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Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 4 January 2016 at 6.30 pm

Present: Councillor Barry Wood (Chairman), Leader of the Council
Councillor G A Reynolds (Vice-Chairman), Deputy Leader of the Council

Councillor Ken Atack, Lead Member for Financial Management
Councillor Norman Bolster, Lead Member for Estates and the Economy

Councillor John Donaldson, Lead Member for Housing
Councillor Michael Gibbard, Lead Member for Planning
Councillor Tony Ilott, Lead Member for Public Protection
Councillor Kieron Mallon, Lead Member for Banbury Futures
Councillor D M Pickford, Lead Member for Clean and Green

Also Present: Councillor Sean Woodcock, Leader of the Labour Group
Councillor Andrew Beere
Councillor Barry Richards
Councillor Matt Johnstone

Apologies for absence: Councillor Nicholas Turner, Lead Member for Change Management, Joint Working and IT

Officers: Sue Smith, Chief Executive
Ian Davies, Director of Operational Delivery
Martin Henry, Director of Resources / Section 151 Officer
Kevin Lane, Head of Law and Governance / Monitoring Officer
Adrian Colwell, Head of Strategic Planning and the Economy, for agenda items 10, 11, 12, 13, 14, 15, 16, 17
Chris Stratford, Head of Regeneration and Housing, for agenda items 8, 18, 20
Natasha Clark, Team Leader, Democratic and Elections

Declarations of Interest

16. Neighbourhood Planning: Application for Designation as a Neighbourhood Area - Bodicote Parish.

Councillor Andrew Beere, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

Councillor Barry Richards, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

Councillor John Donaldson, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

Councillor Kieron Mallon, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

Councillor Matt Johnstone, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

Councillor Sean Woodcock, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

Councillor Tony Ilott, Non Statutory Interest, as a member of Banbury Town Council, which was adjacent to Bodicote Parish and had objected to the proposed area designation.

17. Graven Hill and Local Housing Company: Appointment of Housing Representatives.

Chris Stratford, Declaration, as a Director of Graven Hill Village Development Company Limited.

Sue Smith, Declaration, as a Director of Graven Hill Village Holdings Limited and Graven Hill Village Development Company Limited.

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

There were no petitions or requests to address the meeting.

88 **Urgent Business**

There were no items of urgent business.

89 **Minutes**

The minutes of the meeting held on 30 November 2015 were agreed as a correct record and signed by the Chairman.

90 **Chairman's Announcements**

The Chairman made the following announcement:

1. Members of the public were permitted to film, broadcast and report on the meeting, subject to the efficient running of the meeting not being affected.

Response to Oxfordshire County Council's Proposed Changes to Children Centres and Early Intervention Hubs

The Director of Operational Delivery submitted a report to consider the Council's response to Oxfordshire County Council's (OCC) proposal to close all its children centres and create a small number of family centres.

At the discretion of the Chairman, Councillor Sean Woodcock, Leader of the Labour Group, and Councillors Barry Richards, Andy Beere and Matt Johnstone addressed Executive.

Resolved

(1) That officers be instructed to respond to the Oxfordshire County Council (OCC) consultation as follows:

- (i) The Council in its response to the consultation requests OCC consider the following;
 - a) Ensures that a sufficient facilitation resource is made available to explore alternative service delivery models for each of the current service sites
 - b) Recognise that some emphasis should be placed on Bicester given its planned growth and therefore Option 3 is not supported by this Council
 - c) Incorporate some universal services in its future service as a means of maintaining some preventative and early intervention focus
 - d) That every effort be made to maintain the strong link between schools and children's centres as a means of the most beneficial service continuity model
 - e) Option 2 is the Cherwell District Council's favoured solution to meet b) and c) above
- (ii) Whilst the Council would want to see the retention of the majority of the current service provision, it is not in a position financially or organisationally to intervene directly to do this. It is however in a position to consider a number of opportunities to assist OCC in the process of finding the best alternative overall service provision.

These include;

- to consider this Council's freehold title of the Sunshine Centre with OCC and the Sunshine Centre management organisation as a means of determining whether this will assist in identifying an alternative service delivery model – this is consistent with the Council's emerging asset management strategy;
- to use its community network in relation to the community and voluntary sectors to assist OCC in identifying alternative service delivery models at each of the affected locations;

- to offer officer support to consider how current Council services can contribute to the viability of alternative service delivery models on a site by site basis;
- to use the Brighter Futures in Banbury Programme and its multi-agency basis as a means of reviewing an alternative service delivery model for the town of Banbury which is based on identified service need and builds on the current service strengths.

Reasons

The proposal to cut the early years and early intervention services and in some cases close children centres and replace these with a much smaller number of family centres is of real concern to Cherwell District Council. The investment and foresight of providing children centres and early intervention hubs relatively recently has resulted in much valued and needed services for local people many of whom are our most vulnerable and needy.

It is clear that the current children's centres and early intervention hubs play a key role in delivering important local services, most of which are County Council related. It is however also clear, that the scale of the required budget cuts require substantial change and result in little chance of retaining all current services and premises.

The Council wishes to support the search for alternative delivery solutions for each of the ten children's centres and two early intervention hubs in the District, is prepared to play its part in this process and urges OCC to ensure effective facilitation resources are put in place to enable this to happen.

Alternative options

Option 1: to respond in a different way to that outlined in the report

92 Housing Strategy Priority 5: Homeless Prevention Action Plan Update

The Head of Regeneration and Housing submitted a report to update the Executive on the progress of the Homeless Prevention Action Plan 2016/17.

Resolved

- (1) That the update on the Homelessness Prevention Action Plan (annex to the Minutes as set out in the Minute Book) which takes account of learning from the current year's plan, and reflects Cherwell District Council's application for the Gold Standard accreditation for homelessness services be approved.
- (2) That the report and the importance of the Homeless Action Plan, and the particular benefits the Council derives from financially supporting preventative homelessness services in partnership with other voluntary agency bodies be noted.

Reasons

It is through adopting this Action Plan that the Council makes clear its commitment to the homelessness prevention agenda to both Central Government and its partners across the statutory and voluntary sectors.

The Homelessness Prevention Action Plan is a result of a review of the previous action plan as directed in Chapter 5 of the Housing Strategy, which requires a review of partnerships.

The adoption of the Homelessness Prevention Action Plan is an important step on the Council's journey to achieving Gold Standard for Homelessness Services, and all that lies behind that award.

Alternative options

Option 1: Not to endorse the Homeless Action Plan 2016/17 which highlights the continued need to work in partnership and highlights the request to continue funding to support the prevention of Homelessness. This has been rejected as it will lead to an increase in statutory duties to homeless and an increase in spending on provision of expensive temporary accommodation and rough sleeping across the district.

93

Council Tax Base 2016/17

The Head of Finance and Procurement submitted a report to provide Executive with details of the Council Tax Base for 2016-2017.

Resolved

- (1) That the report of the Head of Finance and Procurement for the calculation of the Council's Tax Base for 2016-2017 be considered and the following agreed:
 - (a) That pursuant to the Head of Finance and Procurement's report and in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Cherwell District Council as its Council Tax Base for the year 2016-2017 shall be 50,357.1
 - (b) As for the parishes which form part of its area (annex to the Minutes as set out in the Minute Book) the amount calculated as the Council Tax Base for the year 2016-2017 in respect of special items shall be as indicated in the final column thereto.
 - (c) As for the Flood Defence Areas which form part of its area, the amount calculated as the Council Tax Base for the year 2016-2017 for the purposes of levies on Oxfordshire County Council by River Authorities, shall be:

Thames Flood Defence Area	48,046.2
Anglian (Great Ouse) Flood Defence Area	1,876.3
Severn Region Flood Defence Area	434.6
	<hr/>
	50,357.1

- (2) That final approval of the Council Tax Base for 2016-2017 be delegated to the Section 151 Officer in consultation with the Lead Member for Financial Management.

Reasons

The collection rate used is a best estimate of the percentage of the total amount due for 2016-17. It is based on previous year's collection rates.

The appendices show the most up to date position of the Council Tax base and the adjustments have been made to take account of changes during 2015-16.

Alternative options

Option 1: To reject the tax base calculation. The figures in this report could be rejected and a new calculation made. However, this would result in further delays for all preceptors in calculating their own precept to be levied on the Council.

94

Annual Monitoring Report 2015

The Head of Strategic Planning and the Economy submitted a report to seek approval of the Annual Monitoring Report (AMR) 2015, and to present the District's current housing land supply position.

In introducing the report, the Lead Member for Planning explained that the district had a 5.3 year supply of deliverable sites for the current period 2015-2020 and a 5.6 year supply for the next five year period (2016-2021) commencing on 1 April 2016. Subject to approval of the AMR, this up-to-date position would be reported to the Planning Committee as further relevant planning applications for housing were considered

Resolved

- (1) That the Annual Monitoring Report be approved.
- (2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor amendments before publication.
- (3) That the District's housing delivery position be noted.

Reasons

The Annual Monitoring Report provides important information to measure the effectiveness of planning policies and to assist policy making and development management decision making. It is the statutory mechanism for monitoring housing delivery. Its most significant conclusion is that the District continues to demonstrate a five year housing land supply.

Alternative options

Option 1: To seek amendment of the 2015 AMR in consultation with the Lead Member for Planning

Officers consider the AMR to be robust report supported by data and research. Delay could lead to uncertainty within the development industry and risks for decision making.

Option 2: Not to approve the AMR

Production of a monitoring report is a statutory requirement.

95

Statement of Community Involvement 2016

The Head of Strategic Planning and the Economy submitted a report to seek approval of a new Statement of Community Involvement (SCI) 2016 for formal consultation.

Resolved

- (1) That the draft Statement of Community Involvement (SCI) 2016 be approved for formal public consultation.
- (2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor and presentational changes to the draft Statement of Community Involvement 2016 before formal consultation commences.

Reasons

A draft SCI 2016 has been prepared for the purpose of public consultation. Upon completion and final approval, the SCI 2016 will be the Council's formal statement on community engagement in planning decisions. The existing SCI was adopted by the Council in July 2006. A number of changes have since been made to planning legislation and policy. Technological advances including increased use and availability of electronic communications have also affected how public consultation is undertaken. The Council is also at the early stage of producing a number of new planning policy documents which will require community and stakeholder involvement. It is therefore appropriate to prepare a new SCI and, in view of its purpose, to consult on it.

Alternative options

Option 1: Continue to use the SCI that was adopted in July 2006.

This is not recommended as although the SCI 2006 is comprehensive, it is dated. It does not reflect changes to plan-making and development management processes.

Option 2: To reconsider the content of the draft SCI

The draft SCI has been produced having regard to statutory and policy requirements for plan-making and development management. Examples of recently approved SCIs have been considered. It is considered by officers to be an appropriate consultation document.

96

Local Development Scheme

The Head of Strategic Planning and the Economy submitted a report to seek approval of an updated Local Development Scheme (LDS) for the production of the Council's planning policy documents.

Resolved

- (1) That the updated Local Development Scheme (LDS) (annex to the Minutes as set out in the Minute Book) be approved.

Reasons

An updated Local Development Scheme (LDS) has been prepared. It provides a programme for the preparation of the Council's key planning policy documents that will be relevant to future planning decisions and, where applicable, the public examination of those documents. The Council has a statutory responsibility to prepare and maintain an LDS. The LDS will be used by officers, the public, partners, developers and other stakeholders to monitor the production of documents to plan for associated consultations. Approval of the LDS is needed to assist project management and ensure that the Council meets its statutory responsibilities for plan-making.

Alternative options

Option 1: Not to approve the LDS

The Council has a statutory responsibility to maintain an LDS. Not to approve the LDS could undermine the confidence of the public and stakeholders about the Council's plan-making programme. The LDS would need to be re-presented to the Executive at a future meeting or to the Lead Member for Planning.

Option 2: To reconsider the content of the LDS

The LDS has been prepared having regard to the Council's statutory responsibilities and current resources. It is considered by officers to be appropriate for the present and foreseeable circumstances.

97

Cherwell Local Plan 2011-2031 (Part 2): Development Management Policies and Sites

The Head of Strategic Planning and the Economy submitted a report to seek approval of an issues paper on Local Plan Part 2 for formal consultation.

Resolved

- (1) That the Cherwell Local Plan 2011-2031 (Part 2): Development Management Policies and Sites issues paper be approved for formal public consultation.
- (2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor and presentational changes to the issues paper before formal consultation commences.

Reasons

An issues paper for Local Plan Part 2 has been prepared for the purpose of public consultation. Local Plan Part 2 will focus on the preparation of new Development Management policies and the identification of non-strategic development sites which reflect the vision, objectives and policies of Local Plan Part 1 and priorities in the National Planning Policy Framework. Members are recommended to approve the issues paper in the interest of seeking detailed public, partner and stakeholder views on the matters that will need to be considered and responded to in preparing Part 2 of the Local Plan.

Alternative options

Option 1: To delay the issues paper and consultation until options have also been produced

A consultation now will provide officers the opportunity to consider issues comprehensively before identifying reasonable options. Further work would be required to identify potential options supported by the Sustainability Appraisal process.

Option 2: To reconsider the content of the issues paper

The issues paper has been produced having regard to national policy and guidance, Local Plan Part 1, the saved policies of the adopted Cherwell Local Plan 1996, the Non-Statutory Cherwell Local Plan 2011 and representations received in response to an initial public notification. It is considered by officers to be an appropriate consultation document.

98 Cherwell Local Plan 2011-2031 (Part 1): Partial Review - Oxford's Unmet Housing Need

The Head of Strategic Planning and the Economy submitted a report to seek approval of an issues paper on the Partial Review of Local Plan Part 1 for formal consultation.

Resolved

- (1) That the Cherwell Local Plan 2011 – 2031 (Part 1): Partial Review – Oxford's Unmet Housing Need issues paper be approved for formal public consultation.
- (2) That the Head of Strategic Planning and the Economy be authorised to make any necessary minor and presentational changes to the issues paper before formal consultation commences.

- (3) That officers be requested to engage with Oxford City Council to agree appropriate arrangements for seeking the views of Oxford City stakeholders prior to the commencement of formal consultation.

Reasons

An issues paper for the Partial Review of Local Plan Part 1 has been prepared for the purpose of public consultation. Through the Oxfordshire Growth Board, the Oxfordshire Councils have generally agreed that although the precise ability of Oxford to accommodate its own need has yet to be concluded there is general agreement that there is limited capacity within the city to fully accommodate its own need and that therefore there will be a significant potential shortfall which will need to be provided in neighbouring districts. A total countywide working figure of 15,000 homes has been identified.

Progress on the Partial Review needs to be made to enable the Council to meet its commitment, in paragraph B.95 of the adopted Local Plan, to complete a review within two years of adoption. Members are recommended to approve the issues paper in the interest of seeking detailed public, partner and stakeholder views on the matters that will need to be considered and responded to in preparing the Partial Review.

Alternative options

Option 1: To delay the issues paper and consultation until options have also been produced

A consultation now will provide officers the opportunity to consider issues comprehensively before identifying reasonable options. Completion of the countywide work in Summer 2016 is needed to help inform options. A delay would make it very difficult to meet the two year review programme that the Council has committed to within paragraph B.95 of the adopted Cherwell Local Plan 2011-2031 (Part 1) thereby inviting legal risks. Further work on Sustainability Appraisal would also be required to identify potential options.

Option 2: To reconsider the content of the issues paper

The issues paper has been produced having regard to national policy and guidance, on-going countywide work and Local Plan Part 1. It is considered by officers to be an appropriate consultation document.

Draft Banbury Masterplan Consultation

The Head of Strategic Planning and the Economy submitted a report which sought approval of the draft Banbury Masterplan for public consultation and engagement over a six week period.

In introducing the report, the Lead Member for Planning explained that the draft Banbury Masterplan provided a vision for the future of Banbury and a set of themes for coordinating a series of actions as detailed in an Action Plan. A combination of steps had been identified to help promote the development of

Banbury in a comprehensive, integrated way which built on the adopted Cherwell Local Plan (2011 - 2031).

Resolved

- (1) That the draft Banbury Masterplan be approved for six weeks consultation and engagement with the public and stakeholders.
- (2) That the Head of Strategic Planning and the Economy be authorised to correct any minor spelling, grammatical or typographical errors and make any improvements from a presentational perspective prior to the publication of draft Banbury Masterplan for consultation.
- (3) That officers be requested to report back to the Executive the results of the consultation.

Reasons

The draft Banbury Masterplan aims to provide a vision for the future of Banbury and a set of themes with associated actions that are detailed in an Action Plan. This combination of steps will help promote the development of Banbury in a way which accords with the adopted Cherwell Local Plan. It also shows how a series of social, economic and environmental measures can support Banbury grow in a comprehensive, integrated way.

Agreement is sought to commence consultation and engagement for a six week period with the public and other stakeholders in accordance with the measures set out in the Statement of Community Involvement which provides the steps Cherwell must follow in its consideration of planning documents.

The intention is to conclude this process with a Masterplan for Banbury that can be adopted by Cherwell District Council as a Supplementary Planning Document (SPD) during 2016.

Alternative options

Option 1: To drop the Town Masterplan

This has been rejected as the Masterplan provides more detail on the overall growth of the town and the different policy areas which contribute to that growth than the framework set by the Local Plan provides; whilst highlighting the relationship between the different development sites, provides a greater level of certainty for developers and the community as to how the town will develop.

Option 2: To reduce the number of themes set out within the Masterplan

This has been rejected as it would make the Masterplan less comprehensive and miss the opportunity that the plan illustrates to secure gains from the town from the combination of new housing, employment, transport, regeneration measures as well as the relationship to 'Brighter Futures' and environmental improvements.

Neighbourhood Planning: Application for Designation as a Neighbourhood Area - Bodicote Parish

The Head of Strategic Planning and the Economy submitted a report to consider an application to designate Bodicote Parish as a Neighbourhood Area for the purpose of preparing a Neighbourhood Plan.

In introducing the report, the Lead Member for Planning explained that whilst the application was valid there were special circumstances to consider. Two areas of land currently in Bodicote Parish Council's administrative area would from 1 April 2016 move to Banbury Town Council's administrative area. It was therefore recommended that the revised boundaries were designated for the Neighbourhood Area for the Neighbourhood Plan.

Resolved

- (1) That the Bodicote Parish Neighbourhood Plan application as submitted be refused and the designation of the more appropriate alternative as shown on the map as set out in the annex to the Minutes (as set out in the Minute Book) appendix 4 be approved.
- (2) That the Head of Strategic Planning and the Economy be authorised to issue a Notification of Decision pursuant to Resolution (1).

Reasons

Bodicote Parish Council has made an application for the designation of its administrative area as a neighbourhood area for the purpose of preparing a Neighbourhood Plan. Taking into account all of the comments received and having regard to the circumstances explained above, officers have concluded that the current boundary for the Parish of Bodicote is not an appropriate neighbourhood area as part of the area will shortly become part of Banbury and the Town Council do not show an interest in joint working or providing the required consent. The recommended alternative area is shown on the map at the annex to the Minutes (as set out in the Minute Book) which follows the newly aligned boundary as approved by the Local Government Boundary Commission for England.

Alternative options

Option 1: To approve the area for designation as submitted based on the current boundaries for Bodicote Parish

Option 2: To defer designation

Graven Hill and Local Housing Company: Appointment of Housing Representatives

The Head of Law and Governance submitted a report to confirm the appointment of two of the statutory officers to act as the formal representatives of the Council's shareholding interests in the Graven Hill companies and the proposed local housing company.

Resolved

- (1) That the appointment of the section 151 officer, and the monitoring officer in the absence of the section 151 officer, as the authorised representatives of the Council's shareholding interests in Graven Hill Village Holdings Company Limited, Graven Hill Village Development Company Limited and the proposed local housing company be approved.
- (2) That authority be delegated to the section 151 officer, and the monitoring officer in the absence of the section 151 officer, to take all necessary shareholder action and to exercise all necessary shareholder discretion in relation to the three said companies in consultation with the Lead Member for Financial Management.
- (3) That all future business cases for proposed council companies that are submitted as part of the approved confederation approach be required to include a recommendation as to the most appropriate officer shareholder representative.

Reasons

It is necessary to appoint appropriate officer representatives to take decisions on the Council's behalf as shareholder in each the three companies. Given the nature of the Council's anticipated financial interest in each of them it is recommended that the most appropriate officer to fill this role is the statutory officer with responsibility for safeguarding the Council's finances with the statutory officer responsible for ensuring the Council acts lawfully as a substitute in absence.

Alternative options

Option 1: Not to appoint an authorised shareholder representative for each of the companies. This is rejected as the council's shareholder interests need to be adequately protected and the companies' cannot function long term without the facility to take shareholder decisions effectively.

Option 2: To appoint alternative authorised officers to those recommended. This is rejected as the two statutory officers are considered to be the most appropriate for the reasons set out in the report above.

Asset Management Strategy Action Plan Update

The Head of Regeneration and Housing submitted a report to update the Executive on the progress of the priority actions arising from the Asset Management Strategy Review as reported in December 2014 and as part of the 2015/16 budget process.

Resolved

- (1) That the updates on the priority actions arising from the Asset Management Plan set out in exempt Appendix to the report (exempt annex to the Minutes as set out in the Minute Book) and the recommendations set out therein be approved.
- (2) That the further progress associated with re-developing The Hill Youth and Community Centre and the full capital cost to complete the replacement of the current facility be noted.
- (3) That the Expression of Interest made to Sport England and the Lottery Fund to support the redevelopment of the Hill Youth and Community Centre be noted.
- (4) That the latest position in respect of the Bolton Road car park facility and the revised financial position (exempt annex to the Minutes as set out in the Minute Book) be noted and approved.
- (5) That the necessary work through the Accommodation Asset Strategy Board to conclude an investment and disposal strategy for core and noncore assets to enable the Executive to consider and approve the Strategy by April 2016 with the costs associated with completing this work to be met from the approved additional resources of £100K available to deliver action plan objectives be supported.

Reasons

It is important that adequate resource and specialist reviews are being undertaken in order to inform the work programme, capital programme and current strategic development projects.

Alternative options

There is an option not to consider this update and identified financial outcomes. This is not recommended as a number of priority actions require resource updates now as they will impact on other Council projects and priorities when the 2016/17 budget priorities are subsequently considered.

Exclusion of the Press and Public

Resolved

That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

104 **Asset Management Strategy Action Plan Update - Exempt Appendices Resolved**

- (1) That the exempt appendices be noted.

The meeting ended at 8.30pm

Chairman:

Date:

Homelessness Prevention Action Plan review and update for 2016 - 17

Contents

Foreword from Lead Member for Housing	1
Introduction	1
Aims	2
Key Facts	3
Key Findings	5
Homeless Prevention Action Plan Update 2016 – 17	6
Appendix A - Homelessness Prevention Partnerships	17
Appendix B - Statistical Information	18

Foreword

“I am pleased to support Cherwell’s Homelessness Prevention Action Plan 2016/17 and to ensure it has full support from Councillors. This Council is very keen to reduce the number of households and communities whose lives are affected by homelessness.

Cherwell has moved from a crisis situation of over 400 households in temporary accommodation to approximately 40 households weekly. We have been pleased to see the quality of temporary accommodation become mostly purpose built, well managed homes where families stay until they can achieve a settled housing solution. We are not complacent about our performance and know that it is the result of both good operational work and effective planning within the Council and with our partners.

As a nation, we are beginning to see an economic recovery, and in our district unemployment is down to 1%. These are good signs for the economic success of communities. However, house prices and rents in our district are rising and becoming difficult for households to afford. We are working in a time of a significant reduction of funds for public services, and on-going welfare reforms.

I want to make sure that our most vulnerable residents are included. Our Homelessness Prevention Action Plan provides focus to help us all to understand the reasons for homelessness and provide solutions which really address them through partnership working to prevent homelessness. By working through a range of partnerships we hope to provide a safety net to include the needs of all individuals who need help to improve their life chances. Our objectives remain support to improve personal responsibility, personal resilience and personal health and well-being to prevent homelessness.”

Councillor John Donaldson, Lead Member for Housing

Introduction

Cherwell District Council’s Homelessness Prevention Plan has been refreshed for 2016 - 2017. The review of this Homelessness Prevention Action Plan comes at an important time strategically, with the following influences on the review:-

- Major reductions in public spending have meant we continue to see reduced funds available for homelessness prevention to the Council and its partners

- The County Council has announced that it expects to need to make a further £50 million of cuts from its current budgets between now at 2019/20 and has recently consulted on its proposals to remodel services throughout the council. This includes possibilities of further reductions in housing related support for adults and young people. This will have a massive effect on homelessness prevention in Cherwell District Council if approved.
- The District Council is setting its budget for 2016/17 in an atmosphere of reduced funding from the County and a reduction in its own budget.
- The implementation of Universal Credit for single claimants has been introduced within Oxfordshire this year. The number claiming within Cherwell is still relatively low but announcements are expected for when this will be rolled out to larger sections of the community.
- Effects of Welfare reform are beginning to be felt. This includes a freeze on Local Housing Allowance rates until 2020 and benefit cap reduction to £20,000 for families living outside of London these are expected to have implications for claimants' ability to sustain a tenancy
- Interest rates have remained low, keeping mortgages more affordable
- We are pleased to see 'value for money' achieved through the partnerships funded from the Homeless Prevention Grant. Our regular monitoring showed 10673 individual support requests in 2014 – 2015 were met. This equates to £9.32 per intervention.

The review sets out the aims and proposed outcomes for the year 2016 – 17, showing how the Council will continue to work with its partners to prevent homelessness. We will retain the 3 themes of personal responsibility, personal resilience and personal health and well-being as we believe that focussing on these areas is the best way to support residents to avoid homelessness and sustain settled accommodation.

Aims

With our partners' support, Cherwell District Council aims to

- Take a broad view of homelessness prevention, looking to build personal responsibility, personal resilience and personal health and well being
- Continue to keep homelessness levels low through early intervention and crisis prevention
- Deliver focussed support which concentrates on preventing homelessness and avoiding repeat homelessness
- Understand the causes of homelessness and target prevention services to relevant groups such as emergent households
- Provide suitable accommodation to meet the needs of people in the district including better access to private sector accommodation

Key facts

Ethnic diversity	Cherwell District Council has lower than average national levels of ethnic diversity. The levels of diversity have increased between the censuses of 2001 and 2011
Unemployment	Unemployment in Cherwell District Council is lower than the national average at 0.6%
Demand for housing	The numbers on the Housing Register decreased when the new Allocation scheme was implemented but are now rising
	The majority of applicants are seeking 1 or 2 bedroomed accommodation
Empty homes	The number of empty homes in the district has decreased, assisted by the Council's Build! initiative and the use of home improvement grants
Homelessness acceptances	The level of homelessness acceptances has increased significantly in the past year but correlates with the increase in the number of people approaching the council for assistance.
Reason for loss of last settled home	Very low levels of people being homeless on leaving care
	Few people homeless as a result of leaving hospital
	Main causes are: Loss of assured shorthold tenancy Parents no longer willing or able to accommodate
Temporary accommodation	Use of temporary accommodation has increased over the past year
	People are needing to stay in temporary accommodation for longer than previously due to a lack of affordable private rented accommodation to discharge homeless duties into.
	Use of bed and breakfast remains low but we have seen increase in the early part of this year.
	No 16 and 17 year olds are accommodated in B & B
Rough sleeping	The estimated number of rough sleepers in Cherwell increased from 14 to 21 during the most recent estimate in November 2015
The cost effectiveness of early prevention	Research by Heriot-Watt University calculated the cost of preventing someone from becoming homeless was £1,700 compared with the £5,300 cost of helping someone after they become homeless
	The costs of a rent deposit scheme are estimated to be eight-and-a-half times less than the costs of providing accommodation under the main homelessness duty according to an advice note from the Department for Communities and Local Government
	Helping someone to retain their accommodation through mediation(for example settling family disputes is nine times less expensive than finding someone new accommodation according to

	an advice note from the Department for Communities and Local Government
	Advice on housing options, such as how to solve benefit problems or helping people to manage their finances (i.e. debt advice, benefit take-up), is also estimated at nine times less expensive than finding someone new accommodation

For more detailed information

Appendices

Appendix A	Cherwell District Council homelessness partnerships
Appendix B	Statistical information

Key Findings

We have analysed the data which affect the way we deliver the Homelessness Prevention Action Plan with the following key findings

- Number of households accepted as homeless has increased from last year
- End of AST has become the main reason for presenting as homeless this year and has seen a 9% increase on the total number of presentations to the Council when compared to the previous full year (14/15). Only half of those presenting as homeless as a result of end of AST were accepted as homeless.
- The increased partnership work with the voluntary sector, together with commissioning an outreach service has resulted in improved intelligence about rough sleeping. It demonstrated that Cherwell has been consistently under resourced through Supporting people and the successor funding.
- The number of duty presentations increased significantly last year.
- The number of looked after children is statistically predicted to increase which has implications for their housing need on leaving care
- The number of referrals made for people rough sleeping within the District has also increased. As a result of this we have also seen an increase in the number of people accessing the Single Homeless Pathway.

Key strategic area 1 Personal responsibility					
Key objectives	Key actions and milestones	Progress to date	Going forward	Resources	Gold Standard Challenge
<p>Increase access to good quality homes in all sectors</p>	<p><i>Investigate and enable innovative models of housing provision:-</i></p> <ul style="list-style-type: none"> ○ Build to rent ○ Rent-save-own ○ Cherwell's own development programme ○ RP development programmes 	<p>Various development models have been considered throughout the life of Cherwell's Homeless prevention Action plans. Currently delivery of new housing has been delivered through Cherwell's development team and the Build! Programme. Development has also been provided through RPs</p>	<p>Action – Continue with CDC's own development programme - CDC's development programme for 16/17 onwards will focus on the delivery at the Graven Hill Site, Bicester as well as other Build! Opportunities.</p> <p>Additional rented accommodation development for singles at affordable rents is also in the pipeline with some to be delivered during 2016.</p> <p>Action – Keep abreast of proposed changes to planning requirements to provide affordable housing - We will need to focus keenly on the proposed changes to planning requirements from the Housing and Planning Bill. It is proposed to remove the need for developers to provide affordable housing through S106 agreements. This could mean that there may be no new rented affordable housing delivered through large development sites and could face being dependent on relets only for those in need.</p>	<p>HCA grant Registered Provider funds CDC recyclable grant Existing grant agreements</p>	<p>1, 2, 6</p>

	<p><i>Cherwell Bond Scheme (CBS)</i> Continue to work with private sector landlords to source properties for the Cherwell Bond Scheme and to develop and review the scheme</p>	<p>CBS continues to be an option offered to households who are unable to raise the money required to cover the deposit needed to access Private Rented accommodation.</p> <p>We have seen a reduction in the number of people being supported by this option recently due to Local Housing Allowance rates not reflecting the current market costs for private rented accommodation</p>	<p>Action - Continue with Landlord Home Improvement Grant scheme, in return for nomination rights - This has enabled us to gain nominations to private rented accommodation at Local Housing Allowance rates (LHA)</p> <p>Action - Promote landlords forum - Officers will continue to work with landlords through the Council's Landlords Forum and newsletters where the benefits of joining the Cherwell Bond Scheme will be promoted to try to increase the amount of affordable rented properties available.</p> <p>Action – Consider new opportunities to improve access to the private rented sector - We will explore new initiatives to provide affordable homes in the private sector</p> <p>Action – Tenancy Relations Officer (TRO) to liaise with landlords to promote good practice - The TRO will continue to provide increased support to landlords. He will improve literature and legal advice to landlords on tenancy management issues. He will also provide expert advice and good practice to support staff across the Council in partnerships and also including the Cherwell Bond Scheme</p>	<p>Existing resources Existing grant agreements Tenancy Relations Officer</p>	<p>1, 6</p>
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			for those in housing need to access private sector housing		
Contribute to a financial inclusion strategy which focuses on what can be achieved in partnership and plans for the predicted effects of welfare reform	<p><i>Personal Budgeting</i></p> <ul style="list-style-type: none"> ○ provide debt and money advice to housing applicants ○ Establish a Credit Union in Cherwell ○ Target those most in need of Credit Union services to take up accounts ○ Continue to work in partnership with the Cherwell staff awarding Discretionary Housing Payments, targeting people at risk of homelessness 	<p>Cherwell District Council has extended its existing contract with Citizens Advice (CA) (formerly Citizens Advice Bureau) to enable it to continue until April 2017 which will be the complete length of the tender.</p> <p>This contract provides free money and debt advice to all residents in Cherwell on a range of issues and provides services operating in Banbury, Bicester and Kidlington. Services are provided through office based appointments and home visits</p> <p>Citizens Advice are also developing their email services and telephone services to make their services more accessible.</p> <p>To date, this financial year (Apr – Sept) 3081 clients have been seen by CA as part of the contract for money and debt advice.</p> <p>Citizens Advice also provide a fast track housing advice service to support those at risk of homelessness.</p> <p>We worked with OCC to ensure that Connection Floating Support services continue to be funded to provide</p>	<p>Action - CDC to commence negotiations to continue provision of Debt & Money advice following expiry of the contract March 2017 - Work within the Council to plan and consider arrangements and funding to continue to provide quality debt and money advice to the residents of Cherwell following the expiry of the current tender arrangements in March 2017.</p> <p>Action - Refresh and re-launch Credit Union - Refresh and rebrand Credit Union in Cherwell to provide low cost loans and savings for Cherwell residents.</p> <p>Action - Provide on-going training and information on welfare reform for staff and partners in partnership across the Council - Provide training opportunities and updates on welfare reforms to ensure partner agencies and staff are up to date and well informed on the current issues and changes</p> <p>Continue Financial Inclusion work</p>	Homelessness prevention grant Existing grant agreements Existing resources Voluntary sector resources	1, 2, 3,4,7

		<p>expert support services and assessments for vulnerable clients. We particularly focus triage services at both the Beacon Centre and Bridges Drop in centre in Bicester to provide support for independent living and referrals to other agencies such as Citizen Advice for in-depth money and debt advice which also prevents Homelessness.</p>	<p>with Partners - work to promote and develop financial inclusion measures and joint working through regular meetings - including other teams in the Council and partner agencies across the statutory and voluntary sectors.</p> <p>Action - Support work of NOAP - Encourage service providers to work collaboratively to ensure no duplication, and coordinated support and service delivery and a joined up approach to meet client's needs. To extend this work to include Food Banks across the District. To do this we will also continue to work with Citizens Advice North Oxfordshire Advice Partnership</p>		
	<p><i>Skills and training</i></p> <ul style="list-style-type: none"> ○ Build an operational working relationship with the Job Centre Plus manager 	<p>Close links were made with the JCP manager and supported the implementation of Universal Credit with Cherwell. The JCP manager left their post shortly after the implementation of UC.</p>	<p>Action - Identify new contacts at JCP - Re-establish contacts and forge close working with the new Job Centre Plus manager following staff changes.</p>		1,2,3

Key Strategic Area 2 Personal resilience

Key objectives	Key actions and milestones	Progress to date	Going forward	Resources	Gold Standard Challenge
<p>Provide support to members of vulnerable groups (including vulnerable adults, victims of domestic violence and young people); to avoid homelessness, be “housing ready” and maintain housing successfully</p>	<p><i>Contribute to the re-commissioning processes and optimise provision in Cherwell for services within the</i></p> <ul style="list-style-type: none"> ○ Young People’s (YP) pathway ○ Domestic Abuse services ○ Single homeless people including those who may be sleeping rough 	<p>Re-commissioning of OCC funded support to the Young Person’s Pathway was completed in April 2015 and is now operational.</p> <p>The Oxfordshire Single Homeless Pathway has been re-commissioned throughout this year and contracts have now been awarded to the successful organisations. Work is now starting for Cherwell to receive funding for support to provide local accommodation opportunities by February 2016 to ensure those with a Cherwell connection will have improved access to local accommodation within the district</p> <p>A new County Domestic Abuse Strategic lead has been appointed by OCC and is beginning a strategic review of domestic abuse services and support funding across the County.</p> <p>Locally we have established a multi-agency group in Cherwell which</p>	<p>Action - Hold local Homeless Partnership meetings and events to provide updates and training to staff and partners – communicate with local partners to share knowledge and best practice.</p> <p>Action - Attend monitoring meetings with OCC - Continue to monitor the progress of the development of supported housing in Cherwell to ensure that the new pathway for single homeless clients will be operational from 1 February 2016</p> <p>Continue to monitor the newly commissioned Supported Housing Pathway provision for young people (16-25 years) and young families provided through in the YP pathway in Cherwell.</p> <p>Action - Continue to provide DA outreach support in Cherwell District Council - Continue to provide a DA specialist outreach worker in Cherwell. This post will continue to support reported cases, assessed as low and medium risk cases by Police, to prevent homelessness whenever its possible and safe to do so</p>	<p>Existing resources Homelessness prevention grant Existing grant arrangements County Council funding</p>	<p>2, 4, 5, 9</p>

Key objectives	Key actions and milestones	Progress to date	Going forward	Resources	Gold Standard Challenge
		includes representation from the Banbury purpose built Refuge to ensure we are kept updated and participate to represent Cherwell.	<p>Action - Hold regular DA partnership meetings in Cherwell to keep updated - Provide a domestic abuse monitoring meeting in Cherwell to include Community Safety and those providing other specialist services in the District including Banbury refuge and also the new county DA specialist Post</p> <p>Action - Participate in the county review of domestic abuse - To work jointly with the Community Safety Manager to share attendance at the County meetings of ODASG and also to participate in the county review of domestic abuse services and refuge accommodation provision</p>		
Improve and develop Partnership working and provide suitable housing options	<p><i>Review service provision for vulnerable groups in the statutory and voluntary sector,</i></p> <ul style="list-style-type: none"> ○ to create better access to services across the district ○ to optimise value from the floating support service ○ evaluate partnership funding 	<p>We have made contact with voluntary and faith groups including Food Banks and have improved partnerships with statutory agencies.</p> <p>We monitor delivery in co-operation with the floating support service provider.</p> <p>We conduct regular service level agreement monitoring meetings with all funded organisations to evaluate provision.</p>	<p>Action - Review and update website - Review information on the Cherwell website and promote the work being done across the council and other agencies to prevent homelessness within the district.</p> <p>Action - Refresh the Cherwell Community Directory - Review provision of information to agencies and individuals including the Council Community Directory.</p> <p>Action - Produce new leaflets and posters - Provision of posters and other advice and materials to report and assist those who may be sleeping rough.</p>	Existing resources Homelessness prevention grant Existing grant arrangements Voluntary sector resources	2,4,5

Key objectives	Key actions and milestones	Progress to date	Going forward	Resources	Gold Standard Challenge
			Action - Continue CDC partnership funding -Continue to monitor performance and ensure grant funding to partnership working to prevent homelessness continues		
Offer opportunities for individuals to participate in improving their housing options	Provide Self build and self-finish opportunities within the Build programme housing developments. Provide a Specialist approach and service for those applying for housing stating they are 'No fixed abode' to gain access to the Housing Register. Develop a new and improved 'Move-on protocol' to maximise the use of supported accommodation opportunities within the District	Applicants to the housing register stating they are of No Fixed Abode are offered an appointment with a Housing Officer to confirm their circumstances and discuss the housing options and support available to them. A new move-on protocol from supported accommodation has been designed as part of the recent review of the housing allocations scheme.	Action - Monitor the outcomes of the Move-on protocol - Embed the Cherwell 'Move-on protocol' with Partners providing supported housing and to monitor its success. This new way of assessing requests to move-on will enable maximisation of supported housing accommodation and also ensure that the skills required to manage a tenancy are adequately tested to ensure tenancy success. Action - Support development of a 'tenancy ready scheme' for people in prisons - Encourage the development of a tenancy ready Scheme within prisons Action - Investigate support to provide furniture and fittings by donation or at reasonable cost	Existing resources Homelessness prevention grant Existing grant arrangements County Council funding Voluntary sector resources CLG offenders Bid	2
	Improve development of opportunities for single people to succeed through support, skills and housing opportunities at affordable rents in	Consideration to develop a single persons housing strategy and more new single homeless provision in Cherwell District Council. Successful CLG Single Homeless Bid led by Cherwell for the county to	Action - Work in partnership across the Housing Team to produce a Single Persons Housing Strategy to ensure there is an improved supply of single accommodation in Cherwell – This will provide a stepping stone and opportunity for those with additional		2,3,4,5

Key objectives	Key actions and milestones	Progress to date	Going forward	Resources	Gold Standard Challenge
	Cherwell	<p>prevent homelessness and improve housing options for ex-offenders.</p> <p>Further work to be considered to understand and mitigate cuts from OCC.</p>	<p>support needs who require skills and support to enable them to access general housing successfully and will include delivery of 13 units of supported accommodation in Cherwell to be used as part of the new single homeless pathway and integrate with existing supported housing provision across the county and provide support within District.</p>		
	Develop a Rough Sleepers' action plan to try to reduce rough sleeping	<p>We have developed significant partnership working in Cherwell to provide arrange of service delivery to support vulnerable people and prevent rough sleeping in Cherwell. This continues to be a major focus for the community and we have been pleased to participate with Faith groups, Street link, Salvation Army meetings, Beacon Centre, Street Pastors and BYHP</p>	<p>Action - Produce a Rough Sleepers multi agency Action Plan and improve contact with Food banks and Street pastors - Continue to liaise with Partners to prevent homelessness and to provide support to vulnerable people. To also include the Street Pastors and Food Banks information and intelligence to work to encourage positive engagement from all those in need. Provide information to enable them to assist those they link with in the local community to access services.</p>		2,3,4,5

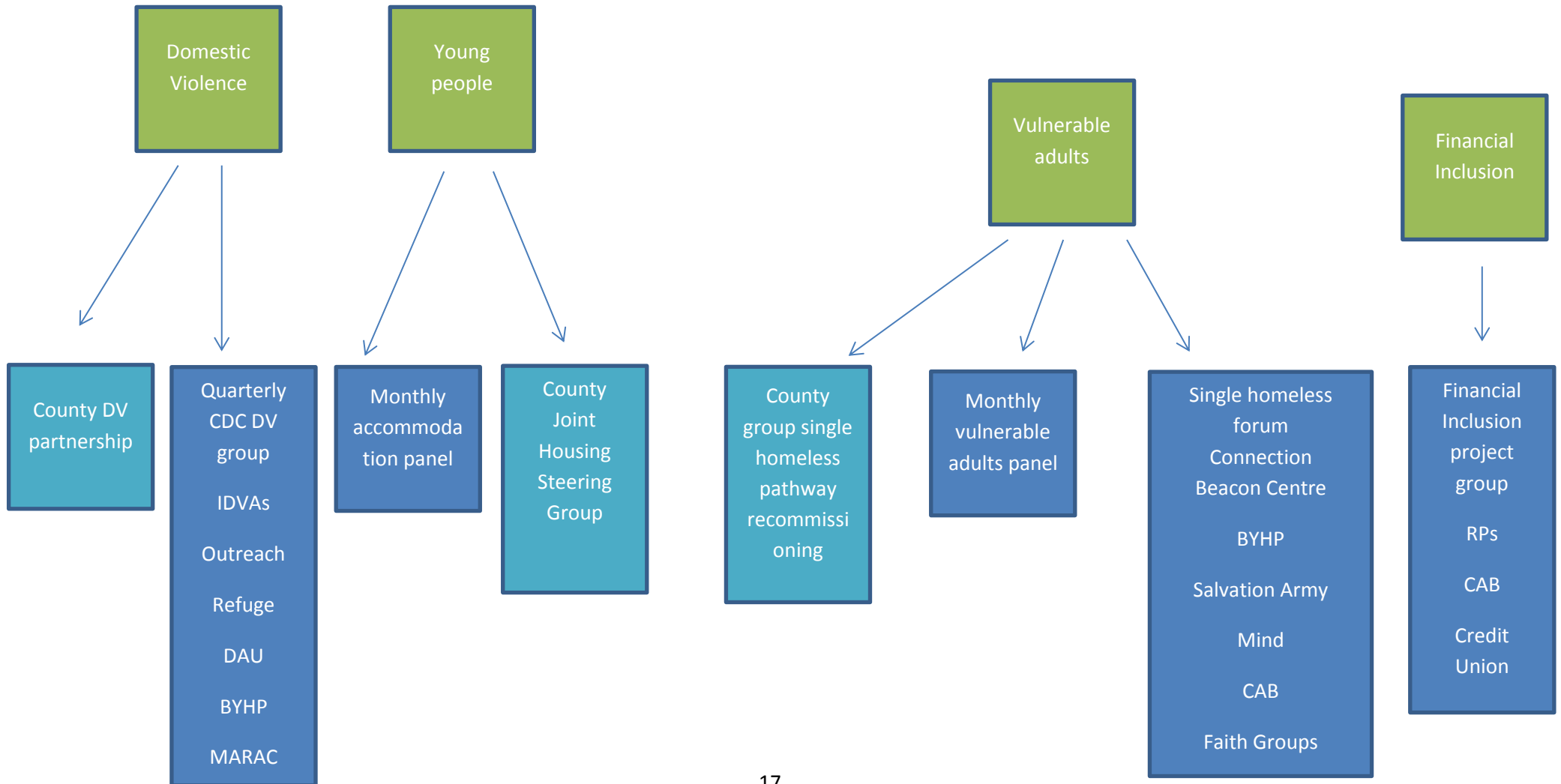
Key Strategic Area 3 Personal Health and Wellbeing					
Key objectives	Key actions and milestones	Progress to date	Going Forward	Resources	Gold Standard Challenge
<p>Improve partnership working to develop and maintain services in a time of austerity, offering opportunities to develop expertise and share best practice, improve value for money and offer a co-ordinated approach</p>	<p>Provide forum opportunities for discussion and partnership working</p> <ul style="list-style-type: none"> ○ single homeless forum ○ Vulnerable Adults accommodation panel ○ Young People's accommodation panel 	<p>There have been significant changes to partnership working and commissioning of supported housing.</p> <p>Operational joint working and partnership has continued successfully in Cherwell with both Young Peoples and Vulnerable Adults meetings monthly.</p> <p>A council financial inclusion event was supported and appreciated by partners</p> <p>Partnership working is essential to minimise effects of the on-going changes</p>	<p>Action - Continue to support partnerships in the local community to prevent homelessness and promote financial inclusion - Partnership working continues to be essential to prevent homelessness.</p> <p>We will continue our existing links within existing resources to continue the current service delivery.</p>	<p>Existing resources Homelessness prevention grant County Council</p>	<p>2,5</p>
	<p>Participate in all forum opportunities for discussion and partnership working</p> <ul style="list-style-type: none"> ○ JATAC ○ MARAC ○ Joint Housing Steering Group ○ Oxfordshire Housing and Homelessness 	<p>The Housing Department has continued to be represented at the various multi-agency meetings to ensure that Cherwell are aware of activities taking place across the district and throughout Oxfordshire.</p> <p>This has allowed us to identify opportunities to work in</p>	<p>Action - Continue to attend relevant multi-agency meetings for discussion and partnership working opportunities – to participate at Oxfordshire County Council meetings to discuss the effect of the significant government budget cuts at OCC which will</p>	<p>Existing resources Homelessness prevention grant</p>	<p>2</p>

Key objectives	Key actions and milestones	Progress to date	Going Forward	Resources	Gold Standard Challenge
	<ul style="list-style-type: none"> ○ Group ○ Health and Wellbeing Board ○ Brighter Futures theme groups ○ Credit Union project group ○ Financial inclusion partnership ○ HSAG Reviewing and forming new groups if necessary	<p>partnership such as the DCLG Single Homeless fund project supporting ex-offenders throughout Oxfordshire.</p> <p>The joint Credit Union Project with South Northants DC has ended. Initial conversations have been held to start a Cherwell focused project in partnership with Sanctuary is to begin shortly to ensure delivery reflects the needs of the district.</p>	<p>affect current supported housing provision and working arrangements in Cherwell and across the county.</p> <p>New requirements for Safeguarding and the new MASH referral system for adults and children needs to be embedded with partners and staff through a training programme</p> <p>Action – Continue to develop the DCLG offender project to prevent homelessness - On-going strategic assessment of ex-offender housing needs through the on-going work with DCLG funding and the CRC in Cherwell</p> <p>New IT platform for Credit union</p>		
<p>Work towards Gold Standard for homelessness services and continue to provide a high quality housing options service, focussing on homelessness prevention</p>	<p>Work with NHAS and the Oxfordshire Housing and Homelessness group to meet the Gold Standard and use the diagnostic peer review tool to improve performance</p>	<p>A diagnostic peer review was undertaken in September 2014 which we passed with a mark of 72%. This has allowed us to now begin applying for the 10 challenges to meet the gold standard</p>	<p>Action - Continue work to achieve homeless Gold standard - Work with the National Practitioner Support Service, NHAS and the Oxfordshire Housing Homeless group to meet the Gold Standard and use the diagnostic peer review tool to improve performance.</p>	<p>Existing resources</p>	<p>all</p>

Key objectives	Key actions and milestones	Progress to date	Going Forward	Resources	Gold Standard Challenge
	Implement the new Allocations Scheme ensuring those in greatest need are prioritised for housing <ul style="list-style-type: none"> ○ Reassess applications to achieve appropriate banding under the new scheme ○ Ensure applicants understand the new scheme ○ Train partners in the new scheme 	<p>A review of the existing allocations scheme has been undertaken this year and a revised version was launched on 7 September 2015 following consultation with partners about proposed changes.</p> <p>Changes introduced included the introduction of a reserve list for those without a recognised housing need and the introduction of priority for people who can demonstrate that are subject to financial hardship within their existing home.</p>	<p>Action - Regularly review Allocations Scheme rules as new changes in legislation are introduced and monitor rent levels across all housing sectors - Monitor the changes introduced by the revised allocations scheme to ensure that those in greatest need are prioritised for housing and that there have not been unintended consequences of the review.</p>	Existing resources	2

Appendix A Homeless partnerships **Cherwell District Council Homelessness partnerships**

Themes, County Group Cherwell Group



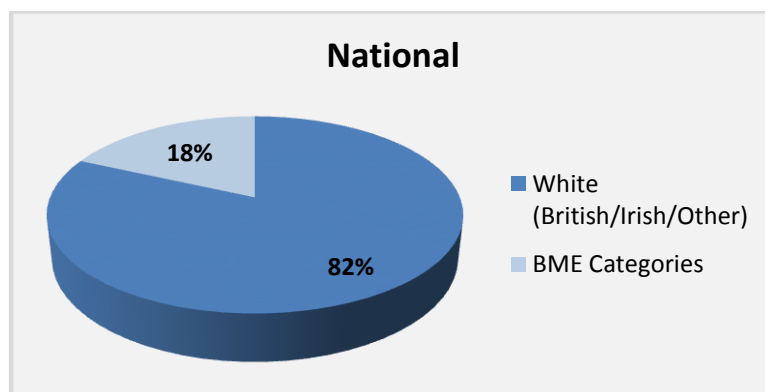
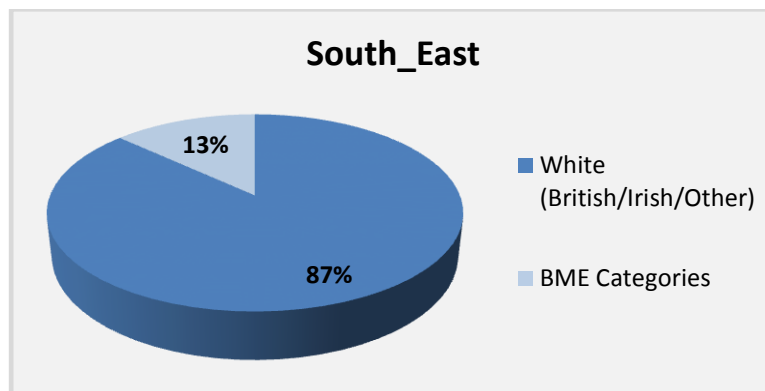
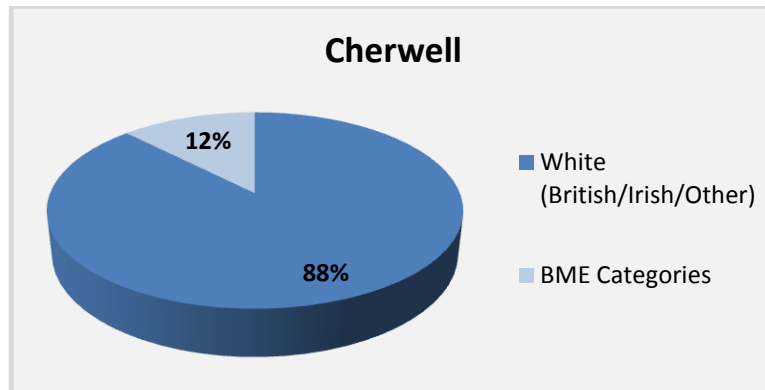
Appendix B

1. Demographic overview

Changes between 2001 census and 2011 census

a) Ethnicity

The BME population in Cherwell has increased in the 2011 census compared to the 2001 census. Current proportions are shown in the graphs below.



Source Gold standard NPSS

2011 census Ethnicity - BME

Cherwell	SE	National
12%	13%	18%

Population

Up from 131,785 to 141,868

b) Age

Under 15s down from 19.8% to 18.8%

Over 65s up from 13.5% to 15.3%

2. Housing Demand

Changes made to the Housing Allocations Scheme as part of the Localism Act 2011 meant there was a significant reduction in the number of people eligible to join the housing register. We have recently reviewed these changes and amended the allocations scheme to support more people to join the housing register. The figure below show the number of people registered to be on the housing register as of 5th November 2015.

Band	General	Homeless	ST moving to district	Transfer	Grand Total
1	39			66	105
2	345	28	1	89	463
3	218			39	257
Reserve List	15			3	18
Grand Total	617	28	1	197	843

The table below shows that the 87% of people on the housing register need 1 or 2 bedroom properties.

Current Bedroom Need	General	Homeless	ST moving to district	Transfer	Grand Total
4	19			16	35
3	46			25	71
2	245	28		49	322
1	307		1	107	415
Grand Total	617	28	1	197	843

3. Trends in Homelessness

a) Rough Sleeping

The number of people reported to DCLG as rough sleeping within the district in 14/15 was 14. The most recent estimate (conducted in November 2015) increased to 21 with Cherwell. Oxfordshire saw a 64% increase in the number of people reported as sleeping rough in 14/15. This was partly due to a change in the way rough sleepers were reported by Oxford City who had previously conducted a street count whilst the other districts conduct estimates due to the geographic nature of the different constituencies.

Cherwell have seen an increase in the number of people reported as sleeping rough in the past year.

Year	Total Reported	Total Verified	Access the Pathway	Refused the Pathway	Not Eligible/ No Local Connection	Re-connected
Aug 12 – Mar 13	38	8	4	0	3	1
Apr 13 – Mar 14	90	27	8	15	3	1
Apr 14 – Mar 15	132	79	25	21	7	2
Apr 15 – Sept 15	60	27	7	10	0	0

For 2015/16 Cherwell have funded Connection directly to provide an outreach service within the District for Rough Sleepers. This has allowed Cherwell to link the outreach service with the generic floating support service within the district and for Connection to attend the day centres at Banbury Beacon and Bicester Salvation Army 2 days a week to allow for a smooth transition between the different parts of the support services available.

Homeless Presentations –

Figures show that the number of people approaching the council as homeless or at threat of becoming homelessness has increased in the past year.

	2011/12	2012/13	2013/14	2014/15
Cancelled	2	1	0	5
Number of Presentations	124	127	128	166
Accepted	62	59	51	78
Non Priority	10	9	22	26
Intentionally Homeless	30	24	33	26
Not Homeless	20	27	14	30
Not Eligible	2	1	3	1
Pending	0	5	5	0
198 Referrals	0	2	0	1
Duty Presentations	72	58	52	100
Casework Presentations	53	69	76	66

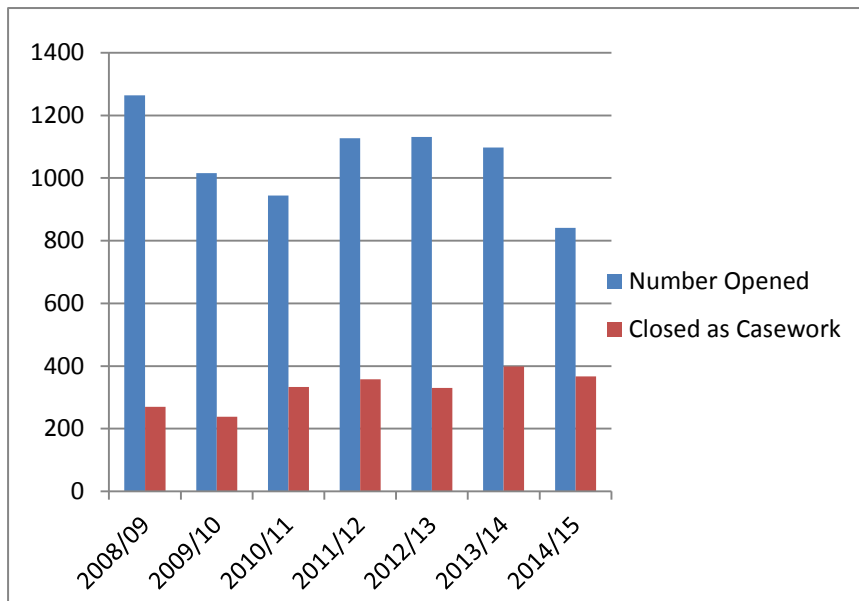
- The number of presentations continues to increase, last year we saw an increase of 22%
- The number of people being accepted increased by 23%
- 28% of approaches were from Singles or Couples
- The number of presentations made to duty increased by 92% - this was in part due to changes in service delivery in the housing needs team due to vacancies within the team and long term sickness

Reasons for Presentations and acceptances

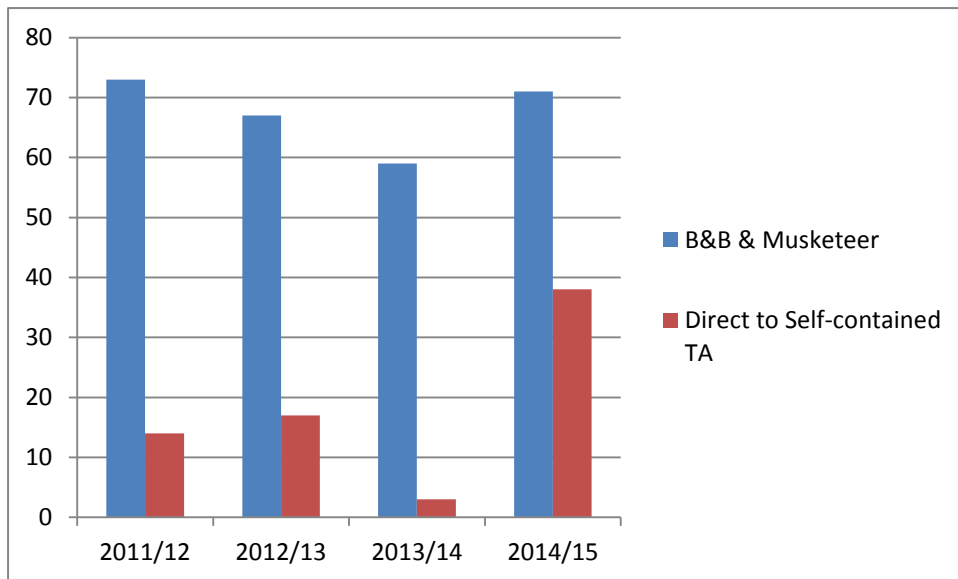
		Number	per cent		Number	per cent
Reasons	2013/14	Accepted		2014/15	Accepted	
End AST	26	11	20%	48	24	29%
Parental Eviction	27	11	21%	35	23	21%
Relative / Friend Eviction	20	5	16%	18	8	11%
Relationship Breakdown	10	8	8%	18	6	11%
Other Loss of private / Tied	4	2	3%	14	5	8%
Domestic Abuse	13	5	10%	8	3	5%
Hospital Discharge	3	0	2%	1	0	1%
Other Violence	1	0	1%	3	1	2%
Illegal Eviction	0	0	0	0	0	0
Mortgage Repossession	3	3	3	4	2	2%
NFA	3	0	2%	2	0	1%
Prison	1	0	1%	1	0	1%
Supported Accom Eviction	4	3	3%	9	5	5%
Emergency	5	1	4%	1	1	1%
Loss of Tied accommodation	0	0	0	0	0	0
MOD Discharge	4	1	3%	0	0	0
Other Reasons	0	0	0	2	0	1%
Pending	0	0	0	0	0	0
RSL Eviction	4	1	3%	2	0	1%
S198 Referral	0	0		1	1	
totals	128	51		166	78	

- We have seen the number of people approaching the council for assistance having been evicted from Private Rented Accommodation nearly double in the past year this is now the top reason for people becoming homeless in Cherwell.

- **Advice and Prevention**



Emergency Temporary Accommodation Placements



Though improved casework we have been able to plan more efficiently for cases that we are aware will require placing in temporary accommodation. This improves the standard of service being provided and prevents costs to the council in having to identify expensive B&B accommodation.

Parish	Relevant Amount	Tax Base at 98%	MoD Class O Properites	Tax Base for 2016-17	Tax Base for 2015-16	% change from previous year
Adderbury	1,255.1	1,230.0		1,230.0	1,139.3	8.0%
Ambrosden	413.2	404.9	236.6	641.50	591.9	8.4%
Ardley	268.1	262.7		262.70	253.8	3.5%
Arcott	330.8	324.2	1.8	326.00	370.8	-12.1%
Banbury	13,927.9	13,649.3		13,649.30	12,962.7	5.3%
Barford	271.2	265.8		265.80	256.8	3.5%
Begbroke	367.2	359.9		359.90	357.1	0.8%
Bicester	10,742.9	10,528.0		10,528.00	10,139.8	3.8%
Blackthorn	147.8	144.8		144.80	142.9	1.3%
Bletchington	358.6	351.4		351.40	338.1	3.9%
Bloxham	1,428.5	1,399.9		1,399.90	1,352.7	3.5%
Bodicote	879.6	862.0		862.00	875.4	-1.5%
Bourton	312.5	306.3		306.30	297.0	3.1%
Broughton	123.0	120.5		120.50	120.0	0.4%
Bucknell	105.1	103.0		103.00	102.8	0.2%
Caversfield	537.8	527.0	2.7	529.70	469.1	12.9%
Charlton on Othmoor	199.2	195.2		195.20	194.7	0.3%
Chesterton	426.8	418.3		418.30	345.6	21.0%
Claydon	138.9	136.1		136.10	134.1	1.5%
Cottisford	70.5	69.1		69.10	67.3	2.7%
Cropredy	313.0	306.7		306.70	294.3	4.2%
Deddington	940.1	921.3		921.30	899.6	2.4%
Drayton	91.9	90.1		90.10	90.7	-0.7%
Duns Tew	240.7	235.9		235.90	232.4	1.5%
Epwell	143.8	140.9		140.90	137.8	2.2%
Fencot and Murcott	128.4	125.8		125.80	126.2	-0.3%
Finmere	222.7	218.2		218.20	214.2	1.9%
Fringford	267.7	262.3		262.30	255.6	2.6%
Fritwell	283.1	277.4		277.40	311.0	-10.8%
Godington	20.8	20.4		20.40	20.1	1.5%
Gosford and Water Eaton	552.3	541.3		541.30	531.7	1.8%
Hampton Gay and Poyle	80.0	78.4		78.40	74.3	5.5%
Hanwell	126.9	124.4		124.40	121.9	2.1%
Hardwick with Tusmore	39.3	38.5		38.50	37.4	2.9%
Hethe	112.8	110.5		110.50	106.6	3.7%
Hook Norton	960.4	941.2		941.20	893.8	5.3%
Horley	164.3	161.0		161.00	160.8	0.1%
Horton	165.3	162.0		162.00	159.3	1.7%
Horton Cum Studley	247.0	242.1		242.10	238.8	1.4%
Islip	332.9	326.2		326.20	319.6	2.1%
Kidlington	4,956.4	4,857.3		4,857.30	4,675.7	3.9%
Kirtlington	464.5	455.2		455.20	446.0	2.1%
Launton	549.1	538.1		538.10	482.6	11.5%
Lower Heyford	216.3	212.0		212.00	207.0	2.4%
Merton	141.6	138.8	5	143.80	142.4	1.0%
Middle Aston	65.8	64.5		64.50	65.3	-1.2%
Middleton Stoney	151.0	148.0		148.00	144.3	2.6%
Milcombe	240.8	236.0		236.00	236.8	-0.3%
Milton	123.7	121.2		121.20	120.0	1.0%
Mixbury	118.6	116.2		116.20	113.6	2.3%
Mollington	240.8	236.0		236.00	229.8	2.7%
Newton Purcell	46.3	45.4		45.40	43.9	3.4%
Noke	80.8	79.2		79.20	77.4	2.3%
North Aston	92.5	90.7		90.70	91.9	-1.3%
North Newington	154.9	151.8		151.80	148.6	2.2%
Oddington	68.3	66.9		66.90	65.8	1.7%
Piddington	177.8	174.2		174.20	167.8	3.8%
Prescote	6.3	6.2		6.20	6.2	0.0%
Shenington	231.0	226.4		226.40	220.3	2.8%
Shipton on Cherwell	149.1	146.1		146.10	143.0	2.2%
Shutford	208.8	204.6		204.60	202.6	1.0%
Sibford Ferris	196.4	192.5		192.50	190.6	1.0%
Sibford Gower	247.0	242.1		242.10	244.0	-0.8%

Parish	Relevant Amount	Tax Base at 98%	MoD Class O Properities	Tax Base for 2016-17	Tax Base for 2015-16	% change from previous year
Somerton	143.2	140.3		140.30	136.1	3.1%
Souldern	207.6	203.4		203.40	198.5	2.5%
South Newington	158.0	154.8		154.80	151.1	2.4%
Steeple Aston	430.8	422.2		422.20	416.1	1.5%
Stoke Lyne	111.5	109.3		109.30	102.9	6.2%
Stratton Audley	210.2	206.0		206.00	203.6	1.2%
Swalcliffe	114.7	112.4		112.40	108.5	3.6%
Tadmarton	258.7	253.5		253.50	248.8	1.9%
Upper Heyford	542.1	531.3		531.30	372.2	42.7%
Wardington	245.7	240.8		240.80	228.6	5.3%
Wendlebury	194.3	190.4		190.40	187.5	1.5%
Weston on the Green	253.6	248.5		248.50	243.8	1.9%
Wigginton	110.6	108.4		108.40	118.5	-8.5%
Wroxton	291.8	286.0		286.00	278.6	2.7%
Yarnton	1,195.2	1,171.3		1,171.30	1,054.6	11.1%
Total	51,133.9	50,111.0	246.1	50,357.1	48,253.0	4.4%

Parish	THAMES	Anglian OUSE	SEVERN
Adderbury	1,230.0		
Ambrosden	641.5		
Ardley		262.7	
Arncott	326.0		
Banbury	13,649.3		
Barford	265.8		
Begbroke	359.9		
Bicester	10,528.0		
Blackthorn	144.8		
Bletchingdon	351.4		
Bloxham	1,399.9		
Bodicote	862.0		
Bourton	306.3		
Broughton	120.5		
Bucknell	103.0		
Caversfield	529.7		
Charlton on Otmoor	195.2		
Chesterton	418.3		
Claydon	136.1		
Cottisford		69.1	
Cropredy	306.7		
Deddington	921.3		
Drayton	90.1		
Duns Tew	235.9		
Epwell	140.9		
Fencot and Murcott	125.8		
Finmere		218.2	
Fringford		262.3	
Fritwell		277.4	
Godington		20.4	
Gosford and Water Eaton	541.3		
Hampton Gay and Poyle	78.4		
Hanwell	124.4		
Hardwick with Tusmore		38.5	
Hethe		110.5	
Hook Norton	941.2		
Horley	161.0		
Hornnton	162.0		
Horton cum Studley	242.1		
Islip	326.2		
Kidlington	4,857.3		
Kirtlington	455.2		
Launton	538.1		
Lower Heyford	212.0		
Merton	143.8		
Middle Aston	64.5		
Middleton Stoney	148.0		
Milcombe	236.0		
Milton	121.2		
Mixbury		116.2	
Mollington	236.0		
Newton Purcell		45.4	
Noke	79.2		
North Aston	90.7		

Parish	THAMES	Anglian OUSE	SEVERN
North Newington	151.8		
Oddington	66.9		
Piddington	174.2		
Prescote	6.2		
Shenington	226.4		
Shipton on Cherwell	146.1		
Shutford	204.6		
Sibford Ferris			192.5
Sibford Gower			242.1
Somerton		140.3	
Souldern	203.4		
South Newington	154.8		
Steeple Aston	422.2		
Stoke Lyne		109.3	
Stratton Audley		206.0	
Swalcliffe	112.4		
Tadmarton	253.5		
Upper Heyford	531.3		
Wardington	240.8		
Wendlebury	190.4		
Weston On The Green	248.5		
Wiggington	108.4		
Wroxton	286.0		
Yarnton	1,171.3		
TOTAL	48,046.2	1,876.3	434.6

LDS January 2016

Draft for Executive

**CHERWELL DISTRICT COUNCIL
LOCAL DEVELOPMENT SCHEME
January 2016**



CONTENTS

Section	Page
1 Introduction	4
2. Existing Development Plan	4
3. Non-Statutory Local Plan	5
4. Cherwell Local Plan Development Framework	5
5. Neighbourhood Development Plans	6
6. Programme for Local Development Documents	6
Appendix 1: LDS Timetable	

1. Introduction

The Local Development Scheme (LDS) is a rolling business plan for the preparation of key planning policy documents that will be relevant to future planning decisions. It outlines the programme and resources for completion and adoption of each relevant planning document. It is a requirement of the Planning and Compulsory Purchase Act 2004 (as amended by s.111 of the Localism Act (2011)) that the Council prepares and maintains an LDS.

The LDS must specify:

- the local development documents which are to be development plan documents;
- the subject matter and geographical area to which each development plan document is to relate;
- which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities;
- any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee;
- the timetable for the preparation and revision of the development plan documents; and
- such other matters as are prescribed.

Development Plan Documents must be prepared in accordance with the LDS.

This LDS revises that approved by the Council's Lead Member for Planning on 25 November 2014.

It updates the programme for the production of the Council's key planning policy documents following adoption of the Cherwell Local Plan 2011-2031 (Part 1) on 20 July 2015.

2. Existing Development Plan

As at 4 January 2016, the existing statutory Development Plan comprises the Cherwell Local Plan 2011-2031 (Part 1) adopted in July 2015 and the saved policies of the adopted Cherwell Local Plan 1996 that have not been replaced by the new Local Plan Part 1 (see Appendix 7 of the adopted Local Plan). The Cherwell Local Plan 1996 was adopted in November 1996 and policies were saved from 27 September 2007. The Development Plan also includes the Hook Norton Neighbourhood Plan which was formally 'made' by the Council on 19 October 2015.

3. Non-Statutory Local Plan

The Council also has a Non-Statutory Cherwell Local Plan 2011. Originally produced as a replacement for the adopted Local Plan, the Plan was subject to first and second draft deposit stages and pre-inquiry changes were incorporated. However, the decision was taken by the Council to discontinue work on the plan on the 13 December 2004 and withdraw it from the statutory local plan process before the Public Inquiry. To avoid a policy void the Non-Statutory Cherwell Local Plan 2011 was approved by the Council as interim planning policy for development control purposes on the 13 December 2004. Over time, its policies are being superseded by new planning documents.

4. Cherwell Local Plan Development Framework

The Council's key planning policy documents will be as follows:

- **Cherwell Local Plan 2011-2031 (Part 1)** – complete and adopted by the Council on 20 July 2015. Comprises the main strategy document containing strategic development sites and policies.
- **Cherwell Local Plan 2011 – 2031 (Part 2): Development Management Policies and Sites** – under preparation. Will contain detailed planning policies for considering planning applications and non-strategic site allocations. Upon adoption by the Council it will become part of the statutory Development Plan;
- **Partial Review of Cherwell Local Plan 2011-2031 (Part 1)** - under preparation. Will contain a supplemental planning strategy and strategic development sites in order for the district to contribute in meeting the identified unmet housing needs of Oxford City.
- **Adopted Policies Map** – a map of Cherwell which illustrates geographically the application of the policies in the adopted development plan.
- **Community Infrastructure Levy (CIL) Charging Schedule** – under preparation for consideration. Comprises a schedule of charges for contributions to off-site infrastructure, payable by developers.
- **Supplementary Planning Documents (SPDs)** – in preparation. SPDs expand upon and provide further detail to policies in Development Plan Documents. The following SPDs are being, or will be, prepared:
 - North West Bicester SPD
 - Bicester Masterplan SPD
 - Banbury Masterplan SPD
 - Kidlington Masterplan SPD
 - Banbury Canalside SPD
 - Bolton Road Development Area, Banbury SPD
 - Developer Contributions SPD
 - Sustainable Buildings in Cherwell SPD
- **Annual Monitoring Reports (AMRs)** – produced each year to monitor progress in producing Local Development Documents and implementation of policies.
- **Statement of Community Involvement (SCI)** – replacement SCI under preparation. Sets out how communities and stakeholders can expect to be engaged in the preparation of planning documents and in the consideration of planning applications. The existing SCI was adopted by the Council in 2006.

5. Oxfordshire Growth Board

All of Oxfordshire’s rural district Councils, together with the County Council, have accepted that Oxford cannot fully meet its own housing needs. The Councils are working together in the context of the statutory ‘Duty to Cooperate’.

The Oxfordshire Councils have collectively committed to consider the extent of Oxford’s unmet need and how that need might be sustainably distributed to the neighbouring districts so that this can be

tested through their respective Local Plans. The countywide work is on-going and being co-ordinated through what is known as the Oxfordshire Growth Board. The 'Oxfordshire Economic Growth Board' is a Joint Committee under the Local Government Acts 1972 and 2000 and pursuant to the Local Authorities (Arrangement for the Discharge of Functions) (England) Regulations 2012.

The Oxfordshire Growth Board (the joint committee) includes the local authorities within the Oxfordshire Local Enterprise Partnership (LEP) comprising, Cherwell District Council, Oxford City Council, South Oxfordshire District Council, Vale of White Horse District Council, West Oxfordshire District Council and Oxfordshire County Council.

It also includes co-opted non-voting named members from the following organisations:

- LEP : Chairman
- Oxford University
- Skills Board
- Harwell/Diamond Light Source
- LEP Business Representative
- LEP Oxford City Business Representative
- Homes and Communities Agency

In addition, when considering matters that sit under the purview of the Local Transport Board then Network Rail and the Highways Agency have the right to attend the Growth Board as non-voting investment partners.

The Committee is hosted under local government arrangements and rotated in accordance with the arrangements for the Chairman.

The countywide work examining Oxford's unmet housing need and its associated distribution is not expected to be completed until Summer 2016.

The commitment in the Cherwell Local Plan states (paragraph B.95), "*...If this joint work reveals that Cherwell and other Districts need to meet additional need for Oxford, this will trigger a partial review of the Local Plan, to be completed within two years of adoption, and taking the form of the preparation of a separate Development Plan Document for that part of the unmet need to be accommodated in the Cherwell District...*" (see schedule 7.2).

6. Neighbourhood Development Plans

Neighbourhood Plans can be produced by Town or Parish Councils or other relevant bodies to set out policies (however expressed) in relation to the development and use of land in the whole or any part of a particular, specified neighbourhood area. They are not prepared by Cherwell District Council but are submitted to it ahead of independent examination and a referendum. They are not legally defined as Development Plan Documents but do become part of the statutory Development Plan upon their adoption.

In addition to the 'made' Hook Norton Neighbourhood Plan, the following Parishes presently either have designated Neighbourhood Areas, have made applications for an area to be designated or are actively preparing plans:

- Adderbury
- Merton

- Bloxham
- Deddington
- Mid-Cherwell (11 Parishes)
- Weston-on-the-Green
- Bodicote
- Stratton Audley

7. Programme for Local Development Documents

The programme for preparing individual documents is set out in the schedules below. The Council is expected to produce documents in accordance with the schedules. If significant changes in circumstances occur, the LDS will be reviewed.

Schedule 7.1	Cherwell Local Plan 2011-2031 (Part 1)	
Subject Matter	Vision, objectives and strategy for the spatial development of Cherwell District for the period to 2031. A range of strategic policies covering the overall type, level and broad location of development, with policies guiding economic development & retail, community & housing development, sustainable development for the natural and built environment, and infrastructure provision. Strategic objectives for Bicester, Banbury, Kidlington & rural areas. Strategic development sites are included.	
Geographical Area	Cherwell District	
Status	Development Plan Document (DPD)	
Timetable	Adoption (Regulation 26)	20 July 2015
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.2	Partial Review of the Cherwell Local Plan 2011-2031 (Part 1): Oxford's Unmet Housing Needs	
Subject Matter	Partial review of Part 1 of the Local Plan upon adoption to help meet the identified unmet housing needs from elsewhere in the Oxfordshire Housing Market Area and arising infrastructure requirements. Builds upon countywide joint working and accords with the 'Post SHMA Strategic Work Programme' agreed by the [Shadow] Oxfordshire Growth Board on 20 November 2014.	
Geographical Area	Cherwell District	
Status	Development Plan Document (DPD)	
Timetable	Countywide working on identifying the unmet need and preferred spatial options	On-going to Summer 2016
	Formal Commencement (adoption of Local Plan Part 1)	20 July 2015
	District Wide Issues Consultation (Regulation 18)	January 2016 – February 2016

	District Wide Issues and Options Consultation (Regulation 18)	August 2016 - September 2016
	Preparation of Proposed Submission DPD	October 2016 – March 2017
	Consultation on Proposed Submission DPD	April 2017 - May 2017
	Submission (Regulation 22)	June 2017
	Examination (Regulation 24) (TBC)	June 2017 – February 2018
	Examination Hearings (Regulation 24) (TBC)	October 2017
	Receipt and Publication of the Inspector's Report (Regulation 25)	February 2018
	Adoption (Regulation 26)	March 2018
	Legal Challenge Period (6 weeks)	March 2018 – May 2018
	Final Publication	May 2018
	Notes: Programme subject to change if countywide working is delayed. Examination and Hearing dates to be confirmed.	
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees; Programme Officer and Planning Inspectorate.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.3	Cherwell Local Plan 2011-2031 (Part 2): Development Management Policies and Sites	
Subject Matter	Detailed planning policies to assist implementation of strategic policies and the development management process. Identification and delivery of non-strategic development sites for housing, employment, open space and recreation, travelling communities and other land uses. The work is informed by earlier issues and options consultations and the production of a Kidlington 'Framework Masterplan'.	
Geographical Area	Cherwell District	
Status	Development Plan Document (DPD)	
Timetable	Initial District Wide Public Notification (Regulation 18)	May 2015
	District Wide Review of Previous Issues and Options Work and Preparation	April – December 2015
	District Wide Issues Consultation (Regulation 18)	January 2016 - February 2016
	District Wide Issues and Options Consultation (Regulation 18)	August 2016 - September 2016
	Preparation of Proposed Submission Plan	October 2016 – February 2017
	Consultation on Proposed Submission Plan	February 2017 - March 2017
	Submission (Regulation 22)	June 2017
	Examination (Regulation 24) (TBC)	June 2017 – February 2018
	Examination Hearings (Regulation 24) (TBC)	October 2017

	Receipt and Publication of the Inspector's Report (Regulation 25) (TBC)	February 2018
	Adoption (Regulation 26)	March 2018
	Legal Challenge Period (6 weeks)	March 2018 – May 2018
	Final Publication	May 2018
	Notes: Examination and Hearing dates yet to be confirmed.	
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees; Programme Officer and Planning Inspectorate.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.4	Community Infrastructure Levy Charging Schedule	
Subject Matter	The purpose of CIL is to raise funds to deliver off-site infrastructure that will support the development proposed within Cherwell. This could include open space, leisure centres, cultural and sports facilities, transport schemes, schools among other requirements. The charging schedule providing the basis of the Levy and must be informed by an assessment of an infrastructure funding gap and the viability of different levels of Levy. There will be consultation and a public Examination.	
Geographical Area	Cherwell District	
Status	Local Development Document (LDD)	
Timetable	Preparation and Viability Testing	February 2015 – December 2015
	Drafting of Preliminary Charging Schedule	January 2016
	Consultation on Preliminary Charging Schedule (Regulation 15)	February 2016 – March 2016
	Review of Charging Schedule	March 2016 – May 2016
	Consultation on Draft Charging Schedule (Regulation 16)	August 2016 – September 2016
	Submission of Charging Schedule (Regulation 19)	October 2016
	Examination (TBC)	October 2016 – February 2017
	Examination Hearings (TBC)	December 2016
	Receipt and Publication of the Inspector's Report (Regulation 23)	February 2017
	Approval	April 2017
	Notes: Examination and Hearing dates yet to be confirmed.	
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees; Programme Officer and Planning Inspectorate.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.5	North West Bicester Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the North West Bicester Eco-Development.	
Geographical Area	Bicester	
Status	SPD & Local Development Document (LDD)	
Timetable	Preparation	May – June 2014
	Initial Consultation (Regulation 12)	June - July 2014
	Review and Preparation of Draft SPD	July – November 2014
	Consultation (Regulation 12)	December 2014 – January 2015
	Preparation of Final SPD	July 2015 – November 2015
	Consultation (Regulation 12)	November 2015 – December 2015
	Adoption (Regulation 14)	February 2016
Management Arrangements	Overseen by the Head of Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Bicester Delivery Team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.6	Developer Contributions SPD	
Subject Matter	Reviews and Updates the current draft Planning Obligations SPD in the light of the policies set out in the Local Plan (Part 1) and alongside the preparation of the CIL Charging Schedule	
Geographical Area	Cherwell District	
Status	SPD & Local Development Document (LDD)	
Timetable	Commencement / Preparation	February 2016
	Initial Consultation (Regulation 12)	March – April 2016
	Preparation of Draft SPD	June 2016 – July 2016
	Consultation on Draft SPD (Regulation 12)	August 2016
	Preparation of Final SPD	October 2016 – February 2017
	Adoption (Regulation 14)	April 2017
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.7	Bicester Garden Town Masterplan Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the town of Bicester.	
Geographical Area	Bicester	
Status	SPD & Local Development Document (LDD)	
Timetable	Preparation of 1st Draft	2012
	Initial Consultation	August – October 2012
	Review	2013
	Re-commencement and preparation (due to Bicester Garden Town)	January 2016 – July 2016
	Consultation (Regulation 12)	August 2016
	Preparation of Final SPD	October 2016 – January 2017
	Adoption (Regulation 14)	April 2017
	Notes: Masterplan re-commenced in view of Bicester Garden Town announcement.	
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.8	Banbury Masterplan Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the town of Banbury.	
Geographical Area	Banbury	
Status	SPD & Local Development Document (LDD)	
Timetable	Initial Consultation & preparation	2013
	Preparation of Draft SPD	January 2014 – December 2014
	Re-commencement / preparation	July 2015 – February 2016
	Consultation (Regulation 12)	March 2016
	Preparation of Final SPD	May 2016 – July 2016
	Adoption (Regulation 14)	August 2016
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

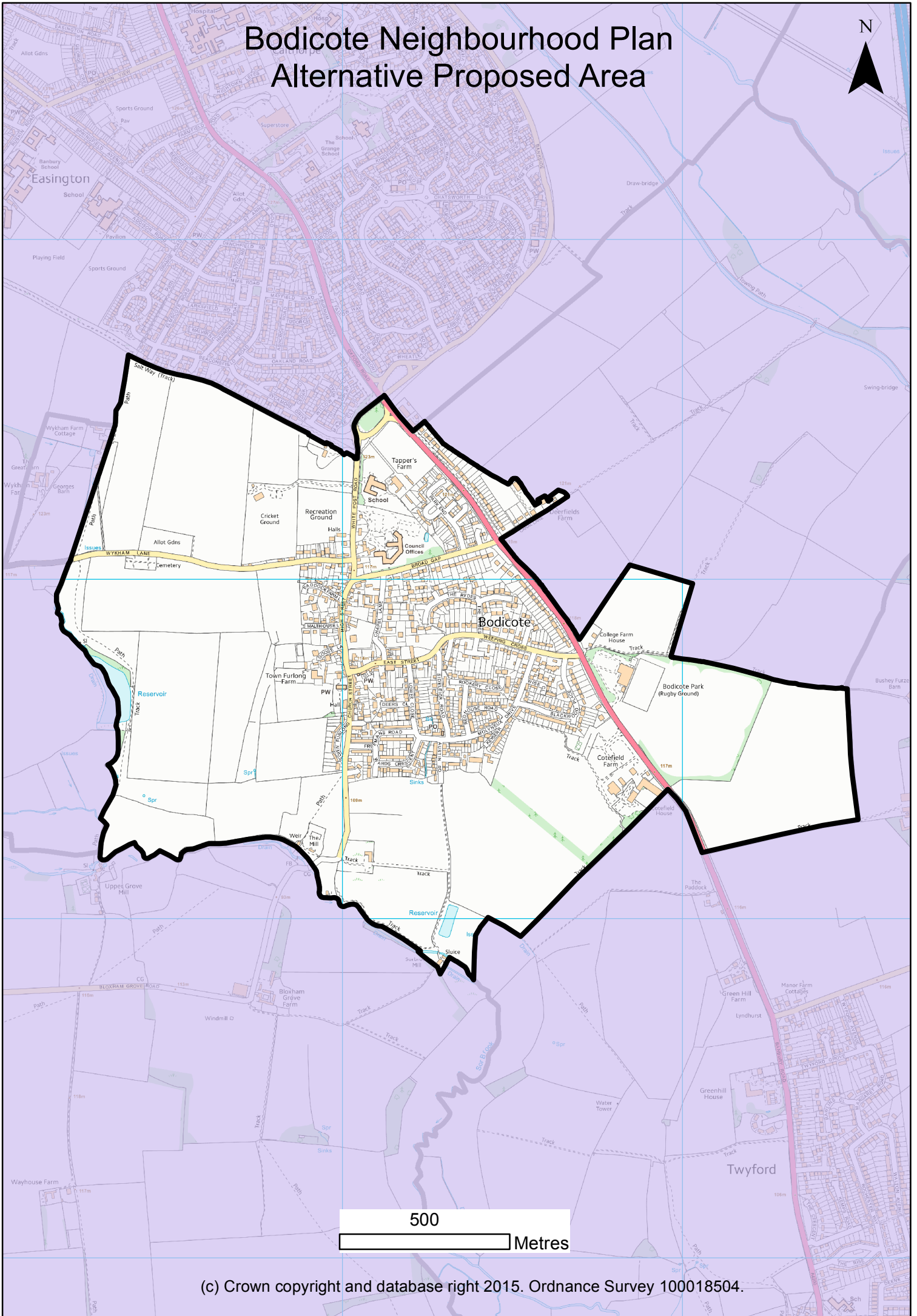
Schedule 7.9	Banbury Canalside Development Area Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the development area of Canalside, Banbury.	
Geographical Area	Canalside and Banbury town centre	
Status	SPD & Local Development Document (LDD)	
Timetable	Preparation of 1st Draft SPD	2009
	Initial Consultation	November – December 2009
	Re-commencement & Preparation of 2nd Draft SPD (Following Local Plan adoption in July 2015)	July 2015 – July 2016
	Consultation (Regulation 12)	August 2016
	Preparation of Final SPD	October 2016 – January 2017
	Adoption (Regulation 14)	April 2017
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.10	Kidlington Masterplan Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the village of Kidlington.	
Geographical Area	Kidlington	
Status	SPD & Local Development Document (LDD)	
	Initial Consultation & preparation	June – December 2013
	Re-commencement & Preparation of Draft SPD (Following Local Plan adoption in July 2015)	January – March 2016
	Consultation (Regulation 12)	March 2016
	Preparation of Final SPD	April 2016 – July 2016
	Adoption (Regulation 14)	August 2016
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.11	Bolton Road Development Area Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the Development Area at Bolton Road, Banbury.	
Geographical Area	Bolton Road and Banbury town centre	
Status	SPD & Local Development Document (LDD)	
Timetable	Preparation of 1st Draft	2011
	Initial Consultation	October – December 2011
	Re-commencement & Preparation of 2nd Draft SPD (Following Local Plan adoption in July 2015)	March 2016 – July 2016
	Consultation (Regulation 12)	August 2016
	Preparation of Final SPD	October 2016 – January 2017
	Adoption (Regulation 14)	April 2017
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 7.12	Sustainable Buildings in Cherwell Supplementary Planning Document	
Subject Matter	Expands upon and provides further detail to Local Plan (Part 1) policies for the environment and design.	
Geographical Area	Cherwell District	
Status	SPD & Local Development Document (LDD)	
Timetable	Preparation	September – December 2016
	Initial Consultation (Regulation 12)	January 2017 – February 2017
	Preparation of Draft SPD	September 2017– October 2017
	Consultation (Regulation 12)	October 2017 – November 2017
	Preparation of Final SPD	December 2017
	Adoption (Regulation 14)	January 2018
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Jointly produced by Planning Policy team; Design and Conservation team and Eco-Town team, input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Bodicote Neighbourhood Plan Alternative Proposed Area



500
Metres

Minute Item 104

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted