

**Appendix A - Progress towards achieving our Top Tasks (2018/19 Year End)**

<b>Priority 1: Provide high quality services at the lowest possible cost to Council Taxpayers</b>			
<b>Task</b>	<b>Status</b>	<b>Progress</b>	<b>Assigned to</b>
Work with Publica Group Ltd to deliver savings of £1.85m per annum by 2020	On Target	<p>The majority of staff transferred to the Company on the 1st November 2017 delivering services on behalf of the partner Councils; and the first Publica Business Plan set out the key actions to deliver the transformation programme. This work includes the development of digital solutions to provide 24/7 access for customers to many of our transactional services; improved collection and use of data to ensure that customers only need to contact us once to undertake multiple transactions; and designing services which respond directly to user needs.</p> <p>The programme remains broadly on track to deliver the key 2018-19 objectives, including the launch of the new digital platform, Salesforce in Customer services in June 2019. The new platform will underpin all our services and help to deliver more customer focused solutions. In addition, we have commenced the move towards the new operating model, and service reviews are underway.</p> <p>Publica's business plan 2019/20 was approved by the Leader at Cabinet in March 2019, and sets out the key tasks against the priorities as well as the longer term goals.</p>	David Neudegg
Start work on the preparation of a new Corporate Strategy for the period 2019-2023	Achieved	The background work that will underpin the new Corporate Strategy is well underway; and will ensure that the Strategy is evidence based and informed by a review of the state of the District, and the strategies and work of our partners. This approach will ensure that we are community led /focussed, and that it is supported by the most recent demographic and socio economic data. A timetable has been developed taking into consideration engagement and consultation with relevant parties.	Andy Barge

**Priority 1: Provide high quality services at the lowest possible cost to Council Taxpayers**

Task	Status	Progress	Assigned to
Support the Gloucestershire One Public Estate Cirencester project during 2018/19	Achieved	<p>One Gloucestershire Estates Group comprises members from the Leadership Gloucestershire organisations, and seeks to share information about assets, work together where possible, and actively seek opportunities to drive better value for money through collaboration. The programme draws on opportunities from Government initiatives where possible, and has gained support from the Government's One Public Estate Initiative. It has been successful in securing funding to develop four major projects.</p> <p>The Cirencester project is investigating the feasibility of establishing an innovative 'blue light' emergency fast response facility on one campus, and supporting the delivery of vital services. Blue Light services are considering the financial and non-financial benefits of the suitable sites. An alternative site would mean that the existing land (police station, magistrates' court and Forum car park) could be released for redevelopment. The Council and the Police and Crime Commissioner have jointly commissioned consultants who are carrying out valuation work and reviewing the options for proposed redevelopment of the Police station and the Forum car parking site. This work is expected to be completed by the end of May 2019.</p> <p>This project sits within a wider initiative which involves reviewing all partner organisations' land holdings in Cirencester and seeking opportunities to better utilise assets.</p>	Christine Cushway/Jenny Poole

**Priority 2: Protect and enhance the local environment whilst supporting economic growth**

Task	Status	Progress	Assigned to
Adopt the Local Plan by Summer 2018	Achieved	<p>The Local Plan (2011 to 2031) was adopted at Special Council on 3rd August 2018.</p> <p>The revised National Planning Policy Framework makes clear the Local Plan should be reviewed every five years. The Government published the outcome of the 'Technical consultation on updates to national planning policy and guidance' in February 2019. The proposals have been incorporated within the national planning practice guidance (NPPG), specifically the 'Housing and economic needs assessment' (HENA) chapter.</p> <p>The HENA details the standard method for assessing housing need and now clarifies that the 2014-based household projections should be used to set the 'baseline' for the standard method calculation. The Gloucestershire wide Local Housing Needs Assessment will take account of this methodology. The assessment is scheduled to be published in late 2019.</p>	James Brain
Adopt and implement the Community Infrastructure Levy jointly with West Oxfordshire District Council by 6 <sup>th</sup> April 2019	Not achieved	<p>The Cotswold District Community Infrastructure Levy Draft Charging Schedule (CIL) was approved at Special Council on 3<sup>rd</sup> August 2018. The report agreed that the levy would be charged from 1<sup>st</sup> April 2019.</p> <p>In February 2019, Cabinet received a report on possible ICT solutions and resourcing. The implementation date has been delayed to 1st June 2019 as additional time is required to recruit and set up the necessary systems and resources to implement and operate CIL.</p>	James Brain

<b>Priority 2: Protect and enhance the local environment whilst supporting economic growth</b>			
<b>Task</b>	<b>Status</b>	<b>Progress</b>	<b>Assigned to</b>
Review service options for the future Cotswold waste service, in preparation for the renewal of the fleet in 2019, including consultation on service design by the end of December 2018	Achieved	<p>We undertook two consultations to gather views on the future waste/recycling service for the District and County; a three week public consultation in July 2018, workshops for Members, and Town and Parish Councils in August 2018.</p> <p>Resource Futures carried out modelling of the service options which were costed by Ubico. The options for the future service and collection frequency were presented to Full Council in December 2018, with revenue and capital costs.</p> <p>The new service will be:</p> <ul style="list-style-type: none"> <li>• a fortnightly collection of residual waste (as existing);</li> <li>• a fortnightly collection of dry recyclates (as existing) but subject to an enhancement to the existing kerbside sort collection service, to include additional materials (i.e. waste electrical and electronic equipment (WEEE), textiles and cartons) and a change in receptacle for cardboard;</li> <li>• a separated weekly food waste collection;</li> <li>• a separated fortnightly garden waste collection.</li> </ul> <p>Work has commenced on the procurement of the fleet and new containers; and the re-design of rounds to maximise efficiency. The new service will launch on 4th November 2019.</p>	Claire Locke
Work to progress the Brewery Court developer led scheme for a cinema and retail scheme over the next three years	On-going (subject to progress by the developer)	<p>Legal agreements have been prepared 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.</p> <p>The developer has discharged the pre-commencement of the planning conditions, and carried out the necessary works to implement the planning permission. We are continuing to have discussions with the developer to progress this project in respect of some amendments he wants to make to the scheme.</p>	Christine Cushway/Frank Wilson

**Priority 2: Protect and enhance the local environment whilst supporting economic growth**

Task	Status	Progress	Assigned to
<p>Progress work on the Cirencester Town Centre Master Plan (Supplementary Planning Document) - complete consultation on the options for the Master Plan by the end of March 2019</p>	<p>Not achieved</p>	<p>In recognition of the Local Plan's commitment to prepare a Supplementary Planning Document (SPD) for Cirencester Town Centre, Cabinet requested officers to begin work on drafting a Master Plan for Cirencester Town Centre.</p> <p>Cirencester is a designated Neighbourhood Plan area; and a Memorandum of Understanding was signed to establish how both Councils will support and deliver their separate but complementary plans.</p> <p>Cotswold District Council and Cirencester Town Council developed a new website <a href="http://www.cirencesterfutures.org.uk">www.cirencesterfutures.org.uk</a> to support and explain the 'Cirencester Futures' brand and associated work such as the Master Plan, the Neighbourhood Plan and related projects.</p> <p>A conference focusing on the health of the town centre for key stakeholders, retailers and businesses was delivered in January 2019. A new partnership for Cirencester is in the process of being set up to take forward ideas that were raised at the Cirencester Futures event. This partnership will also have early input into the draft Master Plan options.</p> <p>Public consultation on the Master Plan options has been re-scheduled later in 2019. The scoping of Master Plan options has identified two important issues that are currently the focus of work, namely ensuring there is sufficient car parking capacity in the town centre following the Waterloo redevelopment to allow release of the sites allocated in the Local Plan for development, and assessing the potential constraints on redevelopment resulting from the presence of Scheduled Ancient Monuments (SAM) and other historic environment considerations.</p> <p>An interactive town centre health check has been published to support the Master Plan; and other tasks continue as originally planned, for example, a review of the conservation area, transport assessments and responding to pre-application advice.</p> <p>The Local Plan Programme Board monitors progress on this top task.</p>	<p>James Brain</p>

**Priority 2: Protect and enhance the local environment whilst supporting economic growth**

Task	Status	Progress	Assigned to
<p>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 and permit parking at the Cirencester Rugby Club by the end of March 2019</p>	<p>Achieved</p>	<p>During 2018/19, we pursued a number of options to address Cirencester's car parking needs. Independent consultants reviewed the available options for increasing the capacity of our car parks, and concluded that development of the Waterloo car park would be the best option for increasing capacity.</p> <p>Following agreement from Cabinet in July 2018, we appointed specialist parking consultants to prepare the internal operational design of the decked car park. The different options for the internal design have been finalised.</p> <p>Project management consultants Perfect Circle and contractors Wilmott Dixon have been appointed via the SCAPE procurement framework to support the preparation of a detailed business case for the Waterloo car park.</p> <p>The architect procurement commenced in April 2019, and will be overseen by Wilmott Dixon, the contractors that have been appointed for the construction phase. The original plan was to appoint RIBA to undertake a two-stage procurement for an architect, including a design competition, however, RIBA subsequently revised their advice as it was not compliant with EU rules.</p> <p>We have secured the Rugby Club for decant parking during the construction phase of the Waterloo development and permit parking thereafter. A number of studies have been undertaken, layout designs drawn up, and pre-application advice received. Following public consultation with local residents, additional traffic information and environmental surveys are being carried out and will be presented to residents before a planning application is submitted in June 2019.</p> <p>The Old Memorial Hospital site is being progressed to provide additional parking in the short term. Planning permission was granted in March 2019 to demolish the OMH; demolition costs are currently being reviewed and a contractor is being procured.</p>	<p>Claire Locke</p>

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**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
<p>Participate in Gloucestershire County Council's Fastershire initiative 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</p>	<p>Achieved</p>	<p>Over the last eighteen months, the focus has been on extending superfast broadband to hard to reach areas. The latest coverage data (January 2019) suggests the following rural areas have connections or are being prepared via Gigaclear contracts:-</p> <p><u>Connections completed</u></p> <p>Lower Swell, Chedworth, Barnsley, Guiting Power, Daglingworth, Cerney Wick, Withington, Eastleach, Hazleton, Ewen, Siddington, Cockleford, Winstone, Little Barrington, Ampney St Peter, Winson, Little Rissington, Clapton on the Hill, Naunton, Whelford, Birdlip and Brimpsfield, Ullenwood, Badgeworth, and Whiteway.</p> <p><u>In build and preparing for service</u></p> <p>Adlestrop, Bourton-on-the-hill, Brockworth East, Winchcombe, Moreton-in-Marsh, Aston Magna, Blockley Village, Aston Down, Tetbury, Paxford, Chipping Campden, Willersey, Ebrington and Weston-sub-edge.</p> <p><u>Ready to build</u></p> <p>Moreton Park</p> <p><u>In validation</u></p> <p>Mickleton, Cirencester, Avening, Westonbirt, Hampton Fields, Upper Kilcott, Alderley.</p> <p><u>In design</u></p> <p>Kingscote</p> <p><u>Areas to be confirmed</u></p> <p>Far Oakridge, Stanway, and Milbourne</p> <p>In addition, there are a number of other works taking place around the Slaughters and areas around Fairford (Voneus), Upper Kilcott, Westonbirt and Hampton Fields. Fastershire has sent letters to residents in the Mangersbury and Broadwell areas to assess demand.</p> <p>The latest developments when complete should take superfast coverage up to 98% of all premises in Cotswold District compared to the average UK coverage of 95.3% with almost 30% direct fibre to the premises – one of the highest rates in the country.</p>	<p>Frank Wilson</p>

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**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
<p>Deliver a minimum of 150 affordable homes in 2018/19</p>	<p>Achieved</p>	<p>Since 1st April 2018, we have enabled 291 affordable homes; a mixture of rented and low cost home ownership properties for individuals, couples and families, helping to address the varied housing needs across the District from Mickleton and Willersey in the North to Tetbury in the South.</p> <p>We delivered 49 affordable units in Q4; a mixture of affordable rented and shared ownership properties in Bourton-on-the Water, Moreton in Marsh, Fairford and Tetbury.</p>	<p>Anwen Hughes</p>
<p>Increase the number of electric vehicle charging points in the District for both public and council business use by the end of March 2019</p>	<p>Not achieved</p>	<p>The Climate Change Act 2008 set the UK a target of reducing its greenhouse gas emissions by 80% by 2050. One area that will help to meet this target is transport which accounts for around 25% of the UK's CO2 and other greenhouse gas emissions. Ultra Low Electric Vehicles (ULEVs), including electric, plug-in hybrid and hydrogen-powered cars, produce, on average, significantly less greenhouse gases than those running on petrol or diesel. Government policy indicates that the take-up of electric vehicles will increase considerably year on year and the Council wishes to support this agenda by increasing the number of electric vehicle charging points.</p> <p>We have prepared the procurement documentation including specification. In July 2018, Cabinet made recommendations which were endorsed by Council to allocate funding for the preparation of a framework agreement for the Electric Vehicle Charging Point procurement.</p> <p>Due to the complexities of the framework and the different legal arrangements that may result from the range of procurement options, it has taken external solicitors longer than expected to put the legal framework in place.</p> <p>The legal elements are being finalised which will enable the framework procurement to commence in Q1 of 2019/20. Following the procurement, we expect to present a report to Cabinet in July 2019 for the allocation of funding.</p>	<p>Claire Locke</p>



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

<b>Task</b>	<b>Status</b>	<b>Progress</b>	<b>Assigned to</b>
Support the improvement works to the Corinium Museum by the end of December 2019	Behind target	<p>The Council was awarded nearly £677k by the Heritage Lottery to fund the Stone Age to Corinium project. The estimate for the whole project cost was revised to £1.678m with the balance being made up of contributions from other grant funders and fund raising.</p> <p>The project includes formation of new galleries at the Museum, and the creation of a Discovery Centre to be used for a variety of functions including learning, meetings and museum collections work.</p> <p>The project end date has been revised to March/April 2020; the tendering for work packages was delayed due to the quantity surveyor leaving the project; and structural issues were found since commencing the build phase in January 2019. Although investigative work was undertaken beforehand, the structural issues only became apparent when the ceilings were exposed in the grade II listed parts of the building. The Project Board will continue to monitor progress.</p>	Martin Holland