

Appendix A - Progress towards achieving our Top Tasks (2018/19 Q3)

Priority 1: Provide high quality services at the lowest possible cost to Council Taxpayers			
Task	Status	Progress	Assigned to
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. The Publica Business Plan was approved by all partner Councils in early 2018, and sets out the key actions to deliver the transformation programme. A transformation team was set up in May 2018 to support the re-design of our services and how we deliver them to the public, over the next year. This work will include 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>At the end of Q3, the programme remains on track to deliver the key 2018-19 objectives, including the launch of the new digital platform, Salesforce in Customer services in Spring 2019. The new platform will underpin all our services and help to deliver more customer focused solutions. In addition, we are progressing with the move towards the new operating model, which will commence with service reviews in January/February 2018.</p> <p>A business plan for 2019/20 is expected at Cabinet in March 2019.</p>	David Neudegg
Start work on the preparation of a new Corporate Strategy for the period 2019-2023	On Target	<p>We have commenced the background work that will underpin the new Corporate Strategy. This work will ensure that the Corporate Strategy is evidence based and informed by a comprehensive review of the state of the District. Some of the first steps will include reviewing the strategies and work of our partners, for example, in Health and Well-being, and Community Safety, as they help to deliver outcomes for our communities. 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.</p>	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	On Target	<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 February 2019.</p>	Christine Cushway/Jenny Poole

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

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. We will need to consider the implications of the revised housing need methodology when it is published in January /February 2019.</p> <p>The five year housing land supply remains healthy in the short term, and land south of Chesterton will play an increasing role in the medium to long term. Officers are currently investigating the value of submitting an Annual Position Statement to the Planning Inspectorate (PINS), which will secure the Council's five year housing land supply for one calendar year (Oct 2019 to Oct 2020), and prevent challenges during this period.</p>	James Brain
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Priority 2: Protect and enhance the local environment whilst supporting economic growth

Task	Status	Progress	Assigned to
<p>Adopt and implement the Community Infrastructure Levy jointly with West Oxfordshire District Council by 6th April 2019</p>	<p>On Target</p>	<p>The Cotswold District Community Infrastructure Levy Draft Charging Schedule (CIL) was approved at Special Council on 3rd August 2018. The report agreed that the levy would be charged from 1st April 2019.</p> <p>Methods undertook a business process analysis to establish how to implement CIL across the partner Councils as both Cotswold District Council and West Oxfordshire District Council will implement the CIL; while Forest of Dean District Council is still to make a decision as to whether to adopt the levy.</p> <p>Methods concluded that a team of developers could deliver a CIL system in 10 to 15 weeks. A report will be presented to Cabinet in February 2019 which will provide details of ICT solutions and resources. The outcome of the Cabinet meeting will determine the timescale for implementation</p> <p>Parallel to this work, the Ministry of Housing, Communities and Local Government (MHCLG) recently published a consultation document called "Reforming developer contributions: Technical consultation on draft regulations". The draft regulations seek to improve the operation of CIL by reducing complexity and increasing market responsiveness and transparency. The outcomes of the Government draft regulations will need to be considered when implementing CIL.</p>	<p>James Brain</p>

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

Task	Status	Progress	Assigned to
<p>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</p>	<p>Achieved</p>	<p>We have undertaken two consultations to gather views on the future waste/recycling service for the District and County. There was a three week public consultation in July 2018, and Members and Town and Parish Councils attended workshops in August.</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"> • a fortnightly collection of residual waste (as existing); • 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; • a separated weekly food waste collection; • a separated fortnightly garden waste collection. 	<p>Claire Locke</p>
<p>Work to progress the Brewery Court developer led scheme for a cinema and retail scheme over the next three years</p>	<p>On-going (subject to progress by the developer)</p>	<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>	<p>Christine Cushway/Frank Wilson</p>

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>Behind target</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 now a designated Neighbourhood Plan area. A Memorandum of Understanding has been signed to establish how both Councils will support and deliver their separate but complementary plans.</p> <p>Cotswold District Council and Cirencester Town Council have developed a new website www.cirencesterfutures.org.uk to support and explain the 'Cirencester Futures' brand and associated work such as the Master Plan, the Neighbourhood Plan and other related projects and activities.</p> <p>A conference focusing on the health of the town centre for key stakeholders, retailers and businesses was originally planned for November 2018 but was delayed to January 2019 to avoid Black Friday and the Christmas shopping season, as requested by local retailers. Public consultation on the Master Plan options has been re-scheduled for June 2019.</p> <p>Other tasks, not directly dependent on the conference, continue as originally planned, for example, a review of the conservation area, surveys of local businesses and shoppers in the town, responding to pre-app advice and the scoping of Master Plan options.</p> <p>The Local Plan Programme Board continues to meet monthly to monitor 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>On Target</p>	<p>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. 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>In October 2017, Council approved the additional funding to enable the Royal Institute of British Architects (RIBA) to be appointed to undertake a two-stage procurement for an Architect, and will also include a design competition.</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 draft internal designs are being finalised in advance of the RIBA architect procurement for the external design and construction of the car park, which is due to commence in March 2019.</p> <p>We have secured the Rugby Club for decant parking during the construction phase of the Waterloo development and permit parking thereafter. Traffic studies have been undertaken, and designs have been drawn up showing the car park layout to enable the submission of a pre-application. Pre-application advice has now been received. The legal lease documentation is currently being finalised with the Rugby Club.</p> <p>The Old Memorial Hospital site is being progressed to provide additional parking in the short term. Traffic assessments, bat surveys and a site design have been completed; and pre-application advice has been received. In December 2018, Full Council agreed to allocate funding for the demolition of the Old Memorial hospital to create more parking.</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

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>On Target</p>	<p>Fastershire received some additional funding from the European Agricultural Fund for Rural Development (EAFRD) to extend superfast broadband to those areas not in the plan under Phase 1 or Phase 2.</p> <p>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, Voneus is working around the Slaughters and areas around Fairford.</p> <p>The latest developments should take superfast coverage up to 98% of all premises in Cotswold District compared to the average UK coverage of 95.3%.</p>	<p>Frank Wilson</p>

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 delivered a total of 242 affordable homes in the District.</p> <p>We delivered 74 affordable units in Q3; a mixture of rented, shared ownership and discounted sale. The affordable units included homes for individuals, couples and families in Bourton-on-the Water, Moreton in Marsh, Mickleton, Fairford, Tetbury and 24 one and two bedroom flats at Meadow Rd, Cirencester for Bromford.</p> <p>In addition, construction started on an affordable seven bedroom house in Tetbury. This much needed resource will be the first affordable home in the District with more than five bedrooms.</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>Behind target</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>It has taken external solicitors longer than expected to put the legal framework in place; this is due to the complexities of the framework and the different legal arrangements that may result from the range of procurement options. The legal elements concluded in late January 2019 enabling the framework procurement to commence. Following the procurement, we expect to present a report to Cabinet in June 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

Task	Status	Progress	Assigned to
Support the improvement works to the Corinium Museum by the end of December 2019	On Target	<p>The Council has been awarded nearly £677k by the Heritage Lottery to fund the Stone Age to Corinium project. The estimate for the whole project cost was recently revised to be £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 tendering for work packages ended in November 2018; and at its meeting in November, Cabinet gave authority to award the contracts and agree the project budget. Object movement contractors started work during December 2018 in preparation for the main building works contract to start, as planned, in January 2019.</p>	Martin Holland