

Scrutiny Committee Agenda



Contact: Ron Schrieber, Democratic Services Officer
Telephone number 01235 422524
Email: ron.schrieber@southandvale.gov.uk
Date: 22 November 2017
Website: www.whitehorsedc.gov.uk

A meeting of the

Scrutiny Committee

will be held on Thursday, 30 November 2017

at 7.00 pm

Meeting Room 1, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB

Members of the Committee:

Councillors

Debby Hallett (Chairman)
Alice Badcock (Vice-chairman)
Mike Badcock
Edward Blagrove
Vicky Jenkins

Mohinder Kainth
Sandy Lovatt
Chris Palmer
Judy Roberts

Preferred Substitutes

Yvonne Constance
StJohn Dickson
Dudley Hoddinott
Simon Howell
Monica Lovatt

Ben Mabbett
Chris McCarthy
Emily Smith
Reg Waite
Catherine Webber

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A handwritten signature in cursive script, appearing to read "M Reed".

Margaret Reed
Head of Legal and Democratic Services

Agenda

Open to the Public including the Press

Council's Vision

The council's vision is to take care of your interests across the Vale with enterprise, energy and efficiency.

1. Apologies for absence

To record apologies for absence and the attendance of substitute members.

2. Minutes

(Pages 4 - 7)

To adopt and sign as a correct record the Scrutiny Committee minutes of the meeting held on 26 October 2017.

3. Declarations of interest

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

4. Urgent business and chairman's announcements

To receive notification of any matters which the chairman determines should be considered as urgent business and the special circumstances which have made the matters urgent, and to receive any announcements from the chairman.

5. Public participation

To receive any questions or statements from members of the public that have registered to speak.

REPORTS AND ISSUES FOR THE CONSIDERATION OF THE SCRUTINY COMMITTEE

6. Planning procedures

(Pages 8 - 14)

To consider the report of the head of planning (attached).

7. Corporate delivery plan - progress report

(Pages 15 - 25)

To consider the report of the head of corporate services (attached).

8. Oxfordshire Spatial Plan

To consider the report of the head of devolution and government (to follow).

9. Work schedule and dates for all South and Vale scrutiny meetings

(Pages 26 - 29)

To review the attached scrutiny work schedule. Please note, although the dates are confirmed, the items under consideration are subject to being withdrawn, added to or rearranged without further notice.

Minutes

of a meeting of the

Scrutiny Committee

held on Thursday, 26 October 2017 at 7.00 pm

at the Meeting Room 1, 135 Eastern Avenue, Milton Park, Milton, OX14 4SB



Open to the public, including the press

Present:

Members: Councillors Debby Hallett (Chairman), Alice Badcock (Vice-Chairman), Mike Badcock, Ed Blagrove, Mohinder Kainth, Sandy Lovatt, Chris Palmer, Judy Roberts and Robert Hall (In place of Vicky Jenkins)

Officers: Adrian Duffield, Dylan Evans, Ian Matten, Ron Schrieber and Mark Stone

Also in attendance: Councillor Matthew Barber

Sc.27 Apologies for absence

Councillor Vicky Jenkins (substituted by Robert Hall) submitted apologies.

Councillor Charlotte Dickson, Cabinet member for leisure, also submitted apologies.

Sc.28 Minutes

The minutes of the meetings held on 20 and 28 September 2017 were agreed as an accurate record and were signed by the Chairman.

Sc.29 Declarations of interest

None.

Sc.30 Urgent business and chairman's announcements

None.

Sc.31 Public participation

None.

Sc.32 New leisure centre for Wantage and Grove area

The committee considered the report of the interim head of waste, leisure and environmental health on the results of the recent public consultation on proposals for a new leisure centre for the Wantage and Grove area. In addition to the public consultation summary, the report contained a summary of online survey results and feedback received from stakeholders including towns and parishes, Swim England and other national governing bodies on the proposals.

Ian Matten, interim head of waste, leisure and environmental health, introduced the report. Also present to answer questions were Councillor Matthew Barber, Leader of the council and Dylan Evans, leisure manager, together with consultants involved in the project, Jenny Beilby, David Chong-Ping and Nathan Swift.

David Chong-Ping gave a presentation on the background to the consultation, the methodology and the outcome. 624 people had responded to the survey, of which 57% strongly agreed and a further 24% agreed with the proposal to build a new leisure centre.

In response to members' questions, it was reported that:

- The proposed facility mix was based on a needs analysis and consultation.
- There had been a good response to the consultation from young people. However, it was not possible to conclude to what extent this was a result of the use of social media and how much it was due to the subject.
- Concerns expressed included that the money could be better spent on other facilities, the potential impact on the health centre, increased traffic and road congestion and the absence of a 50 metre pool/provision for particular sports/other activities.
- The council's response to the consultation would be published and would include an explanation of the reasons for not providing a 50m pool as well as detailing the next steps for the project.
- Respondents to the consultation would be asked if they wished to sign up for future updates.

The committee requested information on the types of leisure centre membership available under the existing leisure centre management contract with GLL and, specifically, the ability for GLL members to use all leisure centres across the South Oxfordshire and Vale of White Horse districts.

RESOLVED: to

1. Congratulate the officers and consultants on the consultation exercise;
2. Support the proposed facility mix for the new leisure centre for the Wantage and Grove area; and
3. Request officers to explore all possible sources of grant funding for the new leisure centre.

Sc.33 Oxford to Cambridge Expressway: Vale options

The committee considered the report of the head of planning services which gave details of the National Infrastructure Commission's (NIC) proposals for an Oxford to Cambridge Expressway (O2C) and which requested the committee for its views on the emerging potential routes in Oxfordshire to help inform any further officer discussion with the NIC or Highways England.

Councillor Matthew Barber, Leader of the council, introduced the report. Also present to answer questions were Adrian Duffield, head of planning services and Mark Stone, chief executive.

The report summarised the development of proposals for the O2C over the last three years and indicative plans drawn by officers showing five potential routes south and west of Oxford. These plans also illustrated some environmental constraints and planned/potential development sites. Each of the routes was costed by the NIC at approximately £3 to £3.5 billion for delivery. The NIC had suggested that, within the O2C corridor, up to 1 million additional homes and 700,000 additional jobs could be delivered by 2050.

Attached, as an appendix to the report, was a letter from the Leader to Lord Adonis, Chairman of the NIC, in August 2017 in which the Leader stated that he did not support any routes to the west of Oxford, or upgrades to the A34 in this location. In response to a member's question about the implications of Councillor Barber's views conflicting with those submitted by the leader of South Oxfordshire District Council, Councillor Barber reported that he did not believe that this was a problem as, at this stage, no decisions were being made and both leaders were expressing their personal opinions.

The committee considered the five potential routes, noting that these routes were the officers' interpretation of potential options rather than firm proposals. It was also noted that this was a major project that would have economic, transport and environmental implications for much of the south-east of England.

The committee noted that most of the five potential routes under consideration would decimate the green belt. It therefore urged the Cabinet member and officers to request Government to consider ways in which the green belt and green open space might be preserved.

Whilst none of the potential routes was ideal, the committee took the view that, on balance, indicative Route 2 would be the least damaging as there were already strategic housing sites and an employment site allocated along this route.

RESOLVED: to

1. Advise the leader of the council and officers that the committee considers Indicative Route 2 merits further attention insofar as, in the committee's view, it is the least damaging potential option and has strategic housing and employment sites allocated along the route; and

2. Urges the Cabinet member and officers to request Government to consider ways in which the green belt and green open space might be preserved if and when a proposed route is identified.

Sc.34 Appointment of task group

RESOLVED: to appoint a task group comprising Chris Palmer (Chairman), Mike Badcock, Ed Blagrove, Debby Hallett and Judy Roberts to gain greater awareness of the budget process and make recommendations for future improvements.

Sc.35 Work schedule and dates for all South and Vale scrutiny meetings

The committee considered its work programme and agreed to defer consideration of housing build rates until the meeting on 14 December.

The meeting closed at 9.10 pm

Scrutiny Committee



Report of Head of Planning

Author: Emily Hamerton

Telephone: 01235 422600

Textphone: 18001 01235 422600

E-mail: Emily.hamerton@southandvale.gov.uk

Executive member responsible: Cllr Roger Cox

To: SCRUTINY COMMITTEE

DATE: 30 November 2017

Planning Procedures

Recommendation

That the committee notes the contents of the report and the successful implementation of the changes.

Purpose of Report

1. The purpose of this report is to review the changes to planning committee procedures and whether this has achieved the intended outcomes. This has included a review of the following:
 - The meeting length and frequency before and after the changes
 - The number of minor applications per agenda before and after changes
 - Feedback both formal or informal from the public and towns and parishes

Background

2. In 2015 changes were made to the national planning system which emphasised the need to speed up and simplify the planning approval process. The Department for Communities and Local Government (DCLG) published its plan which set out how it would drive up housing supply. As this was a government directive, the council had a duty to follow this, failure to do so could result in the council being placed in special measures which would mean that decision making could be undertaken by the Planning Inspectorate instead of the council.

The objectives

3. The Constitutional Review Group was formed which comprised of councillors and officers from both Vale of White Horse District Council and South Oxfordshire District Council. The objectives of this group were to review both councils constitutions and simplify and speed up the decision making process. At the time the Vale of White Horse District Council had a three tier decision making process which were:
 - decision making delegated to officers
 - decision making delegated to officers in consultation with the Chairman of Planning Committee
 - planning Committee

An additional aim was to strengthen links between parish councils, ward councillors and officers for more effective and responsive management of new development and where people at the heart of the community could better inform in a meaningful way how and where planning permission is granted.

The view was taken that if parish councils are more involved from the outset and have more direct communication with officers and their ward councillors, a large number of planning application concerns could be resolved during consultation and would not need to go to committee.

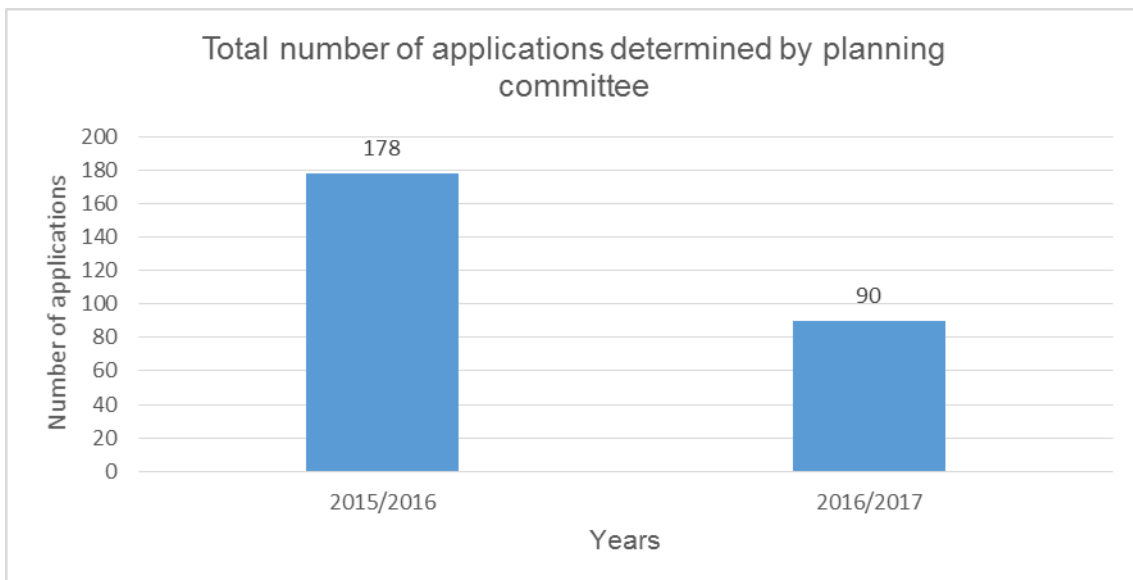
The changes made

4. Changes were made to the constitution in August 2016 and more recently in June 2017. The decision making criteria outlined below sets out which planning applications are determined by planning committee. All other applications are delegated to officers to determine.
 - a) All major applications i.e. 10 or more houses, commercial space of over 1000 square metres, or any sites a hectare or more in size, would be referred to the planning committee where the view of the parish council is contrary to the officer's recommendation and cannot be resolved by condition or negotiation.
 - b) Minor applications fewer than 10 or more houses, commercial space of less than 1000 square metres or sites less than a hectare in size and other applications e.g. household extensions, advertising, change of use, where they are called in by the ward councillor or chairman of the planning committee or head of planning.
 - c) Large major applications of over 200 homes.
 - d) Applications recommended for approval representing a significant departure from the policies of the development plan, the views of a statutory consultee or the development plan policies are set aside
 - e) The head of planning in consultation with the chairman of the planning committee considers that the committee should determine it.
 - f) A ward councillor calls it in within 28 days of registration in writing and with material planning reasons unless an extension to the consultation period has been granted.
 - g) Where the proposal involves either council as applicant or landowner except in the case of minor proposals fewer than 10 houses, commercial space of less than 1,000 square metres or sites of less than a hectare in

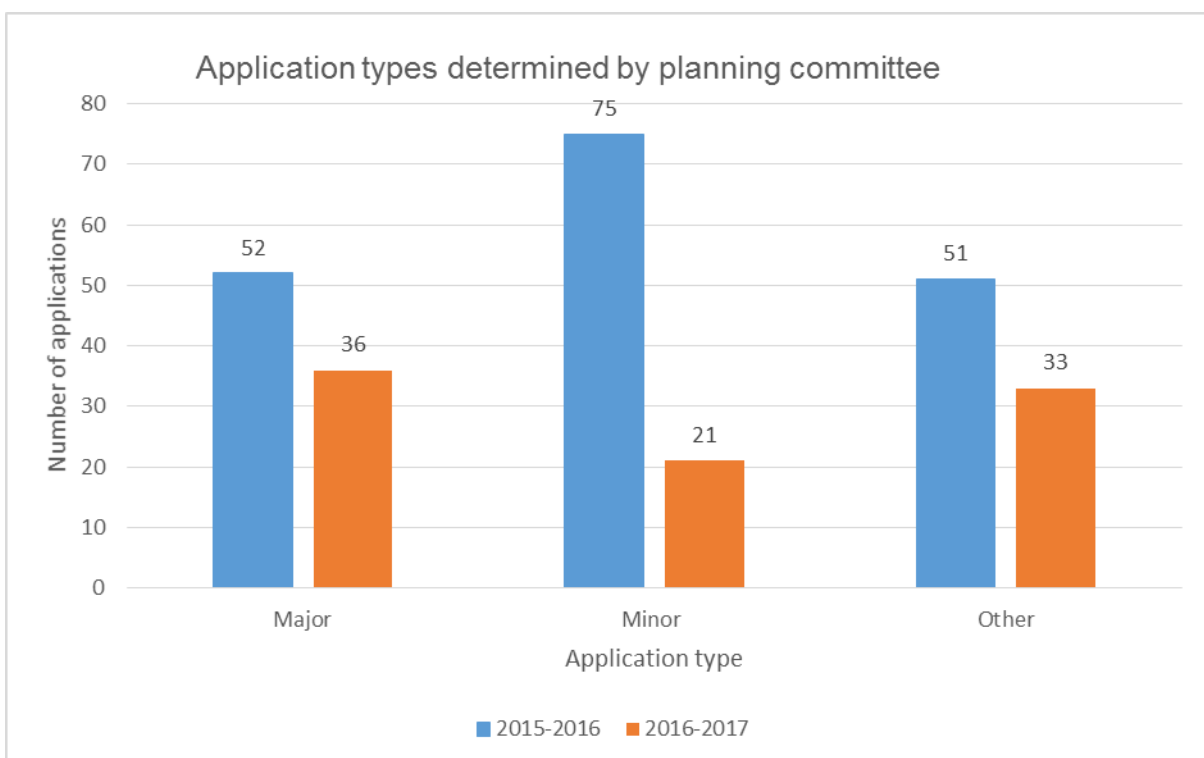
- size or other proposals and where no objections on planning grounds have been received by the Head of Planning, and subject to the decision being signed off by the Monitoring Officer of the district council.
- h) The applicant, landowner or planning agent or consultant is a councillor of either council.
 - i) Any application where an employee of either council is involved in any capacity as either agent or consultant and objections have been received on planning grounds.
 - j) The applicant is a member of staff in the planning service.
 - k) The applicant is a member of staff who in the course of their duties has an input in to the planning process and objections have been received on planning grounds (Any other application from employees of either council may be delegated to the head of planning).
5. In addition to the decision making changes, planning committee procedures have also been changed which means:
- Members of the planning committee can ask public speakers questions of clarification following an address
 - If a planning application is submitted in a committee member's ward then the councillor steps down from the committee and does not vote. However they can speak unfettered as a public speaker
 - The planning committee meeting cannot be any longer than 3 hours. Any business not completed has to be considered at another meeting
6. To support the changes that were made to the Constitution, town and parish councils were offered training in planning matters. These were initially undertaken in July 2016 and have been expanded upon through the Parish Partner training programme.
7. One of the changes to the decision making process was to delegate the decision making of minor planning applications to officers. Previously if a town or parish council objected to this it would automatically be referred to planning committee. To assist town and parish councils, officers write to the relevant parish and explain the planning reasons for their decision and where it differs from the parish's view.

Review

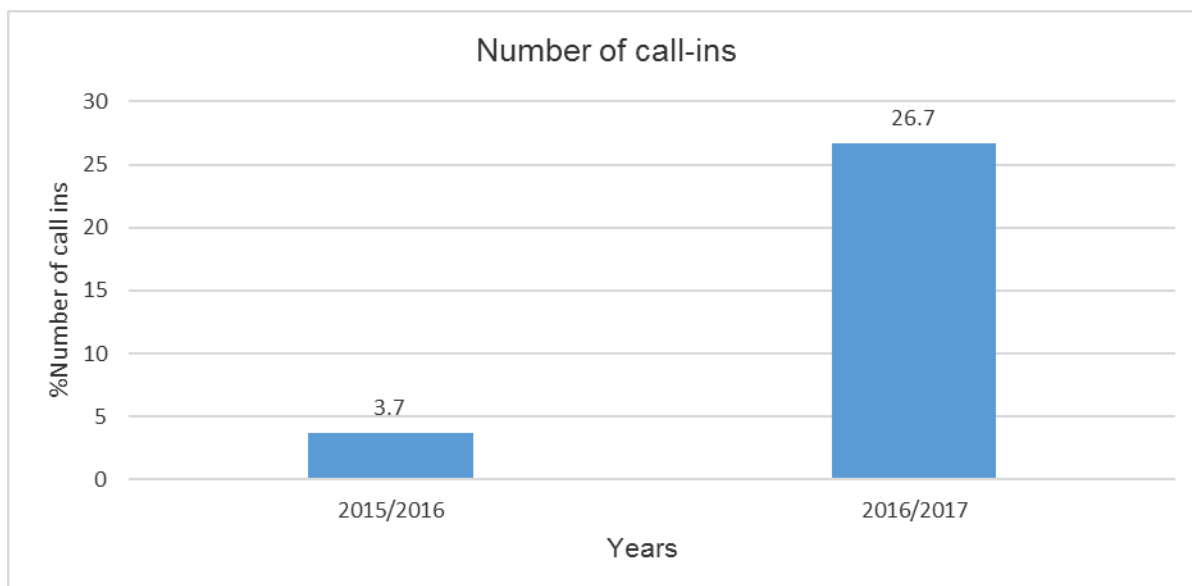
8. The data below reviews the changes looking specifically at:
- The types and number of applications that planning committee are now deciding comparing 2015/2016 and 2016/2017 data
 - The length and frequency of the meetings before and after the changes



9. Since the changes were introduced there has been just under a 50% reduction in the number of planning applications determined by planning committee. The frequency of meetings reduced from 21 in 2015/2016 and 18 meetings in 2016/2017.



10. The majority of planning applications that the committee are determining following the changes are Major applications. These are usually the most high profile applications which attract the most public interest.



11. Since the changes were made the number of call-ins by councillors has increased and now 26.7% of applications that are determined by planning committee are at the request of the local member. Note this data is based on the information available and it is not specified on every application the reason committee are determining it.

12. Summary of informal and formal feedback received on the changes:

- The introduction of committee members being able to ask registered speakers questions of clarification after their address has been a positive step, informal feedback given on this has made members of the public and town and parish councils feel they are listened to more and that they can make more of a contribution at the meeting
- However, there has been some feedback that the way councillors have asked questions has felt more like a cross examination which has made people feel disengaged from the meeting
- There has been a suggestion that the meeting could take on a similar format to the Licensing Committee, which is a more round table discussion with all parties.
- From an officer perspective meetings ending by 9:30pm is an improvement and makes for a more manageable work load
- Some town and parish councils remain unclear about the constitutional changes

Financial Implications

13. The only financial implications that relate to this is the additional cost that determining a planning application creates. On average an estimate of this s ranges from £500 - £900 per application.

Legal Implications

14. If any further changes were to be made to the constitution these would need to be considered by Democratic Services.

Conclusion

15. As more decision making has been delegated to officers it has meant that a greater number of applications can be considered through a simpler and quicker officer decision process. This has contributed towards us being able to meet our housing delivery targets.
16. Overall the questioning of public speakers has been positively received, as this takes additional time during a meeting it has helped that the number of applications that have to be determined by planning committee has been reduced.
17. Although automatic referrals to planning committee have reduced, councillors can 'call-in' applications and since the changes there has been an increase in this.
18. Planning Committee are still determining the most important applications, either due to the size and scale or development or the most locally contentious proposals as these are now the ones which councillors will ask to be call in. Therefore in terms of open debate and public participation this has improved in relation to the most important planning applications.
19. The changes have been successfully implemented and have met the original aims and objectives.

Scrutiny Committee



Report of Head of Corporate Services

Author: Sally Truman

Telephone: 01235 422120

Textphone: 18001 01235 422120

E-mail: sally.truman@southandvale.gov.uk

Executive member responsible: Matthew Barber

Tel: 01235 422422

E-mail: matthew.barber@whitehorsedc.gov.uk

To: SCRUTINY COMMITTEE

DATE: 30 November 2017



Corporate Delivery Plan – progress report

Recommendation

That the Scrutiny Committee notes progress against actions in the Corporate Delivery Plan and provides feedback on progress to Cabinet.

Purpose of Report

1. To request the Scrutiny Committee review the attached Corporate Delivery Plan and progress made against actions in the Plan.

Strategic Objectives

2. The Corporate Plan sets out the Council's corporate objectives and priorities for the period 2016 – 2020. The Corporate Delivery Plan sets out in greater detail what actions the council will take to deliver these. This report sets out progress against actions in the Plan. Scrutiny Committee is asked to review progress and provide feedback to Cabinet who will consider the report in February 2018.

Background

3. The Council agreed its new Corporate Plan in 2016.
4. Since then officers, with relevant Cabinet members have been working on detailed planning and implementation of the plan. The Corporate Delivery Plan sets out key actions under each corporate priority which provide a link between the high-level plan, team and individual work plans. In response to feedback from Scrutiny Committee the format has been amended to include expected start and end dates, where possible to make actions 'SMART' and to include estimated percentage of

project completed'. Progress is shown as a 'rag' rating in the final column, the notes column explains progress to date and reasons for slippage, along with revised timescales and reasons for these, where appropriate.

5. The Plan, showing progress on each action is attached to the report. It is a rolling plan and the actions within it will be reviewed annually, with any actions not completed in year being rolled forward. The next progress report is scheduled for June 2018.

Financial Implications

6. There are no financial implications arising from monitoring and reporting on the corporate delivery plan. Delivery plan actions occurring in the 2017/18 financial year are budgeted for. Delivery plan actions scheduled for future years will be dependent on budgets being approved as part of the annual budget-setting process.

Legal Implications

7. Legal implications associated with any of the actions in the Corporate Delivery Plan will be considered as part of detailed work planning for each project.

Risks

8. Risks associated with any of the actions in the Corporate Delivery Plan will be considered as part of detailed work planning for each project.

Other Implications

9. None

Conclusion

10. This report sets out progress against actions contained in the Corporate Delivery Plan, and hence progress in achieving the ambitions set out in the Council's Corporate Plan 2016 – 2020. Scrutiny Committee is asked to review progress and provide feedback to Cabinet.

Background Papers

- None

Vale of White Horse District Council Corporate Delivery Plan 2016 - 20

Reference Number	Strategic objective	Aim	Actions - all should be SMART	Team	Planned start quarter/year	Planned end quarter/year	Percentage completed	Comments/explanation for any slippage on activities and provide review dates for activities	Task RAG status
1 - Housing and infrastructure									
1		deliver the right balance of types and tenure of new homes to meet housing need and support economic growth	Progress Local Plan that sets housing policy to adoption by 31 Dec 2018	Planning Policy	Q2 2016/17	Q3 2018/19	50	On track with published timetable. Reg 18 consultation March 2017, Reg 19 Publication October 2017, Submission on track for February 2018	On track
2			Per year, secure 75% of applications that include affordable housing to be within 5% of policy requirement (35%)	Planning Policy		Q3 2016/17	n/a	Affordable Housing (AH) policy adopted December 2016. In the last six years 33% AH achieved on sites of 11 dwellings or greater	Completed
3		Develop a range of starter home and low cost home ownership initiatives, that provide entry points to home ownership	Work with HCA and developers to identify two suitable sites for starter homes and low cost home ownership initiatives in the district	Housing Regeneration and Development	Q1 2018/19		n/a	End date is in ten years time i.e. By end of stage 3 of the Housing Delivery Strategy Percentage complete is Zero, since it hasn't yet started	Not started
4		Ensure a good supply of affordable rented homes for those unable to buy	Achieve affordable housing targets, whereby 75% of affordable housing is for rent	Housing Needs	Q1 2018/19		n/a	End date is in ten years time i.e. By end of stage 3 of the Housing Delivery Strategy, or such time as the policy target changes Percentage complete is Zero, since it hasn't yet started	Not started
5		Promote self-build and custom build initiatives, and ensure that land is made available for this purpose	Progress Local Plan that sets a policy on self-build and custom build to adoption by 31 Dec 2018	Planning Policy	Q2 2016/17	Q3 2018/19	50	On track with published timetable. Reg 18 consultation March 2017, Reg 19 Publication October 2017, Submission on track for February 2018	Not started
6		Promote exemplars of housing design through our planning policies	Review Design Guide and adopt new version by December 2018	Planning Development	Q4 2017/18	Q3 2018/19	n/a	Pending recruitment of Urban Design officers	minor issues
7		Work with developers and other partners to develop a protocol that will ensure high quality, sympathetic design appropriate to all areas of our district	Using the adopted Design Guide to ensure high quality, sympathetic design.	Planning Policy	Q4 2018/19	Q4 2019/20	n/a	Procurement not yet started	minor issues
8		Actively work to bring forward development where we see gaps in provision, using council resources and delivery mechanisms as appropriate	Explore models for direct delivery of affordable rented accommodation	Housing Regeneration and Development	Q1 2018/19		n/a		Not started
9		Assisting households to remain in their homes through mediation and enforcement of their rights to occupy.	Meet agreed targets as set out in the KPIs for provision of advice to people seeking new homes through the Councils' Choice based lettings scheme. Target is to process new applicants through to entry on the register within 20 days	Housing Needs	Q1 2018/19		n/a		Not started

10		Providing a holistic housing advice service, in partnership with other agencies, to maximise the housing options for all households	Meet agreed targets as set out in the KPIs for provision of advice to people seeking new homes through the Councils' Choice based lettings scheme. Target is to process new applicants through to entry on the register within 20 days	Housing Needs	Q1 2018/19		n/a		Not started
11		helping low income families to access affordable rented accommodation through deposit bonds, rent-in-advance loans and tenancy support	Meet agreed targets for delivery of these various forms of assistance as set out in the Housing service plan. Target is to nominate applicants for a specific property within 3 working days	Housing Needs	Q1 2018/19		n/a		Not started
12		Providing funding towards work on temporary flood barriers in South Hinksey and for the investigation of options to manage flood risks at sites in Abingdon, including Hillview Road on the River Stert; St Helen's Mill on the River Ock and a more comprehensive scheme for the River Ock as well as the major Oxford and Abingdon Flood Alleviation Scheme.	Provide funding for EA scheme at South Hinksey. Completion Q3 16/17	Head of Devolution and Government	Q1 2016/17	Q3 2016/17	100	South Hinksey scheme successfully completed January 2017.	Completed
13			Provide funding for EA scheme at St Helen's Mill. Completion Q3 17/18	Head of Devolution and Government	Q3 2016/17	Q2 2017/18	100	St Helen's Mill scheme successfully completed July 2017.	Completed
14			Provide funding and participate in governance for Oxford and Abingdon flood alleviation schemes. Long term projects running to 2021/22	Head of Devolution and Government	Q1 2016/17	Q4 2019/20	20	Oxford scheme is on track, outline business case approved by HM Treasury November 2017. Funding secured for Ock Scheme, project proceeding to business case stage. If agreed, construction expected to be complete March 2021.	On track
15		Working with infrastructure partners to find solutions to flooding problems across the district	Participate in county-wide multi-agency flood groups to identify smaller priority sites and develop plans to alleviate these	Technical Projects	Q1 2016/17	Q4 2019/20	20	Officers currently investigating solutions to flooding problems with partners	On track
16		Maximising contributions from housing development towards road improvements, public transport, health, education and other infrastructure ensuring that funding is directed towards the most effective schemes	Adopt CIL charging schedule by 31 Dec 2017 maximising funding for infrastructure improvements	Planning Development		Q4 2016/17	n/a	Adopted	Completed

17		Seeking to maximise the amount of business rates income from our two Enterprise Zones towards infrastructure projects in Vale	Adopt a Local Development Order for Didcot Technology Park by 31 Dec 2017 to maximise the amount of business rate income	Planning Development		Q4 2017/18	60	Currently in a consultation period with an expected adoption by March 2018	minor issues
2 - Sustainable communities and wellbeing									
18		Supporting and resourcing the development of Neighbourhood Plans for our towns and villages	Provide a dedicated member of staff to assist town and parish councils to deliver their neighbourhood plans by offering professional expertise	Planning Policy	Q1 2016/17	Q4 2019/20	50	Ongoing support to parishes in place	On track
19			To continue to offer grant aid to to neighbourhood planning groups in line with current council policy	Planning Policy	Q1 2016/17	Q4 2019/20	50	Ongoing support to parishes	On track
20		Supporting community groups and community events through our grants scheme	Award grants through the capital communities scheme - 85% of grant budget allocated	Grants	Q1 2017/18	Q4 2017/18	20	Percentage completed is 20 per cent from the first round of funding. A further two rounds will be held before the end of the financial year	On track
21			Award grants through the festival scheme - at least 10 events funded	Grants	Q1 2017/18	Q4 2017/18	60	Six grants awarded	On track
22			Award grants through the New Homes Bonus scheme, 85% of grant budget allocated	Grants	Q1 2017/18	Q4 2017/18		Percentage completed is less than 10 per cent from the first round of funding. A further two rounds will be held before the end of the financial year	On track
23			Award grants through the Partnership scheme - 90% of allocated budget spent	Grants	Q1 2017/18	Q4 2017/18	50	Percentage completed is based on grant amounts due as at end of Q2 2017-18. The grant to the Citizens Advice Bureau is overdue as we are waiting for the grant agreement to be completed to enable release of their first of two grant payments due in 2017-18. When this grant is paid the percentage completed will be 100% for the period up to the end of Q2	minor issues
24		Assisting voluntary and community groups that provide important services to residents to attract volunteers	Develop a plan to promote volunteering through local businesses, schools and other voluntary sector events by 31/3/18	Policy & Partnerships	Q1 2016/17	Q4 2018/19	10	We are proactively publicising opportunities to volunteer to residents' and staff - further work is subject to resources being available	minor issues
25		Working with partners as part of the South and Vale Community Safety Partnership (CSP) to deliver the CSP annual plan aimed at reducing crime, tackling anti-social behaviour and supporting vulnerable people	As part of the South and Vale Community Safety Partnership (CSP), agree its annual plan by 31 July 2017.	Community Safety	Q1 2017/18	Q2 2017/18	n/a		Completed
26			A report on the CSP's performance in 2017/18 will be submitted to the Joint Scrutiny Committee in March 2018.	Community Safety	Q3 2017/18	Q4 2018/19	n/a		On track

27		Maintaining the number of people who say they feel safe during the day/at night	Maintain the number of people who say they feel safe walking alone in their community in daytime at a minimum of 99% as measured in the residents' survey	Community Safety			n/a	Measured by the Biennial residents survey, scheduled to be carried out in early 2018	Not started
28			Maintain the number of people who say they feel safe walking alone in their community at night at a minimum of 86% as measured in the residents' survey	Community Safety			n/a	Measured by the Biennial residents survey, scheduled to be carried out in early 2018	Not started
29		continuous improvement programmes for our leisure centres, facilities and schemes	Deliver the identified 17/18 capital improvement works	Leisure	Q1 2016/17	Q3 2018/19	70	Capital works progressing as planned. Works complete to Pool air handling unit and remedial pool works to WHLTC, Abbey Meadows pool on track, Faringdon ATP progressing as planned	On track
30			85% of the participation courses we run become self sustaining as participants eventually take on the responsibility for running the classes	Participation	Q1 2016/17	Q3 2018/19	50		On track
31		Investing in our parks and gardens across the Vale, including Abbey Gardens and Wantage Park	Complete the refurbishment of the play area at Abbey Meadows	Leisure	Q1 2017/18	Q2 2017/18	100	Project successfully completed on time and to budget and officially opened in July 2017	Completed
32			Complete the replacement of the toilets at Abbey Meadows	Leisure	Q3 2017/18	Q1 2018/19		Officers are reviewing the options due to cost received are over budget. Also reviewing the scheme in light of a recent petition by a local campaign	minor issues
33			Complete the refurbishment of the pool area at Abbey Meadows	Leisure	Q3 2017/18	Q1 2018/19	20	Work started as planned on site in August 2017 and progressing as scheduled. The work to merge the big pool and toddler pool has been completed and rebuilding works started week commencing 6 November	On track
34			80% of customers satisfied with the design and appearance of our pools following the redevelopment of Abbey Meadows	Leisure	Q2 2018/19	Q3 2018/19	n/a	Survey to be done after completion of the pool	Not started
35			Complete the play area refurbishment at Manor Road, Wantage	Parks	Q1 2016/17	Q4 2016/17	n/a		Completed
36			Complete the play area refurbishment at Pye Street, Faringdon	Parks	Q1 2016/17	Q4 2016/17	n/a		Completed
37		Building a new leisure centre at Grove	Enter into a project management contract and appoint a design team to build a new leisure centre at Grove	Leisure	Q4 2016/17	Q1 2017/18	n/a	Design team Faithful & Gould (Project Managers & Cost Consultants) and Saunders Boston (Architects) appointed and signed terms in May 2017 and RIBA Stage 0 was started. Currently progressing as planned at Stage 3 after a positive consultation exercise	Completed
38		Expanding the range and quality of activities at The Beacon in Wantage	Trial 3 new activities at The Beacon in Wantage	Leisure	Q1 2017/18	Q2 2017/18	n/a	The Beacon has gained 4 new regular hirers and attracted new audiences by introducing a more varied programme including National Theatre Live, Audience with events and new live shows	Completed
39		Maintaining our position as a top-performing council on waste collection and recycling	Stay in the top 10 nationally for LA recycling rates	Waste	Q1 2016/17	Q4 2019/20	30	Annual, 2015/16 position was 4th. The 2016/17 data will not be available until December 2017	On track

40			Stay in the top 5 nationally for LA residual waste measured per kg per household	Waste	Q1 2016/17	Q4 2019/20	30	Annual 2015/16 position was 1st. The 2016/17 data will not be available until December 2017	On track
41			Maintain an average annual contamination rate of 7% or below	Waste	Q1 2016/17	Q4 2019/20	30	The 2016/17 average rate was 9.46. The 2017/18 average rate so far is 7.53 %	minor issues
42		Improve street cleaning in Vale by carrying out district-wide deep cleans of pavements and public footpaths	Roll out the deep cleanse across the district	Waste	Q1 2017/18	Q2 2017/18	100	Roll out completed. Programme of deep cleanse in each parish continuing	Completed
43			Maintain or improve on 70% of residents indicating satisfaction with cleanliness in the 2015 residents' survey.	Waste	Q1 2016/17	Q4 2019/20	30	Ongoing, last residents survey was in 2015/16, satisfaction rating was 70%. The next survey is due early	On track
44		Tackling fly tipping and graffiti by clearing fly tips quickly and taking tough action against the perpetrators	A reduction of number of flytips compared to last year's total of 288	Environmental Protection	Q1 2017/18	Q4 2017/18	50	Identifying slight increases in flytip numbers for 2017/2018. Possible links to charging at Waste disposals sites across Oxfordshire. Public seem confused about this process. Professional/serial fly tippers still active	minor issues
45			Number of reported flytips is below the rural Oxfordshire average	Environmental Protection	Q1 2017/18	Q4 2017/18	50	The rural Oxfordshire average is 41. Vales current average is 31	On track
46			Our enforcement performance on flytipping exceeds the rural Oxfordshire average	Environmental Protection	Q1 2017/18	Q4 2017/18	50	This is based on the ratio of enforcement against the number of flytips. The rural Oxfordshire Average is 1.5 Vales is 2.1	On track
47		Working positively with developers and applicants through the planning process to minimise breaches of planning control that could otherwise lead to enforcement action	Using 2015/16 baseline data, increase the number of voluntary compliance outcomes by 5% between 1 April 2016 and 31 March 18	Planning Development	Q1 2016/17	Q4 2017/2018	70	The enforcement team are actively working with developers, land owners and parish councils to ensure that development complies with the permissions granted. Trend data will be produced next quarter.	On track
48			Using 2017/18 baseline data, increase the number of voluntary compliance outcomes by 3% between April 2018 and March 2020	Planning Development	Q1 2018/19	Q4 2019/20	n/a	Start date April 2018	Not started
3 - Building an even stronger economy									
49		We will directly address matters that hold back growth within our control, such as housing supply and provision of affordable housing. We will work with partners to seek to overcome infrastructure bottlenecks that impact adversely on business competitiveness	Work with developers to bring forward new employment sites that help to create 20,000 new jobs across both South and Vale councils over the next 15 years	Housing Regeneration and Development	Q1 2018/19	Q4 2018/19		Final end date will be in 15 years time i.e. Q4 2033/34	Not started
50			Establish Science Vale as an international business location of choice by creating a dedicated website and supporting marketing campaign	Housing Regeneration and Development	Q1 2018/19	Q4 2018/19		Website established, marketing campaign was kicked off in Q2 of 2017 and will be completed by Q2 2018. Establishing Science Vale as an International destination will be a continuous activity over the next few years and will take longer to achieve	On track

51			Increase the rate of housebuilding compared to previous year	Housing Regeneration and Development	Q1 2018/19	Q4 2018/19	n/a	Housing delivery figures will confirm if efforts have been successful	Not started
52		We will support enterprising small and medium sized businesses to grow, ensuring the right package of initiatives is available on demand, including the potential for business rate discounts	Deliver the actions identified in the business and innovation strategy to support SME businesses to grow including the potential for business rate discounts.	Economic Development	Q2 2017/18	Q4 2019/20	10	Action plan covers period 2017-2020. So far key actions taken are: V4B partnership relaunched, ambassadors recruited and launch event held. Action plan designed, printed and distributed. Website updated to reflect new action plan. Fortnightly newsletters commenced. Vale4Business newsletter has 332 subscribers (up from 311 subscribers at 1 April 2017). Improved communication through social media and new business database. Strengthened links with partners organisations, including OxLEP	On track
53			Working with Procurement to identify suitable data management system to manage business contacts	Economic Development	Q4 2016/17	Q3 2017/18	80	Procuring MINT database to feed live updates on business births and deaths into new Tractivity database	On track
54		We will work with UKTI, the Local Enterprise Partnership, business parks and others to ensure inward investment is maximised	Attract new enquiries for investment projects in the Enterprise Zone and other locations throughout the district that will create 20,000 jobs across both South and Vale councils over the next 15 years	Housing Regeneration and Development	Q1 2017/18	Q4 2019/20	n/a	Officers are currently working to secure a number of major investment projects, that will potentially create over 4,000 new jobs	On track
55		We will take a strong lead on delivery of our two Enterprise Zones in Science Vale, to maximise growth and inward investment and create high value jobs for residents. We will seek to capture the business rates growth from the Enterprise Zones for reinvestment in Vale	Promote the Enterprise Zone to potential investors capable of generating more than £100m in rates uplift	Housing Regeneration and Development	Q2 2016/17	Q4 2019/20	n/a	Promoting the EZ will be a key element of the Science Vale marketing campaign. Just secured funding to produce a more sophisticated financial model for examining various scenarios relating to future EZ business rates retention. Securing investment projects and maximising future business rate retention rates will be an on-going activity.	On track
56		We will invest in land and property where appropriate to achieve our corporate objectives	Study the report from Arcadis to ensure the council can use it to achieve the goal of investing in land and property	Economic Development	Q4 2017/18	Q1 2018/19	n/a		Not started
57		Working with delivery partners to ensure a good supply of appropriate business premises for start-ups and small and medium enterprises	Deliver the actions identified in the business and innovation strategy to ensure a good supply of appropriate business premises for start-ups and SME businesses.	Economic Development	Q2 2017/18	Q4 2019/20	10	Building links with developers and business parks to look at opportunities for new business space to support start ups and SMEs, particularly in Abingdon and Grove	On track
58		Ensuring the skills needs of our employers are identified and that training programmes are in place to provide a skilled labour force	Deliver the actions identified in the business and innovation strategy to ensure that the skills needs of employers are identified and liaise with education providers to find appropriately skilled staff locally or supply the necessary training.	Economic Development	Q2 2017/18	Q4 2019/20	10	First V4B workshop held on skills. Building links with OAS at Culham, UTC at Didcot and Abingdon and Witney College. Further events planned in coming year	On track

59			Deliver the actions identified in the business and innovation strategy to encourage local apprenticeships and local workforce schemes for young people.	Economic Development	Q2 2017/18	Q4 2019/20	10	As above	On track
60		Working with developers to introduce local apprenticeship and local workforce schemes that benefit our residents	Progress Adoption of Local Plan Part 2 by 31 Dec 2018 which includes policies to encourage local apprenticeships and local workforce schemes	Planning Policy	Q2 2016/17	Q3 2018/19	50	On track with published timetable. Reg 18 consultation March 2017, Reg 19 Publication October 2017, Submission on track for February 2018	On track
61		Looking for opportunities to extend local development orders which simplify and speed up the planning process to encourage business growth in Vale	Adopt Local Development Order for Didcot Technology Park by Dec 2017 to simplify and speed up the planning process	Planning Development		Q4 2017/18	60	Currently in a consultation period with an expected adoption by March 2018	minor issues
62			Adopt Local Development Order for Harwell Campus by Dec 2019 to simplify and speed up the planning process	Planning Policy	Q3 2017/18	Q3 2018/19	10	SPD work now progressing with draft expected to be available to support LPP2 examination (c. June 2018)	On track
63		Supporting and encouraging business collaboration through promoting the Vale4Business brand	Review the Vale4Business brand, membership and purpose.	Economic Development	Q3 2016/17	Q4 2016/17	n/a	V4B review complete and findings implemented. Established ambassadors and relaunched	Completed
64			Implement findings from the Vale4Business review, establishing ambassadors and relaunching refreshed brand	Economic Development	Q4 2016/17	Q2 2016/17	100	V4B review complete and findings implemented. Established ambassadors and relaunched	On track
65		Promoting Vale as a must-see visitor and cultural destination, providing up to date information on amenities and events	Refresh the www.SouthernOxfordshire.com website	Economic Development	Q4 2016/17	Q4 2017/18	90	New website link live on council website and redirection being resolved	On track
66		Enabling the development of additional hotel accommodation to encourage more overnight visitors	Facilitate contact between potential developers and planning team to promote the development of additional hotel accommodation	Economic Development	Q4 2016/17	Q4 2019/20	50	Meetings held with number of interested hotel developers/agents in relation to a number of sites across the district. Provided evidence to planning team on any proposed loss of hotel space as part of the planning consultation process	On track
67		Working with providers and partners to improve broadband access, mobile phone reception and public access to wi fi in our town centres	By maintaining a presence on the Board, promote effective delivery of the council's investment in the Better Broadband for Oxfordshire programme	Economic Development	Q1 2016/17	Q4 2017/18	90	Attending monthly Better Broadband for Oxfordshire board meetings to ensure needs of district are prioritised	On track
68			Package gaps in broadband coverage across the district and identify alternative solutions to deliver desired coverage	Economic Development	Q1 2017/18	Q4 2017/18	20	Definitive map of areas not covered by the Better Broadband programme produced. Met with alternative solution providers to discuss alternative solutions	On track

69			Identify key contacts within major mobile phone providers to determine how reception can be improved	Economic Development	Q1 2017/18	Q2 2018/19	20	Signed NDA with Vodafone to enable sharing of coverage maps for the district	On track
70			Review existing wifi coverage in town centres to identify where gaps in wifi coverage have not already been solved by commercial interests such as cafes etc	Economic Development	Q1 2017/18	Q4 2017/18	70	Review underway, looking at opportunities to use improvement in 4G coverage in towns rather than providing free WiFi	On track
71		Securing the redevelopment of the West Way shopping centre area in Botley	Manage effective sale of council owned land to deliver the redevelopment scheme in Botley	Economic Development	Q1 2016/17	Q3 2017/18	90	Sale completion likely before end of November 2017	On track
72		Exploring the potential for redevelopment of the Charter area in Abingdon, building on the success of the Bury Street redevelopment	Working with existing and potential tenants to consider options for the redevelopment of the Charter area, in order to improve footfall in the town	Economic Development	Q1 2016/17	Q4 2019/20	50	Continuing discussion with tenants of Charter about relocation to enable redevelopment options for the site	On track
73			Refurbish Charter car park.	Technical projects	Q1 2018/19	Q4 2018/19	n/a	Project on hold due to review of overall Charter complex	Not started
74		Expanding our Town Teams to support our thriving town centres of Wantage and Faringdon	Review town team support to Wantage and Faringdon	Economic Development	Q2 2017/18	Q4 2017/18	90	Meetings held with each of the town councils to discuss town team successes and future needs. Growth bid submitted.	On track
75		Supporting the successful operation of the Abingdon Business Improvement District	Working alongside the BID team to support effective operation of the initiative in Abingdon	Economic Development	Q1 2016/17	Q4 2019/20	50	Supported board meetings and managed effective collection and monitoring of BID levy collected by Capita and passed to BID co.	On track
4 - Running an efficient council									
76		Keeping district council tax low	Look to identify additional revenue streams in light of the planned changes to existing funding arrangements	CEO			n/a	Potential opportunities are being identified through the corporate services contract but no projects have commenced at this stage	Not started
77			Seek to identify efficiencies through the unitary proposal	CEO			n/a	Unitary proposal is awaiting determination by Secretary of State	Not started
78		Continuing to work in partnership with South Oxfordshire District Council and others to develop new ideas for improving service delivery, including pursuing a proposal to move to a unitary council covering southern Oxfordshire	Liaise with both council cabinets and county council to develop new ideas for improving service delivery, using the residents' survey results as a baseline	CEO	Q1 2018/19	Q4 2018/19	n/a	Survey due to be carried out in early Spring	Not started

79		Continuing to reduce our operational costs, particularly energy costs, through efficiency measures	Agree and implement an Energy Plan for the council based on the county-wide target agreed by the OEP to reduce carbon emissions from our own estate by 3 per cent per annum. This will include all council properties.	Policy & Partnerships	Q1 2017/18	Q4 2017/18	10	Re-prioritised whilst the Strategic Energy & Projects Officer is supporting the Didcot Garden Town heat mapping feasibility work. This work will now commence in Q3 2017/18 and complete in 2018/19	minor issues
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Schedule for Scrutiny Committees 2017/18

(further items to be added to schedule as required)

Meeting date	Council	Agenda items	Purpose of Report	Cabinet members	Report Author	Head of Service	Strategic Lead
Thurs 14 Dec	Vale	Slippage of Development and Housing capital schemes	To consider the reasons for the delay in implementing Development and Housing capital schemes and the steps being taken to address this matter	Elaine Ware	Gerry Brough	Gerry Brough	
		Housing delivery update	To monitor build rates as part of monitoring and contingency responsibilities of the Local Plan Part 1	Roger Cox	Clare Roberts/ Andrew Maxted	Adrian Duffield	
Tues 23 Jan	South	"Ask the Leader"	The Leader to answer members' and the public's questions	John Cotton			
		CIL spending strategy	To consider the draft strategy and comment on/make recommendations to Cabinet	John Cotton	Cathie Scotting	Adrian Duffield	
Thurs 25 Jan	Vale	"Ask the Leader"	The Leader to answer members' and the public's questions	Matthew Barber			

		Houses that people can afford	To consider what is being done/could be done to increase the number of houses for rent or sale that are truly affordable to the average working family or person	Roger Cox/Elaine Ware	Gerry Brough/Helen Novelle	Adrian Duffield/Gerry Brough	
		Partnership grants	To consider the criteria for grant funding organisations	Elaine Ware	Jayne Bolton	Adrianna Partridge	
Tues 6 Feb	South	Review of Final Draft Budget	To consider and comment on the draft budget prior to its consideration by Council	Jane Murphy	William Jacobs	William Jacobs	
Thurs 8 Feb	Vale	Review of Final Draft Budget	To consider and comment on the draft budget prior to its consideration by Council	Robert Sharp	William Jacobs	William Jacobs	
Tues 6 March	Joint	Community Safety Partnership Annual Report	To update the committee on the progress that the South and Vale Community Safety Partnership (CSP) is making to reduce crime and the fear of crime	Elizabeth Gillespie/Eric Batts	Liz Hayden	Margaret Reed	

		Spend on commuted housing sums	To receive an annual report on the status of commuted sum payments received and expenditure to date, including measurable Key Performance Indicators.	Lynn Lloyd/ Elaine Ware	Helen Novelle	Gerry Brough	
		Review of Communications Strategy	To monitor the effects of the Joint Communications Strategy	John Cotton/Matthew Barber	Andy Roberts/Jayne Bolton	Adrianna Partridge	
Tues 27 March	South						
Thurs 29 March	Vale						
Tues 29 May	South						
Thurs 31 May	Vale						

Potential items for future meetings (date to be determined):

For Joint Scrutiny

- Unitary process
- Science Vale Marketing campaign (first meeting of 2018/19 Municipal year) To receive an annual monitoring report on the success of the campaign (Mike Murray/ Robert Simister, Joy Kellaway, Gerry Brough)

For Vale Scrutiny

Items for future South Scrutiny Committee (date to be determined):

- Planning appeals

The Cabinet work programmes can be accessed via the following links:

South

<http://democratic.southoxon.gov.uk/mgListPlans.aspx?RPId=121&RD=0>

Vale

<http://democratic.whitehorsedc.gov.uk/mgListPlans.aspx?RPId=507&RD=0>

Meeting Start times: Joint: 6:30; South: 6:30; Vale: 7.00; SCP: tbc

Scrutiny Work Item Preparation

Members are invited to consider the following headings for future agenda items

Item name

Date of report to Committee

What do we want to know about? What topics should the report provider include in their report to Scrutiny?

Who to invite to Committee? (Cabinet member(s) and Head(s) of Service). Anyone from outside agencies?