

Appendix A - Progress towards achieving our Top Tasks (2017/18 Q1)

Priority 1: Provide high quality services at the lowest possible cost to Council Taxpayers			
Task	Status	Progress	Assigned to
Implement the 2020 Vision to deliver savings of £1.84m per annum by 2020	On Target	<p>In September 2016, the Cabinets and Councils of the partner councils agreed to move from a Joint Committee arrangement to a company model.</p> <p>In March 2017, Executive Directors and four independent Non-Executive Directors were appointed to the Publica Group Board, in addition to Cheltenham's nominated Cllr appointment; monthly Board meetings are taking place.</p> <p>Work is continuing on setting up the three companies, so that they can become operational in Autumn 2017, including arrangements for the transfer of staff. However, a recent decision has been made to initially transfer staff into one company as a simpler and more efficient option.</p>	David Neudegg
Lead the Implementation of Anti- Fraud arrangements with partner Councils and deliver savings as planned by the end of March 2018	On Target	<p>In February 2017, Cabinet agreed to participate in, and be the host authority, for a permanent Counter Fraud Unit (CFU) tasked with delivering a fully self-sufficient service for Gloucestershire and West Oxfordshire from April 2017.</p> <p>The CFU has agreed work plans with all Gloucestershire and West Oxfordshire Councils as well as Cheltenham Borough Homes and Gloucester City Homes. Ubico, Gloucestershire Constabulary and Trading Standards are also being consulted with, in relation to support which can be offered / joint working. A range of new shared policies dealing with whistle blowing, counter fraud and anti-corruption, money laundering, debt, general and specific areas of enforcement and RIPA (Regulation of Investigatory Powers Act 2000) are being drafted and adopted across the region.</p> <p>Following the agreement for the service to be established, a Collaboration Agreement and Service Delivery Agreement have been drafted and issued for consultation with partners. These agreements will replace the existing arrangements to promote the shared service and provide permanence and surety.</p>	Emma Cathcart

Priority 1: Provide high quality services at the lowest possible cost to Council Taxpayers			
Task	Status	Progress	Assigned to
Improve buildings and asset utilisation to deliver revenue savings by working with key partners to the public and voluntary sector by the end of March 2018	On Target	<p>Over the last two years, we have been letting out vacant areas of the South Wing at Trinity Road, in particular to organisations which might provide additional benefits to customers or the community. So far, we have let vacant space to Jobcentre Plus, Cotswold Counselling and Gloucestershire Carers. We have also retained some space on the first floor which is currently being used by the 2020 programme and hot desking.</p> <p>We expect the first floor space to be fully let shortly; an existing tenant has agreed to take on additional space and we are also seeking to finalise terms with a new tenant to take the remaining first floor space.</p> <p>During the year, we will also look to free up the remaining ground floor space currently used as storage, for future marketing.</p>	Christine Cushway/Frank Wilson
Priority 2: Protect and enhance the local environment whilst supporting economic growth			
Task	Status	Progress	Assigned to
Submit the Local Plan to the Department of Communities and Local Government for examination by early summer 2017	Achieved	<p>The Local Plan Submission Draft Regulation (including Focussed Changes and 'Minor Modifications') was submitted to the Secretary of State for Communities and Local Government on 7th July 2017, along with the Community Infrastructure Levy (CiL) Draft Charging Schedule.</p> <p>The Planning Inspector, William Fieldhouse, has been appointed to examine the Draft Local Plan and the CiL Draft Charging Schedule. The inspector will set the Examination programme. The draft examination timetable and examination guidance notes will be published by the Inspector in late July for comments, and the Examination hearings will take place between October and December 2017.</p>	Philippa Lowe

Priority 2: Protect and enhance the local environment whilst supporting economic growth			
Task	Status	Progress	Assigned to
Work to address Cirencester's car parking needs by pursuing a range of solutions including the provision of a decked car park at the Waterloo site by the end of March 2019	On Target	<p>Independent consultants reviewed the available options for increasing capacity of our car parks, and concluded that development of the Waterloo car park would be the best option. In February 2017, Council agreed to award funding, procure an architect and prepare an application for a decked car park at the Waterloo.</p> <p>The preparation of the planning application has commenced; as part of this work, surveys are being undertaken on traffic and flood risk. In addition, the Parking Demand Project Board has agreed the specification for the procurement of an architect.</p> <p>Officers are ensuring that they consult and communicate fully; a public consultation event took place in June which was attended by over 60 residents and businesses.</p> <p>The Council is in discussion with a number of other sites in the town regarding the potential for short, medium and long term parking as well as decant parking once work commences on the Waterloo scheme.</p>	Claire Locke
Work to progress the Brewery Court developer led scheme for a cinema and retail scheme during 2017/18	On Target	We are continuing to work with developers to finalise the legal agreements for the transaction to cover the disposal of the Council land as part of the site assembly and secure the completion of the development works. A revised valuation exercise has recently been completed to confirm whether the developer offer meets the value statement set out by Full Council.	Christine Cushway/Frank Wilson
Complete further flood alleviation works including Moreton in Marsh by the end of July 2017	Achieved	Following planning permission for the creation of a series of new culverts and ditches as part of the continued flood alleviation works for Moreton in Marsh, and the securement of legal agreements with the landowners, work commenced in early December 2016. The works are essentially complete, although final accounts still need to be settled with negotiation with landowners regarding claims.	Claire Locke

Priority 3: Champion issues which are important to local people and that will enable them to benefit from good health and well being

Task	Status	Progress	Assigned to
Work with Fastershire and BDUK to improve the roll out of high speed broadband to all parts of the District , including hard to reach areas by the end of this Strategy	On Target	<p>High speed broadband has already been delivered to over 14,000 premises during the roll out of Phase 1, and is expected to reach another 6,500 homes and businesses by the summer of 2017 as part of Phase 2 rollout (Area 1 The Cotswolds).</p> <p>The remaining procurements for Phase 2 (Stage 3) have been completed (covering other areas of Gloucestershire including some parts to the North and South West of the Cotswold District). The roll out is expected to be completed by December 2018, providing high speed broadband coverage to 97% of the Cotswolds, one of the best in the country.</p> <p>Phase 2 (Stage 4) rollout will cover the remaining properties either by extensions to existing contracts or smaller scale procurements, and will follow a similar timeframe to Stage 3.</p>	Frank Wilson
Roll out the community defibrillator project across the District and support communities in improving health through enabling physically active lifestyles during 2017/18	On Target	<p>Cotswold District Council is working with the South West Ambulance Foundation Trust (SWAFT) to extend the availability of defibrillators (CPADs) across the district with particular attention given to the more rural communities of Cotswold District.</p> <p>The Cabinet approved the sum of £2,000 for each Councillor to use in their Wards towards the cost of purchasing and installing defibrillators. Up to £500 is to be used on each unit. Officers have devised an application process and communicated details of the scheme to all Councillors and Town and Parish clerks. As part of the project a mapping exercise is also underway to identify any units not known to SWAFT.</p> <p>Sixteen applications have been submitted so far representing investment of £8,000.</p> <p>SWAFT staff are visiting community groups in the District who wish to get involved and are advising on the best sites for the units. SWAFT is offering groups an information session as part of the investment. It is important to note however that these units are designed for anyone to use, without the need for training.</p>	Heather McCulloch

Priority 3: Champion issues which are important to local people and that will enable them to benefit from good health and well being			
Task	Status	Progress	Assigned to
Review emergency housing accommodation and consider options for direct provision by the end of March 2018	On Target	<p>The Housing Support service has completed a review of emergency accommodation, and is considering a number of longer term solutions.</p> <p>In the past, households requiring emergency accommodation have been placed in Bed and Breakfast accommodation. Due to the unavailability of suitable accommodation in this District, we have had to secure accommodation outside of the area. To help address this issue, we are working with Bromford to identify four units to be used as emergency/ temporary accommodation in Moreton-in-Marsh. We are also considering ways to increase the capacity of supported accommodation such as Spring House by working with the Neighbourhood Officer at Cottsway to provide an enhanced level of support to those residents including preparing them for a tenancy and independent living.</p>	Jon Dearing/Michelle Clifford
Deliver a minimum of 150 affordable homes in 2017/18	Ahead of target	<p>At the end of the first quarter, we delivered 86 affordable units; and are over half way towards achieving the annual target.</p> <p>The units included affordable rented and low cost home ownership properties for families and single households in Fairford, Chipping Campden and Bourton-on-the Water.</p> <p>The affordable retirement living Discount Sale Homeownership units in Moreton-in Marsh completed this month as did sites in Kemble, Fairford and Lechlade.</p> <p>We also started to deliver the first affordable homes at Bassett Rd, Northleach and at Broad Marston Lane, Mickleton.</p>	Anwen Hughes