2003
02/02723/001/001	02/02723/001	Spent	2,049.37		03/11/2022	01/12/2004
02/02723/002/001	02/02723/002	Spent	1,636.80		03/11/2022	01/12/2004
03/00469/001/001	03/00469/001	Spent	1,202.45		03/11/2022	28/06/2006
03/01970/001/001	03/01970/001	Spent	142.24		03/11/2022	01/07/2003
05/01007/005/001	05/01007/005	Spent	2,138.32		03/11/2022	11/04/2006
05/01064/004/001	05/01064/004	Spent	1,460.00		03/11/2022	26/01/2007
05/01337/011/001	05/01337/011	Spent	2,196.17		03/11/2022	30/09/2009
05/01337/011/002	05/01337/011	Spent	2,196.17		03/11/2022	30/09/2009
05/01337/011/003	05/01337/011	Spent	2,196.18		03/11/2022	30/09/2009
06/00017/001/001	06/00017/001	Spent	3,095.83		03/11/2022	21/12/2006
06/00967/042/001	06/00967/042	Spent	62,538.70		03/11/2022	27/06/2008
06/00967/042/002	06/00967/042	Spent	1,275.00		03/11/2022	27/06/2008
06/00967/045/001	06/00967/045	Spent	1,573.23		03/11/2022	27/06/2008
06/00967/046/001	06/00967/046	Spent	1,414.02		03/11/2022	27/06/2008
06/00967/047/001	06/00967/047	Spent	1,610.33		03/11/2022	27/06/2008
06/00967/048/001 (linked to 13/00847/OUT)	06/00967/048 (linked to 13/00847/OUT)	Spent	4,100.18		03/11/2022	27/06/2008
06/00977/001/001	06/00977/001	Spent	1,545.35		03/11/2022	25/01/2007
08/02066/001/001	08/02066/001	Spent	220.87		03/11/2022	14/12/2009
08/02541/001/001	08/02541/001	Spent	12,508.31		03/11/2022	17/12/2009

09/01811/001/001	09/01811/001	Spent	741.53		03/11/2022	21/03/2003
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09/01811/001/002	09/01811/001	Spent	4,200.00		03/11/2022	21.03.2003
09/01811/002/001	09/01811/002	Spent	12,800.00		03/11/2022	21.03.2003
10/00807/006/001	10/00807/006	Spent	39,811.02		03/11/2022	13.7.2011
10/00967/001/001	10/00967/001	Spent	1,636.26		03/11/2022	05.4.2011
10/01785/001/001	10/01785/001	spent	261,000.00		3/11/2022	31.3.2011
11/00820/001/001	11/00820/001	Spent	548.71		03/11/2022	20.12.2011
11/01494/010/001	11/01494/010	Spent	8,802.00		03/11/2022	8.8.2014
11/01494/027/001	11/01494/027	Spent	4,466.93		03/11/2022	8.8.2014
11/01494/028/001	11/01494/028	Spent	22,829.18		03/11/2022	8.8.2014
11/01494/029/001	11/01494/029	Spent	3,743.19		03/11/2022	8.8.2014
11/01870/005/001	11/01870/005	Spent	418.37		03/11/2022	18.12.2012
11/01878/002/001	11/01878/002	Spent	72,635.00		03/11/2022	27.11.2012
11/01907/010/001	11/01907/010	Spent	4,706.94		03/11/2022	11.02.2013
12/00080/002/001	12/00080/002	Spent	28,848.54		03/11/2022	20.3.2013
12/00305/008/001	12/00305/008	Spent	4,394.34		03/11/2022	22.01.2013
12/00926/013/001	12/00926/013	Spent	36,802.19		03/11/2022	19.4.2013
12/01209/001/001	12/01209/001	Spent	14,130.56		03/11/2022	28.7.2014
12/01789/018/001	12/01789/018	Spent	5,043.76		03/11/2022	2.9.2014
12/01789/019/001	12/01789/019	Spent	10.91		03/11/2022	2.9.2014
13/00186/003/001	13/00186/003	Spent	7,456.40		03/11/2022	4.9.2013
13/00456/001/001	13/00456/001	Spent	3,000.00		03/11/2022	20.11.2013
13/01768/012/001	13/01768/012	Spent	2,915.37		03/11/2022	19.6.2014
13/01947/003/001	13/01947/003	Spent	1,518.54		03/11/2022	27.8.2014
14/00066/002/001	14/00066/002	Spent	4,950.24		03/11/2022	02.04.2015
14/00066/003/001	14/00066/003	Spent	6,501.87		03/11/2022	02.04.2015
14/01017/010/001	14/01017/010	Spent	109,087.35		03/11/2022	9.3.2015
14/01932/029/001	14/01932/029	Spent	1,006.06		03/11/2022	18.12.2019
14/01932/030/001	14/01932/030	Spent	4,000.00		03/11/2022	18.12.2019
14/02035/001/001	14/02035/001	Spent	2,635.97		03/11/2022	24.4.2015
15/00822/001/001	15/00822/001	Spent	960.47		03/11/2022	17.11.2016
15/00822/001/002	15/00822/001	spent	87,203.00		03/11/2022	17.11.2016
16/02586/001/001	16/02586/001	Spent	5,000.00		03/11/2022	21.7.2017
17/00189/009/001 (13/00444/OUT)	17/00189/009 (13/00444/OUT)	Spent	9,656.39		03/11/2022	29.11.2019
17/00189/010/001 (13/00444/OUT)	17/00189/010 (13/00444/OUT)	Spent	26,030.00		03/11/2022	29.11.2019
17/00189/011/001 (13/00444/OUT)	17/00189/011 (13/00444/OUT)	Spent	372,000.00		03/11/2022	29.11.2019
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19/00446/001/001	19/00446/001	Received	500.00		03/11/2022	24/12/2019
19/00446/003/001	19/00446/003	Received	2,734.46		03/11/2022	24/12/2019
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19/02126/001/001	19/02126/001	Received	1,000.00		03/11/2022	22/12/2021
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21/01227/001/001	21/01227/001	Received	500.00		03/11/2022	07/12/2021
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Cherwell District Council

Executive

5 December 2022

Update on the UK Shared Prosperity Fund and the Rural England Prosperity Fund

Report of Assistant Director - Growth and Economy

This report is public

Purpose of report

The purpose of this report is to:

1. Provide Executive with a comprehensive update on the UK Shared Prosperity Fund investment plan (awaiting approval and imminent arrival of the first tranche of funding) and the development of an 'Addendum' to unlock the Rural England Prosperity Fund.
2. Gain support for the proposed management of the two funds up to March 2025.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note progress made on unlocking Cherwell's £1.255m allocation of UK Shared Prosperity Fund (UKSPF) through the submission of an investment plan on 1 August 2022.
- 1.2 To note the launch of the Rural England Prosperity Fund (REPF) and delegate authority to the Corporate Director - Communities, in consultation with the relevant Portfolio Holder, to endorse an investment plan 'Addendum' to unlock Cherwell's £526,831 allocation.
- 1.3 To endorse the approach set out in paragraph 4.2, in relation to external and internal governance structures, to manage the delivery of UKSPF and REPF projects, including the delegated authority to the Corporate Director, Communities to agree change requests.

2.0 Introduction

- 2.1 The **UK Shared Prosperity Fund (UKSPF)** and **Rural England Prosperity Fund (REPF)** are part of the government's Levelling Up agenda. Both funds are unusual in that money has been allocated to Local Authorities (LAs) throughout the UK but

can only be accessed through the submission of an investment plan to ‘unlock’ the funds.

- 2.2 Under UKSPF, Cherwell District Council has been allocated £1.255m for local investment between April 2022 and March 2025. This is split asymmetrically across the fund’s term, as below:

Financial year	Year 1 - 22/23	Year 2 - 23/24	Year 3 - 24/25	Total
Total allocation	£152,420	£304,841	£798,684	£1,255,945
(Of which) minimum capital spend required	£15,242 (10%)	£39,629 (13%)	£159,736 (20%)	£214,607 (17%)

- 2.3 The mix of revenue and capital UKSPF funding can be used to support a wide range of interventions to build pride in place and improve life chances through the delivery of a three-year programme covering three investment priorities or themes:
- Communities and place
 - Supporting local business
 - People and skills
- 2.4 The UKSPF succeeds funding received from the European Regional Development Fund (ERDF) and the European Social Fund (ESF), jointly referred to by the UK government as EU Structural Funds. The ERDF supports investment in innovation and research, information technology, small- and medium-sized enterprises, and the promotion of a low-carbon economy. The ESF supports employment-related projects and vocational skills training. LEP funding for business support activity in Oxfordshire is also due to end or reduce by end of year two of UKSPF (2023/24) and at the same time, ESF skills and employment provision ends. UKSPF spend is expected to plug any gaps in provision.
- 2.5 In order to unlock the fund allocation each LA has been tasked to work with the private sector, civil society and others, to develop an investment plan. This plan must be evidence based, demonstrate local need and gaps in provision (particularly taking into account the cessation of EU Structural Fund provision), be targeted on local priorities, and set out measurable outcomes.
- 2.6 Cherwell developed and submitted its investment plan to the Department of Levelling Up, Housing and Communities (DLUHC) on 01 August 2022. Officers expect to be notified if the plan has been approved imminently.
- 2.7 For 2022-23, funding will be paid once the local investment plan has been approved by DLUHC. In 2023-24 and 2024-25, the fund will be paid at the start of the financial year. DLUHC expect fund investment and outputs to be achieved in line with the submitted investment plan, on time and in-year, and reserve the right to withhold or delay payment and alter payment cycles from 2023-24 onwards where there are performance or other issues with delivery. Lead local authorities will be asked to return any underspends at the end of each financial year.

- 2.8 Local authorities have flexibility over how they deliver UKSPF and can use a mix of competitions for grant funding, procurement, commissioning or deliver some activity through in-house teams.
- 2.9 Since submission of the UKSPF investment plan, the Department for Environment, Food and Rural Affairs (DEFRA) announced a two-year additional tranche of funding through the **Rural England Prosperity Fund (REPF)**. This is a top-up to UKSPF to help address the extra needs and challenges facing rural areas. Cherwell has been provisionally allocated £526,831 capital funding, over two years (April 2023 to March 2025). To access the REPF, officers are developing a 'Rural Fund Addendum' to the UKSPF investment plan, to be submitted **by 30 November 2022**.

3 UKSPF and REPF update

UKSPF: Progress to date

- 3.1 Cherwell's evidence based UKSPF investment plan ensures the impact of the fund will be felt throughout the district. The focus of the Investment plan is on addressing the district's challenges and opportunities.
- 3.2 The Cherwell investment plan was developed following a period of considerable data analysis; mapping of need and provision; consultation with officers, the Leader and relevant Portfolio Holders, stakeholders (including the Local Strategic Partnership, other district representatives, skills and business support providers and MPs). Officers also mapped UKSPF investment priorities and interventions against CDC Business Plan objectives. From this development work, five local delivery themes emerged for Cherwell. These are:
- Business retention and growth
 - Green economy
 - Investment in urban centres
 - Community and cultural development
 - Enhancing life chances and economic opportunities for our most vulnerable residents
- 3.3 DLUHC advised that it is looking for high level proposals and outcomes based on local context. The investment plan is not an exhaustive document containing detailed project or intervention planning.
- 3.4 Cherwell's UKSPF interventions were selected according to the local delivery themes at para 3.2. The Investment plan identifies 15 interventions, and corresponding outputs and outcomes, against which delivery will be profiled (See Appendix One). These were selected from a list of 41 possible interventions.
- 3.5 It is important to note that there is scope to reprofile the interventions and planned spend, in consultation with local stakeholders and DLUHC, once the fund has been awarded. This may include formal change requests, if more than 30% of the total fund is to be reprofiled. It is recommended that the change request process is managed through an internal governance structure (see para 3.9).

UKSPF: Next Steps

- 3.6 DLUHC advise that Local Authorities will be notified of the approval of their Investment plan in early autumn 2022. The first tranche of funding (£152,421 for CDC) will be awarded shortly thereafter.
- 3.7 The next steps required are as follows:
- i. Establish a Local Partnership Group and external governance structure
 - ii. Establish internal governance structure
 - iii. Project development
 - iv. Monitoring/engagement with DLUHC

Establish a Local Partnership Group and external governance structure:

- 3.8 UKSPF guidance states that comprehensive and balanced local partnerships will be a core component of how the fund is administered locally. A 'Local Partnership Group' of local stakeholders, including MPs, (see Appendix Two for the membership suggested by DLUHC) is required to act as an advisory and oversight group on project development and delivery. The Group will form an essential part of monitoring and reporting for the fund over its 3-year duration. An existing group can be designated for this purpose, but the panel must be fully representative, and their terms of reference must meet the fund's needs. Officers are working with partners to identify a suitable Local Partnership Group.

Establish internal governance structure:

- 3.9 An Officer Programme Board will be established based upon the lessons learned from Growth Deal and Garden Town programmes. This structure will be established to ensure thorough oversight of the scheme. Delivery will be focussed on the service areas involved but there does need to be corporate oversight through the Officer Programme Board to ensure any issues are raised and resolved at a corporate level. Any change requests will be managed through this mechanism and will probably consist of an internal gateway process where a change request will be considered and then a further conversation with DLUHC to adopt the change.
- 3.10 It is important that external and internal governance structures are in place, before or shortly thereafter receiving the funding, to ensure oversight and monitoring processes are established. These processes will be key to the release of the next tranche of funding each year

Project development:

- 3.11 Projects have been proposed for delivery in year one (by March 2023). These are listed in Appendix Three and are a selection of ready to go projects and feasibility studies, to prepare the way for future years, and will largely focus on the UKSPF Community and place investment priority and Supporting local business feasibility studies. It is envisaged that these year-one projects will be overseen by officers in Growth and Economy and Wellbeing service areas. Officers are preparing to commence delivery quickly once the year one funding is awarded, to ensure project spend is completed by 31 March 2023.

- 3.12 Outcomes achieved in the first phases of the programme will be closely monitored with subsequent years revised and rebalanced accordingly. Year two delivery is profiled to be largely focussed on investment in urban centres and support for urban centre businesses and in Year three, business retention and growth and skills and inclusion related activity will be the focus. The plan maintains a flexible approach to project selection and delivery partners for years two and three.

Monitoring/engagement with DLUHC:

- 3.13 Further detail is to be published, but existing guidance is clear that robust project assessment, contracting, stakeholder engagement, monitoring and evaluation are important elements of the UKSPF process and will be key to the release of the next tranche of funding each year. DLUHC will require formal reporting on a six-monthly basis as well as qualitative updates on a quarterly basis. (See reporting schedule at Appendix Four).

Rural England Prosperity Fund (REPF): current situation

- 3.14 REPF is a two-year fund which will run from April 2023 to March 2025 (Years two and three of UKSPF). The Cherwell allocation is £526,831 capital funding with 25% of the fund to be received in 2023/24, and 75% in 2024/25. Cherwell's allocation is to be accessed through the submission of a 'Rural Fund Addendum' by 30th November 2022.
- 3.15 The REPF is integrated into the UKSPF which supports productivity and prosperity in places that need it most. It is complementary to funding used to support rural areas under the UKSPF. The fund's objectives sit within the UKSPF investment priorities for Supporting Local Business and Community and Place
- 3.16 REPF should not replace funding plans for rural areas under the UKSPF. This is a top-up to help address the extra needs and challenges facing rural areas which might include areas experiencing relative lower rates of productivity, lower digital connectivity, and poorer access to key services. The fund succeeds EU funding from LEADER and the Growth Programme.
- 3.17 For REPF purposes, rural areas are:
- towns, villages and hamlets with populations below 10,000 and the wider countryside
 - market or 'hub towns' with populations of up to 30,000 that serve their surrounding rural areas as centres of employment and in providing services
- 3.18 REPF is a 100% capital fund and it appears there is an expectation from government that the fund is defrayed through grant funding schemes (similar to the rural LEADER schemes). The Fund cannot be used for administrative or scheme management purposes.

REPF: next steps

- 3.19 Officers are currently analysing data, mapping need, and consulting with colleagues and stakeholders, including the Rural Services Network, National Farmers Union, and Community First Oxfordshire to prepare the Rural Fund Addendum. This document will outline local evidence of rural challenges, market failures and opportunities, identify selected interventions, from a pre-determined list, (see

Appendix Five) to address these challenges, and demonstrate value for money and engagement with rural partners.

- 3.20 A 'call for project ideas' was launched asking businesses and community organisations, including Parish Councils to submit ideas for projects. At this stage it is being made very clear that by submitting ideas they are not committing to undertake the project and neither is the Council committed to funding it. These project ideas will assist officers in developing the most effective Rural Fund Addendum possible.
- 3.21 The requirement is that the Rural Fund Addendum is submitted on 30th November 2022.
- 3.22 As with UKSPF, the Local Partnership Group will act as an advisory and oversight group on project development and delivery, and its membership must include rural representatives.
- 3.23 Government (DEFRA) approval of the Addendum is expected in January 2023, and funds will be awarded at the start of April 2023. 25% in Year one (2023/24 – this is year two of UKSPF) and 75% in year two (2024/25 – this is year three of UKSPF).
- 3.24 Officers will update Executive as the programme progresses.

4.0 Conclusion and Reasons for Recommendations

- 4.1 This report is the first of a series which will update Executive on UKSPF and REPF progress to March 2025, and likely beyond.
- 4.2 To make this programme work, there remain a number of things that need to be put in place. These include:
- External governance structure – The UKSPF and REPF guidance requires that each Authority establishes a Local Partnership Group (as set out at para 3.8)
 - Internal governance structure – Officers are working on a model which is simple but effective, probably based on existing corporate best practice. This will incorporate a mechanism to authorise change requests. (as set out at para 3.9)
- 4.3 Reason for first Recommendation (1.1) to note progress made on unlocking Cherwell's £1.255m allocation of UK Shared Prosperity Fund (UKSPF) through the submission of an investment plan on 1st August 2022 is to enable Members to be aware that officers have taken the necessary action to access the UKSPF.
- 4.4 Reason for second recommendation (1.2) to note the launch of Rural England Prosperity Fund (REPF) and delegate authority to the Corporate Director - Communities, in consultation with the relevant Portfolio Holder, to endorse an investment plan 'Addendum' to unlock Cherwell's £526,000 allocation is to ensure that the necessary delegations are in place to submit the Addendum.
- 4.5 Reason for third recommendation (1.3) to endorse the approach set out in paragraph 4.2, in relation to external and internal governance structures, to manage

the delivery of UKSPF and REPF projects, including the delegated authority to the Corporate Director, Communities to agree change requests is to ensure that when the monies arrive, officers are able to progress the projects.

5.0 Consultation

- 5.1 To inform the development of the UKSPF investment plan, officers consulted with internal colleagues, Leader of the Council and relevant Portfolio Holders and stakeholders (including the Local Strategic Partnership, other district representatives, skills and business support providers and MPs), in order to successfully assess impact, deliverability and strategic fit when analysing and selecting interventions. A similar process has been followed to inform the preparation of the REPF Addendum, including the following:
- National Farmers Union
 - Rural Services Network
 - Local Nature Partnership and Cotswold National Landscape
 - Country Land and Business Association (CLA)
 - Oxfordshire LEADER programme
 - Community First Oxfordshire
 - Oxfordshire's District Councils – West Oxfordshire, South Oxfordshire, and Vale of White Horse
 - Digital Infrastructure Oxfordshire partners at Oxfordshire County Council
 - Parish Councils

6.0 Alternative Options and Reasons for Rejection

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

Option 1: Not engage with process and don't submit an investment plan and addendum within the required timescales. This was rejected because it would have meant the LA would have forfeited c£1.8m funding for the district.

7.0 Implications

Financial and Resource implications

- 7.1 The UKSPF and REPF schemes are 100 per cent grant funding, meaning there is no financial risk to Cherwell District Council's budgets.
- 7.2 The UKSPF annual allocations will be monitored in line with the Expenditure Profile submitted with the UKSPF Investment Plan, though it is possible to reallocate funds from year to year with sufficient justification for doing so.
- 7.3 The Council will ensure that appropriate overheads are charged to the grant in line with grant conditions.
- 7.5 Any UKSPF not delivered internally by officers will be awarded following a funding competition which will be developed ahead of any funds being paid out.

Comments checked by:
Michael Furness, Assistant Director – Finance,
Michael.Furness@cherwell-dc.gov.uk Tel: 01295 221845

Legal Implications

- 7.6 The Council has the necessary legal powers under section 1 of the Localism Act 2011 to deliver the Fund's levelling up objectives. The Council will be required to ensure that the proposed projects are delivered in a legally compliant way in accordance with all relevant legislation in relation to the activities undertaken.
- 7.7 All spend associated with the Fund must be assessed by the Council in advance to ensure that proposed investment is compliant with the Council's Constitution, including the Public Contracts grant rules, (mechanisms to recover funding where beneficiaries do not comply with fund parameters, legal or any other requirements) processes and procedures as and where relevant.
- 7.7 Interventions will be required to be delivered within the subsidy control regime. Government has indicated that further guidance on subsidy control and UKSPF will be issued assist lead local authorities in carrying out their delegated delivery role.
- 7.8 The Council is required to meet its statutory public sector equality duty in carrying out their duties related to the UKSPF.
- 7.9 In submitting the Investment Plan, Government required assurance that legal obligations and all minimum standards set by the government will be adhered to.

Comments checked by:
Helen Lolas, Team Leader Legal Services, Helen.Lolas@Cherwell-DC.gov.uk
Tel: 07801 400 941

Risk Implications

- 7.10 There will be an ongoing need for robust programme management to ensure that the key interventions contained within the Investment plan and the Rural Addendum are delivered.
- 7.11 Risk: The short timescales for delivery in the first year. Any delay in receiving the Year One allocation impacts on the full year delivery of the program. To mitigate this, officers will monitor performance and raise concerns regarding grant spend with DLUHC and adjust the outputs within the investment plan accordingly.
- 7.12 Risk: Any unspent UKSPF funds would have to be returned to DLUHC after March 2025. To mitigate this, spend will be monitored regularly to ensure delivery is according to the necessary timescales, with the desired outputs/outcomes.
- 7.13 These risks will be managed through the service operational risk register and escalated to the Leadership Risk Register as and when necessary.

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

Equalities and Inclusion Implications

- 7.4 The UKSPF is intended to support the key objectives of the Levelling up White Paper, with the aims of creating stronger communities and increasing life chances throughout the country. The delivery of the UKSPF will have a positive impact in the district, in line with the commitments reflected in our Equalities and Inclusion Framework.

Comments checked by:

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

Sustainability Implications

- 7.5 Climate change and environmental impacts will be fully considered as part of all related UKSPF interventions and corresponding projects.

Comments checked by:

Ed Potter, Assistant Director Environmental Services, ed.potter@cherwell-dc.gov.uk
Tel: 0300 003 0105

8.0 Decision Information

Key Decision

Financial Threshold Met: Yes

Community Impact Threshold Met: No

Wards Affected

All

Links to Corporate Plan and Policy Framework

UKSPF and REPF interventions will deliver against the following strategic priorities:

- An enterprising economy with strong and vibrant local centres
- Healthy, resilient and engaged communities
- Supporting environmental sustainability

Lead Councillor

Councillor Ian Corkin, Deputy Leader and Portfolio Holder for Regeneration and Economy

Document Information

Appendix number and title

- Appendix One – UKSPF investment plan: selected interventions and outcomes

- Appendix Two – DLUHC suggested membership of Local Partnership Group
- Appendix Three – Proposed Year One UKSPF Projects
- Appendix Four – UKSPF Reporting schedule
- Appendix Five – DEFRA list of possible REPF interventions

Report Author and contact details

Tracey Thomas, Employment Development Officer

Tel: 01295 221856 Tracey.thomas@cherwell-dc.gov.uk

Appendix One – UKSPF investment plan: selected interventions and outcomes

Interventions

Communities and place

- E1: Improvements to town centres and high streets
- E2: Community and neighbourhood infrastructure projects.
- E3: Creation of and improvements to local green spaces.
- E4: Enhanced support for existing cultural, historic and heritage institutions that make up the local cultural heritage offer.
- E6: Support for local arts, cultural, heritage and creative activities.
- E10: Local sports facilities, tournaments, teams & leagues
- E14: Funding to support relevant feasibility studies

Supporting local business

- E16: Open markets and town centre retail and service sector
- E23: Strengthening local entrepreneurial ecosystems
- E24: Training hubs, business support offers, incubators
- E29: Supporting decarbonisation whilst growing the local economy
- E31: Funding to support relevant feasibility studies

People and skills

- E33: Employment support for economically inactive people
- E38: Support for local areas to fund local skills needs.
- E39: Green skills courses

Expected outcomes include:

- Increased perception and users of community facilities
- Increased footfall and visitor numbers in urban centres
- New and existing businesses supported
- Businesses engaging in new markets and adopting new to the firm technologies or processes
- Businesses identifying and delivering decarbonisation measures
- Economically inactive people receiving support resulting in active engagement with job searching
- Increased local people engaged in training resulting in increased local skill levels
- Feasibility studies supported to inform projects

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Appendix Two – DLUHC suggested membership of Local Partnership Group

- Representatives from the lead LA (this may also include neighbouring authorities or constituent authorities where relevant and to maximise alignment)
- Local businesses and investors (large employers and small and medium sized employers)
- Business support providers or representatives, including sectoral representatives relevant to the place (for example – cluster bodies, tourism organisations)
- Local partnership boards and strategic bodies where relevant (for example, Local Enterprise Partnerships or Local Skills Improvement Partnerships in England, City and Growth Deal partners in Scotland, Wales and Northern Ireland)
- Regional representatives of arms-length bodies of government where appropriate
- Prominent local community & faith organisations
- Voluntary, sector social enterprise and civil society organisations, including Third Sector Interface Groups in Scotland
- Rural representatives unless there are no rural communities within the area
- Education and skills providers – for example higher education institutions and further education colleges, adult learning providers
- Employment experts and providers – for example Jobcentre Plus representatives and employment related service providers
- Nature, environmental or associated representatives
- Public health representatives
- Police and crime representatives (such as Police and Crime Commissioners where relevant)
- Officials of devolved administrations or their agencies in Scotland, Wales and Northern Ireland
- Members of Parliament where appropriate

Representatives of the UK government may also attend and can provide access to specific expertise where this is needed.

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Appendix Three – Proposed Year One UKSPF Projects

Project	CDC Priority theme	UKSPF Investment Priority	UKSPF Intervention	Cost
Urban centres feasibility study - Commission consultants to review how our market towns are functioning in light of Covid, the changing nature of their role and functions, setting out effective ways to support them.	(Attract) investment in town centres	Supporting Local Business	E14: Funding to support relevant feasibility studies	£15,000
Business Survey - Undertake a district-wide comprehensive business needs survey (including rural) to include skills and infrastructure to understand and quantify what the specific needs of small, medium and larger employers are in the district.	Business retention and growth	Supporting Local Business	E14: Funding to support relevant feasibility studies	£30,000
Improvement to existing CDC community facilities (12 in total) - to make them fit for purpose to host varied programmes of activities opportunities, events and education & skills workshops.	Community and cultural development	Communities and Place	E2: Community and neighbourhood infrastructure projects.	£30,000 (3 in year 1 only - others to follow in years 2 and 3)
Development of the Bridge Street Community Garden in Banbury & Develop further growing spaces in deprived communities (Grimsbury, Neithrop & Ruscote) - to support residents to learn new skills and education around food / food poverty / cooking skills and connection to nature for wellbeing.	Community and cultural development	Communities and Place	E3: Creation of and improvements to local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces.	£10,000
Mill Arts Centre - to develop programmes that encourage all to access cultural experiences	Enhancing life and economic opportunities for our most vulnerable	Communities and Place	E4: Enhanced support for existing cultural, historic and heritage institutions	£5,000

and opportunities.	residents/ Community and cultural development.		that make up the local cultural heritage offer.	
Community Albums - to develop their programme of opportunities in Bicester to help support engagement for all residents into the arts.	Enhancing life and economic opportunities for our most vulnerable residents/ Community and cultural development	Communities and Place	E4: Enhanced support for existing cultural, historic and heritage institutions that make up the local cultural heritage offer.	£5,000
Better Lives Through Culture - work in schools under the Local Education Cultural Partnership, linking artists and cultural opportunities into our local schools to enhance the lives of children in Cherwell. (Extra funding)	Community and cultural development	Communities and Place	E6: Support for local arts, cultural, heritage and creative activities.	£5,000
Feasibility study for learner pool in Bicester	Community and cultural development	Communities and Place	E10: Local sports facilities, tournaments, teams & leagues	£45,000
Young Enterprise – fund a team programme per state school - £530 per team.	Enhancing life chances and economic opportunities for our most vulnerable residents	Supporting Local Business	E23: Strengthening local entrepreneurial ecosystems	£4000
Cherwell Business Awards - sponsorship	Business retention and growth	Supporting Local Business	E23: Strengthening local entrepreneurial ecosystems	£3,421
Total costs allocated				£152,421

Appendix Four – UKSPF Reporting schedule

Reporting Periods	Report Due Date	Information Type
1 August to 31 December 2022	1 February 2023	Quarterly (summary report only)
1 January to 31 March 2023	1 May 2023	Sixth monthly
1 April to 30 June 2023	1 August 2023	Quarterly (summary report only)
1 July to 30 September 2023	1 November 2023	Sixth monthly
1 October to 31 December 2023	1 February 2024	Quarterly (summary report only)
1 January to 31 March 2024	1 May 2024	Sixth monthly
1 April to 30 June 2024	1 August 2024	Quarterly (summary report only)
1 July to 30 September 2024	1 November 2024	Sixth monthly
1 October to 31 December 2024	1 February 2025	Quarterly (summary report only)
1 January to 31 March 2025	1 May 2025	Sixth monthly

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Appendix Five – DEFRA list of possible REPF interventions

Supporting local business:

- 1.1 - capital grant funding for small scale investments in micro and small enterprises in rural areas
- 1.2 - capital grant funding for growing the local social economy and supporting innovation
- 1.3 - capital grant funding for developing and promoting the visitor economy

Supporting rural communities:

- 2.1 - capital grant funding for investment and support for digital infrastructure for local community facilities
- 2.2 - capital grant funding for investment in capacity building and infrastructure support for local civil society and community groups.
- 2.3 - capital grant funding for creation and improvements to local rural green spaces.
- 2.4 - capital grant funding for existing cultural, historic and heritage institutions that make up the local cultural heritage offer.
- 2.5 - capital grant funding for local arts, cultural, heritage and creative activities.
- 2.6 - capital grant funding for active travel enhancements in the local area
- 2.7 - capital grant funding for rural circular economy projects
- 2.8 - capital grant funding for impactful volunteering and social action projects to develop social and human capital in local places.

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Cherwell District Council

Executive

5 December 2022

Digital infrastructure - East West Rail

Report of Assistant Director - Growth and Economy

This report is public.

Purpose of report

To seek approval for a financial contribution of £133,000 to be made to install related digital infrastructure along the East West rail route, and for delegated authority to be given to officers to progress any necessary agreements.

1.0 Recommendations

The meeting is recommended:

- 1.1 To authorise investment of £133,000 in digital infrastructure along the East West Rail line.
- 1.2 To delegate authority to the Corporate Director – Communities, in consultation with the Portfolio Holder for Regeneration and Economy, the S151 Officer and Monitoring Officer, to progress this workstream and to enter into any necessary agreement with partners to enable the works to proceed.

2.0 Introduction

- 2.1 It has been a long-held ambition by Government and local authorities along the former Oxford to Cambridge rail route to see the EWR line re-opened for passenger traffic. The re-opened line is expected to achieve a collective objective of promoting and facilitating economic growth, prosperity and jobs. The East West Rail Consortium was therefore created in the 1990s by Cherwell District Council and other local authorities. The Consortium is now named [The East West Mainline Partnership](#).
- 2.2 In 2013, to progress the East West Rail project, local authority partners committed to provide £50m of the total £500m project costs for the entire East West Rail line (the remainder being met by central Government) and Cherwell District Council was one of those partners.
- 2.3 In 2018, the Department for Transport created the [East West Rail Company](#) to accelerate delivery of the entire route between Oxford and Cambridge. It is now

responsible for planning the section of the East West Rail route between Bletchley and Cambridge, whilst overseeing delivery of the Phase Two section between Bicester and Bletchley.

- 2.4 The Phase Two section is being delivered by [The East West Rail Alliance](#) procured by Network Rail (public owner and operator of rail infrastructure). Main construction work started in Spring 2020 and is due for completion by Summer 2024, as explained on [Network Rail's website](#).

3.0 Report Details

Delegation of Powers

- 3.1 The construction of Phase Two of East West Rail is progressing well and expected to be completed by Summer 2024.
- 3.2 The Council is currently being asked by Network Rail to make a capital contribution of £133,000 towards the installation of digital fibre in ducts alongside the new track. (this funding can be made either in funds or a proportion, work in kind). The funding will contribute towards an enhanced specification of the fibre installation - from 24 core fibres (railways operation only) to 432 fibres (railway and fibre capacity; including access points for network upgrades) to enhance connectivity for local communities along the route. The total cost of installing the fibre at this stage is estimated by Network Rail to be around one tenth of retrospective installation.
- 3.3 The installation would be done by the East West Rail Alliance and a commercial telecoms operator appointed by Network Rail Telecoms. The payment of this sum would be subject to compliance with CDC's Contract Rules and the Public Procurement Regulations. As with the main agreement, other local authorities are also being asked to commit a per-capita proportion of the cost and will all enter into legal agreements for the two stages of delivery:
- A) **Provision and installation of the fibre** – the works required to lay the fibre next to the railway line.
- B) **Marketing and arrangements for local access to the fibre** (including any return on investment from the Council's contribution) – this agreement will follow the first agreement and will identify any gainshare benefits and income accruing from the capital investment by the partners (the quantum of return is yet to be determined and it is anticipated that there will be no revenue costs to the Council in relation to this second agreement, other than officer time to facilitate, any revenue costs that are incurred will be contained within existing service budgets).
- 3.4 A draft funding agreement for the enhanced digital infrastructure has been provided and officers are seeking to negotiate the optimal terms for the Council, including minimising risks and sharing them with Network Rail whilst also seeking any 'gainshare' benefits accruing from arrangements with network operators, alongside wider benefits for local communities. Once operational, Network Rail Telecoms would provide reports on community metrics and details on benefit realisation.
- 3.5 Once operational, Network Rail Telecoms will provide reports on community metrics and details on benefit realisation.

- 3.6 The Executive is requested to delegate authority to the Corporate Director – Communities in consultation with the Portfolio Holder for Regeneration and Economy, the S151 Officer and Monitoring Officer to progress workstreams and to enter into any legal agreements with partners, as appropriate.

4.0 Conclusion and Reasons for Recommendations

- 4.1 By Summer 2024, East West Rail Phase 2 will provide the first direct rail link in more than 50 years between Oxford and Bletchley/Milton Keynes, transforming connectivity and journey times for people and businesses to, from and through Cherwell district and across the heart of the country. It is expected to:

- Boost economic growth and create opportunities for new housing and jobs
- Encourage people out of cars and onto public transport
- Provide a greener low carbon transport system

- 4.2 The Council has committed to assist the East West Rail project. Funding is, alongside partner local authorities, now being requested to enable digital fibre infrastructure to be installed. To expedite delivery, it is recommended that delegation of authority for officers to progress work streams and to enter into legal agreement with partners is granted.

5.0 Consultation

- 5.1 Given the nature of this matter, conversations are ongoing between CDC and OCC officers and other organisations such as Network Rail.

6.0 Alternative Options and Reasons for Rejection

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

Option 1: Not to proceed with investing £133,000 in digital infrastructure as part of the East West Rail project. This is not recommended as it would mean that the Council is not meeting its earlier agreement in principle to join with other Councils to contribute towards and to benefits from the investment in the related digital infrastructure.

Option 2: Not to delegate authority to the Corporate Director – Communities but to require the Council or its nominated committee to participate in negotiations and formation of the legal agreement. This is not recommended as it would cause delay, placing at risk the delivery of the East West Rail project. Furthermore, the Council has already committed to supporting the project in principle.

7.0 Implications

Financial and Resource Implications

- 7.1 The Council has made provision for this funding within the Capital Programme. The Council has not made any provision if there are any short term revenue costs and these would have to be managed within the budget of the relevant service.

Comments checked by:

Michael Furness, Assistant Director – Finance, Michael.Furness@cherwell-dc.gov.uk
01295 221845

Legal Implications

- 7.2 The parties will need to ensure that legally binding agreement is in place prior to commencement.

Shiraz Sheikh, Assistant Director – Law & Governance and Monitoring Officer,
Shiraz.sheikh@cherwell-dc.gov.uk 01295 221651

Risk Implications

- 7.3 There are no significant risks arising from this decision. Most local authority partners are also contributing to the project and the work is already underway. Any risks arising through its implementation are being managed by East West Rail. A local risk register will be maintained as part of the management of the project.

Comments checked by:

Shona Ware, Assistant Director- Customer Focus shona.ware@cherwell-dc.gov.uk,
Tel 01295 221652

Equalities and Inclusion Implications

- 7.4 There are no equalities matters arising from this report. The project will ultimately provide benefits to communities along the route.

Comments checked by:

Shona Ware, Assistant Director- Customer Focus shona.ware@cherwell-dc.gov.uk,
Tel 01295 221652

Sustainability Implications

- 7.5 The East West Rail project – including related digital infrastructure - will provide additional communication options, including an attractive alternative for some car journeys, thereby leading to reduced carbon emissions.

Comments checked by:

Ed Potter, Assistant Director Environmental Services ed.potter@cherwell-dc.gov.uk,
01295 221574

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

N/A

Links to Corporate Plan and Policy Framework

The provision of East West Rail and associated infrastructure such as digital fibre supports many elements of the Council's Business Plan, including 'supporting environmental sustainability', the delivery of housing and 'promoting an enterprising economy with strong and vibrant local centres.'

Lead Councillor

Councillor Ian Corkin, Deputy Leader and Portfolio Holder for Regeneration and Economy

Document Information

Appendix number and title

- None

Background papers

None

Report Author and contact details

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