

Public Document Pack



Committee: Executive
Date: Monday 1 February 2016
Time: 6.30 pm
Venue: Bodicote House, Bodicote, Banbury, OX15 4AA

Membership

Councillor Barry Wood (Chairman)	Councillor G A Reynolds (Vice-Chairman)
Councillor Ken Atack	Councillor Norman Bolster
Councillor John Donaldson	Councillor Michael Gibbard
Councillor Tony Ilott	Councillor Kieron Mallon
Councillor D M Pickford	Councillor Nicholas Turner

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

5. Minutes (Pages 1 - 16)

To confirm as a correct record the Minutes of the meeting held on 4 January 2016.

6. **Chairman's Announcements**

To receive communications from the Chairman.

7. **Banbury Museum Trust Development** (Pages 17 - 20)

6.35pm

Report of Director of Operational Delivery

Purpose of report

The Chairman and the Director of the Banbury Museum Trust will present to members an update on progress made since the formation of the Trust and outline the emerging plans for development both of the site and the programme

Recommendations

The meeting is recommended:

- 1.1 To note the report.
- 1.2 To support the development plans of the Banbury Museum Trust.

8. **Community Spaces and Development Study** (Pages 21 - 26)

6.55pm

** Due to the size of the document, Appendix 1 to this report will be published as a supplement to the main agenda **

Report of Director of Operational Delivery

Purpose of report

The Local Strategic Partnership has been instrumental in framing and commissioning a study to better evidence the need for neighbourhood community spaces and development activity across the District, in line with the development plans identified by the Local Plan. The study also proposes a model for community development activity to be undertaken in the establishment of thriving and well integrated new neighbourhoods.

Recommendations

The meeting is recommended to

- 1.1 Approve the Community Spaces and Development Study (appendix 1) as a basis for developing CDC's community development approach in new neighbourhoods.
- 1.2 Agree the principle of housing developers contributing to CDC co-ordinated community development work, to establish thriving and well integrated new neighbourhoods across the District.
- 1.3 Agree the principle of housing developers providing new (or contributing to the expansion of existing) neighbourhood community halls, based on an allocation of community space per head of proposed population.

9. North West Bicester Supplementary Planning Document (SPD) 7.05pm
(Pages 27 - 234)

** Due to the size of the document, Appendix 3 to this report will be published as a supplement to the main agenda **

Report of Head of Strategic Planning and the Economy

Purpose of report

To update the Executive on the outcome of the recent consultation on the draft North West Bicester Supplementary Planning Document (SPD) and associated documents, and allow the Executive to consider whether to recommend that the Council adopts the SPD (as amended) as a Supplementary Planning Document.

Recommendations

The meeting is recommended:

- 1.1 To note the progress in preparing the North West Bicester SPD since the update report to the Executive on 1 June 2015.
- 1.2 To agree the response to the representations received and resulting changes made to the SPD and Statement of Consultation (Appendix 2 and Appendix 3).
- 1.3 To recommend to Full Council to resolve to adopt as a Supplementary Planning Document the North West Bicester SPD (Appendix 1) in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.4 To delegate to the Head of Strategic Planning and the Economy prior to the publication of the Supplementary Planning Document, the compilation of the final document incorporating the updated text (Appendix 1) and illustrations, and the correction of any minor spelling or grammatical errors.

10. Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule 7.15pm
(Pages 235 - 280)

** Due to the size of the document, Appendix 5 to this report will be published as a supplement to the main agenda **

Report of Head of Strategic Planning and the Economy

Purpose of report

To seek Member endorsement to consult the public for six weeks on the Community Infrastructure Levy (CIL): Preliminary Draft Charging Schedule.

This is the first of two consultations on a potential CIL charge for Cherwell to be followed by an examination in public.

Recommendations

The meeting is recommended:

- 1.1 To endorse the CIL Preliminary Draft Charging Schedule (Appendix 2) for a six week public consultation.
- 1.2 To note the viability and infrastructure evidence (Appendices 3 to 5) supporting the CIL consultation.

11. Progress of Superfast Broadband (Pages 281 - 286)

7.25pm

Report of Head of Strategic Planning and the Economy

Purpose of report

This report explains the progress made to date by the 'Better Broadband for Oxfordshire' programme, and how Cherwell District Council's contribution from now until December 2017 will extend the availability of Superfast Broadband to businesses and homes across the district.

Recommendations

The meeting is recommended:

- 1.1 To note the financial contribution of £545,000 from the New Homes Bonus being made by the Council to extend the availability of Superfast Broadband to homes and business premises across the district by December 2017.
- 1.2 To support the investigation of alternative solutions towards extending the availability of Superfast Broadband to all premises as soon as possible through continued work with businesses, communities and partner organisations.
- 1.3 To consider in due course the most effective use of the remaining £455,000 of new Homes Bonus to address the most hard to connect premises.

12. Three Way Working and the Confederation (Pages 287 - 292)

7.30pm

Report of Chief Executive

Purpose of report

This report provides an update on progress with regards to implementation of the business case for the confederation approach to joint working agreed by Council in February 2015. The report includes an update on the position with Stratford on Avon District Council who did not take any decisions in 2015 regarding their participation in the proposed confederation.

The report recommends the continued implementation of the confederation on a two way basis (i.e. Cherwell District Council and South Northamptonshire Council) and the cessation of any further development of the confederation approach or joint

working with Stratford on Avon DC as the Council has indicated that it will not be adopting the confederation as its preferred delivery model.

Recommendations

The meeting is recommended:

- 1.1 To note the progress towards the implementation of the business case for a two way confederation approach as adopted by Council in February 2015 as the basis for the delivery of savings, increased resilience, business improvement and income generation in the medium term.
- 1.2 To agree that, following discussions with Stratford on Avon DC (SDC), no further three way joint working proposals with SDC be developed as SDC have indicated they do not wish to pursue the confederation as their future operating model.
- 1.3 To agree that the existing three way shared services (Legal and ICT) are reviewed by officers to consider their suitability for continued three way working in light of the fact that SDC do not wish to pursue the confederation and to request that, subject to the approval of recommendation 1.4 below, officers report to the Joint Commissioning Committee on proposed governance and operational delivery arrangements to ensure effective continuation of either or both of these shared service arrangements on a three way basis should such reviews conclude that this option is considered to be desirable.
- 1.4 Subject to the reviews referred to in recommendation 1.3 above recommending the continuation of three way working for Legal and/or ICT, to delegate authority to the Joint Commissioning Committee to take any executive decisions on the future governance and operational delivery of the said teams to ensure the services are able to continue to meet the strategic objectives of South Northamptonshire Council, Cherwell District Council, and the confederation delivery model.
- 1.5 To note that SDC are willing to continue the operation of the three way transformation team until the secondment period finishes in March 2017 and recommend to Council that the Transformation Team Section 113 agreement (between Cherwell, South Northants and Stratford on Avon) be extended to reflect this (subject to a similar decision being made by SDC).

13. Council Tax Discounts 2016-17 (Pages 293 - 296)

7.40pm

Report of Head of Finance and Procurement

Purpose of report

To make a proposal to members of the Executive for the locally determined Council Tax discounts for 2016-2017.

Recommendations

The meeting is recommended:

- 1.1 To agree a recommendation to Full Council in respect of locally set Council Tax discounts as part of the budget setting process for 2016-17.

14. Draft Budget and Corporate Business Plan 2016-2017 (Pages 297 - 348)

7.45pm

Report of Director of Resources

Purpose of report

The Council is required to produce a balanced budget for 2016/17 as the basis for calculating its level of Council Tax. It has to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years.

The proposed budget and business plan for 2016/17 are presented as an integrated report to demonstrate that the Council adopts a strategic approach to managing all of its resources, ensuring that the delivery of the Council's priorities for the district directs the allocation of financial resources.

Recommendations

The meeting is recommended:

- 1.1 To consider and approve the draft budget in the context of the Council's service objectives and strategic priorities.
- 1.2 To approve and recommend the balanced budget to Full Council.
- 1.3 To recommend to Full Council a Council tax freeze.
- 1.4 To recommend to full council the proposed 2016/17 capital programme, see Appendix 5.
- 1.5 To note the latest Medium Term Revenue Plan (MTRP) for 2016/17 to 2020/1, at Appendix 3; this will be the basis of the work of the Budget Planning Committee for the following year.
- 1.6 To recommend, subject to any further changes Members may wish to include tonight, the updated draft revenue budget for adoption by Full Council on 22 February 2016.
- 1.7 To delegate authority to the Head of Finance and Procurement, in consultation with Director of Resources and the Lead Member for Financial Management to amend the contributions to or from general fund balances to allow the Council Tax to remain at the level recommended to Full Council following the announcement of the final settlement figures, any changes to relating to Business Rates or as a result of any financial implications arising from recommendation 1.6, above.

- 1.8 To recommend the 2016/17 business plan and performance pledges to Full Council (detailed in Appendices 6 and 7 respectively).
- 1.9 To note the 2016/17 Business Plan and Budget Equality Impact Assessment (detailed in Appendix 8).

15. Proposal for a Joint Customer Service Team with South Northamptonshire Council (Pages 349 - 356) **8.05pm**

Report of Director of Operational Delivery

Purpose of report

This report presents the final business case following consultation for a Joint Customer Services Team for Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Customer Service Team and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case in relation to non-staffing matters;
- 1.2 To note that the business case has been considered and approved on 14 January 2016 by the Joint Commissioning Committee with regard to staffing matters. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a joint Customer Service Team between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

16. Proposal for a Joint Public Protection Service with South Northamptonshire Council (Pages 357 - 362) **8.10pm**

Report of Director of Operational Delivery

Purpose of report

This report presents the final business case following consultation for a Joint Public Protection Service across Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Public Protection Service and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case and the consultation responses in relation to non-staffing matters.
- 1.2 To note that the business case has been considered and approved by the Joint Commissioning Committee with regard to staffing matters on 14 January 2016. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a Joint Public Protection Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

17. Exclusion of the Press and Public

The following items contain exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

1 – Information relating to any individual

2 – Information which is likely to reveal the identity of an individual

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

4 – Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

Members are reminded that whilst the following items have been marked as exempt, it is for the meeting to decide whether or not to consider them in private or in public. In making the decision, members should balance the interests of

individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

No representations have been received from the public requesting that any of these items be considered in public.

Should Members decide not to make decisions in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items 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, Paragraphs 1, 2, 3 and 4 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.”

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| 18. | Business Case: Joint Customer Services - Exempt Appendix
(Pages 363 - 382) | 8.15pm |
| 19. | Business Case: Joint Public Protection Service - Exempt Appendix
(Pages 383 - 406) | 8.20pm |
| 20. | Bicester Depot (Pages 407 - 420)

Exempt Report of Head of Environmental Services | 8.25pm |
| 21. | Award of Contract - Refuse Collection Vehicles (Pages 421 - 424)

Exempt Report of Head of Finance and Procurement and Head of Environmental Services | 8.35pm |
| 22. | South West Bicester Sports Village (Pages 425 - 474)

Exempt Report of Director of Operational Delivery | 8.40pm |
| 23. | Award of Delivery of Capital Works Programme (Pages 475 - 480)

Exempt Report of Head of Finance and Procurement | 8.50pm |

(Meeting scheduled to close at 9.00pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to natasha.clark@cherwellandsouthnorthants.gov.uk or 01295 221589 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

Evacuation Procedure

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

Access to Meetings

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named below, giving as much notice as possible before the meeting.

Mobile Phones

Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections
natasha.clark@cherwellandsouthnorthants.gov.uk, 01295 221589

Sue Smith
Chief Executive

Published on Friday 22 January 2016

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

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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.

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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.

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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.

100

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

101

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 taker 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.

102

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.

103

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:

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Cherwell District Council

Executive Meeting

1 February 2016

Banbury Museum Trust Development

Report of Director of Operational Delivery

This report is public

Purpose of report

The Chairman and the Director of the Banbury Museum Trust will present to members an update on progress made since the formation of the Trust and outline the emerging plans for development both of the site and the programme

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the report.
- 1.2 To support the development plans of the Banbury Museum Trust.

2.0 Introduction

- 2.1 Banbury Museum moved 15 years ago to its current, purpose-built location, in Banbury Town Centre and connected to Castle Quay shopping centre. In that time it has built a reputation for excellent education work and interesting temporary exhibitions. The footfall averages at around 250,000 visitors a year.
- 2.2 On November 1 2013, the management of the Museum transferred from Cherwell District Council to the newly formed Banbury Museum Trust. Over the last two years, the Trust Board has been planning and identifying new ways of working and presenting the Museum to the public. This report serves a backdrop to the presentation the Trust will make at the meeting

3.0 Report Details

- 3.1 In line with the stated development plans for the Canalside area and the Spiceball area, the Trust intends to keep pace with the changing face of the canalside in Banbury and will have plans to share with Members

- 3.2 Marketing and communication are significant elements of any destination / visitor attraction and since its move to charitable status the Trust has made a significant investment of resource and fundraising activity to secure improved marketing. The presentation will outline the impact these changes have made
- 3.3 Fundraising and increasing the ambition of the temporary exhibition programme have been a focus for the Trust and the presentation will expand on the success achieved to date and the Trust's plans for the future.

4.0 Conclusion and Reasons for Recommendations

- 4.1 Banbury Museum is entering into the next exciting phase to provide residents with a first class Museum service that builds upon the strong foundations and sound financial management established by Cherwell District Council and capitalises on the wider range of possibilities now available as a charitable trust with a strong and committed independent board. Supporting the development plans of the Trust aligns with the corporate growth objectives of The Council

5.0 Consultation

The development plans for Banbury Museum have been undertaken in consultation with partners and funded by Arts Council England. Member input and response to the presentation is welcomed.

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not agree the development plan. That will be a matter for the Executive to determine. To date, officer and Lead Member support has been given. There is also a need to be mindful of the fact that the development plan is not the Council's but the Council as landlord does have an influence.

7.0 Implications

Financial and Resource Implications

- 7.1 As the report is about a presentation, there are no financial implications arising. Should there be financial implications arising from the content of the presentation, relevant advice will be provided at the meeting.

Comments checked by:

Paul Sutton, Head of Finance and Procurement, 01295 221634;
paul.sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 As the report is about a presentation, there are no legal implications arising. Should there be legal implications arising from the content of the presentation, relevant advice will be provided at the meeting.

Comments checked by:

Kevin Lane, Head of Law & Governance, 01295 221661,
kevin.lane@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No

Wards Affected

All

Links to Corporate Plan and Policy Framework

District of Opportunity

- The development of Banbury Town Centre as a destination
- The development of the cultural offer for residents and visitors

Lead Councillor

Councillor Tony Illot, Lead Member for Public Protection

Document Information

Appendix No	Title
None	None
Background Papers	
None	
Report Author	Nicola Riley; Interim Communities, Partnerships and Recreation Manager
Contact Information	01295221724 Nicola.riley@cherwellandsouthnorthants.gov.uk

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Cherwell District Council

Executive Meeting

1 February 2016

Community Spaces and Development Study

Report of Director of Operational Delivery

This report is public

Purpose of report

The Local Strategic Partnership has been instrumental in framing and commissioning a study to better evidence the need for neighbourhood community spaces and development activity across the District, in line with the development plans identified by the Local Plan. The study also proposes a model for community development activity to be undertaken in the establishment of thriving and well integrated new neighbourhoods.

1.0 Recommendations

The meeting is recommended to

- 1.1 Approve the Community Spaces and Development Study (appendix 1) as a basis for developing CDC's community development approach in new neighbourhoods.
- 1.2 Agree the principle of housing developers contributing to CDC co-ordinated community development work, to establish thriving and well integrated new neighbourhoods across the District.
- 1.3 Agree the principle of housing developers providing new (or contributing to the expansion of existing) neighbourhood community halls, based on an allocation of community space per head of proposed population.

2.0 Introduction

- 2.1 Cherwell District Council has a history of securing contributions from developers for building new, or improving, community centres on strategic development sites, as well as a financial contribution towards community development activity.
- 2.2 One of the means by which the Cherwell Local Plan (Policy BSC12) will deliver appropriate provision of community facilities is: "Ensuring that development proposals contribute towards the provision of new or improved facilities where the development would generate a need for sport, recreation and community facilities which cannot be met by existing provision."

- 2.3 The Local Plan and the changes to planning legislation that include the Community Infrastructure Levy have necessitated a comprehensive review of the evidence offered to developers to make the case for such contributions. The study's purpose is to quantify the contributions sought from developers, based on Cherwell's established practice, benchmarked with comparable areas elsewhere in England and identify best practise in this area.
- 2.4 The study also seeks to evidence best practice in relation to community development activity, to establish an approach that provides optimum conditions for new residents to participate in their community.
- 2.5 The detail of developer contributions will be set out in the new Developer Contributions SPD. Following some further refinement, The Community Spaces & Development Study will be able to form part of the evidence base for Local Plan Part 2, and inform the preparation of any additional planning policies on community facilities and development to be included within it.

3.0 Report Details

- 3.1 In order to best provide for the new communities being built in Cherwell over the lifespan of the next Local Plan there must be clarity over the current community space provision, its proximity to new development and whether it has capacity to serve a larger community. The study establishes the current position and there will be an annual renewal of information to keep the dataset up to date.
- 3.2 On identified strategic sites it is highly unlikely that existing local provision will suffice and so new facilities must be built to offer residents comparable standards of living and access to community-led services. The study seeks to identify an optimum measure of space needed, the threshold sizes for developments requiring a new community space, and makes the distinction between urban and rural space.
- 3.3 Urban community spaces rarely have a requirement to meet the need for indoor sports, as there are dedicated Sports Centres in towns that have separate standards and contribution obligations. In villages there may be a need to consider indoor sports provision within the context of a new community hall and so a different measure is considered, that incorporates the Sport England guidance for stand-alone, multi-use facilities.
- 3.4 The study makes community space recommendations for each of the strategic sites where the allocation is yet to receive planning permission. The exception is Upper Heyford, which due to its location and constraints is being assessed separately, so as not to delay the rest of the study.
- 3.5 The ownership of new community spaces is an interesting topic for discussion and will be considered as part of the on-going Cherwell District Council Asset Review; however all new space should be built to minimise environmental impact and offer sufficient space to be operationally sustainable for whichever ownership and governance structure is considered and ultimately agreed.
- 3.6 Community development is essential for the integration of new residents. The Local Strategic Partnership has concerned itself with the role Cherwell District Council, as planning authority, and other partners can have in supporting integration and

community participation. Without initial support, new communities can struggle to become established, and integration can be a lengthy process.

- 3.7 Research shows that targeted community development work can have a big impact and that in communities where development work has taken place, residents associations and community-led activity develop and thrive. Practice highlighted in the study shows good results where community development workers are employed by external agencies. The success of work undertaken by Cherwell officers gives an alternative scenario for the future employment of staff to carry out this work. A mixed economy of employed and third-party community development workers may offer an effective and flexible solution. As developer contributions are sought to cover the costs of this work there should, overall, be no financial implications for the council.

4.0 Conclusion and Reasons for Recommendations

- 4.1 Through the commissioning of this report Cherwell District Council has been able to:
- Determine a sound basis for the calculation of developer contributions towards community spaces (either the construction of new space or the extension and improvement of existing spaces).
 - Present a comprehensive analysis of existing community spaces that can be updated annually to inform future development requirements.
 - Present a requirement for community development activity to ensure new residents are integrated and engaged in the life of their new neighbourhood
 - Identify further research opportunities into the ownership and management of community buildings to coincide with the Cherwell District Council Asset Review
- 4.2 Pending the Developer Contributions SPD, the findings and recommendations of this study can be used as a basis for negotiations on planning applications.

5.0 Consultation

Adrian Colwell – Head of Strategic Planning & the Economy

6.0 Alternative Options and Reasons for Rejection

- 5.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: Not develop standards for the provision of indoor community recreation.

Reason: Without evidence to justify them, developers would be likely to contest contribution requests, resulting in new neighbourhoods having no, or inadequate community hall space.

Option 2: Not develop standards for the provision of community development activity.

Reason: Without evidence to justify them, developers would be likely to contest contribution requests, leading to new neighbourhoods struggling to develop as thriving, well integrated communities.

7.0 Implications

Financial and Resource Implications

- 7.1 The Community Spaces and Development Study has been financed from within existing budgets. The study makes the case for new community development and facilities in the district to be financed by housing developers.

Comments checked by:

Paul Sutton, Head of Finance & Procurement, 0300 003 0106,
paul.sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 Any Section 106 contribution or obligation to provide community facilities must comply with the 3 tests (necessary, directly related and fair/reasonable in scale) in Regulation 122 of the Community Infrastructure Levy Regulations 2010 and the requirements of Cherwell Local Plan Policy BSC12

Comments checked by:

Nigel Bell, Legal Team Leader – Planning, 01295 221687,
nigel.bell@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: No (Impact will be on communities yet to be built)

Wards Affected

All

Links to Corporate Plan and Policy Framework

Corporate Plan 2015/16

Thriving Communities:

- Secure social and community Infrastructure for housing developments across the district.

- Support the growth and development of neighbourhood community associations.
- Increase access to leisure & recreation opportunities through development and outreach work.

Local Plan Policy BSC 12: Indoor Sport, Recreation and Community Facilities

The Council will encourage the provision of community facilities to enhance the sustainability of communities, and encourage partnership working to ensure that built sports provision is maintained in accordance with local standards of provision by the following means:

- Protecting and enhancing the quality of existing facilities
- Improving access to existing facilities
- Ensuring that development proposals contribute towards the provision of new or improved facilities where the development would generate a need for sport, recreation and community facilities which cannot be met by existing provision.

Lead Councillor

Councillor Tony Illott, Lead Member for Public Protection

Document Information

Appendix No	Title
1	Cherwell District Council Community Spaces and Development Report, plus appendices
Background Papers	
None	
Report Author	Nicola Riley Shared Interim Communities, Partnerships and Recreation Manager
Contact Information	01295 221724 Nicola.riley@cherwellandsouthnorthants.gov.uk

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Cherwell District Council

Executive

1 February 2016

<p style="text-align: center;">North West Bicester Supplementary Planning Document (SPD)</p>

Report of Head of Strategic Planning and the Economy

This report is public

Purpose of report

To update the Executive on the outcome of the recent consultation on the draft North West Bicester Supplementary Planning Document (SPD) and associated documents, and allow the Executive to consider whether to recommend that the Council adopts the SPD (as amended) as a Supplementary Planning Document.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the progress in preparing the North West Bicester SPD since the update report to the Executive on 1 June 2015.
- 1.2 To agree the response to the representations received and resulting changes made to the SPD and Statement of Consultation (Appendix 2 and Appendix 3).
- 1.3 To recommend to Full Council to resolve to adopt as a Supplementary Planning Document the North West Bicester SPD (Appendix 1) in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.4 To delegate to the Head of Strategic Planning and the Economy prior to the publication of the Supplementary Planning Document, the compilation of the final document incorporating the updated text (Appendix 1) and illustrations, and the correction of any minor spelling or grammatical errors.

2.0 Introduction

- 2.1 The North West Bicester strategic development site is identified in Policy Bicester 1 of the adopted Cherwell Local Plan 2011-2031 (Part 1) for a zero carbon mixed use development including 6,000 homes. The site area is approximately 390 hectares (965 acres).

- 2.2 The Town and Country Planning (Local Plan) (England) Regulations 2012 provide the legislative framework for the preparation of supplementary planning documents setting out the form and content of such documents. Further guidance is set out in National Planning Policy Framework (NPPF) paragraph 153. National Planning Policy Guidance (NPPG) states that SPDs should only be prepared where necessary and in line with paragraph 153 of the National Planning Policy Framework (NPPF). It goes on to state that they should build upon policies in the adopted Local Plan.
- 2.3 The proposed development at North West Bicester is recognised locally and nationally as an important project in delivering large scale development to high environmental standards following its identification in 2009 in the Eco-towns Planning Policy Statement (PPS). In March 2015, the Eco-towns PPS was cancelled by the Government for all areas excluding North West Bicester, for which its policies remain at the present time.
- 2.4 In order to assist in delivery of successful schemes through the planning process, a supplementary planning document has been prepared, providing guidance for applicants, developers and landowners preparing proposals and planning applications for the eco-town at North West Bicester. The SPD also sets out a planning framework to develop proposals from the masterplanning stage to submission of detailed planning applications and implementation. At its meeting on 1 June 2015, the Executive approved a draft SPD to be used on an interim basis for development management purposes.
- 2.5 **Cherwell Local Plan 2011-2031**
- 2.6 The Cherwell Local Plan 2011-2031 (Part 1) was adopted on 20 July 2015. It forms part of the development plan for the area and the SPD must not conflict with it. Policy Bicester 1 of the adopted Local Plan sets out planning requirements and key site specific design and place shaping principles for the proposed development. The policy refers to the approval of a comprehensive masterplan for the site as part of the North West Bicester SPD.
- 2.7 **North West Bicester Planning Applications**
- 2.8 The current planning applications for the North West Bicester site are summarised below:
- 2.9 The exemplar application (planning application reference: 10/01780/HYBRID) was approved in July 2012 and comprises 393 new homes, a local centre and primary school. Construction began on this phase began in 2014. It is supported by a framework masterplan on which the Masterplan and Vision documents submitted by the developers in March 2014 have built.
- 2.10 Application 1 (planning application reference: 14/01384/OUT) was approved at the March 2015 planning committee, subject to completion of a Section 106 agreement for up to 2,600 new homes (including up to 250 extra care homes), green infrastructure, new primary school site and a new local centre. The application also included details of access arrangements and the partial realignment of Bucknell Road.

- 2.11 Application 2 (planning Application reference: 14/01641/OUT) was approved subject to completion of the Section 106 agreement in October 2015. It proposes up to 900 new homes, open space, primary school site, secondary school and local centre. It also proposes part of the realigned Howes Lane and site access.
- 2.12 Application 3 (planning application reference: 14/01675/OUT) proposes an employment-led mixed used development of up to 53,000 square metres (570,500 sq ft) general industrial uses (within Use Class B2 of the Use Classes Order), storage or distribution (within Use Class B8), ancillary business uses including offices (within Use Class B1) and residential land for approximately 135 new homes. It is due to be determined at the Planning Committee meeting in January 2016.
- 2.13 Application 4 (Planning application reference: 14/01968/FUL) proposes the construction of a new road to realign Howes Lane (A4095).
- 2.14 Application 5: (Planning Application reference: 14/02121/OUT) proposes up to 1,700 homes, a retirement village, commercial development and social and community facilities, a primary school and energy centre on land east of Middleton Stoney Road.
- 2.15 Although the applications submitted to date cover a significant part of the North West Bicester strategic allocation site, the SPD will assist in the determination of those applications yet to be considered by the Planning Committee and guide future applications for the remaining parts of the site including Reserved Matters applications. The Draft was a material consideration in considering Application 1 above.
- 2.16 **Sustainability Appraisal/ Strategic Environmental Assessment**
- 2.17 The basis for Strategic Environmental Assessments (SEA) and Sustainability Appraisal legislation is European Directive 2001/42/EC which was transposed into English law by the Environmental Assessment of Plans and Programmes Regulations 2004, SEA Regulations. Detailed Guidance of these regulations can be found in the Government publication 'A Practical Guide to the Strategic Environmental Assessment Directive' (ODPM 2005).
- 2.18 The 2008 Planning Act and subsequent regulations removed the requirement to undertake a sustainability appraisal for a supplementary planning document. The screening of plans, programmes and policies including SPDs is still required by SEA regulations. SPDs do not normally introduce new policies or proposals or modify planning documents which have already been subject to Sustainability Appraisal/SEA (as in the case of the adopted Cherwell Local Plan 2011-2031). The North West Bicester SPD has been produced to be in general conformity with the Local Plan and benefits from the Plan's SA/SEA process. The screening process followed in preparing the SPD concluded that an SEA was not required for the SPD, as it is unlikely to result in any significant effects that have not been assessed by the Local Plan SA/SEA.
- 2.19 In accordance with the Environmental Assessment of Plans and Programmes Regulations 2004, formal consultation with consultation bodies (Environment Agency, Natural England and Historic England) on the SEA screening statement

has taken place and was publicised as part of the consultation on the draft SPD and accompanying Statement of Consultation between 20th November and 18th December 2015. None of the consultation bodies raised any concerns or objection to the screening statement.

2.20 Update

2.21 Since the previous report the following tasks have been completed:

- 2.21.1 Consideration of the Local Plan Inspector's Report and the government's intended revocation of the Eco-Towns supplement to former PPS1 following the adoption of the Local Plan, with consequential changes made to the draft SPD ;
- 2.21.2 Consultation on the SEA Screening with the Environment Agency, Natural England and Historic England and making the screening statement publicly available;
- 2.21.3 Publication of issues raised through all the regulatory stages of SPD preparation and how this informed the preparation of the SPD, contained in a revised Statement of Consultation.
- 2.21.4 Consultation on the draft SPD, SEA screening and Statement of Consultation, undertaken from 20 November to 18 December 2015.

3.0 Report Details

- 3.1 The Executive, at its meeting on 1 June 2015, authorised the Head of Strategic Planning and the Economy to make any necessary minor amendments to the SPD in consultation with the Lead member for Planning. Since the approval of the draft SPD at that meeting for development management purposes on an interim basis, minor revisions have been made to the draft SPD, and the draft SPD together with its Statement of Consultation and SEA Screening Statement have been out to consultation. The Final Draft SPD published for public consultation in November 2015 is attached as Appendix 4 to this report.
- 3.2 The Cherwell Local Plan (Part 1) was adopted on 20th July 2015, and the SPD was reviewed in the light of the adoption of the Local Plan prior to further consultation being undertaken. The SPD has also been reviewed in the light of the Government's previously stated intention of cancelling the Eco-towns PPS for North West Bicester once the Local Plan was adopted. The references to the Eco-towns Planning Policy Statement (PPS) in the SPD have been revised in the final SPD to ensure consistency with the adopted Local Plan. For example, the Eco-towns standards in the PPS have been incorporated into the final SPD. Other amendments made to the SPD prior to being published for consultation in November 2015 comprised:
 - Updating references to the Eco towns PPS and the Cherwell Local Plan
 - Including the North West Bicester Masterplan Framework drawings in the main part of the SPD
 - Removing the Spatial Framework Plans and replacing them with the North West Bicester Masterplan Framework drawings
 - Removing the hedgerow buffers appendix supporting Development Principle 9 (c) and Development Principle 9 (c) to reflect the inclusion of the North West Bicester Green Infrastructure Framework
 - Updating the Cultural Wellbeing Strategy

- Updating references to the Code for Sustainable Homes in terms of daylighting and water
- Minor amendments to the appearance of the SPD including the deletion of some headings, figures used to illustrate the SPD and page layouts.

3.3 Consultation Undertaken

3.4 The Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the requirements of a local planning authority before it adopts a supplementary planning document. In accordance with the Regulations (Regulation 12), the Council has prepared a Statement of Consultation setting out:

- 3.4.1 The persons the local planning authority consulted when preparing the SPD;
- 3.4.2 A summary of the main issues raised by those persons; and
- 3.4.3 How those issues have been addressed in the SPD.

3.5 Consultation on the Statement of Consultation together with further consultation on the Draft SPD and publicity of the Screening Statement on the determination of the need for a SEA was carried out between 20th November and 18th December 2015. It was publicised widely on Cherwell District Council's website and in the local press. Those people on the Local Plan database were notified direct.

3.6 Responses were received from statutory bodies, developers and local residents all relating to the SPD. In total, 17 responses were received. The consultation responses have been summarised as part of the consideration by officers. Further minor amendments to the document are proposed and have been made to the SPD as a result. The changes have been incorporated into the text of the Final SPD which is contained in Appendix 1. Only one change is proposed to the maps and illustrations contained in the Final draft SPD (November 2015), and that is the addition of the Inset Map for Policy Bicester 1 from Cherwell Local Plan Part 1 to accompany the policy text in Appendix I of the SPD. A summary of the consultation responses, officer comment and proposed changes is contained in Appendix 2. In summary, the main issues raised through the consultation exercise are:

- General support for the SPD;
- Detailed comments on specific development principles and requirements
- Reiteration of previously made comments in responses to earlier consultation exercises
- The importance of the bridleway running through the site
- The mechanism for infrastructure provision and delivery
- Detailed employment and transport comments particularly relating to the proposed business park and realignment of Howes Lane and
- Landscape and biodiversity

3.7 None of the responses were directly related to the Statement of Consultation or Screening Statement.

3.8 In summary, since the previous Executive Report in June 2015, the following tasks have been completed to allow the adoption of the SPD:

- Formal consultation/ publicity on the Screening Statement setting out the Council's determination that a full Strategic Environmental Assessment is not required;
- Further review of the SPD and consultation following the adoption of the Cherwell Local Plan and cancellation of the Eco-towns PPS;
- An update and further consultation on the Statement of Consultation
- Finalising the SPD text and Statement of Consultation following the consultation

3.9 Work on the SPD has continued to progress to the point that it can be recommended for adoption in accordance with the timescale set out in the Council's Local Development Scheme and planning programme for North West Bicester. Once adopted by the Council, the North West Bicester SPD and adoption statement will be made available in accordance with Regulation 35, and copies of the adoption statement sent to those who have asked to be notified of its adoption, in accordance with the requirements of Regulation 14 of the Town and Country Planning (Local Plans) (England) Regulations 2012.

4.0 Conclusion and Reasons for Recommendations

4.1 This report updates the Executive on the further work that has been completed to progress the SPD to adoption. Following further consultation on the North West Bicester SPD at the end of 2015 (as summarised in Appendix 2 and 3) the final version of the North West Bicester SPD has been prepared. The consultation has not identified any new issues that have not already been considered in the production of the draft SPD. It is recommended that the Executive recommend to Full Council to resolve to formally adopt the SPD as contained in Appendix 1.

4.2 The Executive is recommended to note the progress that has been made with the SPD and recommend the adoption of the North West Bicester SPD as amended for development management purposes. This report also seeks delegated authority for the Head of Strategic Planning and the Economy to compile the final SPD for publication combining the amended text contained in Appendix 1 with illustrations, and correct any minor spelling or grammatical errors.

5.0 Consultation

5.1 In addition to the consultation on the document set out above, internal consultation has been carried out throughout the preparation of the SPD.

6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not progress the preparation of the North West Bicester SPD and rely only on the adopted Cherwell Local Plan 2011-2031 Policy Bicester 1 – rejected given the general support for the content of the SPD, and its role in guiding the

preparation of planning applications and as informal detailed guidance in determining planning applications.

7.0 Implications

Financial and Resource Implications

7.1 The cost of producing the SPD can be met within existing budgets.

Comments checked by:

Paul Sutton, Head of Finance and Procurement, Tel. 0300-003-0106

Paul.Sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2 Supplementary planning documents are capable of being a material consideration in planning decisions and will guide applicants in making suitable planning applications for development at North West Bicester.

Comments checked by:

Nigel Bell, Team Leader- Planning, Tel. 01295 221687

Nigel.Bell@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Key Decision No

Financial Threshold Met: No

Community Threshold Met: No

Wards Affected

Bicester Wards

Caversfield

Chesterton and Ambrosden

Launton

Bucknell

Middleton Stoney

Links to Corporate Plan and Policy Framework

This report directly links to all four of the corporate priorities and objectives set out in the Cherwell District Council Business Plan 2014-15 as follows:

Cherwell - A District of Opportunity

Cherwell – Safe, Clean and Green

Cherwell – Thriving Communities

Cherwell – Customer focussed Council

In addition it links to the strategic priorities for the Bicester projects.

Lead Councillor

Councillor Michael Gibbard, Lead Member for Planning

Document Information

Appendix No	Title
1	North West Bicester Supplementary Planning Document
2	Summary of consultation responses, officer response and proposed changes
3	Statement of Consultation
4	North West Bicester Supplementary Planning Document Final Draft November 2015
Background Papers	
None	
Report Author	Andrew Bowe, Implementation Officer
Contact Information	01295 221842 andrew.bowe@cherwell-dc.gov.uk

Foreword

North West Bicester will be a neighbourhood unlike any other in Bicester - a development that demonstrates the highest levels of sustainability. Residents who move to North West Bicester will be making a lifestyle choice to live in efficient modern homes built to the highest environmental standards with excellent access to the town centre, public transport and adjoining countryside. The site offers a unique opportunity to bring about a sustainable large scale development as part of the extension of the existing town with a comprehensive mixed use scheme designed and constructed to the highest environmental standards, bringing a mix of homes, offices, shops and easily accessible open space.

The development at North West Bicester will make a significant contribution to meeting the District's need for more homes and jobs as set out in the Cherwell Local Plan, including the delivery of affordable housing. A series of new places will be created, adding to the quality of and integrating with the existing town. The layout of the development will be based on the landscape framework of existing field boundaries defined by hedgerows.

The proposals will take at least 20 years to complete and will help trigger the transition to a low carbon community across the town. They present an exciting opportunity to build a new form of sustainable community within Cherwell District and to extend the benefits of this community to the existing town of Bicester.

Councillor Michael Gibbard

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1. Introduction

1.1. This Supplementary Planning Document (SPD) expands upon Policy Bicester 1 of the adopted Cherwell Local Plan 2011-2031 Part 1. A copy of Policy Bicester 1 is set out in full in Appendix I. The SPD provides further detail to the policy and a means of implementing the strategic allocation at North West Bicester.

1.2. In summary, when fully delivered, North West Bicester will provide:

- Up to 6,000 "true" zero carbon homes;
- Employment opportunities providing at least 4,600 new jobs;
- Up to four primary schools and one secondary school;
- Forty per cent green space, half of which will be public open space;
- Pedestrian and cycle routes;
- New links under the railway line and to the existing town;
- Local centres to serve the new and existing communities and
- Integration with existing communities.

1.3. Background

1.4. In 2009, the site at North West Bicester was identified as having potential as an eco-town location in the Planning Policy Statement (PPS): Eco-towns a supplement to PPS1 The Eco-towns PPS sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living. The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. It has subsequently included in the adopted Cherwell Local Plan 2011-2031 (Part 1) as Policy Bicester 1, a strategic allocation for up to 6,000 new homes.

1.5. In April 2014, the "Locally-led Garden City Prospectus" (Department of Communities and Local Government) led to Bicester being awarded Garden Town status. On 5th March 2015, the Minister for Housing and Planning announced in a ministerial written statement that the Eco-towns PPS was cancelled for all areas except North West Bicester. As it is expected that the PPS Supplement will in time be cancelled in its entirety, the Eco-town standards have now been brought into this SPD (Appendix II).

1.6. In March 2014, a masterplan and supporting vision documents was submitted to Cherwell District Council by developers A2Dominion setting out the spatial land uses for up to 6,000 homes on approximately 400 hectares of land at North West Bicester. The masterplan submission was supported by the following strategies, plans and documents:

- Access and Travel Strategy
- Community Involvement and Governance strategy
- Energy Strategy
- Flood Risk Assessment
- Economic Strategy
- Economic Baseline
- North West Bicester Masterplan Framework (Drawing No. BIMP6 01 Rev. B)
- North West Bicester Green Infrastructure Masterplan Framework (Drawing Number: BIMP6 02)

Rev A)

- North West Bicester Masterplan Movement and Access Framework (Drawing Number: BIMP6 03 Rev B)
- Green Infrastructure and Landscape Strategy
- Residential Strategy
- Statement of Community Involvement
- Strategic Environmental Report
- Social and community facilities and services strategy
- Transport strategy
- Water strategy
- Vision and objectives document

1.7. The documents are available as background information on the Cherwell District Council website at www.cherwell.gov.uk. A schedule of the documents used to support the SPD is contained in Appendix III.

1.8. **Purpose of the SPD**

1.9. This SPD sets out the minimum standards to be achieved by the proposed development. Developers will be encouraged to exceed these standards where possible and will be expected to apply new higher standards that arise during the life of the document and reflect up to date best practice and design principles.

1.10. The key elements of the SPD are:

- The masterplan;
- Development and design principles aimed at delivering a high quality scheme;
- Requirements for addressing sustainable design;
- Requirements relating to the scheme's delivery and implementation; and
- Requirements which should be met at the detailed planning application stage and beyond to ensure adequate and consistent approaches to quality and delivery.

1.11. The SPD supports the implementation of Policy Bicester 1 of the Local Plan and will be a material consideration in determining planning applications on the North West Bicester site. In addition, it will aid the submission of successful planning applications and infrastructure delivery.

1.12. The SPD should be read in conjunction with the National Planning Guidance (NPPG) including the National Planning Policy Framework, the adopted Cherwell Local Plan and other guidance relating to large-scale sustainable development. It is expected the Urban Design Framework currently being developed and design codes will be developed as part of the planning process to guide development proposals.

1.13. **Strategic Environmental Assessment and Sustainability Appraisal**

1.14. The Cherwell Local Plan 2011-2031 Sustainability Appraisal (SA) and Strategic Environmental Appraisal (SEA) process was carried out in line with the requirements of European and national law and provide an assessment of its environmental effects of the policies and proposals.

1.15. The Final SA report sets out the results of the SA process, outlines why alternatives were selected, reports on the assessment of the Local Plan and outlines a programme for monitoring the environmental and sustainability effects of the plan. The full SA report, including the assessment of the North West Bicester site, is available on the Council's web site at: www.cherwell.gov.uk. A Screening Statement to determine the need for a Strategic Environmental Assessment for the North West

Bicester SPD concluded that an SEA was not required as it did not introduce new elements that would have significant environmental effects that had not been considered as part of the Local Plan SA. The Environment Agency, Natural England and Historic England as the three statutory consultation bodies on the Screening Statement did not raise any objections.

1.16. Planning Policy

1.17. National Planning Policy Framework (NPPF) March 2012

1.18. The National Planning Policy Framework (NPPF) sets out the Government's planning policies. It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans. The NPPF must be taken into account in the preparation of such plans and is a material consideration in planning decisions.

1.19. At the heart of the NPPF is a presumption in favour of sustainable development which should be seen as a golden thread running through both plan-making and decision-making. The advice in the NPPF has been taken into account in the drafting of this SPD.

1.20. National Planning Practice Guidance (NPPG)

1.21. The NPPG provides Government guidance on a wide range of planning topics including on sustainability and design.

1.22. Planning Policy Statement: eco-towns a supplement to Planning Policy Statement 1

1.23. The Eco-towns Planning Policy Statement (PPS) supplement sets out objectives for sustainable development in the form of large-scale development providing more homes while responding to the impact of climate change. It set out a wide range of standards for the delivery of zero carbon development, homes, transport, jobs, local services and other components of an eco-town. Relevant standards have been incorporated into this SPD.

1.24. Cherwell Local Plan, 2011-2031 Part 1

1.25. The Cherwell Local Plan (CLP) 2011-2031 Part 1 sets out district-wide strategic objectives and policies. Proposals maps showing the strategic development sites are contained in the Local Plan. Policy Bicester 1 sets out the Council's strategic policy and development standards for the eco town development at North West Bicester. The Local Plan includes other relevant policies, for example those on sustainable development (PSD1, ESD1-13), open space and local standards (BSC10 and BSC11) and infrastructure (INF1). The SPD should be read in conjunction with the Local Plan policies.

1.26. The Local Plan sets out the housing trajectory up to 2031 including the projected delivery of new homes at North West Bicester. The delivery of the development will go beyond the plan period and is expected to take up to 30 years to complete. This is recognised in Policy Bicester 1.

1.27. Oxfordshire Local Transport Plan 4 (LTP4)

1.28. Since Local Transport Plan 3 was adopted in 2011, much has changed, especially the way in which transport improvements can be funded. To ensure that the county's transport systems are fit to support population and economic growth, Oxfordshire County Council has developed a new Local Transport Plan. Connecting Oxfordshire, the Local Transport Plan for Oxfordshire was adopted in September 2015. It sets out the transport vision, goals and objectives, to ensure that they support the Local Enterprise Partnership's Strategic Economic Plan as well as District Council Local Plans and other council strategies.

1.29. Other relevant policy and guidance

1.30. The SPD should be read in conjunction with the Cherwell Local Plan 2011-2031 and other Government policy documents relating to large-scale development, sustainability and design, in particular:

- By Design: Urban Design in the Planning System - Towards Better Practice, (Department of Environment, Transport and Regions - DETR and Commission for Architecture and the Built

Environment - CABE);

- The Urban Design Compendium (editions 1 & 2) (Homes and Communities Agency);
 - Places Streets and Movement: Better Places to Live by Design (CABE);
 - Manual for Streets (2007) Department for Transport - DfT
 - Manual for Streets 2 (2010) Chartered Institution of Highways & Transportation;
 - Car parking: What works where (Design for Homes, English Partnerships);
 - Eco-towns worksheets – advice to promoters and planners (Town and Country Planning Association, DCLG)
 - Sustrans Design Manual, Sustrans (November 2014); and
 - What makes an eco-town? BioRegional and CABE
- 1.31. These documents collectively promote a consensus view of good design principles. The SPD should also be read in conjunction with the North West Bicester masterplan supporting documents and strategies dated March and May 2014 which have informed the preparation of the SPD and should be used in preparing planning applications.

2. Site context

2.1. This section provides a summary of the site location, local context, features and opportunities.

2.2. Site location

2.3. The site is located north of Howes Lane and Lords Lane (A4095) to the north west of the town of Bicester. Figure 1 shows the site location. It is approximately 1.5 kilometres from the town centre with the villages of Bucknell and Caversfield located to the north and east of the site respectively. To the south east, the area is predominantly residential and characterised by modern housing estates. The land to the south west is within the historic parkland of Bignell Park with land further to the south proposed for development as part of the South West Bicester strategic development site identified in the Cherwell Local Plan and marketed as “Kingsmere”.

2.4. The three radial routes out of Bicester to the north west provide access to the site and links to Banbury, Bucknell and Middleton Stoney. Banbury Road (B4100) provides access to the M40 motorway via junction 10 and the A43. Access to the first phase of the eco-town development is from the Banbury Road. Middleton Stoney Road is a fast rural road linking Bicester and Middleton Stoney. Bignell Park, a historic parkland landscape, lies to the south west of Middleton Stoney Road. The Bucknell Road lies to the north of the railway line and divides the site.

Figure 1 Site location plan

Figure 2 Historical map of Bicester 1885

2.5. Site boundary and site area

2.6. The site boundary is defined by Banbury Road (B4100) to the east, Howes Lane and Lords Lane (B4095) to the south, Middleton Stoney Road (B4030) to the west and open countryside to the north. The Local Plan Policies Map and the inset map for Bicester 1: North West Bicester Eco-Town identify the location and the area of the eco-town proposals. The site area is approximately 390 hectares (approximately 965 acres).

2.7. Site history

2.8. Understanding the history of the site can help inform an understanding of some of the current site key site features. The Oxfordshire Historic Landscape Characterisation (HLC) project forms an important component of the evidence base for the masterplan. Until the late eighteenth century the land was likely to have been open fields. Historic maps show that the field patterns and boundaries have changed little since the mid 1800's. Figure 2, a map of the site in 1885, shows the field boundaries within the site have achieved their present day layout. By 1885, Home Farm, Lords Farm, Himley Farm, Aldershot Farm, Gowell Farm and Hawkwell Farm are all shown on the map of the area and by 1910 the railway line is completed. By the 1950s Lovelynch House is shown on local maps.

2.9. The Thames Valley Police Headquarters and Avonbury Business Park were developed in the 1990s and the A4095 realigned. By 1999 two small strips of plantation were added. Land at Middleton Stoney Road and Howes Lane was identified in the Cherwell Non-Statutory Local Plan 2011 as suitable for playing fields but never used for such use.

2.10. Land north of Howes Lane and Lords Lane was considered as part of the Cherwell Local Plan Options for Growth consultation in 2008 and was subsequently extended to accommodate an eco-town proposal as part of the Government's programme. Following the announcement of North West Bicester as a potential eco-town location in 2009 a planning application for a first phase was submitted in November 2010. Adoption of the Cherwell Local Plan 2011-2031 in July 2015 resulted in North West Bicester being formally allocated for development as part of the statutory development

plan.

Figure 3 Landscape character area

2.11. Site features

2.12. The predominant land use is agriculture with fields either bounded by post and wire fences or by hedges with some large trees, woodland and plantation. The agricultural land is classified as good to moderate value (primarily Grade 3) under the Agricultural Land Classification.

2.13. The site is relatively flat rising gradually to the North West. The London to Birmingham railway line runs through the site from south east to north west on an embankment before entering a cutting.

2.14. Bucknell Road also passes through the site to the north of the railway line and leads to the village of Bucknell approximately 300 metres from the site search area boundary.

2.15. Six farms, each with its own character, are located on the site, three north of the railway (Home Farm, Lords Farm and Hawkwell Farm), and three south of it (Himley Farm, Aldershot Farm, and Gowell Farm).

2.16. Landscape character

2.17. The North West Bicester Masterplan Green Infrastructure and Landscape Report, March 2014 sets out the landscape character sets out an assessment of the landscape character and context. It cross refers to Volume 1 of the North West Bicester Strategic Environmental Report (SER) and considers the landscape and visual implications of the proposed development in Section 5. A copy of these documents is available online at: www.cherwell.gov.uk.

2.18. There are no major landscape constraints present on the site and no landscape designations within the area. North West Bicester is within National Character Areas 107, the "Cotwolds".

2.19. The Oxfordshire Wildlife and Landscape Study defines the site as being within the Wooded Estates landscape type. The Cherwell District Landscape Assessment (CDLA) 1995 identifies the site as within the Oxfordshire Estate Farmlands character area.

2.20. As part of the local landscape impact assessment process for the North West Bicester development project, a landscape character assessment has been prepared based on the principles set out in "Landscape Character Assessment Guidance for England and Scotland".

2.21. Landscape framework

2.22. The existing landscape provides the framework for the masterplanning of the site. It is typical of rural agricultural land in this area of Oxfordshire and is characterised by a mix of pasture and arable fields. Existing field boundaries form a strong framework of hedgerows. The Masterplan green infrastructure and landscape strategy provides further information.

2.23. Ecology

2.24. Section 6 of the SER (Volume 1) refers to ecology. A copy is available on the Cherwell District Council website. Existing hedgerows and woodland, together with the streams crossing the site, are important habitats which form the basis of wildlife corridors in the North West Bicester masterplan. These features and habitats, together with ponds, farmland and grassland provide many benefits to foraging and commuting bats, butterflies, common species of reptile, protected species such as great crested newts and badgers and many important breeding farmland and

woodland birds.

2.25. Development edges

2.26. Howes Lane and Lords Lane form the urban edge to the site and the interface with the existing town.

Figure 4 Homes South of Lords Lane

2.27. Middleton Stoney Road forms the western edge and the interface with Bignell Park, historic parkland in private ownership. Banbury Road forms the eastern edge to the proposed development with Caversfield House and the Church of St Lawrence beyond. The northern edge of the site area is rural and cuts through existing field boundaries. This edge requires sensitive treatment in order to lessen the impact on the surrounding countryside.

2.28. Archaeology and heritage

2.29. An archaeological assessment concluded that the site is located within an area that has remained undeveloped since the nineteenth century and possibly before. The site has known potential for remains dating from the prehistoric period with records of a prehistoric ring ditch located approximately 350 metres to the north of Himley Farm, a possible curvilinear enclosure to the north west of Hawkwell Farm and other evidence of prehistoric activity suggesting a general potential for remains from this period to be present. The Oxfordshire Historic Environment Record provides a useful resource and reference to guide further development of the masterplan. The site is located in an area of archaeological interest identified by a desk based assessment, aerial photographic survey and a trenched evaluation. These are summarised in Chapter 10 of the Strategic Environmental Report (SER).

2.30. The archaeological evaluation recorded a number of archaeological features across the site including a Neolithic pit, a Bronze Age "Burnt Mound" as well as Iron Age and Roman settlement evidence. The archaeological features recorded during the evaluation are not considered to be of such significance to require physical preservation but will require further Investigation ahead of any development. There will be a need for a further scheme of investigation.

2.31. Three Grade II listed buildings are located within the site (Home Farm farmhouse and Himley Farm Barns). The farmhouse at Hawkwell Farm is a traditional building but not listed. In the surrounding area, St Lawrence's Church in the grounds of Caversfield House is an important local landmark building (Grade 2* listed). Its setting is important in the local landscape. Section 10 of the SER Volume 1 provides further detail.

2.32. Visual context

2.33. The flat topography means that extensive views may be had into and out of the site. Views into the site from all directions are curtailed by the railway embankment meaning that the site as a whole can only be viewed from the embankment itself. A number of large trees and farm buildings are also visible on various parts of the site.

2.34. Views out from the site include those to existing dwellings and other buildings in Bucknell to the north, and to trees lining the B4100 to the east with Caversfield Church visible beyond these. To the east of the site, existing dwellings on the eastern side of Howes Lane/Lords Lane are visible. To the south a line of trees and parkland along the B4030 is visible which screens views from Bignell Park.

2.35. The immediate surrounding area shows a strong contrast between town and country. To the east of the site the outer limits of Bicester built in the late twentieth century, end abruptly at the A4095. To the west is open countryside, containing the village of Bucknell. To the south is the B4030 and beyond it the Bignell Park historic parkland and privately owned estate.

Figure 5 Topography

Figure 6 Flood risk

Figure 7 Walking accessibility from Bicester town station

2.36. Topography and hydrology

2.37. The topography of the site slopes gently upwards from south-east to north-west with elevations ranging from around 97mAOD to 80mAOD.

2.38. The main watercourses on site drain to the River Bure which leaves the site via a culvert under the A4095 flowing towards the town centre. Within the masterplan boundary there are several water features including the Bure and its tributaries, field drains, ponds and springs. One of these streams passes below the railway line. In addition, five water wells and three groundwater abstraction sites have been identified within the site area and a minor aquifer with intermediate groundwater vulnerability is present beneath the site. Section 7 of the SER (Volume 1) refers to flood risk and hydrology.

2.39. Site constraints and opportunities

2.40. The site provides a unique opportunity for large-scale development in Bicester. It is in multiple ownerships and will require a comprehensive approach to land assembly and phasing of development. Existing landscape features such as the hedgerows and watercourse corridors provide the structure to the masterplan and will be retained. In terms of the capacity for residential development, the Bicester Landscape assessment states that consideration should be given to the landscape and visual separation between the site and satellite villages including Bucknell. It states that employment uses would be best located adjacent to the railway line.

2.41. The railway line divides the site into two distinct areas which will have to be connected.

2.42. The junction of the Howes Lane, Lords Lane and Bucknell Road will need to be reconfigured to improve A4095 strategic route along Howes Lane and Lords to accommodate the forecast growth in traffic arising from the proposed developments in the town.

2.43. The site's aspect provides the potential for large-scale renewable energy generation from roof-mounted solar photovoltaic panels with the option to use sustainable heat from the Ardley energy from recovery plant.

2.44. The site's proximity to the existing town centre and employment opportunities should also strengthen the local economy and integrate the development with the existing community.

2.45. The town centre is accessible on foot within 20 minutes from most areas in the town. Bicester is very accessible by bike with most places within 10 minutes of the town centre. Bicester Town and Bicester North Railway stations are also accessible by bike.

Figure 8 Site analysis plan

3. Vision and objectives

- 3.1. The vision for North West Bicester has been guided to a large extent by the Eco-towns Planning Policy Statement (PPS). It has been taken forward in the adopted Cherwell Local Plan and the Bicester Masterplan.
- 3.2. The adopted Cherwell Local Plan 2011-2031 Part 1 sets out the vision for Bicester in 2031 and the Council's strategy for delivering Bicester's vision. It includes bringing about a pioneering eco-development which will establish a new sustainable community, integrated with, and for the benefit of, the whole of Bicester.
- 3.3. The SPD vision reflects the Council's vision for Bicester and the Eco Bicester One Shared Vision of the Bicester Strategic Delivery Board which sets out to create a place where people choose to live, work and spend their leisure time in sustainable ways.
- 3.4. The Eco Bicester One Shared Vision is for the whole town and North West Bicester will act as the trigger for the transition to a more sustainable community. By ensuring that households and individuals are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living the proposals for North West Bicester will deliver the One Shared Vision.
- 3.5. In this SPD, the vision for North West Bicester is for a high quality development, well integrated with the existing town, which provides homes, jobs and local services in an attractive landscape setting, conserves and enhances heritage assets including historic landscape features, increases biodiversity and addresses the impact of climate change. It is based on the principles of sustainable zero carbon development designed to meet the effects of future climate change including extreme weather events and reduced energy and water use.
- 3.6. The SPD will ensure that the vision for the site will be delivered successfully. It includes the major components that make up an eco-town meeting the challenges that such development poses.
- 3.7. The SPD has taken key elements from the North West Bicester masterplan and vision documents submitted by developers, A2Dominion in 2014. The vision documents supporting the masterplan are available on the Cherwell District Council website. The masterplan was prepared in collaboration with officers of the Eco Bicester Project team comprising representatives from Cherwell District Council, Bicester Town Council and Oxfordshire County Council together government bodies including the Environment Agency, Natural England, Highways Agency and Homes and Communities Agency. Local organisations such as the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT), Bicester Vision and the Chamber of Commerce were also involved as stakeholders informing the masterplan workstreams.
- 3.8. The Masterplan illustrates the key components of the development strategy for the site. It includes the landscape framework that underpins the masterplanning providing connectivity and structure to the site.
- 3.9. The eco-town development will utilise the site's natural features and opportunities to provide a place that encourages a more sustainable way of living in homes that are well designed, energy efficient, accessible to jobs, local facilities and within easy reach of the town centre and countryside. In doing so, it will meet, and wherever possible exceed, Eco-town standards and Local Plan policies, creating an exemplar of truly sustainable development.
- 3.10. Infrastructure requirements will be future-proofed so that the development can adapt to change. Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings on the site. The provision of utilities' infrastructure should be coordinated and support the overarching objective for zero carbon development.

4. Development principles and requirements

- 4.1. This section sets out the key development principles and requirements for the site. It considers the Eco-town standards, the principles set out in Policy Bicester 1 and North West Bicester Masterplan exploring them further and breaking them down into component parts each of which is used to inform the principles that will be used to guide developers, landowners and applicants when preparing development proposals.
- 4.2. As such it provides an understanding of how masterplanning principles should be incorporated into the preparation of planning applications.
- 4.3. Applicants are expected to consider the principles and parameters set out in this section in the preparation of planning applications (in outline and detail) and Design and Access Statements. The principles should be applied to the development as a whole, as well as individual sites.
- 4.4. In delivering the vision for North West Bicester, applicants are required to respond directly to these principles in Design and Access Statements and demonstrate how they have been taken into account.
- 4.5. *Development Principle 1 - Masterplanning and comprehensive development*
- 4.6. Cherwell District Council is committed to ensuring comprehensive development through masterplanning. In order to ensure a comprehensive development, all planning applications will be required to be in accordance with the SPD masterplan shown in Figure 9.

Figure 9: North West Bicester Masterplan – Masterplan Framework

- 4.7. The masterplan indicates the key development components of the masterplan. It will be used to guide the preparation of development proposals and deliver key components of the masterplan. The masterplan is supported by surveys and technical information and shows:
 - The site boundary;
 - Proposed land uses;
 - Existing woodlands and hedgerows, watercourses and ponds;
 - Proposed woodlands and hedgerow buffers;
 - Water corridor buffer zones;
 - A nature reserve and country park;
 - A burial ground;
 - Site access points from the highway network; indicative primary and secondary routes (roads and street layout); and
 - The proposed realignment of Howes Lane.
- 4.8. **BREEAM Communities**
- 4.9. The BREEAM Communities assessment methodology will be used to assess the sustainability of the proposals. CEEQUAL assessment methodology will also be used to deliver improved project specification, design and construction of civil engineering works.
- 4.10. **CABE Design Review**
- 4.11. CABE Design Review will be encouraged of all schemes to ensure high quality design. Design Review has been used in preparing the masterplan and Phase 1 exemplar proposals. Design Review will be continued throughout the preparation of detailed development proposals.
- 4.12. **Development Requirement 1 - Delivering the masterplan**
- 4.13. The masterplan should achieve BREEAM Communities “Excellent”. For more information go to www.breeam.org

- 4.14. In order to ensure comprehensive development, planning applications should be consistent with, and mindful of, the masterplan requirements set out below.
- 4.15. Planning applications will be:
- Determined in accordance with the masterplan framework in Figure 9 of the SPD;
 - Supported by a masterplan to show the “fit” with the overarching masterplan;
 - Required to demonstrate the principles and vision set out in the site wide masterplan, and the SPD;
 - Required to progress design work (see design principles in section 5) in the preparation of detailed proposals. For example, details to the level of the block and the street should be provided to explore issues related to building typologies and solar orientation.
 - Required to meet the requirements as set out in the Local Validation Checklist and advice on making an application (for more information go to: www.cherwell.gov.uk/planning)
- 4.16. **"True" zero carbon development**
- 4.17. The concept of zero carbon development has been embedded into Council strategies and policy since it appeared in the eco-town standards. Local Plan Policy Bicester 1 requires the provision of infrastructure to allow for zero carbon development on the site.
- 4.18. The 2008 Climate Change Act established the world's first legally binding climate change target with the aim to reduce the UK's greenhouse gas emissions by at least 80% (from the 1990 baseline) by 2050. Reduction in the use of fossil fuels will not only contribute to reaching this target but also help protect against fuel price rises.
- 4.19. Work to date indicates a mixture of low carbon district heating and photovoltaic energy would achieve zero carbon. The site's orientation and aspect creates the opportunity for roof mounted solar panels to generate renewable energy and will go a significant way to achieving the zero carbon targets.
- 4.20. The approach to energy and carbon dioxide reduction is set out in the Masterplan Energy Strategy and summarised below:
- A large scale solar array on all roofs;
 - Energy efficient buildings and
 - A network of energy centres providing gas and biomass combined heat and power (CHP) which will require a district heating network.
- 4.21. **Zero carbon energy**
- 4.22. Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings. Photovoltaic panels currently appear to provide the most viable solution as set out in the Energy Strategy supporting the Masterplan.
- 4.23. Orientation and design of buildings will be expected to take account of the potential to install solar panels.
- 4.24. The Council will encourage:
- Roof mounted arrays to avoid use of large tracts of land for a single purpose.
 - Exploration of technologies that will assist building occupiers in maximising the use of any renewable energy generated on the site.
 - Design of the proposed development should enable solar power generation by supporting:
 - Orientation - For pitched roofs, all roofs should have at least one pitch facing within 45 degrees of

due south. Mono-pitch or flat roofs should be used to increase PV provision. A mix of orientations ranging from +45 degrees to -45 degrees of south will reduce the peak export and contribute to meeting peak demands.

- Avoiding overshadowing/overshadowing - Buildings should avoid or at least minimise shading to roofs. Shading of south facing roofs by trees or other buildings should be avoided.
- Built form, density and massing that optimises the potential for solar gain to generate energy.

4.25. Solar masterplanning software use at early design stages (e.g. using SketchUp design software www.sketchup.com) to check for best use of solar resources on a site.

4.26. **Energy Centres – Combined Heat and Power**

4.27. Low carbon energy centres, providing combined heat and power to the development are proposed within the site boundary as part of the masterplan energy strategy. Energy centres are shown on the Masterplan and have been located to maximise the potential for combined heat and power while also allowing the potential for the site to fit a future heat network for Bicester. The design and siting of energy centres should allow for the space requirements including the need for biomass deliveries and ensure that there is no nuisance to adjoining uses.

4.28. **Local Heat Network**

4.29. The feasibility of a local heat network for Bicester as a whole is being investigated by the Council and BioRegional supported by the Department for Energy and Climate Change (DECC) Heat Network Delivery Unit (HNDU) funding. The importance of a heat network should be recognised and opportunities included in proposals for the eco-town. The aspiration is for waste heat from the energy recovery facility at Ardley to connect to proposed developments, if feasible.

4.30. **Smartgrids**

4.31. The use of smartgrids and low carbon energy storage solutions provide an opportunity to manage demand and supply of renewable and zero carbon energy technologies. Such solutions should be explored further in the energy strategies to support planning applications and masterplanning delivery.

4.32. **Development Principle 2 – "True" zero carbon development**

4.33. In accordance with the Local Plan the definition of true zero carbon is that over a year the net carbon dioxide emissions from all energy use within buildings on the eco-town development as a whole are zero or below. It excludes embodied carbon and emissions from transport but includes all buildings – not just houses but also commercial and public sector buildings.

4.34. **Development Requirement 2 - True zero carbon development**

4.35. Development at North West Bicester must achieve zero carbon emissions as defined in this SPD.

4.36. Each full and outline application will need to be supported by an energy strategy and comply with the definition of true zero carbon development.

4.37. Energy strategies should identify how the proposed development will achieve the zero carbon targets and set out the phasing.

4.38. Use of heat and low carbon energy from the energy recovery facility at Ardley should be explored in the energy strategy. Smartgrid and storage technology should also be investigated.

4.39. Applicants will be encouraged to maximise the fabric energy efficiency of buildings.

4.40. Provision of utilities' infrastructure should be coordinated and support the overarching objective of true zero carbon development.

4.41. Where an approach is proposed that does not include a heat network it will have to be demonstrated that it is a robust long term solution and that connection to any heat network should be explored.

- 4.42. **Climate Change Adaptation**
- 4.43. There is increasing recognition that reducing carbon emissions is important in reducing and adapting to the impacts of climate change.
- 4.44. It is anticipated that overheating in buildings will be an issue in future climate change scenarios requiring an innovative approach in the design of new buildings. At present there is no rigorous definition of what constitutes overheating in dwellings. However there is documented evidence that temperatures being reached in some existing dwellings are harmful to occupant health and well-being.
- 4.45. The factors that contribute to overheating in dwellings include:
- Urbanisation;
 - Occupant behaviour and interventions;
 - Orientation;
 - Aspect;
 - Glazing;
 - Internal gains;
 - Thermal mass;
 - Changes in building design (including the drive for energy efficiency, leading to highly insulated and airtight dwellings);
 - Pollution;
 - Noise and
 - Security.
- 4.46. The Council requires development to be designed to take account of future climate scenarios. The 2009 UK Climate Projections (UKCP09) set out the key projections of climate change across the UK over the 21st century. Projected changes by the 2080s based on a 50% probability level include increases in summer mean temperatures of 3.9 degrees in southern England and 23% decrease in summer precipitation.
- 4.47. Local Plan Policy ESD1 provides more detail on the anticipated effect of climate change in the District.
- 4.48. A Local Climate Impacts Profile (LCIP) has been undertaken as part of the Local Plan preparation to better understand the impact of extreme weather in Cherwell. The LCIP reviewed extreme weather events over the period 2003 to 2008. If heatwaves were to recur on the scale of 2003 it would have a significant impact on health, biodiversity and infrastructure (including damage to buildings by tree and drought related subsidence, roads, drainage systems and business closures).
- 4.49. The Local Plan refers to climate change adaptation and mitigation measures and sets out clear requirements to be met by proposals for development in planning applications. The SPD masterplan sets out the framework for implementing the climate change measures required to deliver the eco-town objectives. A comprehensive approach to climate change adaptation will be required with every planning application.
- 4.50. Research with Oxford Brookes University has modelled the climate Bicester is likely to experience. It shows the biggest risks are overheating and water stress. The worst case scenarios for overheating in homes occur in terraces or detached properties with both east and west facing glazing. These homes get morning and evening sunshine when the sun is lower in the sky whereas south facing glazing can be shaded easily from midday summer sun.
- 4.51. **Development Principle 3 - Climate Change Adaptation**
- 4.52. Green space and green infrastructure will contribute to an urban cooling effect and Sustainable Urban

Drainage Systems (SUDS) will be designed to respond to future extreme weather events including water neutrality measures as set out in a Water Cycle Study and SUDS as part of a Water Cycle Strategy. Buildings will be designed to be warm in winter and cool in summer employing sustainable construction techniques and passive management systems wherever possible to avoid the use of air conditioning plant and machinery.

- 4.53. The principles of sustainable development should contribute to the character of the area by influencing form of development for example, to maximise passive energy gain, support PhotoVoltaics, wind power and grey water.
- 4.54. **Development Requirement 3 - Climate Change Adaptation**
- 4.55. Planning applications will be required to incorporate best practice on tackling overheating.
- 4.56. Planning applications will also be required to incorporate best practice on:
 - tackling the impacts of climate change on the built and natural environment including:
 - Urban cooling through Green Infrastructure (for example, the use of green space and the incorporation of green streets);
 - Orientation and passive design principles;
 - Include water neutrality measures as set out in a Water Cycle Study;
 - Meet Minimum Fabric Energy Efficiency Standards (FEES)
 - Achieve Code for Sustainable Homes Level 5 (CSH5).
- 4.57. Planning applications should include designs and layouts that run east-west to avoid worst case overheating. Layouts and designs that run north-south should pay extra attention to risk of overheating.
- 4.58. Planning applications should:
 - Provide evidence to show consideration of climate change adaptation.
 - Demonstrate how risks will be reduced through win-win situations (BREEAM Communities SE10) - such as:
 - Reducing more than one impact of climate change (for example reduce effect of urban heat island whilst also reducing flood risk);
 - Reducing the contribution of the development to climate change (e.g. reducing the need for electric cooling and therefore reducing carbon emissions)
 - Providing additional sustainability, economic or wellbeing benefits (e.g. rainwater harvesting using drainage techniques that increase biodiversity or improve water quality)
 - Design and Access Statements should address the issue of climate change adaptation. Detailed designs will be required to demonstrate they are resilient to the impacts of climate change with reference to the work carried out by Oxford Brookes University (OBU), Hyder and BioRegional.
 - Design for Future Climate Change – Adapting Buildings Programme – North West Bicester Eco development (Hyder Consulting Limited).
- 4.59. **Homes**
- 4.60. As part of the zero carbon performance, new homes will need to meet high standards of fabric energy efficiency, (see section on zero carbon). The proposed development includes up to 6,000 new homes of which at least 30 per cent will be affordable.
- 4.61. Homes will be designed to high environmental and space standards using sustainable methods of construction to maximise energy efficiency, reduce carbon emissions and achieve zero carbon development targets across the site.

- 4.62. Homes are a fundamental element of the walkable neighbourhoods principle and delivery of the masterplan will need to ensure that local facilities, services including schools and jobs are easily accessible on foot and bicycle.
- 4.63. The density of residential development will reflect its location within the site with higher density residential development along public transport corridors and adjacent to local centres.
- 4.64. The development will provide a range of house types and sizes to meet local needs and create a sustainable community.
- 4.65. As well as providing attractive places for people to live, the new homes will also be adaptable and provide flexibility for residents to work from home. This will allow the need to travel to be reduced leading to a reduction in carbon emissions from transport and require local services and facilities to support homeworkers.
- 4.66. Neighbourhood water recycling should be implemented as a means to deliver reduced water consumption requirements, rather than house by house scale water recycling which may be expensive.
- 4.67. The masterplan identifies the areas of residential development within the site and sets out to create sustainable neighbourhoods.
- 4.68. Housing areas are in accessible locations in terms of local services and jobs.
- 4.69. **Development Principle 4 – Homes**
- 4.70. Detailed layouts should ensure homes are located within 800 metres along the shortest walking route of primary schools.
- 4.71. Homes should be set in a strong landscape framework.
- 4.72. Proposals should develop the work carried out by Oxford Brookes University, Hyder, BioRegional and A2Dominion on designing homes for future climate change.
- 4.73. The concept of community streets (also referred to as “homezones”) has been established by the exemplar. The concept should be carried through into subsequent phases of development. Implementation of the concept should create safe, accessible neighbourhood streets and facilitate the creation of a successful community.
- 4.74. Home designs will encourage more sustainable ways of living for example through:
- Space for recycling facilities and composting facilities;
 - Gardens and food production and biodiversity (for example, fruit trees, wildflower meadows and log piles);
 - Easily accessible cycle storage areas
 - Connectivity of rainwater harvesting systems to residential gardens and adjacent green street features;
 - Greywater use,
 - Passive heating and cooling;
 - Provision for electric vehicle charging points and
 - Provision for electric Smart home design that uses technology to manage appliances and energy use.
- 4.75. **Development Requirement 4 – Homes**
- 4.76. Proposals will include details of 30% affordable housing of a type and tenure to meet local housing needs. Assistance in identifying needs will be provided by the Council’s Strategic Housing Officer.

- 4.77. The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.
- 4.78. Proposals for new residential development will be expected to incorporate sustainable design and construction technology to achieve zero carbon development through a combination of fabric energy efficiency, carbon compliance and local renewable energy generation.
- 4.79. Design principles will be set out and include the use of local materials, flexibility in house design and size including the potential for additions to the building to adapt to changing circumstances.
- 4.80. Design and Access Statements should respond to the eco-town principles and set out how homes will contribute to meet design criteria for the development.
- 4.81. In summary, all homes should:
- Achieve Building for Life 12 (www.designcouncil.org.uk)
 - Use energy efficient materials as part of the building fabric and innovative approaches to sustainable construction
 - Optimise the site's potential for solar energy gain and passive house techniques for ventilation and cooling
 - Address the issue of overheating and respond to the orientation of the site
 - Meet a minimum of Level 5 of the Code for Sustainable homes
 - Meet lifetime homes minimum space standards (www.lifetimehomes.org.uk)
 - Provide flexible space to facilitate homeworking and be “smart” - incorporating real time energy monitoring systems, technology that provides up to date real time community information including travel, superfast broadband (speeds in excess of 100 MBps) to facilitate use of homes as offices and small businesses
 - Provide gardens for food production and biodiversity
 - Be designed to achieve good daylighting¹
- 4.82. **Development Principle 4(a) - Homes – Homeworking**
- 4.83. Homeworking will play an important role in creating employment opportunities on the site. It will be encouraged and facilitated by the design of the new homes and superfast broadband provision.
- 4.84. The ability of homes to provide flexible space for residents to work from home is a requirement of the phase 1 exemplar development. This will reduce the need to travel allowing residents who work elsewhere to spend time doing their job at home. It will also provide the opportunity to facilitate the provision of small businesses, sole traders and local businesses to use their homes for work and employment. Within homes there should be space provided to allow use as an office or small scale ancillary business use.
- 4.85. The masterplan economic strategy is expected to deliver homeworking targets for the site. The economic strategy will require further detailed work in terms of developing the proposals for homeworking to ensure the creation of the jobs indicated on the site.
- 4.86. **Development Requirement 4(A) - Homes – Homeworking**

Daylighting parameters for all residential properties should achieve Average Daylight Factor (ADF) 1.5%. Kitchens must achieve a minimum Average Daylight Factor of at least 2%. All living rooms, dining rooms and studies including any home office must achieve a minimum Average Daylight Factor of at least 1.5%”¹

4.87. Detailed planning applications and Design and Access Statement should set out how the design of new homes will provide for homeworking. They should also refer to the economic strategy for employment opportunities provided by homeworking and the contribution to reducing unsustainable commuter trips set out in accompanying Transport Assessments and Travel Plans.

4.88. **Employment**

4.89. The vision for employment is to deliver a mixed use development and ensure that unsustainable commuter trips are kept to a minimum. An economic strategy based on baseline information and evidence to identify target sectors for economic growth and linkages with other economies in the area should be produced to accompany planning applications.

4.90. Other employment opportunities and facilities should be provided with links to the wider economy. These include service jobs, growth of the low carbon environmental goods and services sector (including energy, management, retail, community development role) and greener business such as the commercial uses in the local centres that choose sustainability practices. The end result should be to provide at least as many jobs as new dwellings on the site (within walking or cycling distance) or accessible by public transport within Bicester.

4.91. It is recognised that the proposed development will create demand for local services and facilities in the local area which will provide opportunities for some of the future residents of North West Bicester. However, the challenge will be to provide the estimated 4,600 jobs identified in the masterplan economic strategy.

4.92. Larger scale commercial development within the employment land shown on the masterplan provides business space for offices, workshops factories and warehousing (B1, B2 and B8 uses).

4.93. It is estimated in the North West Bicester masterplan economic strategy that over 2,000 jobs could be provided in the business park with the Local Plan policy anticipating the business park generating between 700 and 1,000 jobs early in the plan period. The development is expected to come forward in the early phases and its location reflects the accessibility of the site to the strategic highway network.

4.94. **Development Principle 5 – Employment**

4.95. The masterplan identifies land for employment uses to facilitate the creation of on-site jobs. In addition, the masterplan economic strategy sets out the scale, type and location of jobs related to North West Bicester and an action plan. Employment opportunities should be provided on-site and meet the skills of local residents.

4.96. Employment uses include a proposed business park on land at Middleton Stoney Road and Howes Lane. Larger scale commercial development in this area was identified in the masterplan economic strategy to provide employment space for target sectors including the high value logistics, manufacturing (including performance engineering) and low carbon companies. The buildings will be in a high quality landscape setting with high quality offices providing research and development facilities. Other business and financial services will be located in the town centre.

4.97. An estimated 1,000 jobs will be provided in the local centres comprising offices, retail/leisure, health facilities, community halls and community facilities possibly nurseries, care and extra care homes and a hotel. The local centres should also support the growth of the low carbon environmental goods and services sector and encourage sustainable lifestyles through commercial uses such as bike shops and organic cafes.

4.98. The existing Avonbury Business Park could be extended to create commercial use and frontage along the realigned Howes Lane.

4.99. Land between the realigned Bucknell Road and Lords Lane adjacent to the local centre is identified for commercial uses.

4.100. The existing farmsteads are identified in the masterplan for mixed use development including some

commercial uses. Proposals for mixed use development at the existing farmsteads should retain and respect the listed barns at Himley Farm and the listed farmhouse at Home Farm. Landscape proposals including open spaces should be used to retain the setting of the listed buildings on the site. The spatial framework identifies mixed use employment to the north east of Lords Farm and at Hawkwell Farm. The economic strategy does not include an indicative number of jobs created in this area.

4.101. Other employment opportunities will be created through the provision of facilities for homeworking in the design of new homes. Homeworking will play an important role in creating employment opportunities on the site and will be encouraged, facilitated by the design of the new homes (Please refer to Development Principle 4(a)).

4.102. **Development Requirement 5 – Employment**

4.103. Employment proposals will be required to address:

- Accessibility to homes and sustainable transport;
- Mixed use development;
- The capability of the building to achieve BREEAM Excellent on occupation of 50% of the development;
- Relationship to neighbouring uses so that they do not have an adverse impact on adjacent properties and
- The vitality of local centres
- Planning applications should:
 - be supported by an economic strategy
 - demonstrate access to at least one new opportunity per new home on-site and within Bicester;
 - present an up to date summary of economic baseline information;
 - set out the local economic context and economic links (with a specific focus on jobs and employment land);
 - pursue target sectors including high value logistics, manufacturing (including performance engineering) and low carbon environmental goods and services
 - refer to the Cherwell Local Plan evidence base;
 - include an action plan to deliver jobs and homeworking, skills and training objectives;
 - support local apprenticeship and training initiatives.

4.104. **Transport, Movement and Access**

4.105. The Eco Bicester One Shared Vision encourages *“walking and cycling as the first choice of travel within the town to improve health, reduce carbon emissions, and improve the quality of the environment”*. The Sustainable Transport Strategy for Bicester sets out the transport ambition and vision for sustainable transport in the town. It will inform the preparation of transport policies and proposals for the existing town and new development proposals.

4.106. The Government has set out its ambition for cycling, for example in announcements made by the Prime Minister and the Cycling Delivery Plan published for consultation in November 2014. The development at Bicester should reflect this ambition. Targets have been set for trips originating from North West Bicester together with aims to tackle the carbon impact of transport from day one through the provision of transport choice messages, infrastructure and services. A key transport objective is to make it easy to get around on foot and/or cycle.

4.107. Strategic accesses and primary streets are shown on the Masterplan

4.108. Development Principle 6 – Transport, Movement and Access

4.109. Travel and mobility are part of our everyday lives, and proposals should support people's desire for mobility whilst achieving the goal of low carbon living. Cycling and walking will be encouraged and supported to be the first choice of transport in new development and the wider town of Bicester. Improved linkages to the town's stations must be provided and further linkages to Bicester town station should be investigated to provide improved connectivity to a wider range of destinations.

4.110. The principles in this SPD set out to demonstrate and achieve the benefits that flow from good design and assign a higher priority to pedestrians and cyclists, setting out an approach to residential streets that recognises their role in creating places that work for all members of the community.

4.111. Development should have a robust urban structure, with a network of well-designed, connected spaces and routes that prioritise the movement of pedestrians, cyclists and public transport. It is critical that these spaces form well connected places which draw the existing and new communities together. Streets will form a major element of the public realm which will "stitch" the site together.

4.112. Principles of "walkable neighbourhoods" and "filtered permeability" have been applied in the masterplanning to determine the mix of uses and connections to predominantly daily facilities within the new community. These principles should continue to be used in the preparation of planning applications. The spatial framework plan in Appendix V shows the key connections within the site and surrounding area.

4.113. Development proposals must show an understanding of existing routes and provide a considered response that enhances existing access and connections and seeks to improve/ remove barriers to movement on and off-site.

4.114. It is essential that the accessibility of the overall development internally and externally is designed to a high standard with attractive, direct and overlooked routes. Such routes will be expected to be designed to an adoptable standard.

4.115. It is crucial proposed developments integrate fully with existing developments and communities in Bicester by making new connections, while improving existing ones.

4.116. Rights of Way should be recognised as important links to the countryside, enhanced and reinforced through the implementation of the masterplan supported by individual planning applications.

4.117. The North West Bicester masterplan sets out a framework for movement and access within the site (Figure 11). It includes a street hierarchy and indicative layout of primary streets. This requires further work to ensure the street design and layout is legible.

Figure 11: North West Bicester Masterplan – Access and Movement Framework

4.118. The primary road layout within the site provides access to the strategic road network. The detailed layout should be designed to keep vehicle speeds low and discourage unnecessary journeys by private motor car.

4.119. The SPD masterplan seeks to employ principles of filtered permeability and walkable neighbourhoods. These principles should be developed further in detailed planning proposals.

4.120. The Masterplan provides the opportunity to address the aspect of existing properties along Howes

Lane and the potential for the new development to enhance the existing properties through good urban design and integration with the proposed development. The masterplan is based on the following movement hierarchy:

- A strong green space structure providing a network of footpaths and cycleways;
- Provision of a strategic route through the site, to realign Howe's Lane, cross the railway line and allow integration and connectivity between the new and existing community;
- Primary access roads into the site link employment, schools and community facilities;
- Controlled access roads through residential areas provide a route for public transport and maximise the public transport catchment;
- Minor roads and home zones/community streets to serve residential areas.

4.121. **Development Requirement 6 - Transport, Movement and Access**

4.122. Key considerations for movement to be addressed in planning applications are as follows:

- Reducing car dependency;
- Prioritising walking and cycling;
- Generating activity and connectivity;
- Highway and transport improvements including Howes Lane and Bucknell Road
- Bus priority and links and infrastructure including RTI

4.123. At the outline planning applications stage it will be necessary to set out the indicative layout of lower hierarchy streets as part of a future design code. The secondary road network will provide other routes through the site. Below this level, further work in preparing planning applications is required to show how the routes will connect and illustrate the permeability of the site.

4.124. There is scope for planning applications to reconsider key elements and provide further detail to explain how the movement principles will be realised in spatial and public realm terms.

4.125. Planning applications and proposals should:

- Demonstrate how Manual for Streets 1 and 2 have been incorporated into the design of roads and streets
- Demonstrate how Sustrans design manual guidance has been incorporated
- Address and ensure connectivity along the major routes.
- Include a Movement Strategy and designs to promote sustainable transport ensuring that all residential areas enjoy easy access to open space and are connected by a range of modes of transport to schools, community facilities and leisure/employment opportunities.
- Demonstrate that homes are within 5 minutes' walk (approximately 400 metres) of frequent public transport and 10 minutes' (approximately 800 metres) of neighbourhood services;

4.126. **Sustainable Transport - Modal Share and Containment**

4.127. Baseline information on mode share of trips is available from the Bicester Household Travel Diary Data (2010). The results of the Travel Behaviour Survey carried out by OCC in late 2010 showed 69% of total trips in Bicester were made by car and 31% by non-car modes.

4.128. Mode share varies by distance with many of the shortest journeys in Bicester already made by non-car modes (78%) whereas longer journey (more than three kilometres) are mostly by car (86%)

including car passengers)

- 4.129. Containment refers to the number of trips generated by a development and the travel patterns within that development. A high rate of containment indicates a land use and transport conditions that enable residents to travel without the need for complex external journeys.
- 4.130. The SPD masterplan includes land use mixes that maximise the containment of trips within the North West Bicester development and limit the need for vehicular travel.
- 4.131. **Development Principle 6(a) – Sustainable Transport - Modal Share and Containment**
- 4.132. Attractive routes and connections through the development should make the cycling and walking objective achievable. In order to achieve the amount of trips by walking and cycling, proposals in planning applications should be developed with strong connections to on and off-site destinations.
- 4.133. Walking routes should be designed to integrate with the existing public rights of way network. Opportunities for walking and cycling should be developed and enhanced through a network of sustainable, attractive and direct routes linking green spaces.
- 4.134. Primary routes for vehicles should allow access to the development but not dominate the layout or design of the scheme. This should be a place where people provide the vitality and vibrancy and walking and cycling become the first choice of travel.
- 4.135. The transport system should be planned to ensure that all homes and key services have access to non-car modes of transport.
- 4.136. Car sharing and car clubs should be an important element in supporting reduced car ownership and use.
- 4.137. Streets and spaces should not be dominated by parking and innovative layouts and management should be used where appropriate.
- 4.138. Parking requirements will need to be sensitively addressed.
- 4.139. Masterplanning has sought to achieve an increased level of containment of trips within the development and in Bicester. Residential areas in the draft masterplan have been located so that they are within walking distance of schools and local facilities and accessible to the bus route through the site. Detailed proposals and further masterplanning should be designed in a way that supports children walking and cycling safely and easily to schools from homes.
- 4.140. Walking distances to schools should be measured by the shortest route along which a child may walk reasonably safely. For children under 11 there should be a maximum walking distance of 800 metres from homes to the nearest school.
- 4.141. The target level of containment is for at least 35% of trips to be within North West Bicester and 60% to be within Bicester as a whole, that is, 40% or less travelling outside of Bicester. This compares to an estimated 25% at present within neighbourhoods and 56% within Bicester as a whole. It aims at some increase in containment, recognising the complexities and limited influence over people's choices about where they live, work, shop and send their children to school.
- 4.142. The Masterplan incorporates the following sustainable transport principles:
- Comprehensive direct networks for walking, cycling and public transport;

- Limited or less convenient private vehicle access for homes and services;
- Good accessibility by sustainable modes to key services such as schools and local centres;
- Provision of bus infrastructure
- A compact layout – with medium densities, a mix of uses and a range of facilities within 10 minutes walking distance (around 800 metres);
- Community Streets (Home zones) – residential areas where streets design encourages drivers to travel at very low speeds;
- Shared space streets and squares – these are intended to reduce the dominance of motor vehicles and to improve the conditions for walkers, cyclists and pedestrians;

4.143. The Masterplan will facilitate the overall modal share by non-car modes. This varies by the length of trip. The aim is to achieve an overall modal share of not more than 50% by car. The targets suggest an overall increase in walking trips from 22% at present to 30% for North West Bicester; increasing cycling trips from 4% to 10% and bus trips from 5% to 10%. Walking, cycling and bus trips also include journeys to the railway stations as part of longer journeys by public transport.

4.144. **Development Requirement 6(a) – Sustainable Transport - Modal Share and Containment**

4.145. The SPD masterplan includes land use mixes that maximise the containment of trips within the North West Bicester development and limit the need for vehicular travel.

4.146. Planning applications should include Travel Plans which demonstrate how the design will enable at least 50% of trips originating in the development to be made by non-car means with the potential to increase to 60% by 2020.

4.147. Planning applications should set out how they will deliver:

- High containment of trips within the town;
- Enhanced bus services from North West Bicester into and around Bicester;
- Additional bus priority measures;
- Street plans to discourage car movement;
- Travel awareness plans (personalised travel plans etc.);
- Real time travel information including access to train and train services;
- High quality walking and cycling links to and from the town and waymarking;
- Cycle storage within new homes;
- Be supported by a Walking and Cycling Strategy and
- Transport Assessments addressing the guidance in this SPD.

4.148. Planning applications should also:

- Demonstrate options for ensuring key connections around the town do not become congested as a result of the development, for example, by extending some aspects of the travel plan beyond the immediate boundaries of the North West Bicester site
- Significantly more ambitious targets for modal share than the 50 per cent and for the use of sustainable transport.
- Demonstrate how the principles of filtered permeability have been employed in designing the layout of schemes.

4.149. Development Principle 6(b) – Electric and low emission vehicles

4.150. To reduce carbon emissions from transport as part of a sustainable transport system, electric and low emission vehicles will be encouraged. Proposals should include ultra-low carbon vehicle options including electric vehicles, car share schemes and low emission public transport. The implications on energy demand should be considered. Proposals should not add so many additional private vehicles to the local road network that they cause congestion.

4.151. Development Requirement 6(b) – Electric and low emission vehicles

4.152. Proposals should make provision for electric and low emission vehicles through infrastructure provision and support in Travel Plans.

4.153. Proposed highways infrastructure - Strategic link road and proposed highway realignments

4.154. Howes Lane realignment

4.155. The vision is to maintain the strategic route to accommodate the predicted volumes of traffic while providing an environment that is safe and attractive to pedestrians, cyclists and any person that is using the services and facilities proposed. The requirement to upgrade the existing Howes Lane and Lords Lane corridor has long been a priority scheme in the local authorities' infrastructure delivery plans and programmes. It includes a scheme to improve the Bucknell Road Howes Lane and Lords Lane junction. Similarly the crossing of the railway line was seen as a potential constraint in masterplanning the site; particularly its impact on connectivity between the land uses on either side of the railway embankment.

4.156. A number of options have been considered for the strategic road network in this area and are set out in the various planning documents and evidence in the form of transport studies/modelling to support the Local Plan.

4.157. Howes Lane is characterised by dense planting, fencing and rear elevations. This results in limited opportunities to link with the eco-town site with the exception of a single greenway.

4.158. Lords Lane presents a more positive aspect to the proposed development in terms of the orientation of new development (housing facing outwards towards the road from Bure Park). The Bure Stream and local nature reserve forms an important green link into the town from the site.

4.159. Bucknell Road

4.160. To reduce the attractiveness of the existing Bucknell Road route for through traffic, other road users, including vehicular traffic travelling along Bucknell Road to and from the town centre, will be diverted to along the route of the existing Lords Lane. The proposed realigned route will enter the masterplan site approximately 100 metres east of the existing Lords Farm. It will then cross the extended boulevard.

4.161. Access to Bucknell from the south and town centre will use the primary street through the northern part of the site before rejoining Bucknell Road on its current alignment. Bucknell Road will be truncated from the north just before crossing the stream continuing as a walking and cycle route towards the southern boundary of the site and the Bucknell Road beyond to the town centre.

4.162. The masterplanning of the site provides an opportunity to improve Bucknell Road and address issues of road safety and local access to Bucknell village by realigning the section of highway immediately to the north of the junction with Lords Lane. The road currently has the character of a

rural lane with tall hedges on either side and vehicles travelling fast (the national speed limit is 60 mph).

- 4.163. Development Principle 6 (c) – Proposed highways infrastructure - Strategic link road and proposed highway realignments**
- 4.164. The proposals for improvement of Howes Lane should integrate the existing and new development. To provide this, the existing road is moved further from the existing properties to a new alignment. Development should provide an appropriate interface with Howes Lane by sensitively responding to the scale, massing and height of existing development.
- 4.165. The SPD masterplan shows the A4095 diverted through the site to provide a strategic route for the town and create an urban boulevard for the new development. This road will have the character of a bustling street and be a place of pedestrian activity and the focal point the new community. The speed of vehicles will be reduced to allow movement between the existing and new development. The creation of tree lined boulevard will be an attractive feature of the development.
- 4.166. The Howes Lane/ Bucknell Road/ Lords Lane junction arrangement will be replaced by an underpass under the railway line to ease the movement of traffic along the east-west route. Commercial uses will be concentrated in this area providing activity as the main street through the development. The Boulevard will be the primary access into the development connecting the initial phases of housing, community facilities and business park. The carriageway width should be restricted to ensure it does not present a barrier to crossing and movement. The character of the Boulevard should be developed further based on the character areas set out in this document.
- 4.167. The proposed strategic link will be designed as a tree lined street or boulevard. It provides the opportunity to enter the site by a series of “gateways” providing a sense of arrival into the eco-town development at the edges of the masterplan boundary.
- 4.168. This area should accommodate not only the highway but also trees, green space, segregated footways and cycleways with building fronting the new road. It should result in a vibrant area at all times of day for the community as well as people passing through.
- 4.169. The secondary school could provide activity and a focal point for the development in the southern area of the site. It could be flanked by mixed uses development comprising commercial uses, residential and new green infrastructure.
- 4.170. Vehicles should move through this area along the attractive street, perhaps stopping to use the local facilities or to allow school children or shoppers to cross. Crossing points should allow permeability for pedestrians and cyclists to conveniently access facilities on and off site.
- 4.171. The new route will be a highly accessible street in the new development with excellent links to the rest of the development and town. It will provide commercial opportunities, creating a viable and sustainable mix of uses serving local needs. In this location, and along the public transport corridors, higher density development will be encouraged.
- 4.172. Changes to the character and function of Bucknell Road are also required to allow connectivity between the proposed uses in the southern part of the masterplan areas. It will also have the benefit of discouraging through traffic from using the Bucknell Road to gain access to the M40 at Junction 10 and access other roads north of Bicester. It aims to discourage vehicular movement (“rat-running”) through the villages.
- 4.173. Bucknell Road should provide a strong connection through the site and not be a barrier to

movement. The existing highway arrangements along the Bucknell Road should be improved to allow a rapid bus-only link direct into the eco town site via Bucknell Road with associated walking and cycling infrastructure along it.

4.174. Development Requirement 6(c) – Proposed highways infrastructure - Strategic link road and proposed highway realignments

4.175. Planning applications should demonstrate options for ensuring that key connections around the eco-town do not become congested as a result of the development.

- Highway requirements should not lead to a route which will in itself form a new barrier - albeit relocated within the site boundaries.
- Good permeability, frontage and crossing points combined by a reduced speed limit should deliver the vision for an urban boulevard.
- In terms of the design of this new section of road, the local highway authority recognises the continued strategic importance, nature and level and types of traffic carried on a daily basis by Howes Lane as part of the Bicester perimeter road network. OCC has provided an indicative Howes Lane carriageway dimension requirement of 7.3 metres. It has also indicated a requirement for off road footways and cycleways, verges (with trees) and two swales and a speed limit of 30 mph.
- Joint cycleway/footways should be at least four metres wide and segregated routes to provide attractive routes for pedestrian and cyclists.
- Applicants will need to work with OCC and CDC to find an acceptable design solution appropriate to the uses along the route. The existing Howes Lane will be the subject of a Stopping Up Order to allow potential alternative uses ranging from open space to foot/cycle ways.

4.176. Public transport

4.177. The vision is to create a rapid and regular bus service from the site to key destinations in and around the town in order to be attractive to residents. The public transport service needs to be fast reliable, affordable and direct.

4.178. The Masterplan proposes a bus network through the site designed to transport passengers directly and efficiently to their destination and give the bus priority over other road vehicles. Bucknell Road is the preferred route for a bus link to the town centre and this will require some infrastructure to support the increased use by buses from the North West Bicester site. The bus route will use the primary street network for the most part.

4.179. The Masterplan includes three bus-only links (central, western and eastern). The delivery of bus-only links requires further investigation, for example, from the Bucknell Road to the north side of the development and from the new link to the west side of the development needs further consideration to ensure it can be delivered to achieve the goal of providing an efficient bus service.

4.180. Development Principle 6(d) – Public Transport

4.181. North West Bicester should be an exemplar in the design and operation of its transport systems. The challenge this presents is significant and means that “business as usual” is not an option. Street and place design should give pedestrians and cyclists priority with limited and managed car access.

4.182. An indicative bus route has been submitted with the Draft masterplan. It includes bus only routes and bus priority measures. The final public transport solution must be attractive to all future residents and provide a

viable and efficient alternative to car travel.

4.183. Development Requirement 6(d) –Public transport

4.184. The location of the internal bus stops should be within 400 metres (walking distance) of homes and located in the site's local centres where possible. Bus stops should be designed to provide Real Time Information infrastructure, shelters and cycle parking.

4.185. Healthy Lifestyles

4.186. The built and natural environments are an important component in improving the health and well-being of people. Well-designed development and good urban planning can also contribute to promoting healthier and more active living and reduce health inequalities. It is vital that the eco-towns work well as places. This means in social and economic as well as environmental. Healthy lifestyle are a key component of the development principles and proposals will need to address this issue.

4.187. Development Principle 7 - Healthy lifestyles

4.188. Development proposals should be designed and planned to support healthy and sustainable environments and enable residents to make healthy choices easily. Development proposals should focus on social factors such as benefits of personal health and well-being as part of environmental and economic sustainability. Healthy lifestyles are a key component of the development principles and proposals will need to address this issue Often these factors are interwoven.

4.189. For example, sustainable transport options such as cycling and walking reduce environmental impact but also bring benefits for personal health and well-being; walkable communities encourage social connection; car clubs are a new service industry that create sustainable jobs and reduce transport impacts.

4.190. It is vital that the eco-towns work well as places. This means in social and economic terms as well as environmental. Healthy lifestyles are a key component of the development principles and proposals will need to address.

4.191. Healthy lifestyles will also have the benefit of reducing demand on local health facilities and increased economic productivity with less absence from work due to health issues. Locally grown food can reduce carbon emissions from transport and storage and involves some physical activity in its production.

4.192. Residents should be encouraged and supported in growing their own fruit and vegetables and the green spaces used to provide sources of food including fruit trees. Replacing car journeys with walking and cycling trips can have many benefits in terms of health from reducing air pollution, encouraging exercise through active travel and increased interaction with friends and neighbours.

4.193. Development Requirements 7 - Healthy lifestyles

4.194. The health and well-being benefits from the development principles set out in this SPD should be considered in the design of proposals.

4.195. Proposals should provide facilities which contribute to the well-being, enjoyment and health of people.

4.196. Planning applications should set out how the design of development will deliver healthy

neighbourhoods and promote healthy lifestyles through active travel (walking and cycling) and sustainability.

4.197. The green spaces within the development should also provide the opportunity for healthy lifestyles including attractive areas for sport and recreation as well as local food production.

4.198. **Allotments**

4.199. Allotments and play areas have similar functions for health and community cohesion. Some further benefits of healthy lifestyles are set out below:

- Exercise – just 30 minutes of gardening can burn around 150 calories;
- Home grown produce – If managed properly an allotment can produce enough food to supplement a family's weekly shop, with fresh fruit and vegetables over the year. This could be quite a substantial cost saving;
- Healthy lifestyles – spending as little as 15 minutes a day in the summer sunshine can build up vitamin D levels – this can help the body ward off some illnesses and raise serotonin levels, making plot holders happier and healthier;
- Reducing Obesity levels – reducing cholesterol – through healthier foods, cooking workshops, eating together and discussing food choices;
- Reducing stress levels;
- Access to fresh air;
- Mental illness – promoting interaction with the environment helps to build confidence and skill levels. The integration of allotments with communities means they have a great potential for occupational therapy and as mechanisms of social inclusion;
- Spending time with like-minded people – allotments are places to socialise and for the camaraderie. Allotments are now used by people of all ages, genders and ethnic backgrounds – this aids community cohesion and helps to limit isolation;

4.200. The Masterplan and in particular design of the neighbourhoods will be key to the delivery of the healthy lifestyles principle.

4.201. Allotments are seen as an opportunity to learn from experienced gardeners as well as share knowledge with newcomers. Allotments can be seen as a social leveller – individuals are valued independently of their social –economic status – it is valued upon gardening skills and knowledge.

4.202. Being a plot holder provides a sense of being part of a community. The National Allotment Society provides further information on allotments (<http://www.nsalg.org.uk/allotment-info/benefits-of-allotment-gardening/>)

4.203. **Local Services**

4.204. Community facilities and local services are important in providing attractive places where people will want to meet and spend time providing a destination for local residents to visit with a strong community focus. Small scale retail serving the daily needs of local residents will be supported as part of the mix use local centres which should also include employment opportunities and commercial use of first floors. The Council will seek to ensure facilities are provided to meet the needs of local residents.

4.205. **Development Principle 8 - Local services**

- 4.206. Planning applications should include a good level of provision of services within the North West Bicester eco-town site that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture
- 4.207. Local centres are proposed as part of the mixed use development including small retail units, offices, and community facilities including a nursery, primary school, and public house. The energy centres and other infrastructure and facilities on the site will generate and support jobs within the site. It is important employment areas are easily accessible and well connected to other uses. The location of complementary uses such as cafes, bars and hotels should be convenient to employment facilities on the site to create a vibrant local economy as set out in the economic strategies.
- 4.208. The success of the commercial uses will be influenced by the mix of uses and quality of the built and natural environment in the masterplan and spatial framework plan. By locating commercial uses in close proximity to community and educational facilities it is envisaged the masterplan will promote viability and support local services. Community facilities and social infrastructure including schools will be provided in locations accessible to the new communities and sports and recreational facilities located in close proximity.
- 4.209. The distribution of community halls will be spread across the site and perform a different function to help build the new community. Schools shall provide high quality educational facilities with a strong community and sustainability emphasis to embrace the whole community, with facilities for the benefit of whole community. It is important that the mix of uses does not undermine the role of the town centre.
- 4.210. **Development Requirement 8 - Local services**
- 4.211. Planning applications should include a good level of provision of services within the North West Bicester eco-town site that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture while recognising that the existing town centre will continue to perform an important role as the service centre for the town and surrounding area including major large scale retail and community services such as the new library.
- 4.212. Local services should be located in accessible locations within walking distances (defined in this SPD) to homes and employment.
- 4.213. Following on from the “walkable neighbourhoods” principle the schools should be easily accessible on foot and other non-car sustainable modes. They should be set in an attractive landscape and where parents need to access the school by car should be carefully considered in order to avoid congestion and conflict with pedestrians and cyclists.
- 4.214. To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the site see “typical example” from the educational requirement document. The local education authority’s preference is for three vehicular entrances located strategically around the perimeter. Noise generation around schools should be minimal. School dropping off/picking up points should be agreed with OCC and CDC. Oxfordshire County Council’s detailed design principles for primary and secondary school sites are contained in Appendix IV. Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, “Drop-off standards for new primary schools built as part of a larger development.
- 4.215. **Green infrastructure**
- 4.216. Green space and green infrastructure will be a distinguishing feature of the site making it an attractive place to live. It provides the landscape setting to the development and a range of opportunities for

formal sports, play and informal recreation and the creation of a distinctive development. The eco-town presents an opportunity to create a distinctive and imaginative landscape and green infrastructure (SUDS, pedestrian routes, recreation space, habitat and bio fuel) focussed around existing watercourses and the stream corridors. These features are important and will influence the design of the development.

4.217. The majority of green space in the Masterplan is focussed on natural corridors and integrated with the existing hedgerows. The green space to the south of the railway line provides general amenity, sports and a nature reserve. To the north of the railway line the green space provides general amenity, a country park, water treatment facility, burial ground and community farm.

4.218. Other areas of green space provide the landscape framework for the master plan and opportunities to deliver green infrastructure. The Masterplan proposes a green infrastructure framework retaining existing landscape features such as trees, hedgerows and woodland as shown below in Figure 12.

Figure 12: North West Bicester – Green Infrastructure Framework

4.219. Development Principle 9 - Green infrastructure and landscape

4.220. Proposals at North West Bicester should create new urban places connected by green space and green corridors utilising the existing landscape framework. A network of interconnected green cycle and walking routes should be created with a combination of direct links between green areas and key destinations allowing residents and local people to explore the wider landscape. The design and layout should provide short direct sustainable connections to the town centre, countryside and key destinations. The proposed developments should support cultural activity through the provision of high quality public open space.

4.221. The impact of development on the site should be minimised to avoid disturbance of existing natural features such as trees and hedges and retaining the links to the landscape and countryside beyond the masterplanning boundaries. Planting of trees should be used to reinforce existing trees and hedges and integrate development with the landscape. The interface with Bignell Park for example needs to be handled with sensitivity as does the relationship to the settlements of Bucknell and Caversfield including important views of buildings such as St Lawrence's church in Caversfield. The setting of listed buildings within the site should be considered carefully when preparing planning applications. Landscape proposals including open spaces should be used to retain the setting of listed buildings on the site.

4.222. Open space should be fronted to secure attractiveness. Green infrastructure should enhance and complement the structure of the urban form and the hierarchy between the two elements needs to be understood in order to understand how these areas might be developed in subsequent applications.

4.223. Other areas of green space provide the landscape framework for the master plan and opportunities to deliver green infrastructure. The Masterplan proposes a green infrastructure framework retaining existing landscape features such as trees, hedgerows and woodland.

4.224. The space should be multi-functional, for example, accessible for play and recreation, walking or cycling safely, and support wildlife, urban cooling and flood management. Particular attention should be given to land to allow the production of food from community, allotment and/or commercial gardens. Proposed landscape schemes and Green Infrastructure design should be used to provide external cooling and reduce heat islands.

4.225. The bridleway leading from the eastern end of Howes Lane past Aldershot Farm is an important link between the town and countryside walkers, cyclists and equestrians and is identified as a green

corridor in the masterplan.

4.226. Development Requirement 9 - Green infrastructure and landscape

- 4.227. Planning applications should demonstrate a range of types of green space, for example wetland areas and public space.
- 4.228. Development must meet the requirements of BSC11.
- 4.229. Green spaces should be multi-functional, for example accessible for play and recreation, local food production (important due to the high carbon footprint of food), walking or cycling safely and support wildlife, urban cooling and flood management, providing the policy principle is not compromised.
- 4.230. The expectation is for frontages to be designed onto the green spaces with design consideration towards natural surveillance and ensuring landscaping schemes are not compromised. The existing Howes Lane has the potential to be integrated into the green infrastructure and landscape setting of the masterplan.
- 4.231. All planning applications should demonstrate the provision of forty per cent green space and a range of types of green space. Particular attention should be given to land to allow the production of food from community, allotment and/or commercial gardens.
- 4.232. Proposed landscape schemes and Green Infrastructure design should be used to provide external cooling and reduce heat islands.
- 4.233. Green roofs should be used to assist with neighbourhood cooling but will not be included in the requirement for 40% green space.
- 4.234. Development should have a clear system of safe, accessible and attractive open and green spaces that respond to and enhance natural features across the site, and integrate with the existing settlement.
- 4.235. Play areas should be located where they are accessible to children and overlooked.
- 4.236. There should be areas where biodiversity is the principal outcome, such as the nature reserve, parts of the country park, and wildlife corridors and buffers. In addition, opportunities to maximise biodiversity in other green spaces should be taken.
- 4.237. All development should be consistent with the Green Infrastructure and Landscape Strategy May 2014.
- 4.238. Development Principle 9 (a) –Tree planting**
- 4.239. To reflect the Biodiversity Strategy, native trees and shrubs should be planted on the site particularly within woodland, the country park, the nature reserve, and ecological buffers and corridors but also as a proportion of other plantings
- 4.240. Sufficient space should be allocated for tree planting in the planning applications to integrate with the streetscene and adjacent street furniture/ highways infrastructure/ buildings. Emphasis should be placed upon the planting of larger tree species (oak, plane, lime, hornbeam etc.) within the streetscene to ensure greater benefits are returned to the environment and community. Big trees provide big benefits, small trees provide small benefits.

- 4.241. Good communications and better understanding of all above/below ground requirements within the street scene at the earliest stage by the design team should ensure the appropriate integration of all street scene features including trees, SUD's, swales, rainwater harvesting, service routes (above & below) and CCTV.
- 4.242. Ensuring planting is in the correct locations and allows for the integration of the trees into water sensitive urban design avoids conflicts with adjacent features and services as the trees mature. It also allows for the trees to function efficiently and to their maximum capability within the street scene whilst contributing to installed environmental, ecological and engineered features.
- 4.243. **Development Requirements 9 (a) - Tree planting**
- 4.244. Planning applications should allocate appropriate space for the root and crown development of trees.
- 4.245. Where planning applications include proposals for tree planting in or adjacent to hard surface areas the provision of engineered planting pits should be installed with either structured cells, raft system or structured soil. Engineered planting pits in hard surface areas are to be integrated within rainwater harvesting systems in order to assist with stormwater management, reduce maintenance costs and improve water efficiency.
- 4.246. Tree pits must be of the size and specification to support and allow for the individual tree to reach and maintain its mature, natural form and characteristics without the associated and predictable conflicts with urban features and residents.
- 4.247. The design and installation of all hard surface tree pits should be in accordance with BS8545:2014 'Trees from nursery to independence in the Landscape', 'Trees in Hard Landscapes - A guide for Delivery' - Tree Design & Action Group.
- 4.248. Planting pits within hard surface areas must be fit for purpose and capable of providing an aerated, uncompacted medium capable of containing an appropriate volume of soil which can support the tree through maturity. The planting pits must have appropriate engineering solutions installed to ensure that the maturing roots do not present any foreseeable level of risk to property and adjacent hard surfaces. Each hard-surface planting pit specification to be designed to suit the individual tree and its situation.
- 4.249. Tree planting should be considered in masterplanning the site with discussions with the relevant officers from the earliest stage in the design phase.
- 4.250. To improve the integration and practical installation of trees within hard surface areas, developers should adopt a standard practice whereby all engineering drawings include and identify the location and dimensions of all planting pits within the street scene.
- 4.251. **Development Principle 9 (b) – Development edges**
- 4.252. Development edges made up of soft landscape proposals and sensitively designed built form have the potential to conserve and enhance the current setting of historic features. Development edges should respond well to the existing tree and woodland cover. Development should be accommodated without resulting in disruption to the local landscape pattern.
- 4.253. The strong landscape structure and general sense of enclosure across the landscape are such that with careful consideration for retention and enhancement of local features they could provide the framework for green infrastructure. Development should give consideration to the setting of listed buildings

4.254. Development Requirement 9 (b) – Development edges

4.255. Development on the edge of the site is likely to be more informal and rural in character and this will be reflected in the nature of the green spaces to be provided whereas the formal open space and sports pitches will have a different character. The western edge should be defined by woodland areas and support the existing landscape character of the area.

4.256. Hedgerows and Stream corridors

4.257. The alignment of some hedgerows also provides linkages / connections within the site and between the existing town and surrounding countryside for people and wildlife. A block of broadleaved semi-natural woodland west of Home Farm will be retained within a buffer zone of semi-natural habitat linked to the green space along the water courses. Key strategic hedges are identified on the spatial planning framework.

4.258. The Bure and its tributaries are important local watercourses. The stream corridors and field boundaries provide further structure and detail to the masterplan having multi-functional roles in the provision of green space, habitat, biodiversity gain, sustainable drainage, recreation and health, movement and access. They are intrinsic to the site as a whole.

4.259. In order to strengthen and enhance the value of the landscape, natural buffer zones will be created. Within these buffers a network of paths and cycleways will provide links between the various areas of the site providing safe and attractive routes to schools, shops and places of work as well as a link to the town and country beyond the natural site boundaries.

4.260. The Masterplan uses the existing field boundaries and hedgerows to give the layout of the proposed development structure. Hedgerows define the site layout recognising their landscape importance and contribution to biodiversity and habitat. They provide natural corridors throughout the site for wildlife but also for residents as part of the comprehensive cycling and walking network. The Landscape Strategy that supports the Masterplan includes the following key landscape elements:

- Green loops as part of a linear park
- Retained and reinforced hedgerows with a 20 metre buffer
- Riparian zones along the stream corridors
- Woodland copses
- Green “fingers” integrating green infrastructure into the development

4.261. The hedgerows would be managed in accordance with a LMHP to ensure that they provide habitat suitable for the fauna that were recorded on the site prior to development, in particular, nesting birds (non-farmland specialists), mammals and invertebrates, including the hair streak butterfly and other notable invertebrates. They would also provide wildlife corridors.

4.262. Development Principle 9 (c) – Hedgerows and Stream corridors

4.263. Retaining and reinforcing the existing hedgerows, trees and woodland on the site is a key development principle. The field boundaries and hedgerows divide the site into parcels. The hedges are to be largely retained in the masterplan proposals and provide both a constraint and opportunity for development proposals. They are an important feature in the local landscape and form the basis of the site’s green infrastructure.

4.264. Development Requirement 9 (c) – Hedgerows, dark buffers and stream corridors

- 4.265. Planning applications need to explain green infrastructure in relation to the way that it fits with the housing and commercial developments as these are critical to the success of the scheme. For instance, simple considerations such as whether development fronts onto landscape will make a huge difference in the way the area is perceived and functions.
- 4.266. Hedgerow loss should be minimised and mitigated for and existing hedges retained as part of the landscape framework and breaches of the hedges minimised in designing the layout of development- Retained hedgerows identified on the Draft masterplan and spatial framework will be enriched by semi-natural vegetation in buffer zones, a minimum of 10 metres either side of the hedgerow in accordance with the Green Infrastructure and Landscape Strategy.
- 4.267. The establishment of a minimum 60 metre corridor to the watercourses (30 metres each side of the centre line) shall be provided to create a strong landscape feature in the scheme and secure the opportunity for biodiversity gain from the development. The corridors will also have other purposes and capacity for other functions. For example, they will provide the interface with development and may, recreational routes and play and as such long term management proposals will be required as part of any planning application.
- 4.268. Connectivity between habitats and ecosystems must be planned and protected. The resilience of the ecosystems in and around North West Bicester depends on maintaining connectivity for the full range of wildlife and plants. All planning applications should provide plans showing how wildlife corridors of all sorts will be maintained within the site and also connect with neighbouring sites in accordance with the North West Bicester masterplan and biodiversity strategy. A plan showing protected dark corridors across the site must be included.
- 4.269. A 20 metre buffer along either side of designated hedgerows recognised for their ecological value will be provided to create a “dark corridor” for nocturnal species such as bats. The hedgerow buffers should be provided in accordance with the Green Infrastructure and Landscape Strategy. The lighting scheme for the development will avoid disturbance to these dark areas.
- 4.270. **Sports Pitches**
- 4.271. The SPD masterplan includes sports pitches and secondary school playing fields in a central position on the land to the south of the railway, and in proximity of each other where it may be possible to create a sports hub. Also a site for outdoor sport has been identified in a central position on the land to the north of the railway shown on the masterplan as a “Sports Pitch”.
- 4.272. **Development Principle 9 (d) - Sports pitches**
- 4.273. 40% of the total gross site area will comprise green space and this should include sports pitches.
- 4.274. The Council will encourage partnership working to ensure that sufficient quantity and quality of, and convenient access to open space, sport and recreation provision is secured through ensuring that proposals for new development contribute to open space, outdoor sport and recreation provision commensurate to the need generated by the proposals.
- 4.275. **Development Requirement 9(d) - Sports pitches**
- 4.276. The layout, design and type of provision requires further consideration to ensure that it provides a sustainable solution in the longer term. The suitable phasing of sports pitches will be secured through Section 106 Agreements and/or conditions as appropriate.
- 4.277. Any new facilities should be built in accordance with Sport England’s design guidance notes, copies

of which can be found at: <http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/>

4.278. Sport England along with Public Health England launched 'Active Design Guidance' in October 2015 (www.sportengland.org/activedesign). Sport England believes that being active should be an intrinsic part of everyone's life pattern.

4.279. **Biodiversity**

4.280. Green space is critical to ensuring a net gain in biodiversity. The aim is to ensure greater Biodiversity across the site once the development is complete. Bat activity and badger corridors have also been incorporated into the masterplan landscape framework.

4.281. The Draft Masterplan proposals shall retain the most valuable habitats and ecological features on the site including protecting the majority of hedgerows and watercourses.

4.282. Policy ESD10 of the Local Plan requires preservation and enhancement of habitats and species

4.283. On site. The Council requires proposals to demonstrate a net gain in local biodiversity and a strategy for conserving and enhancing local biodiversity for planning applications.

4.284. **Development Principle 9 (e) – Biodiversity**

4.285. This development principle refers to the preservation and enhancement of habitats and species on site, particularly protected species and habitats. It also includes the creation and management of new habitats to achieve an overall net gain in biodiversity. The creation of a local nature reserve and linkages with existing BAP habitats is fundamental to this principle. The biodiversity strategy identifies the need for woodlands and ponds to have a minimum buffer width of 10m with a 50m buffer around ponds supporting great crested newts. Other elements of this development principle include:

4.286. Sensitive management of open space provision to secure recreation and health benefits alongside biodiversity gains.

4.287. A landscape and Habitats Management Plan to be provided to manage habitats on site and to ensure this is integral to wider landscape management

4.288. **Development Requirement 9 (e) – Biodiversity**

4.289. Biodiversity mitigation and enhancement shall be incorporated into development proposals to provide a net biodiversity gain. As such it is not possible to mitigate for the Impact of farmland birds on the site, off site mitigation measures should be provided and all applications within the masterplan area should contribute to the provision of off-site mitigation.

4.290. Proposals must demonstrate inclusion of biodiversity gains within the built environment for example through planting, bird, bat and insect boxes and the inclusion of green roofs

4.291. A biodiversity strategy which is part of an approved biodiversity strategy for the whole masterplan area, shall accompany all planning applications. It should include an accepted numerical metric to show that a net gain in biodiversity will be achieved.

4.292. All new development within the North West Bicester site must be in line with the North West Bicester masterplan green infrastructure and landscape strategy, May 2014 which forms part of the

masterplan SPD.

4.293. A Biodiversity Strategy which builds on a biodiversity strategy for the masterplan shall accompany all planning applications.

4.294. A detailed Landscape and Habitats Management Plan including a comprehensive ecological monitoring programme will be required for all reserved matters and full planning applications.

4.295. **Water**

4.296. Water neutrality is the concept where the total water used after a new development is no more than the total water used before the new development. This requires meeting the new demand through improving the efficiency of uses of the existing water resources. Water neutrality needs to be assessed within a defined area, normally the water company's water resource zone. Water neutrality is a demanding level of ambition which is only likely to be achieved through a combination of measures. A key component is to make the new development water efficient, through using the most efficient water products and where appropriate looking at water use options.

4.297. As Bicester is in an area of serious water stress, with Thames Water (the statutory water undertaker for the area) predicting supply demand deficits, proposals should aspire to water neutrality as achieving development without increasing overall water use across a wider area. Policy Bicester 1 sets out the infrastructure needs for North West Bicester and requires utilities and infrastructure which allow for zero carbon (see Development Principle 2) and water neutrality on the site.

4.298. The Masterplan is supported by a WCS confirming the proposed development shall incorporate a water efficiency design standard to limit average per capita consumption (PCC) to 105 litres per person per day (l/p/d) in all new homes. For residential properties, at least 25 l/p/d of potable water demand must be replaced with non-potable water to allow the target of 80 l/p/d to be achieved. Options for providing a non-potable supply to the dwellings on the North West Bicester development include:

- Rainwater harvesting at a property level;
- Rainwater harvesting at a wider neighbourhood level;
- Greywater recycling (GWR) at a property/neighbourhood level and
- Local reclamation of treated wastewater.

4.299. Other options may exist and should also be explored. In terms of on-site sewerage network capacity it is suggested in the WCS that gravity sewers are employed to collect the majority of the waste water to avoid the need for a multitude of on-site sewage pumping stations. The design standard shall also require that water recycling technologies are used locally to supplement domestic supplies. It sets out options for the proposed development. It explores the proposed new potable demand from the development and the alternative methods to reduce the demand on the existing Thames Water Utilities network. In this way it seeks to move the development towards water neutrality to avoid the above mentioned supply demand deficits.

4.300. Reducing potable water demand also allows more water to be retained in the environment, which can have benefits for biodiversity, amenity and both the flow (additional dilution) and physiochemical elements of the Water Framework Directive (WFD). Water efficiency measures in residential and non-residential buildings are explored in the WCS and will need to be developed further in the implementation of the masterplan. They include variable flush toilet devices, reduced flow showers and taps and metering retrofits. Local reclamation of surface water may be required to increase water neutrality further. It is unlikely that local groundwater or surface water abstractions would be

suitable substitutes to the utility company network.

4.301. Development Principle 10 – Water

4.302. The Council requires development proposals to be ambitious in terms of water efficiency across the whole development and demonstrate efficient use and recycling of water to minimise additional water demand from new housing and new non-domestic buildings. In order to meet zero carbon targets for the development proposals will be required to meet the water efficiency target. The Water Cycle Strategy (WCS) sets out details of how this may be achieved as the design standard for all new development. The development should not make it more difficult for the water company to achieve its demand management strategy and ensure a supply demand surplus is maintained.

4.303. Development Requirement 10 – Water

4.304. Planning applications should be accompanied by a water cycle strategy (WCS) that provides a plan for the necessary water services infrastructure improvements. The WCS should be prepared and developed in partnership with interested parties, including the local planning authority, the Environmental Agency (EA) and the relevant water and sewerage companies through a water cycle study. The strategy should:

- Assess the impact the proposed development will have on the water demand within the framework of the water company's water resource management plans and set out the proposed measures which will limit additional water demand from both new housing and new non-domestic buildings and show how the scheme can address the aim of water neutrality
- Demonstrate that the development will not result in any deterioration in the status of any surface waters or ground-waters affected by it
- Set out proposed measures for improving water quality and avoiding surface water flooding from surface water, groundwater or local water courses.
- Demonstrate that adequate sewerage Infrastructure capacity exists on and/or off the site to serve the development that would not lead to problems for existing users

4.305. Development proposals shall incorporate:

- Measures in the water cycle strategy for improving water quality and managing surface water, ground water and local watercourses to prevent surface water flooding from those sources and
- SUDS designed to maximise the opportunities for biodiversity..

4.306. Flood Risk Management

4.307. To minimise the impact of new development on flood risk the NPPF requires that the surface water drainage arrangements for any development site are such that volumes and peak flow rates leaving the site post-development are no greater than those under existing conditions. As the North West Bicester site is predominantly greenfield in its predevelopment state, the drainage strategy should be based on the principle of attenuating any additional post development runoff to equivalent greenfield rates.

4.308. The aim is to provide a site-wide sustainable urban drainage system (SUDS) as part of the approach to flood risk management and climate change adaptation. In terms of design, the SUDS should not be treated simply as a drainage feature, but integrated into the wider landscape and ecology strategy. SUDS are a fundamental component of the proposed green infrastructure.

4.309. **Development Principle 11 - Flood risk management**

- 4.310. Development proposals should demonstrate how sustainable urban drainage systems (SUDs) and other appropriate measures will be used to manage surface water, groundwater and local watercourses to prevent surface water flooding.
- 4.311. Natural drainage systems and runoff rates no higher than greenfield rates will be required to reduce the risk of flooding and maintain groundwater levels.
- 4.312. Maintenance of the surface water features on the site is critically important to maintain their long term functionality. Without maintenance in perpetuity, drainage features will not be able to provide the required surface water attenuation and restrict surface water runoff to the Greenfield runoff rate. This will increase the risk of flooding on and offsite.

4.313. **Development Requirement 11 - Flood risk management**

- 4.314. Planning applications should demonstrate that the proposed development will not increase flood risk on and off the site.
- 4.315. They should demonstrate that the peak discharge rate for all events up to and including the 1 in 100 chance in any year critical storm event, including an appropriate allowance for climate change will not exceed that of existing site.
- 4.316. As the development includes proposed residential development with an assumed lifetime of 100 years, the surface water drainage strategy should include a 30 per cent allowance for climate change in accordance with guidance in the NPPF.
- 4.317. Planning applications must demonstrate in a surface water drainage strategy that the proposed development will not increase the risk of flooding from surface water on or off site
- 4.318. In preparing planning applications, the following guidance should be referred to:
- “Preliminary rainfall runoff management for developments”, DEFRA, Environment Agency providing guidance on the preparation of surface water strategies;
 - NPPF National Planning Guidance on Climate Change allowances
 - “C635 Designing for exceedance in urban drainage – Good Practice”, CIRIA”
 - “Sustainable Drainage Systems – design manual for England and Wales CIRIA C522
 - SUDS manual, CIRIA C753

4.319. **Waste**

- 4.320. Waste can cause harm to the environment through its treatment and disposal. The Waste Management Plan for England was published by the Department for Environment, Fisheries and Rural Affairs (DEFRA) in 2013 and sets out the Government’s waste policies. The Government’s aim is to reduce the amount of waste produced across the economy whilst promoting economic growth and prosperity.
- 4.321. In terms of recycling, the EU target is for 50% of waste to be recycled by 2020. Landfill or incineration without energy recovery should be the last resort. In 2012/13 22.6 million tonnes of household waste was generated in England but has been falling on average by 2% per year since 2007. More recently there has been a growth in waste in Oxfordshire which could be up to 2% in 2015.

4.322. **Bin Storage in Residential Development**

4.323. Cherwell District Council has produced guidance on bin storage in residential developments. The Government's review of Housing Standards includes changes to guidance on external waste storage to ensure it is properly considered in new housing development.

4.324. **Development Principle 12 – Waste**

4.325. Planning applications should include a sustainable waste and resources plan (SWRP) covering domestic and commercial waste and setting targets for residual waste, recycling and landfill diversion. A site waste management plan (SWMP) for North West Bicester supports the masterplanning of the site. The implementation of such plans remains best practice despite the Site Waste Management Plans Regulations 2008 being repealed in December 2013.

4.326. Between 2007 and 2014 the Oxfordshire Waste Partnership's (OWP) increased recycling and composting rates from 33% to 60% in Oxfordshire. In April 2014 OWP was replaced by an informal partnership, "Recycle for Oxfordshire" working to continuously improve waste management services for residents. OWP agreed the Oxfordshire Joint Municipal Waste Management Strategy (OJMWMS) in 2007 which was reviewed and updated in 2013. It sets out plans for dealing with municipal waste up to 2030. The main themes of the strategy are:

4.327. Reduce and reuse - provide advice, services and information to help householders, businesses and the community reduce and reuse materials and avoid waste. Also to set a good example by reducing its own waste. Recycling and composting - as a minimum, Oxfordshire will achieve a combined recycling and composting rate for household waste of at least 65% of by 2020 and 70% of household waste by 2025. The OJMWMS Policy 3 aims to help households and individuals reduce and manage their waste in order to ensure zero waste growth or better of municipal waste per person per annum. Applicants should be aware of this is developing their Sustainable Waste and Resources Plans and consider how they could help achieve the waste target reduction. Bicester already has a good basis for this that could be built on in the existing sustainability and reuse centre at Bicester Green. Proposals should achieve at least 70% reuse and recycling.

4.328. **Development Requirement 12 – Waste**

4.329. Planning applications should include a sustainable waste and resources plan covering both domestic and non-domestic waste which:

- sets targets for residual waste levels and landfill diversion
- Establishes how all development will be designed so as to facilitate the achievement of the targets
- Provides evidence that consideration has been given to the use of locally generated waste as a fuel source for CHP generation and
- Sets out how developers will ensure that no construction, demolition and excavation waste will be sent to landfill.

4.330. The Sustainable Waste and Resources Plan (SWRP) should demonstrate that targets for residual waste levels and landfill diversion can be met.

4.331. Proposals should incorporate the CDC Design Advice on waste management in establishing how the development will be designed to facilitate the achievement of the targets set in the SWRP.

4.332. The SWRP should also achieve zero waste to landfill from construction, demolition and excavation.

4.333. **Community and Governance**

4.334. North West Bicester provides an opportunity to consider innovative and new approaches to community governance. The creation of a balanced and mixed community is a fundamental requirement of eco-towns and sustainable development.

4.335. **Development Principle 13 – Community and governance**

4.336. A long term approach is necessary to ensure the new development retains its integrity and is able to manage change in a planned way.

4.337. Developers should seek to achieve a seamless approach across the site in terms of community led activities and facilities.

4.338. To promote integration with the existing community planning applications should include:

- Provision of a range of house types and tenures, potentially linked to incentives to local first time buyers and older households;
- Sensitive allocation and management policies for affordable housing which enable extended families and friendship networks (co-housing) to move together and help create a more diversified tenure mix;
- Provision of a range of community and leisure facilities which cater not just for North West Bicester but also give people from the existing community reasons to go there;
- Revenue support for provision of appropriate staffing and early staffing of community facilities;
- Good public transport links between North West Bicester and the wider town. Delivering a high quality scheme is only part of creating a successful place. Suitable management of the different elements of the masterplan will be required to ensure facilities are maintained over the long term and to help to build social cohesion.

4.339. **Development Requirement 13 - Community and governance**

4.340. Planning applications should be accompanied by long term governance structures for the development to ensure that:

- Appropriate governance structures are in place to ensure that standards are met and maintained;
- There is continued community involvement and engagement to develop social capital;
- Sustainability metrics including those on zero carbon, water, transport and waste are agreed and monitored;
- Future development continues to meet
- eco-town standards, and
- Community assets are maintained.

4.341. Planning applications should show how they support the work to establish a Local Management Organisation (LMO) as the long term governance structure and seek to achieve a seamless approach across the site in terms of community led activities and facilities.

4.342. **Cultural Wellbeing**

- 4.343. The NPPF recognises that cultural wellbeing is part of achieving sustainable development and includes cultural wellbeing within the twelve core planning principles which underpin both plan-making and decision-taking. The NPPF states that the planning system should, *'take account of and support local strategies to improve...cultural wellbeing for all...'*
- 4.344. The Planning Practice Guidance (PPG) complements the NPPF and provides advice on how to deliver its policies. The PPG states that, *'public art and sculpture can play an important role in making interesting and exciting places that people enjoy using.'*
- 4.345. The implementation of community facilities is linked to the policy objective of creating a culturally vibrant place, combining both artworks and appropriate community facilities which may include theatre/cultural uses. these community facilities would fit, harmoniously, with the objectives for mixed use development set out earlier in this document. The link between objectives and implementation is therefore reinforced and serves to further deliver the NPPF Core Principles on cultural well-being.
- 4.346. Policy Bicester 1 within the adopted Cherwell Local Plan 2011-2031 Part 1 provides the local planning policy context for the NW Bicester site and sets out key site specific design and place shaping principles. These include the provision of public art to enhance the quality of the place, legibility and identity. In terms of the infrastructure needs of the site, the Policy requires community facilities including those for arts and culture.
- 4.347. **Development Principle 14 - cultural wellbeing**
- 4.348. A Cultural Wellbeing Strategy has been prepared that focusses on making North West Bicester a culturally vibrant place through a high quality design and community engagement. This includes the provision of public art across the site. Planning applications will be required to demonstrate in a Cultural Wellbeing Strategy how proposals to support cultural wellbeing will be incorporated into detailed development plans. A copy of the North West Bicester Cultural Wellbeing Strategy is included in appendix V.
- 4.349. **Development Requirement 14 - cultural wellbeing**
- 4.350. Cultural wellbeing projects should complement and support the vision and aims of the North West Bicester Eco Town development by:
- Exploring the use of sustainable materials – using recycled materials or locally sourced materials to reduce the carbon footprint and inventive ways to offset other resources used;
 - Celebrating nature and the natural environment, by reflecting on natural and environmental issues;
 - Interpreting nature, projects to inform people and raise awareness about nature and its processes, and/or about environmental issues;
 - Encouraging environmentally sustainable behaviour – projects to encourage recycling, using sustainable routes through the development – artwork projects to encourage cycle and walking routes – and help with way finding and directing the flow of people through public areas;
 - Encouraging local residents and visitors to think about and become environmentally aware in their everyday living;
 - Create an identity for the development (as the first Eco Town in the UK), to both the residents and outside world;
 - To use projects and provision of community and cultural facilities to assist in the creation of a

distinctive, safe, vibrant, cohesive and socially sustainable community.

- Conservation and enhancement of the historic environment.

5. Design and character areas

5.1. This section relates to the specific design and place shaping principles. The Local Plan Policy Bicester 1 includes key site specific design and place shaping principles. The design of streets, green infrastructure, and public realm should follow these principles as the basis of further work in the preparation and submission of planning applications on the site. They are therefore the starting point for planning applications and should be used in developing proposals in accordance with the spatial framework. The masterplan sets out the land uses across the site and demonstrating the design principles to be used in guiding subsequent planning applications.

5.2. The following design principles should guide the preparation of proposals on the site:

- Sustainability – a key driver in the design of the eco-town and a fundamental principle in achieving a zero carbon development - the layout of the site and individual buildings should reduce the use of resources and carbon dioxide emissions;
- Character – somewhere with a sense of place and that responds positively to the area as a whole;
- Integration – within the site but also with the surrounding town and countryside;
- Legibility – a place which is easy to understand and navigate;
- Filtered Permeability – achieving a form of layout which makes for efficient movement for pedestrians, cyclists and public transport provision while accommodating vehicles, and ensuring good connections with its surroundings;
- Townscape – utilising building height, scale and massing, and design detail and
- Landscape and green infrastructure including green space– a place which responds to its landscape setting, historic landscape and field boundaries incorporates buildings in a quality landscape setting. The Oxfordshire Historic Landscape Characterisation (HLC) should inform each stage of the design process, from setting the site boundaries through to the masterplan and onto the detailed design ideally through an iterative process between masterplanners/designers and those with understanding of the site's past history.

5.3. Design principles

5.4. The following design principles should be incorporated into proposals submitted as planning applications:

5.5. Continuity and enclosure

- Buildings should relate to a common building line that defines the street and public spaces and establishes a clear hierarchy of streets and spaces.
- Development should provide active frontages to all public spaces.
- Private spaces should be clearly defined and enclosed at the rear of buildings.
- Streets and spaces including green infrastructure should be well-designed and demonstrate the use of high quality materials. They should be appropriately detailed with street furniture, lighting, trees and public art. Such details should be comprehensively designed into the public realm to give the proposals an identity and enhance the sense of place.

5.6. Legibility

5.7. Development form should establish a street and/or space hierarchy that is focussed on important routes, landmarks and landscape features so as to enhance existing views and vistas, and create

new ones to help people find their way around.

- 5.8. The design, location and function of buildings, along with the use of materials and landscape treatment, should reinforce the identity and character of routes and spaces they serve.
- 5.9. The gateways to the site and the local centres should be designed to create a sense of arrival within the development and improve legibility.
- 5.10. **Adaptability**
- 5.11. Development and buildings should:
- Ensure flexibility and adaptability of all buildings including provision for homeworking in homes;
 - Achieve the principles set out by Lifetime homes and Lifetime neighbourhoods;
 - Allow buildings to change use, or serve a different function and
 - Be brought forward with a mind to “future proofing” emerging sustainable technologies and infrastructure
- 5.12. All buildings should be fitted with Automatic Water Suppression Systems.
- 5.13. **Diversity**
- 5.14. Development should:
- Provide a mix of compatible uses;
 - Create vibrant local centres and communities;
 - Allow people to live work and play in the same area;
 - Establish a visual variety through a townscape-led approach
 - Respond to the key conditions and character cues across the site.
- 5.15. **Climate change adaptation**
- 5.16. Development should:
- Be designed in response to the latest predictions of future climate change with reference to UKCIP and the North West Bicester specific climate predictions prepared by Oxford Brookes University; and
 - Show consideration of topography, water environment and water use, street layout, landscape, building mass and choice of materials to help avoid heat islands, modify summer peak temperatures and reduce energy load on buildings
- 5.17. Architectural responses across the development should demonstrate consideration of passive solar gain, risks of overheating thermal mass, albedo (materials) etc. whilst still engaging with the street and enhancing the public realm.
- 5.18. **Building Heights**
- 5.19. Generally the development proposals will be suburban in scale reflecting the location of the site and the Bicester context with two-storey buildings with pitch roofs up to a height of 12 metres. In the local centres and along the strategic route through the site taller buildings with up to four storeys

(heights up to 20 metres) will be considered in the context of the masterplan to increase density and meet the requirements of occupiers in these locations.

- 5.20. The height of the proposed business park in south western part of the site should recognise the prominence of the location on the edge of the site and should relate to the residential neighbourhood to the south of Howes Lane. The masterplan sets out the separation between the existing development and proposed commercial buildings. The realignment of Howes Lane sets back the proposed business park and separates it from the existing housing development to the south. Given the separation planning applications and design of employment proposals should take account of the existing housing and ensure new buildings have a suitable relationship in terms of height, distancing, separation and landscape schemes.
- 5.21. Planning applications will need to consider heights and how these vary across different site conditions.
- 5.22. **Character and setting**
- 5.23. Proposed development should be sensitive to the existing landscape and townscape character whilst creating a unique image for the eco-town. Development proposals should demonstrate a morphology and urban form that responds to the site's topography, ecology, natural features and landscape character as well as responding to local patterns of development.
- 5.24. Heritage assets, and any identified or potential non-designated heritage assets will be retained and their settings respected and any other historic landscape features (such as may be identified by the HLC) also retained and ideally their significance better revealed. Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense. Public open space could be used to retain the setting of the farm complexes.
- 5.25. **Design and layout**
- 5.26. Development should be outward facing, with attractive edges and perimeter blocks; and take advantage of passive overlooking
- 5.27. **Building design and Street Scene**
- 5.28. Buildings should be designed to enliven the street scene through the creation of street frontages and entrances.
- 5.29. Ground floor windows fronting onto the street should be employed to provide activity, at regular intervals.
- 5.30. **Commercial development**
- 5.31. Non-residential buildings should be designed to be BREEAM very good with the capability of meeting BREEAM Excellent on occupation of 50% of development.
- 5.32. Further parameters including scale and massing, building heights and frontages, maximum floorspace areas will be required to define the nature of commercial development and how it is integrated within the masterplan.

- 5.33. The form and nature of commercial development in the proposed business park should create a gateway with landmark buildings along Howes Lane as a prominent location within the development.
- 5.34. The BREEAM Technical Manual SD5073 - 4.0: 2011 for new construction - non-domestic buildings, 2011 sets out Building Design Daylighting parameters for all non-residential buildings to achieve BREEAM HEA 1 - Visual Comfort which states:
- All fluorescent and CFL lamps to be fitted with high frequency ballasts
 - Relevant building area meets good practice
- 5.35. **Character areas**
- 5.36. The natural features of the site combined with the proposed pattern and density of development suggest the site can be broken into distinct zones or character areas: proposed neighbourhoods north of the railway line bisected by watercourses; neighbourhoods bisected by the green network; the employment areas; higher density uses and other town-wide facilities such as a hotel or community facilities.
- 5.37. Within these character areas there are a number of more localised character types as follows:
- Strategic road (the Boulevard);
 - Strong landscape edge;
 - Green space frontage overlooking development set within the green space network;
 - Education and employment zone – secondary school, business and general industrial located within strong landscape structure;
 - Informal residential layout responding to alignment of watercourse and other landscape elements;
 - Semi-formal residential development based on more formal layout of sports pitches/playing fields, parkland, civic squares and amenity public space.
- 5.38. Character Areas set out in more detail the key components of the neighbourhoods that have been identified and provide an indication of the likely activity that each area will provide. For example, all buildings should be accessed from the street to maximise on-street activity.
- 5.39. The setting of St Lawrence's Church, Himley Farm Barns and Home Farm are key considerations for any development in this area. This setting is currently defined by underdeveloped agricultural land with associated rural qualities, in turn allowing views from these areas to the Church tower such that built development without adequate buffers would be incongruous. Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense. Public open space could be used to retain the setting of the farm complexes.

6. Delivery

- 6.1. This section sets out the key requirements relating to the scheme's delivery and the requirements which should be met at the detailed planning application stage and beyond. The aim is to ensure a comprehensive scheme and consistent approaches to quality and delivery.
- 6.2. The masterplan will be delivered through the preparation, submission and implementation of planning applications. The approach to developer contributions, infrastructure requirements, monitoring and review mechanisms and transition should follow the guidance in this section.
- 6.3. The following components should be taken into account in delivering the vision and when preparing proposals to deliver the masterplan through the submission of planning applications:
 - Achievement of zero carbon;
 - The transport, access and movement framework; infrastructure requirements, provision and delivery including highways, education and community facilities;
 - Resource efficiency and low carbon solutions for example energy and water;
 - Sustainable and healthy lifestyles – to reduce the carbon footprint of development by ensuring that households and individuals in the eco-town are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living;
- 6.4. Employment opportunities and facilities to support job creation providing a mix of uses and access to job opportunities;
- 6.5. The landscape framework provided by the site's existing natural features to provide and enhance green space including multi-use Green Infrastructure;
- 6.6. A high quality design and layout as part of a comprehensive masterplan setting out the distribution of land uses within an attractive landscape setting and
- 6.7. A long term approach to community and governance through the establishment of a Local Management Organisation.
- 6.8. **Infrastructure provision**
- 6.9. The Infrastructure Delivery Plan in the Cherwell Local Plan identifies infrastructure required to deliver the eco-town proposals. Infrastructure (transport, energy, water, waste and communications but also community infrastructure in education and health) requirements essential to meet the needs of residents and compliant with CIL Regulation 122 include:
 - School provision
 - District Energy Network
 - Green infrastructure as part of the forty per cent green space
 - Local services and facilities
 - Community facilities
 - Railway crossing(s)
 - Strategic highway improvements

- Sustainable transport provision

6.10. **Outline planning stage**

6.11. Outline planning applications represent the first stage in the delivery of the masterplan. Outline planning applications can be made with some or all matters reserved for future determination. Guidance on the local requirements for outline planning applications is set out on the Council's website www.cherwell.gov.uk

6.12. **Outline Planning Applications**

6.13. Outline planning applications represent the first stage in the delivery of the Masterplan. Outline planning applications should be prepared in accordance with the Principles and Requirements set out in this Supplementary Planning Document (prepared in accordance with the PPS1 Supplement Eco-towns July 2009 and North West Bicester Masterplan documents as set out in Principle / Requirement 1.

6.14. Outline planning applications can be made with some or all reserved matters reserved for future determination. Guidance on the local requirements for planning applications is set out on the Council's website www.cherwell.gov.uk.

6.15. Each outline planning application must include:

- Outline Application Forms, landownership certificates and agricultural holding certificate;
- Planning application drawings (for approval and in support);
- Description of development and parameters document;
- Design and Access Statement;
- Landscape Strategy;
- Landscape and Habitats Management Plan
- Environmental Statement or for subsequent applications a statement identifying where impacts have been previously assessed;
- Sustainability Framework;
- Transport Assessment;
- Framework Travel Plan;
- Energy Strategy;
- Water Cycle Strategy;
- Utilities assessment;
- Planning statement;
- Draft Heads of Terms;
- Statement of Community Involvement;
- Affordable housing statement;
- Economic Strategy;
- Arboricultural report
- Cultural Well-being Strategy;
- Monitoring Plan

- Indicative masterplan in accordance with the North West Bicester masterplan;
- Information to assess site specific matters.

6.16. Pre-application Consultation

6.17. During the preparation of outline planning applications, applicants should partake in pre-application consultation with statutory consultees, including Cherwell District Council and Oxfordshire County Council. In addition, genuine public consultation should take place. This should include planning for real exercises and best practice from community engagement techniques.

6.18. Consultation and engagement

6.19. Planning applications should include a Statement of Community Involvement to show the genuine engagement of the public in preparing the proposals. This should include planning for real exercises and best practice from community engagement techniques. Previously stakeholder workshops have taken place and these should be developed as the basis of future consultation exercises.

6.20. Planning Performance Agreements

6.21. Planning Performance Agreements will be sought. In order to facilitate effective processing of applications the Council will encourage pre-application engagement and the agreement of a Planning Performance Agreement with agreed timescales.

6.22. Planning applications will be required to include the following:

- Environmental statement or for subsequent applications a statement identifying where impacts have previously been assessed
- Description of development, parameter plans and environmental statement
- Supporting information including an illustrative masterplan, Design and Access Statement
- A strategy demonstrating how the proposals will meet the requirement for Zero Carbon buildings across the development
- Draft Heads of Terms setting out the developer contributions (See section on infrastructure delivery)
- Economic Strategy
- Transport Assessment
- Design and Access Statement
- Parameter plans for illustrative purposes only
- Cultural Strategy
- Landscape Strategy
- Biodiversity Strategy
- Green Infrastructure framework plan
- An indicative masterplan in accordance with the Draft masterplan and SPD spatial framework
- Information to address site specific requirements

6.23. Reserved Matters applications

6.24. Reserved Matter applications should set out in detail the proposed development in the context of the

wider masterplan in order to ensure a comprehensive development and compatibility with adjacent uses. Reserved matters should include the phasing and sequencing of development as set out in the Draft masterplan. Reserved Matters

- 6.25. Reserved Matters applications should set out in detail the proposed development in the context of the wider masterplan. Reserve matters may include:
- Layout
 - Scale
 - Appearance
 - Access and
 - Landscaping
- 6.26. **Design and Access Statements and Design Codes should be used to deliver the development principles.
Planning Obligations and Developer Contributions**
- 6.27. Cherwell Local Plan Policy INF1 is the basis for providing new infrastructure and facilities through new development. It is intended to reduce the time taken to negotiate individual planning obligations associated with development proposals.
- 6.28. It is anticipated that the developer contributions through legal agreements will include:
- Provision of affordable housing
 - Contributions to educational facilities
 - Community facilities
 - Sports facilities
 - Management and maintenance of open space
 - A burial ground
 - Governance
 - Sustainable lifestyles requirements and
 - Local employment, training and skills
 - Sustainable transport measures including the provision of bus services, off site highway schemes, pedestrian and cycle routes and
 - Provision of SUDs
- 6.29. This list is not exhaustive and early discussion of requirements is encouraged.
- 6.30. **Draft Heads of Terms**
- 6.31. Cherwell District Council continues to prepare evidence base for developer contributions. Applicants should agree the requirements of any section 106 and conditions with the local planning authority and County Council. The requirements of the planning obligations include the provision and/or contributions for the following:
- Community facilities (Libraries - Bicester Library and Library Link in the proposed large community Hall,
 - Changing places toilet; Education - adult learning; social care - day care/resource centre for

older persons;

- Health facilities - GPs surgery, neighbourhood police
- Fire station
- Early intervention centres
- Community Halls – including management and maintenance
- Community Development workers and fund
- Thames Valley Police - Neighbourhood policing and community safety
Skill and training
- Visitor facilities/ environmental education centre
- Places of worship
- Primary schools, Secondary school, Special Education Needs, Extended school, Early years
- Sports Pitches and associated buffers
- Sports centre
- Amenity space (parks, gardens, natural/semi natural green space, allotments, LAPs, LEAPS and NEAPs)
- Burial ground
- Biodiversity offset contribution
- Museum Resource Centre contribution
- Public art through cultural enrichment
- Waste collection
- Local Management Organisation
- Affordable Housing

6.32. **Sustainable transport**

6.33. **Bus service**

6.34. **Monitoring and Review**

6.35. Planning submissions should set out a strategy and programme for monitoring and reviewing the proposals once implemented. This will ensure that the eco-town principles and standards are measured and the performance of the development can be managed effectively to provide feedback and potential improvements to later phases of the scheme. A monitoring plan should be prepared to support the planning applications.

6.36. **Delivery – schools**

6.37. Development proposals will require: School site boundary plans with outline of surrounding roads and housing; topographical surveys across the school site and adjacent development; acoustic survey (existing and anticipated) across the development area should be provided to the local education authority.

6.38. **Developer contributions**

6.39. Developers will be expected to work collaboratively to deliver the infrastructure. Planning proposals

should provide opportunities for the community to engage and participate in their environment, using temporary artist led interventions to assist in achieving high quality design and also as a catalyst for community growth.

Appendix I: Cherwell Local Plan Policy Bicester 1

Policy Bicester 1: North West Bicester Eco-Town

Development Area: 390 hectares

Development Description: A new zero carbon(i) mixed use development including 6,000 homes will be developed on land identified at North West Bicester.

Planning permission will only be granted for development at North West Bicester in accordance with a comprehensive masterplan for the whole area to be approved by the Council as part of a North West Bicester Supplementary Planning Document. The Council will expect the Masterplan and applications for planning permission to meet the following requirements:

Employment

- Land Area – a minimum of 10 ha, comprising business premises focused at Howes Lane and Middleton Stoney Road, employment space in the local centre hubs and as part of mixed used development
- Jobs created – At least 3,000 jobs (approximately 1,000 jobs on B use class land on the site) within the plan period
- Use classes – B1, with limited B2 and B8 uses
- It is anticipated that the business park at the South East corner of the allocation will generate between 700 and 1,000 jobs in use classes B1, B2 and B8 early in the Plan period
- A Carbon Management Plan shall be produced to support all applications for employment developments
- An economic strategy to be produced to support the planning applications for eco-town proposals demonstrating how access to work will be achieved and to deliver a minimum of one employment opportunity per new dwelling that is easily reached by walking, cycling and/or public transport
- Mixed use local centre hubs to include employment (B1(a), A1, A2, A3, A4, A5, C1, D1 and D2)
- New non-residential buildings will be BREEAM Very Good with the capability of achieving BREEAM Excellent.

Housing

- Number of homes – Up to 6,000 (3,293 to be delivered within the plan period)
- Affordable Housing – 30%
- Layout to achieve Building for Life 12 and Lifetime Homes standards
- Homes to be constructed to be capable of achieving a minimum of Level 5 of the Code for Sustainable Homes on completion of each phase of development, including being equipped to meet the water consumption requirement of Code Level 5
- The provision of extra care housing
- Have real time energy monitoring systems, real time public transport information and Superfast Broadband access, including next generation broadband where possible. Consideration should also be given to digital access to support assisted living and smart energy management systems.

Infrastructure Needs

- Education – Sufficient secondary, primary and nursery school provision on site to meet projected needs. It is expected that four 2 Forms of Entry primary schools and one secondary school will be required. There should be a maximum walking distance of 800 metres from homes to the nearest primary school.
- Health – to provide for a 7 GP surgery to the south of the site and a dental surgery
- Burial Ground – to provide a site of a minimum of 4 ha for a burial ground which does not pose risks to water quality (this may contribute to the Green Infrastructure requirements)
- Green infrastructure – 40% of the total gross site area will comprise green space of which at least half will be publicly accessible and consist of a network of well managed, high quality green/open spaces which are linked to the open countryside. This should include sports pitches, parks and recreation areas, play spaces, allotments, the required burial ground (possibly a woodland cemetery) and SUDS.
- Planning applications shall include a range of types of green space and meet the requirements of Policy BSC11

- **Access and Movement** – proposals to include appropriate crossings of the railway line to provide access and integration across the North West Bicester site. Changes and improvements to Howes Lane and Lords Lane to facilitate integration of new development with the town.
- **Community facilities** – to include facilities for leisure, health, social care, education, retail, arts, culture, library services, indoor and outdoor sport, play and voluntary services. The local centre hubs shall provide for a mix of uses that will include retail, employment, community and residential provision. Education, health care, community and indoor sports facilities will be encouraged to locate in local centres and opportunities for co-location will be welcomed. Provision will be proportionate to the size of the community they serve. Each neighbourhood of approximately 1,000 houses to include provision for community meeting space suitable for a range of community activities including provision for older people and young people. A site of 0.5 ha for a place of worship to be reserved for future use.
- **The submission of proposals to support the setting up and operation of a financially viable Local Management Organisation** by the new community to allow locally based long term ownership and management of facilities in perpetuity
- **Utilities** – Utilities and infrastructure which allow for zero carbon and water neutrality on the site and the consideration of sourcing waste heat from the Ardley Energy recovery facility. The approach shall be set out in an Energy Strategy and a Water Cycle Study. The Water Cycle Study shall cover water efficiency and demand management, water quality and how it will be protected and improved, WFD compliance, surface water management to avoid increasing flood risk and water services infrastructure improvement requirements and their delivery, having regard to the Environment Agency’s guidance on Water Cycle Studies. Zero Carbon (see PPS definition) water neutral development is sought. Development proposals will demonstrate how these requirements will be met.
- **Waste Infrastructure** – The provision of facilities to reduce waste to include at least 1 bring site per 1,000 dwellings positioned in accessible locations. Provision for sustainable management of waste both during construction and in occupation shall be provided. A waste strategy with targets above national standards and which facilitates waste reduction shall accompany planning applications.

Monitoring

- Embodied impacts of construction to be monitored, managed and minimised (ET21)
- Sustainability metrics, including those on zero carbon, transport, water and waste to be agreed and monitored for learning, good governance and dissemination (ET22).

Key site specific design and place shaping principles

- Proposals should comply with Policy ESD15.
- High quality exemplary development and design standards including zero carbon development, Code Level 5 for dwellings at a minimum and the use of low embodied carbon in construction materials, as well as promoting the use of locally sourced materials.
- All new buildings designed to incorporate best practice on tackling overheating, taking account of the latest UKCIP climate predictions.
- Proposals should enable residents to easily reduce their carbon footprint to a low level and live low carbon lifestyles.
- Layout of development that enables a high degree of integration and connectivity between new and existing communities.
- A layout that maximises the potential for walkable neighbourhoods.
- New footpaths and cycleways should be provided that link with existing networks, the wider urban area and community facilities with a legible hierarchy of routes to encourage sustainable modes of travel
- A layout which makes provision for and prioritises non-car modes and encourages a modal shift from car use to other forms of travel.

- Infrastructure to support sustainable modes of transport will be required including enhancement of footpath and cyclepath connectivity with the town centre, employment and rail stations. Measures to ensure the integration of the development with the remainder of the town including measures to address movement across Howes Lane and Lords Lane
- A well designed approach to the urban edge, which relates development at the periphery to its rural setting and affords good access to the countryside, minimising the impact of development when viewed from the surrounding countryside
- Development that respects the landscape setting and that demonstrates enhancement, restoration or creation of wildlife corridors to achieve a net gain in biodiversity
- Consideration should be given to maintaining visual separation with outlying settlements. Connections with the wider landscape should be reinforced and opportunities for recreational use of the open countryside identified. Development proposals to be accompanied and influenced by a landscape/visual and heritage impact assessment
- Careful consideration of open space and structural planting around the site to achieve an overall improvement in the landscape and visual impact of the site
- No development in areas of flood risk and development set back from watercourses which would provide opportunity for green buffers. Proposals should include a Flood Risk Assessment.
- Maximisation of the sustainable transport connectivity in and around the site
- Consideration and mitigation of any noise impacts of the railway line.
- Good accessibility to public transport services should be provided for, including the provision of a bus route through the site with buses stopping at the railway stations and at new bus stops on the site
- Contributions to improvements to the surrounding road networks, including mitigation measures for the local and strategic highway network, consistent with the requirement of the Eco-Towns PPS to reduce reliance on the private car, and to achieve a high level of accessibility to public transport services, improvements to facilities for pedestrians and cyclists and the provision and implementation of a Travel Plan to maximise connectivity with existing development
- Provision of a Transport Assessment
- Measures to prevent vehicular traffic adversely affecting surrounding communities.
- Significant green infrastructure provision, including new footpaths and cycleways, enhancing green modal accessibility beyond the site to the town centre and Bicester Village Railway Station, and adjoining developments. Public open space to form a well connected network of green areas suitable for formal and informal recreation
- Preservation and enhancement of habitats and species on site, particularly protected species and habitats and creation and management of new habitats to achieve an overall net gain in biodiversity including the creation of a local nature reserve and linkages with existing BAP habitats
- Sensitive management of open space provision to secure recreation and health benefits alongside biodiversity gains.
- A Landscape and Habitats Management Plan to be provided to manage habitats on site and to ensure this is integral to wider landscape management.
- Careful design of employment units on site to limit adverse visual impact and ensure compatibility with surrounding development
- The provision of public art to enhance the quality of the place, legibility and identity
- The retention and respect for important existing buildings and heritage assets with a layout to incorporate these and consideration of Grade II listed buildings outside the site
- Take account of the Council's Strategic Flood Risk Assessment for the site
- Provision of sustainable drainage in accordance with Policy ESD 7: Sustainable Drainage Systems (SuDS), taking account of the recommendations of the Council's Strategic Flood Risk Assessment
- Demonstration of climate change mitigation and adaptation measures including exemplary demonstration of compliance with the requirements of policies ESD 1 – 5
- An assessment of whether the site contains best and most versatile agricultural land, including a detailed survey where necessary.

- A soil management plan may be required to be submitted with planning applications.
- Undertake a staged programme of archaeological investigation.

**The definition of zero carbon in eco-towns is that over a year the net carbon dioxide emissions from all energy use within the buildings on the eco-town development as a whole are zero or below.*

Insert Inset Map for Policy Bicester 1: North West Bicester Eco-town from Cherwell Local Plan (Part 1)

Appendix II: Eco town standards

ET 1 Principles

ET 1.1 Eco-towns should develop unique characteristics by responding to the opportunities and challenges of their location and community aspirations. Eco town proposals should meet the standards as set out in this PPS or any standards in the development plan which are of a higher standard. Developers and local planning authorities will need to consider how they should be applied in practice, recognising the unique nature of each site.

ET 1.2 Developers and local planning authorities developing proposals for eco-towns should take into consideration the Sustainability Appraisal and the Habitats Regulation Assessment undertaken for this PPS. See the provisions set out at ET 16.2. Proposals for new eco-towns should demonstrate evidence of sustainability and deliverability, including infrastructure.

ET 2 Locational criteria

ET 2.1 Eco-towns should have the functional characteristics of a new settlement; that is to be of sufficient size and have the necessary services to establish their own character and identity and so have the critical mass necessary to be capable of self containment whilst delivering much higher standards of sustainability.

ET 2.2 In identifying suitable locations for eco-towns, consideration should be given to:

(a) the area for development needed which should be able to make provision for a minimum of 5,000 homes. Planning on this scale allows the development to exploit a number of opportunities and benefits as set out in the Government's objectives for eco-towns. See paragraph 7 of this PPS

(b) the proximity of the proposed eco-town to a higher order centre(s) where there is clear capacity for public transport links and other sustainable access to that centre

(c) the proximity of the eco-town to existing and planned employment opportunities

(d) whether the eco-town can play an important role in delivering other planning, development and regeneration objectives, and

(e) the eco-towns locations set out in Annex A.

ET 3 Regional Spatial Strategies (RSS)

ET 3.1 Eco-towns are one of a range of options regions should consider when determining the overall level and distribution of housing in future RSS reviews (see paragraph 37, PPS3). They will be particularly useful in areas experiencing high levels of need and demand for housing. Regions should consider how eco-towns can help deliver housing within the region and in particular housing market areas.

ET 4 Local Development Frameworks (LDF)

ET 4.1 Eco-towns are one of a range of options local planning authorities should consider when determining how to meet their current or emerging housing requirements set out in the RSS. Eco-towns should be allocated as a strategic development option within the Core Strategy, but may also be considered as part of an Area Action Plan or Allocations DPD where the Core Strategy has already been adopted.

ET 4.2 Local planning authorities who have within their area an eco-town location in Annex A should consider the eco-town as an option for the distribution of housing. There is no requirement to allocate an eco-town if a better way of meeting future needs exists. The Adopted Plan should set out the most appropriate strategy when considered against reasonable alternatives.

ET 5 Determining planning applications

ET 5.1 Local planning authorities must determine planning applications in accordance with the statutory Development Plan³, unless material considerations indicate otherwise. This PPS including the list of locations set out in Annex A will be material considerations that should be given weight in determining planning applications for eco-towns.

ET 5.2 Where the development plan is up-to-date⁴ (but has not allocated an eco-town) the local planning

authority may refuse the application on the grounds that it had already provided for all the housing that is needed and that the plan was found 'sound' by an Inspector from the Planning Inspectorate. However, there are circumstances where local planning authorities can justify going against the plan, for example, where an emerging RSS indicates that the local planning authority would need to deliver higher levels of growth. Where this is the case, or where the plan is out of date⁵, an application for an eco-town should be considered on its merits, taking into account material considerations.

ET 6 Monitoring

ET 6.1 Eco-towns will need to be monitored through regional and local monitoring frameworks. Regional Planning Bodies and Local Planning Authorities will be required to monitor the implementation of their spatial policies as set out in the RSS and in development plan documents at the local level. Regional Planning Bodies and Local Planning Authorities should set out in their Annual Monitoring Reports indicators for monitoring the sustainability of eco-towns in their region/district. Arrangements should be put in place for the long-term monitoring of the standards set out for eco-towns as part of the requirements for community governance.

ET 6.2 Where an eco-town is brought forward through a planning application, the monitoring requirements should be undertaken as if the proposal was brought forward through the plan making system, and subject to the monitoring of sustainability and any necessary mitigation.

ET 7 Zero carbon in eco-towns

ET 7.1 The definition of zero carbon in eco-towns is that over a year the net carbon dioxide emissions from all energy use within the buildings on the eco-town development as a whole are zero or below⁶. The initial planning application and all subsequent planning applications for the development of the eco-town should demonstrate how this will be achieved.

ET 7.2 The health and social care needs of residents, and the resulting energy demand, should be taken into account when demonstrating how this standard will be met.

ET 7.3 This standard will take effect in accordance with a phased programme to be submitted with the planning application. It excludes embodied carbon⁷ and emissions from transport but includes all buildings – not just houses but also commercial and public sector buildings which are built as part of the eco-town development. The calculation of net emissions will take account of:

(a) emissions associated with the use of locally produced energy

(b) emissions associated with production of energy imported from centralized energy networks, taking account of the carbon intensity of those imports as set out in the Government's Standard Assessment Procedure, and

(c) emissions displaced by exports of locally produced energy to centralized energy networks where that energy is produced from a plant (1) whose primary purpose is to support the needs of the eco town and (2) has a production capacity reasonably related to the overall energy requirement of the eco town.

ET 7.4 This standard attempts to ensure that energy emissions related to the built environment in eco-towns are zero or below. Standards applicable to individual homes are set out in policy ET 9.

ET 8 Climate change adaptation

ET 8.1 Eco-towns should be sustainable communities that are resilient to and appropriate for the climate change now accepted as inevitable. They should be planned to minimise future vulnerability in a changing climate, and with both mitigation and adaptation in mind.⁸

Eco-town standards

ET 8.2 Developments should be designed to take account of the climate they are likely to experience, using, for example, the most recent climate change scenarios available from the UK Climate Change Impacts Programme. Eco-towns should deliver a high quality local environment and meet the standards on water, flooding, green infrastructure and biodiversity set out in this PPS, taking into account a changing climate for

these, as well incorporating wider best practice on tackling overheating and impacts of a changing climate for the natural and built environment.

ET 9 Homes

ET 9.1 As well as being zero carbon as part of the whole built environment, homes in eco-towns should:

(a) achieve Building for Life⁹ Silver Standard and Level 4 of the Code for Sustainable Homes¹⁰ at a minimum (unless higher standards are set elsewhere in this Planning Policy Statement)

(b) meet lifetime homes standards and space standards¹¹

(c) have real time energy monitoring systems; real time public transport information and high speed broadband access, including next generation broadband where possible. Consideration should also be given to the potential use of digital access to support assisted living and smart energy management systems

(d) provide for at least 30 per cent affordable housing (which includes social rented and intermediate housing)¹²

(e) demonstrate high levels of energy efficiency in the fabric of the building, having regard to proposals for standards to be incorporated into changes to the Building Regulations between now and 2016 (including the consultation on planned changes for 2010 issued in June 2009 and future announcements on the definition of zero carbon homes), and

(f) achieve, through a combination of energy efficiency and low and zero carbon energy generation on the site of the housing development and any heat supplied from low and zero carbon heat systems directly connected to the development, carbon reductions (from space heating, ventilation, hot water and fixed lighting) of at least 70 per cent relative to current Building Regulations (Part L 2006).

ET 9.2 The intent of the energy efficiency and on-site carbon reduction standards is to ensure that, without being too prescriptive as to the means employed to achieve the overall zero carbon standard, reasonable opportunities for energy efficiency and on-site carbon mitigation (including directly connected heat systems) are utilised.

ET 10 Employment

ET 10.1 It is important to ensure that eco-towns are genuine mixed-use communities and that unsustainable commuter trips are kept to a minimum. An economic strategy should be produced to accompany planning applications for eco-towns that demonstrate how access to work will be achieved. The strategy should also set out facilities to support job creation in the town and as a minimum there should be access to one employment opportunity per new dwelling that is easily reached by walking, cycling and/or public transport.

ET 11 Transport

ET 11.1 Travel in eco-towns should support people's desire for mobility whilst achieving the goal of low carbon living. The town should be designed so that access to it and through it gives priority to options such as walking, cycling, public transport and other sustainable options, thereby reducing residents' reliance on private cars, including techniques such as filtered permeability. To achieve this, homes should be within ten minutes' walk of (a) frequent public transport and (b) neighbourhood services¹³. The provision of services within the eco-town may be co-located to reduce the need for individuals to travel by private car and encourage the efficient use of the sustainable transport options available.

ET 11.2 Planning applications should include travel plans which demonstrate:

(a) how the town's design will enable at least 50 per cent of trips originating in eco-towns to be made by non-car means, with the potential for this to increase over time to at least 60 per cent (b) good design principles, drawing from Manual for Streets¹⁴, Building for Life¹⁵, and community travel planning principles¹⁶

(c) how transport choice messages, infrastructure and services will be provided from 'day one' of residential occupation, and

be made following discussions with the Primary Care Trust.

(d) how the carbon impact of transport in the eco-town will be monitored, as part of embedding a long term low-carbon approach to travel within plans for community governance.

ET 11.3 Where an eco-town is close to an existing higher order settlement, planning applications should also demonstrate:

(a) options for ensuring that key connections around the eco-town do not become congested as a result of the development, for example by extending some aspects of the travel plan beyond the immediate boundaries of the town, and

(b) significantly more ambitious targets for modal share than the 50 per cent (increasing to 60 per cent over time) mentioned above and for the use of sustainable transport.

ET 11.4 Where eco-town plans intend to incorporate ultra low carbon vehicle options, including electric car schemes to help achieve a sustainable transport system, planning applications should demonstrate that:

(a) there will be sufficient energy headroom to meet the higher demand for electricity, and

(b) the scheme will not add so many additional private vehicles to the local road network that these will cause congestion.

ET 11.5 Eco-towns should be designed in a way that supports children walking or cycling to school safely and easily. There should be a maximum walking distance of 800m¹⁷ from homes to the nearest school for children aged under 11, except where this is not a viable option due to natural water features or other physical landscape restrictions.

ET 12 Healthy lifestyles

ET 12.1 The built and natural environments are an important component in improving the health and well-being of people. Well designed development and good urban planning can also contribute to promoting and supporting healthier and more active living and reduce health inequalities¹⁸. Eco-towns should be designed and planned to support healthy and sustainable environments and enable residents to make healthy choices easily.

ET 13 Local services

ET 13.1 Building sustainable communities is about providing facilities which contribute to the well-being, enjoyment and health of people. Planning applications should include a good level of provision of services within the eco-town that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture, library services, sport and play facilities and community and voluntary sector facilities.

ET 14 Green infrastructure

ET 14.1 Forty per cent of the eco-town's total area should be allocated to green space, of which at least half should be public and consist of a network of well managed, high quality green/open spaces which are linked to the wider countryside. Planning applications should demonstrate a range of types of green space, for example community forests, wetland areas and public parks. The space should be multifunctional, e.g. accessible for play and recreation, walking or cycling safely, and support wildlife, urban cooling and flood management.

ET 14.2 Particular attention should be given to land to allow the local production of food from community, allotment and/or commercial gardens.

ET 15 Landscape and historic environment

ET 15.1 Planning applications for eco-towns should demonstrate that they have adequately considered the implications for the local landscape and historic environment. This evidence, in particular that gained from landscape character assessments and historic landscape characterisation should be used to ensure that development complements and enhances the existing landscape character. Furthermore, evidence contained in relevant Historic Environment Records, should be used to assess the extent, significance and condition of known heritage assets (and the potential for the discovery of unknown heritage assets) and the contribution

that they may make to the eco-town and surrounding area. Eco-town proposals should set out measures to conserve and, where appropriate, enhance heritage both assets and their settings through the proposed development.

ET 16 Biodiversity

ET 16.1 Eco-towns should demonstrate a net gain in local biodiversity and planning permission may not be granted for eco town proposals which have a significant adverse effect on internationally designated nature conservation sites¹⁹ or Sites of Special Scientific Interest.

ET 16.2 If after completing an appropriate assessment of a plan or project local planning authorities are unable to conclude that there will be no adverse effects on the integrity of any European sites, the plan or project will not be approved, irrespective of conformity with other policies. It is unlikely that proposals for Eco towns will meet the requirements of Article 6(4) of the Habitats Directive. In appropriate cases, local planning authorities may consider the scale and mass of the eco-town necessary to avoid adversely affecting the integrity of European sites. In the event that the authority concludes that it cannot allocate an eco-town of the minimum 5,000 dwellings or otherwise avoid or adequately mitigate any adverse effect, it should make provision up to the closest to the minimum size for which it can be concluded that it does not affect the integrity of any European sites.

ET 16.3 A strategy for conserving and enhancing local biodiversity should be produced to accompany planning applications for eco-towns. This should be based on up-to date information about the biodiversity of the area including proposals for the management of local ecosystems and where appropriate, the restoration of degraded habitats or the creation of replacement habitats. It should set out priority actions in line with the England Biodiversity Strategy and Local Biodiversity Action Plans, including appropriate mitigation and/or compensation measures, required to minimise adverse effects on individual species and habitats of principal importance and to enhance local biodiversity overall. Developers should seek the advice of Natural England and other relevant statutory advisers when developing their strategies and decision making authorities should also consult those bodies as to the adequacy of such strategies. Delivery bodies should be identified in the strategy and its implementation should proceed in parallel with the development.

ET 17 Water

ET 17.1 Eco-towns should be ambitious in terms of water efficiency across the whole development, particularly in areas of serious water stress²⁰, and should contribute, where existing water quality leaves scope for further improvement, towards improving water quality in their localities.

ET 17.2 Planning applications for all eco-towns should be accompanied by a water cycle strategy that provides a plan for the necessary water services infrastructure improvements. The water cycle strategy should have been developed in partnership with interested parties, including the local planning authority, the Environment Agency²¹, and the relevant water and sewerage companies through a water cycle study. The strategy should:

- (a) assess the impact that the proposed development will have on water demand within the framework of the water companies' water resource management plans and set out the proposed measures which will limit additional water demand from both new housing and new non-domestic buildings
- (b) demonstrate that the development will not result in a deterioration in the status²² of any surface waters or ground-waters affected by the eco-town; and
- (c) set out proposed measures for improving water quality and avoiding surface water flooding from surface water, groundwater and local watercourses.

ET 17.3 Eco-towns should:

- (a) incorporate measures in the water cycle strategy for improving water quality and managing surface water, groundwater and local watercourses to prevent surface water flooding from those sources; and
- (b) incorporate sustainable drainage systems (SUDS) and, except where this is not feasible, as identified within a relevant Surface Water Management Plan²³, avoid connection of surface water run-off into sewers.

ET 17.4 Planning applications for all eco-towns should include a strategy for the long term maintenance, management and adoption of the SUDS.

ET 17.5 Eco-towns in areas of serious water stress should aspire to water neutrality, i.e. achieving development without increasing overall water use across a wider area²⁴ and this is further explained in Annex B of this PPS. In particular, the water cycle strategy should set out how:

(a) the development would be designed and delivered to limit the impact of the new development on water use, and any plans for additional measures, e.g. within the existing building stock of the wider designated area, that would contribute towards water neutrality

(b) new homes will be equipped to meet the water consumption requirement of Level 5 of the Code for Sustainable Homes; and

(c) new non-domestic buildings will be equipped to meet similar high standards of water efficiency with respect to their domestic water use.

ET 18 Flood risk management

ET 18.1 The location, layout and construction of eco-towns should reduce and avoid flood risk wherever practicable. Eco-towns should not increase the risk of flooding elsewhere and should use opportunities to address and reduce existing flooding problems.

ET 18.2 There is a strong expectation that all of the built-up areas of an eco-town (including housing, other public buildings and infrastructure) will be fully within Flood Zone 1 – the lowest risk²⁵. Flood Zone 2 (medium risk) should, as far as possible, be used for open spaces and informal recreational areas that can serve as multi-functional spaces, for example, those used for flood storage. There should be no built-up development in Flood Zone 3, with the exception of water-compatible development and, where absolutely necessary, essential infrastructure as defined in Table D.2 of PPS25: Development and Flood Risk.

ET 19 Waste

ET 19.1 Eco-town planning applications should include a sustainable waste and resources plan, covering both domestic and non-domestic waste²⁶, which:

(a) sets targets for residual waste levels, recycling levels and landfill diversion, all of which should be substantially more ambitious than the 2007 national Waste Strategy targets for 2020²⁷; it should be demonstrated how these targets will be achieved, monitored and maintained

(b) establishes how all development will be designed so as to facilitate the achievement of these targets, including the provision of waste storage arrangements which allow for the separate collection of each of the seven priority waste materials as identified in the Waste Strategy for England 2007

(c) provides evidence that consideration has been given to the use of locally generated waste as a fuel source for combined heat and power (CHP) generation for the eco-town, and

(d) sets out how developers will ensure that no construction, demolition and excavation waste is sent to landfill, except for those types of waste where landfill is the least environmentally damaging option.

ET 20 Master planning

ET 20.1 All eco-town planning applications should include an overall master plan and supporting documentation to demonstrate how the eco-town standards set out above will be achieved and it is vital to the long-term success of eco-towns that the standards are sustained. Local Authorities should consider the use of design codes²⁸ to facilitate efficient delivery of high quality development. In developing the master plan, there should be a high level of engagement and consultation with prospective and neighbouring communities.

ET 20.2 There should be a presumption in favour of the original; that is the first permitted master-plan. Any subsequent planning applications that would materially alter and negatively impact on the integrity of the original master-plan should be refused consent.

• Residual waste reduction per person (amount left after reuse, recycling and composting) – from 370 kg in 2005 to 225 kg in 2020

- Household re-use, recycling and composting – from 27% in 2005 to 50% in 2020
- Residual waste recovery (recycling, composting and energy recovery) from 38% in 2005 to 75% in 2020.

ET 21 Transition

ET 21.1 To support the transition process, planning applications should set out:

- (a) the detailed timetable of delivery of neighbourhoods, employment and community facilities and services – such as public transport, schools, health and social care services, community centres, public spaces, parks and green spaces including biodiversity etc.
- (b) plans for operational delivery of priority core services to underpin the low level of carbon emissions, such as public transport infrastructure and services, for when the first residents move in
- (c) progress in and plans for working with Primary Care Trusts and Local Authorities to address the provision of health and social care
- (d) how developers will support the initial formation and growth of communities, through investment in community development and third-sector support, which enhance well-being and provide social structures through which issues can be addressed
- (e) how developers will provide information and resources to encourage environmentally responsible behaviour, especially as new residents move in
- (f) the specific metrics which will be collected and summarised annually to monitor, support and evaluate progress in low carbon living, including those on zero carbon, transport and waste
- (g) a governance transition plan from developer to community, and
- (h) how carbon emissions resulting from the construction of the development will be limited, managed and monitored.

ET 22 Community and governance

ET 22.1 A long term approach is necessary to ensure a new town retains its integrity as an eco-town, and is able to manage change in a planned way. Planning applications should be accompanied by long term governance structures for the development to ensure that:

- (a) appropriate governance structures are in place to ensure that standards are met, maintained and evolved to meet future needs
- (b) there is continued community involvement and engagement, to develop social capital
- (c) sustainability metrics, including those on zero carbon, transport, water and waste are agreed and monitored
- (d) future development continues to meet the eco-town standards, and
- (e) community assets are maintained.

³*The development plan includes the Regional Spatial Strategy and Adopted Development Plan Documents (or any saved policies pursuant to section 38 and schedule 8 of the Planning and Compulsory Purchase Act 2004). Where there is a conflict between these documents, the most recent document takes precedence.*

⁴*An up-to-date plan is one that complies with PPS3 and the relevant RSS. For example, this means that 5 years of deliverable land has been allocated and a further 10 years of broad locations has been identified.*

⁵*An out-of-date plan is one that does not comply with PPS3 and the relevant RSS. For example it does not allocate enough land to meet RSS housing numbers.*

⁶ This definition of zero carbon applies solely in the context of eco-towns, and applies to the whole development rather than to individual buildings.

⁷ i.e. carbon emissions resulting from the construction process – see ET19.1.

⁸ In line with Planning Policy Statement: Planning and Climate Change (supplement to PPS 1) and supporting

practice guidance.

⁹ *Building for Life* – www.buildingforlife.org/

¹⁰ *Code Level 4 contains within it standards to be achieved for: household waste recycling, construction waste, composting facilities, water efficiency measures, surface water management, use of materials, energy & CO2, pollution, health & wellbeing, ecology & ongoing management of the development.*

¹¹ *Space standards refer to the Space Standards published by English Partnerships which are now encapsulated in the HCA's*

Design Quality Standards.

¹² *See PPS 3 for definition and policy approach.*

¹³ *Specific proposals for the location of health and social care services should reflect the particular local circumstances and*

¹⁴ *Manual for Streets – Department of Transport – <http://www.dft.gov.uk/pgr/sustainable/manforstreets/>*

¹⁵ *Building for Life – <http://www.buildingforlife.org/>*

¹⁶ *See Building Sustainable Transport into New Developments (DfT 2008) and Good Practice Guidelines: Delivering Travel Plans through the Planning Process (DfT/CLG 2009)*

¹⁷ *The distance should be measured by the shortest route along which a child may walk in reasonable safety.*

¹⁸ *See also – Promoting and creating built or natural environments that encourage and support physical activity. – National Institute for Health and Clinical Excellence – Nice Public Health Guidance 8*

¹⁹ *These sites, which in Great Britain, are also referred to as European sites consist of Special Areas of Conservation (SACs) and European Offshore Marine Sites (EOMS) designated under the EC Habitats Directive and Special Protection Areas (SPAs) classified under the Birds Directive. The Government expects public authorities to treat all Ramsar sites as if they are fully designated European Sites, for the purpose of considering development proposals that may affect them.*

²⁰ *As designated by the Water Industry (Prescribed Conditions) Amendment Regulations 2007 (S.I. 2007/2457) – map to*

illustrate extent of water stress can be obtained from the Environment Agency.

²¹ *See also Environment Agency guidance (January 09) on water cycle studies <http://publications.environment-agency.gov.uk/pdf/GEHO0109BPFF-e-e.pdf>*

²² *Information on status can be obtained from the Environment Agency – in the case of water bodies, this information will be reported in the River Basin Management Plan.*

²³ *All eco-towns must be covered by a Strategic Flood Risk Assessment (SFRA), as defined in PPS25, Development and Flood Risk, and the PPS25 Practice Guide. A Surface Water Management Plan for the eco-town should form part of the SFRA.*

²⁴ *Wider area to be determined by water cycle study normally by reference to the water company water resource zone in*

which the development is to be located

²⁵ *Flood Zones as described in PPS25, Development and Flood Risk*

²⁶ *This standard does not apply to health and social care services' medium and high risk waste, such as clinical and hazardous waste; these are covered by national regulations.*

²⁷ *The Waste strategy 2007 proposes national targets for waste for 2020 as follows:*

²⁸ *Preparing Design Codes: A Practice Manual; DCLG/CABE (2006).*

Appendix III

Schedule of documents supporting the North West Bicester SPD

Masterplan Vision and Objectives

Masterplan Framework (Drawing No. BIMP6 01 Rev B)

Green infrastructure and landscape strategy

Economic Strategy and Baseline

Energy Strategy

Water Cycle Study

Flood Risk Assessment

Residential Strategy

Surface Water Drainage Strategy

Statement of community involvement

Strategic Environmental Report

Social and Community Infrastructure Strategy

Community involvement and governance

Copies of the above documents can be found at: www.cherwell.gov.uk

Appendix IV: Design principles for primary and secondary school sites

Primary School sites.

No dead end roads should be situated adjacent to schools and the road layout should allow for circular routes to prevent the need to reverse in the road.

To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the school site. See the "Typical Example" at the end of the Educational Requirements doc.

Ideally there will be 3 vehicular entrances located strategically around the perimeter

Noise generation around school sites should be minimal. The noise level on the boundary of the school playing field should not exceed 50 dB LAeq, 30 min

Sites should be generally rectangular with the minimum site frontage being 110m. This may need to be increased, as might the site area, if the site is irregular in shape.

The design of school sites is bespoke such that the location of the buildings or proximity of buildings to the boundary cannot be unreasonably constrained.

Hedgerows/ditches across sites should be avoided as they have the potential to compromise the economical layout of the school site, restrict supervision, restrict long term site flexibility etc. Again, site area may need to be increased.

All existing buildings, foundations and underground obstructions are to be removed

No services are to cross the site and for overhead high voltage power lines [i.e. greater than 1000V they are not to be within 200 metres of any school site.

School sites should be as level as possible to limit the need for abnormal cost.

Secondary school sites

No dead end roads should be situated adjacent to schools and the road layout should allow for circular routes to prevent the need to reverse in the road.

To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the school site. See the "Typical Example" at the end of the Educational Requirements doc.

Ideally there will be up to 6 vehicular entrances located strategically around the perimeter.

The road layout and the school site should allow for entrances that can facilitate an on-site coach drop off area. This will need to be strategically situated to enable the areas to double up for other functions once the school day commences. So it cannot be situated at the front of the school. NB this facility will not be used for parent drop off

Noise generation around school sites should be minimal. The noise level on the boundary of the school playing field should not exceed 50 dB LAeq, 30 min

Sites should be generally rectangular with the minimum site frontage being 110m. This may need to be increased, as might the site area, if the site is irregular in shape.

The design of school sites is bespoke such that the location of the buildings or proximity of buildings to the boundary cannot be unreasonably constrained.

Hedgerows/ditches across sites should be avoided as they have the potential to compromise the economical layout of the school site, restrict supervision, restrict long term site flexibility etc. Again, site area may need to be increased.

All existing buildings, foundations and underground obstructions are to be removed

No services are to cross the site and for overhead high voltage power lines [i.e. greater than 1000V they are not to be within 200metres of any school site.

School sites should be as level as possible to limit the need for abnormal cost.

The North West Bicester Cultural Wellbeing Strategy

Planning Policy Context:

National Planning Policy

The National Planning Policy Framework (NPPF) recognises that cultural wellbeing is part of achieving sustainable development and includes cultural wellbeing within the twelve core planning principles which underpin both plan-making and decision-taking. The NPPF states that the planning system should:

- ‘take account of and support local strategies to improve...cultural wellbeing for all...’

The Planning Practice Guidance (PPG) complements the NPPF and provides advice on how to deliver its policies. The PPG states that:

- ‘Public art and sculpture can play an important role in making interesting and exciting places that people enjoy using.’

Local Planning Policy

The adopted Cherwell Local Plan 2011-2031 Part 1

Policy Bicester 1 which provides the local planning policy context for the North West Bicester site sets out key site specific design and place shaping principles for the site. These include:

“The provision of public art to enhance the quality of the place, legibility and identity”.

In terms of the infrastructure needs of the site, the Policy requires community facilities including those for arts and culture.

The Approach:

Cherwell District Council (CDC) will require all outline and full applications on the North West Bicester site to demonstrate how proposals to support cultural wellbeing will be incorporated into detailed development plans.

This Strategy sets out what applications should include by way of such proposals and how this will be secured by CDC through the planning process.

This Strategy’s focus is on making North West Bicester a culturally vibrant place through high quality design and community engagement. This includes the provision of public art across the site.

As such cultural wellbeing initiatives should cover 2 main areas of activity and focus:

- 1) Activities where artists positively influence physical form and function to secure high quality design - i.e. projects that have a physical, permanent outcome integrated into form, function, style or content of a place, space or building. These could range from projects where an artist has participated in the design or masterplanning of buildings, townscapes, or landscapes, to the design and making of individual physical elements within them.
- 2) Activities where artists engage with the emerging community - i.e. potentially a programme of projects that could range from creative consultation to festivals, ephemeral structures, film, web, recording the oral history of the emerging new community or other virtual projects that promote a clear sense of identity to those within the settlement and external to it, to regular activities like community choirs etc.

Objectives:

Cultural well-being projects should complement and support the vision and aims of the North West Bicester Eco Town development by:

- Exploring the use of sustainable materials – using recycled materials or locally sourced materials to reduce the carbon footprint and inventive ways to offset other resources used;
- Celebrating nature and the natural environment, by reflecting on natural and environmental issues;

interpreting nature, projects to inform people and raise awareness about nature and its processes, and/or about environmental issues;

- Encouraging environmentally friendly behaviour – artwork as bins to encourage recycling, using sustainable routes through the development – artwork to encourage cycle and walking routes – and help with way finding and directing the flow of people through public areas;
- Encouraging local residents and visitors to think about and become environmentally aware in their everyday living;
- Create an identity for the development (as the first Eco Town in the UK), to both the residents and outside world;
- To use projects to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community.

CDC is seeking developers to provide opportunities for the community to engage and participate in their environment, using temporary artist led interventions to assist in achieving high quality design and also as a catalyst for community growth.

Implementation:

In general terms, CDC will require each outline or full planning application on the site to include a Cultural Wellbeing Statement covering the area coterminous to that of the application. Upon approval by CDC, the development and implementation of the projects described within the Statement will be secured within the application's S106 agreement.

A Cultural Wellbeing Statement should be prepared and implemented by a public art consultant/curator or artist and should contain detailed proposals to support the cultural enrichment of the site. Ideally, a Statement should include a mixture of projects where cultural elements are integrated into the form and function of the site to achieve high quality, distinctive design and projects where the focus is on community engagement - of course some projects will include both elements. A Statement should set out a clear route to how its proposals can be implemented throughout the site, and CDC will expect to see realistic and achievable proposals that can be funded as a necessary part of the site development costs. However in the case of particularly ambitious and / or innovative ideas being put forward, some funding could come from private sponsorship and some from public arts funding streams. CDC will be happy to support any necessary bids and help seek out funding sources where they consider proposals are particularly innovative.

Further advice:

For further information and advice on the Cultural Wellbeing Strategy and the development and implementation of a Cultural Wellbeing Statement, please contact Nicola Riley (Shared Interim Community Partnerships and Recreation Manager, Cherwell District Council) as follows:

Nicola.Riley@cherwell-dc.gov.uk Direct Line: 01295 221724

Appendix 2 – Summary of Representations received to Final Draft North West Bicester Supplementary Planning Document (November 2015)

Person/ Consultation Body	SPD Reference (Final Draft November 2015)	Issue	CDC officer response	Proposed change (Reference Final SPD, February 2016)
Gary Bell	None	General comments about consultation process and preparation of the SPD.	Noted.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The SPD should ensure that under occupancy of housing is avoided.	It is not the responsibility of planning policy to determine how development is occupied.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The development should not replicate the mix of dwellings that has evolved to meet the “demands” of homeowners for as much space they can afford with a view to providing a pension pot or to finance a care package.	The development is informed by demographic studies and supported by a residential strategy which sets out the housing types, size and mix. Section B.2 of the adopted Cherwell Local Plan sets out policies for building sustainable communities based on housing need.	No change.

Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The SPD should cite the typical size of households in country towns (i.e. about 2.4 and failing) and provide dwellings predominantly to meet that “need”.	The Council is committed to meeting housing needs and accelerating delivery. The Local Plan and SPD are informed by various studies prepared as part of the Local Plan’s housing evidence base. It is therefore not considered necessary to include reference to typical household sizes in country towns.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	Larger houses should be designed to be adaptable so that they can be divided simply and cheaply. Adaptability should be an important part of eco buildings.	Agreed. This is already included in the SPD supporting text to DP4 on page 23 which states “ <i>As well as providing attractive places for people to live, the new homes will also be adaptable and provide flexibility for residents to work from home.</i> ”	No change to text but format Development Principle 4 to clarify supporting text and highlight development principle section.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	Permissions for residential development designed for adaptability should include conditions to prevent extensions without the express permission of the LPA so that the impact on housing mix and energy efficiency can be assessed in each case.	Development Requirement 4 – Homes, states: “ <i>Design principles will be set out and include the use of local materials, flexibility in house design and size including the potential for additions to the building to adapt to changing circumstances.</i> ” The Council does not intend to remove permitted development rights for home extensions unless in dealing with	No change.

			detailed designs it is justified.	
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The SPD does not appear to be planning positively for either self/custom building/finishing or for co-housing. In this respect it is likely to be out of date when the Housing and Planning Bill is enacted to place an obligation on LPA’s to find sites to meet the demand from individuals and associations for self/ group building. It is true that CDC has designated a site for self- building at Graven Hill but the allocation of one site does not amount to providing the choice which should be available to these important parts of housing supply. Those joining the registers might well include people not wanting to build at Graven Hill.	In Bicester, large scale provision for self build housing is to take place on The Graven Hill strategic development site and as such the Council has not identified a need at this site. However, there is the opportunity for individual parcels of land to bring forward this type of housing should the need arise. The self/custom build element of the housing market is emerging and it is recognised that there may be opportunities for it on the strategic development sites. Policy BSC3: Affordable Housing of the adopted Local Plan states, “ <i>The Council will require active consideration of proposals for community self-build or self-finish housing particularly where it is to a high design standard and will result in suitable empty properties being brought into residential use.</i> ” The SPD should reflect the changes in the housing market therefore it is proposed to insert the following wording at the end of the first paragraph 1 under Development	Insert the following wording at paragraph 4.77 under Development Requirement 4 – Homes: <i>“The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”</i>

			Requirement 4 – Homes: <i>“The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”</i>	
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	Sites should be reserved for self-building on all development sites, giving time for these opportunities to be taken up before the development completes the building. Depending on the level of input from the self or custom builders (definitions should be included in the SPD) this should qualify to be included in the quota of affordable housing (both being exempt from CIL/s106 payments).	The adopted Cherwell Local Plan 2011-2031 recognises in paragraph B.109) that securing new affordable housing on site as part of larger developments is the most significant way in which homes can be provided. Policy BSC3 seeks to achieve this so that the supply of new homes reflects the high level of need. Policy BSC4: Housing Mix is the starting point for the mix of affordable housing to be secured. Paragraphs B.117 to B.119 inclusive of the Local Plan refer to community self-build or self-finish affordable housing. At NW Bicester, self-build schemes are not envisaged in the SPD although individual developers may bring forward schemes in the future. The focus for self-build development in	No change.

			Bicester will be at Graven Hill.	
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The reference to associations of individuals in the Housing and Planning Bill could include co-housing schemes that should be supported in the SPD whether or not allied to self or custom building. This is the most suitable form of housing should play a prominent role in any eco-settlement. Land should be reserved for this form of use on permitted sites giving a reasonable time for groups to be formed (with the active assistance and encouragement of the LPA.)	The SPD does not make reference to the Housing and Planning Bill and it is considered not appropriate to do so at this stage as it has not passed into law. Co-housing has been considered as part of the Eco-town proposals but is not included in the SPD. Instead the Draft SPD makes reference to a local management organisation to support the community governance aspects of the scheme. The masterplan provides the spatial planning framework and proposed land uses for the site. It does not identify housing areas for particular sectors of the housing market and is designed to be flexibility in terms of the location and mix of housing within the parameters set by the SPD. The detail of affordable housing provision will be negotiated in individual planning applications. The SPD should reflect the changes in the housing market therefore it is proposed to insert the following wording at the end of the first paragraph 1 under Development Requirement 4 –	Insert the following wording at paragraph 4.77 under Development Requirement 4 – Homes: “The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”

			Homes: <i>“The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”</i>	
Daniel Sharf	DP6 (b)– Electric and low emission vehicles Page 31	The SPD should emphasise the benefits in terms of both lower car ownership and use (and less risk of congestion) associated with car clubs. These should be developer funded (as part of all travel plans) and, importantly make membership available to both new and existing residents. Such clubs are more effective in reducing car ownership than car sharing schemes and can be made more popular through offering a range of vehicles – all could be EVs with a hybrid for longer journeys.	Noted. The SPD includes out a section on Transport, Movement and Access and expands upon this in the Development Principles that follow (DP6, 6 (a), 6 (b) and 6 (c). Low emission vehicles are encouraged in Development Principle 6(b) and car sharing and car clubs are referenced in DP 6 (a) recognising they have are an important element in reducing car ownership and use.	No change.
Daniel Sharf	DP6 (a) – Sustainable Transport – Mode Share and Containment Page 31	It has been well established that the modal shift to low carbon transport is unlikely to happen in accordance with the UK Carbon Budgets or 2011 Carbon Plan.	Noted. The SPD sets ambitious and challenging targets for modal shift in transport to achieve reduction in carbon emissions.	No change.
Daniel Sharf	DP6 (b) – Electric and	The SPD must be bold in the measures that will be introduced to significantly reduce carbon from	Noted. The SPD is bold in terms of reducing carbon emissions from	No change.

	low emission vehicles Page 31	transport in ways that will provide examples to other new developments and existing residential areas.	transport.	
Daniel Sharf	DP7 – Healthy Lifestyles Green infrastructure Page 37	Suggest more attention is given to the Community Farm. This is shown on the masterplan but there is no reference to the Community Supported Agriculture movement which shows the potential of such a facility to contribute to most if not all those benefits associated to allotments. The main tenant of the community farm should be employed to provide education, and training as well as opportunities to tend livestock	The proposals for a Community Farm are indicative at this stage and will require more detailed consideration and design before they can be implemented.	No change.
Daniel Sharf	DR9 – Green infrastructure and landscape Page 38	Further land should be made available outside the development area for the provision of smallholdings and food processing facilities. Local food systems could and should form an important strand in the local economy (see NPPF para 161) and the SPD would be an appropriate if not necessary way of resolving the barriers that currently exist to new entrants. The SPD should also indicate that these land holdings must be made available at affordable prices or rents as must some suitably site housing (the agricultural occupancy condition would reduce the cost /rent to affordable levels and should be part of that provision.	The Local Plan recognises the importance of food processing to the economy of Bicester. The SPD cannot allocate land outside the development area for the uses proposed in this response.	No change.
Troth Wells – British Horse	Development Principle 6 - Transport,	The proposed development will impact on Bridleways in the area (129/9/10 and 148/4/10 in particular). Every effort should be made to protect	Noted. The bridleway leading from the eastern end of Howes Lane to Aldershot Farm is recognised in the	No change.

Society Oxon	Movement and Access and DP 9 – GI and landscape Page 38	and preserve this vital route towards Heyford and Ardley	SPD as an important link between the town and countryside and is identified as a green corridor in the masterplan. Furthermore the SPD recognises public rights of way as important links to the countryside that should be enhanced and reinforced through the masterplan and individual planning applications. The route from Bicester to Heyford and Ardley will be preserved, protected and enhanced by the proposals.	
Troth Wells – British Horse Society Oxon	DP9 - Green infrastructure and landscape Page 38	Horse riders are not mentioned at all in the document even though there are mentions of walkers and cyclists.	Noted. The SPD recognises the importance of the bridleway through the site but it does not refer to horse riders specifically. Many of the references to walkers and cyclists relate to sustainable modes of transport and healthy lifestyles. The reference to the bridleway in DP 9 on page 38 should be amended to take account of the needs of cyclists, walkers and horse riders.	Amend DP 9 as follows (paragraph 4.225): “The bridleway leading from the eastern end of Howes Lane... is an important link between the town and countryside <u>for walkers, cyclists and equestrians</u> ”
Troth Wells – British Horse Society Oxon	DP9 - Green infrastructure and	The surface of the bridleway must be retained for equestrian use and not tarmacked over. Horse routes should be retained as soft grassy track	BP will be retained on its existing route and proposed to retain access for horses with the potential for the verge to be retained for	Amend text to include reference equestrians in paragraph 4.225–

	landscape Page 38		horse riders. Sufficient space for horses is provided. Detailed designs for the bridleway should consider use by horse riders. The SPD should make reference to horse riders and equestrian users of the bridleway	see above.
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	Various	General information provided relating to GIS mains records marked up for the site, letter to Chief Planning Officers.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	The housing and development land areas detailed in the SPD are typical of a number of recent sites across southern England where insufficient discussion has taken place between the LPA and SSE prior to planning permission being granted.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	The land is crossed by various 132kV overhead power lines and other transmission lines which form part of the Southern Electric Power Distribution's wider network and must be retained.	Noted	No change
Chris Gaskell – Scottish and Southern	General	General guidance on the provision of electricity infrastructure and the treatment of any existing	Noted	No change

Electric Power Distribution (SSEPD)		infrastructure in relation to future development.		
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	Connections for new developments from existing infrastructure can be provided subject to cost and timescale.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	Where existing infrastructure is inadequate to support the increased demands from the new development, the costs of any necessary upstream reinforcement required would normally be apportioned between the developer and DNO (Distribution Network Operator) in accordance with the Current Statement of Charging Methodology agreed with the industry regulator (OFGEM). Maximum timescales in these instances are usually up to 2 years and should not impede any proposed housing development.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	In order to minimise costs, wherever possible existing overhead power lines can remain in place with such uses as open space, parking, garages or public highways generally being permitted in proximity to overhead lines. Where this is not practicable or where developers choose to lay out their proposals otherwise then agreement will be needed as to how these will be dealt with including	Noted	No change

		agreeing costs and identifying suitable alternative routing for the circuits. The existing customer base should not be burdened by any costs arising from new development proposals.		
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	To ensure certainty of delivery of a development site, any anticipated relocation of existing overhead power lines should be formally agreed with SSEPD, prior to submission of a planning application.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	<p>The existing supply 33kV supply from Headington substation together with the Bicester 33/11kV primary substation is almost to full capacity. SSEPD has started the process of undertaking reinforcement works in order to be able to provide significant additional electrical capacity for the Bicester area comprising a new Grid Substation at NE Bicester off Skimmingdish Lane. To supply the Eco town it will be necessary to provide primary substation at an early stage of the development which will be supplied by 2 x 33kV underground circuits from the NE Bicester Grid S/S. Discussions have already taken place with A2Dominion and a suitable location for the S/S agreed with a planning application submitted</p> <p>Due to the timescales involved the exemplar phase of the development will be supplied from the existing hv distribution network supplied by the</p>	Noted	No change

		existing substation but will be transferred onto the eco town primary substation once completed.		
Martin Small – Historic England	2.0 Site context Page 8	Welcome reference to historic parkland of Bignell Park, particularly the reference to the Oxfordshire Historic Landscape Characterisation (HLC) are previously requested in accordance with para ET15.1 of the Eco-towns PPS.	Noted	No change
Martin Small – Historic England	5.0 Design and character areas Page 49	The HLC should be used to greater effect than simply a map regression exercise as currently indicated in the site history section. The HLC should inform each stage of the design process, from setting the site boundaries through to the masterplan and onto the detailed design ideally through an iterative process between masterplanners/designers and those with understanding of the site's past history.	Noted. Section 5 does not include reference to the Oxfordshire Historic Landscape Characterisation Project. From the comments it should include reference to the HLC in the design.	Amend Section 5 paragraph 5.2, to include reference to HLC as follows: <i>The HLC should inform each stage of the design process, from setting the site boundaries through to the masterplan and onto the detailed design ideally through an iterative process between masterplanners/designers and those with understanding of the site's past history.</i>
Martin Small – Historic	Masterplan	The boundaries of the development area have been drawn with no regard for the existing pattern of field boundaries, slicing through them and	Noted. The boundaries of the masterplan reflect the landownerships of the site and a	No change.

England		leaving awkwardly shaped remnants of fields all around the site boundary, a problem recognised on page 11 of the SPD.	topographical survey.	
Martin Small – Historic England	Masterplan	A more sensitive consideration of the site boundaries in relation to the existing landscape framework would significantly help integrate the proposed development into the existing and future landscape.	The masterplanning of the site has been informed by a Landscape Character Assessment and Landscape and Visual Impact Study. The proposed built development does not go up to the site boundaries to ensure appropriate integration with the surrounding landscape.	No change.
Martin Small – Historic England	Masterplan	The masterplan and detailed design should be informed by a good understanding of how the landscape within land adjacent to the site has developed historically and how this has shaped its present day character (as documented by the HLC and other sources). This would help to ensure that the development meets the requirement of para 58 of the NPPF for developments to respond to “local character and history, and reflect the identity of local surroundings and materials...”	Noted.	No change.
Martin Small – Historic England	Masterplan framework Figure 10 Page 19	From Figure 10, it appears consideration has been giving to historic field patterns and landscape framework in the masterplan framework. Suggest detailed design and layout should be informed by a much close consideration of the existing (and historical) patterns on the site, as documented in	Noted. Include reference to historic field patterns and landscape framework is included in Section 5 Design and Character areas on page 49.	Amend final bullet on page 49 referring to GI and landscape to include historic landscape and field boundaries.

		the HLC and related sources (such as historic mapping).		
Martin Small – Historic England	Archaeology Page 11	Welcome the archaeological assessment and the recognition of the site’s known potential for remains dating from the prehistoric period.	Noted	No change
Martin Small – Historic England	2.0 Site context – page 11	Welcome reference to the Oxfordshire Environment Record	Noted	No change
Martin Small – Historic England	Masterplan framework Figure 10 Page 19	Welcome recognition of the grade II* listed St Lawrence’s Church, just to the north east of the site, however masterplan should be amended to highlight these designated heritage assets with a specific notation.	Noted. Scale of masterplan does not allow individual buildings to be shown, the SPD relies therefore on the Development Principles, requirements and supporting documents as the evidence for protecting historic buildings on site.	No change
Martin Small – Historic England	3.0 Vision Page 16	Include in vision reference to the conservation and enhancement of heritage assets, including historic landscape features	The masterplan makes provision for the listed buildings on the site and this should be reflected in the Vision.	Insert at paragraph 3.5 after landscape setting: <i>“Conserves and enhances heritage assets, including historic landscape features...”</i>
Martin Small – Historic England	5.0 Design and character areas	Suggest SPD confirms that designated heritage assets, and any identified or potential non-designated heritage assets will be retained and their settings respected and any other historic landscape features (such as may be identified by	Listed buildings have been retained in the masterplanning of the site as part of the mixed use development proposals for the existing farmsteads. This should be	Insert under character and setting (paragraph 5.24): “Heritage assets, and

	Page 50	the HLC) also retained and ideally their significance better revealed. This would be consistent with para ET 15.1 of the Eco-towns PPS which requires Eco-town proposals to set out measures to conserve and where appropriate enhance both heritage assets and their setting through proposed development.	recognised in the SPD supporting text and it is considered appropriate to include text in the design and character areas section.	any identified or potential non-designated heritage assets will be retained and their settings respected and any other historic landscape features (such as may be identified by the HLC) also retained and ideally their significance better revealed.“
Martin Small – Historic England	Masterplan	Is there a case for keeping Gowell Farmstead?	Gowell Farm has been considered as part of the masterplanning and is not to be retained as the land is required for the realignment of Howes Lane and secondary school site. The buildings are in a poor condition and as such it is not proposed to retain them.	No change.
Martin Small – Historic England	Masterplan 5.0 Design and character areas.	Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense.	Noted. Now that the masterplan has been fixed and approved as part of the SPD, the SPD should make reference to the existing farms in more detail.	Insert at end of Section 5.0 (paragraph 5.39): <i>“Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the</i>

				<i>retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense."</i>
Martin Small – Historic England	Character areas	Suggest public open space could be used to retain some of the setting of the farm complexes.	This could be included in the design principles at the end of Section 5.0	Add at paragraph 5.39: <i>"Public open space could be used to retain the setting of the farm complexes"</i>
Martin Small – Historic England	Character areas - Existing farms	The proposals for mixed use development at the existing farmsteads should retain and respect the list bars at Himley Farm and the listed farmhouse at Home Farm. Could these complexes be the heart of different neighbourhoods, reflecting their historical role as focal points in the local landscape?	The masterplanning has resulted in the retention of the existing farm complexes as Himley Farm and Home Farm. These will provide a mix of uses and be integrated into the wider development but it is not intended that they become the focal point of the neighbourhood. Consideration has been given to the appropriate treatment and location of the farmsteads in the masterplanning of the site, for example, Himley Farm will be the centre of a new neighbourhood on the western area of the site. Home Farm is located on the eastern	No change.

			periphery of the site and does not lend itself to being the heart of a neighbourhood.	
Martin Small – Historic England	DP9 – GI and landscape page 38 and page 51	Welcome recognition on page 38 of the SPD of the need to handle the interface with Bignell Park and the import views of St Lawrence’s church in Caversfield with sensitivity (and the further recognition of this on page 51).	Noted	No change
Martin Small – Historic England	DP9 – GI and landscape page 38	Welcome recognition on page 38 of setting of listed buildings within the site being considered carefully when preparing planning applications. And the recognition of the setting of St Lawrence’s Church, Himely Farm Barns and Home Farm as key considerations for any development in their area on page 51	Noted	No change
Martin Small – Historic England	DP9 (b) – Development edges Page 40	Consideration of the setting of listed buildings should be reflected in the Development Principles	The setting of listed buildings is recognised in the masterplan and should be reflected in the SPD as part of an expanded DP9 (b) – development edges. Insert a new Development Requirement/Principle on the setting of listed buildings.	Add at the end of DP9 (b) (paragraph 4.253): <i>Development should give consideration to the setting of listed buildings</i>
Martin Small – Historic England	DP14 – Cultural Wellbeing	Disappointing that conservation and enhancement of the historic environment is not a development principle or requirement in its own right or included as part of development principle 14.	Given the response to previous comments it would appear reasonable to include a reference to conservation and enhancement of historic assets as a final bullet	Add bullet to DR14 paragraph 4.350 as follows: <i>Conservation and</i>

	Page 48		point to DR14 – Cultural wellbeing.	<i>enhancement of the historic environment.</i>
David Leigh	5.0 Design and Character Areas – Building Heights Page 50	The SPD makes mention of controlling building heights but should be more specific in relation to the heights of the industrial units. There is a general statement that buildings will only be 2 stories in height but no specific limits on buildings which will have the greatest environmental impact.	The masterplanning of the site has provided a business park in the south west corner of the site to accommodate large format commercial buildings. The prominence of the business park in relation to existing development and the wider masterplan is recognised in the SPD. Detailed designs will establish the building heights.	No change
David Leigh	Employment DP5 and DR5 Page 25	There is very little, if any, consideration of the impact on existing residents of the proposed B8 development particularly in terms of noise light traffic and transportation	The masterplan identifies the opportunity for mixed use development. Consideration has been given to how the employment land is accessed to minimise impact on existing residential property. The masterplan proposes mixed use employment and identifies a specific area for B8 uses surrounded by a landscape buffer to mitigate any potential negative impacts. The buildings will be designed to a high standard to meet the requirements of the SPD. Heavy goods vehicles will access the site from Middleton	No change.

			Stoney Road and routing restrictions can be used to control the impact on the neighbouring local highway network	
David Leigh	Employment	The SPD contains specific guidance for various aspects of the development such as Eco-town standards and an appendix for design principles for schools, however, there is no guidance or specific requirements for the design and use of employment areas – even though 1,000 jobs are anticipated and which will unavoidably generate noise and light disturbance. In particular the positioning of B8 uses in the centre of a residential area needs to be considered carefully.	The SPD contains a section on employment proposals. The section includes a development principle and requirement for employment on the site to create local jobs. The detailed design and impacts of the employment uses will be considered at the planning application stage and develop the design principles in Section 5.0.	No change
David Leigh	DR 5 – page 26 - Employment	As a minimum, the SPD should set out: Limits on noise generation by commercial developments including specific noise level limits for various times of day/night at existing buildings Control of visual intrusion and lighting impacts Control of vehicle movements into and out of the industrial area together with an undertaking to limit the noise impact of the additional traffic generated.	The assessment of noise impact, visual impact, traffic and lighting will be made at the planning application stage. The SPD sets out the broad development principles and requirements of developers in preparing planning submissions however it could provide further detail on the requirements for planning applications to consider the impact of employment proposals on adjacent uses. For clarification, the following bullet points should be	Insert at paragraph 4.103 after “Relationship to neighbouring uses“: “so that they do not have an adverse impact on adjacent properties” in the list of requirements employment proposals will need to address”

			<p>added to DR5:</p> <p><i>Not have an adverse impact on adjacent uses;</i></p> <p><i>Provide a satisfactory relationship with adjacent properties.</i></p>	
Becky Micklem – Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT)	<p>DP9 (c) DR 9 (c)</p> <p>DP9 (e) DR 9 (e)</p>	Welcome Development Principle and Development requirements that have been included on biodiversity (9e) and hedgerow corridor (9c)	Noted	No change
Becky Micklem – BBOWT	<p>Masterplanning and comprehensive development</p> <p>DR9 – GI and landscape</p>	The SPD needs to include the mechanism to ensure the nature reserve is delivered	The Council is looking to require net biodiversity gain as planning applications come forward. The SPD recognises the importance of securing the land for the nature reserve. The Council is looking to negotiate a net gain in biodiversity on planning applications as they are submitted and will also seek to secure land for the nature reserve as the opportunity arises.	No change
Becky Micklem –	Appendices	The Biodiversity Strategy for the masterplan area and the NW Bicester masterplan green infrastructure and landscape strategy should be	It is not considered appropriate to include supporting strategies in the appendices; rather they should be	No change

BBOWT		included as appendices	available online as background and a resource for the preparation of planning applications.	
Becky Micklem – BBOWT	DP 9 (e) – Biodiversity page 42	The SPD should include a minimum buffer width requirement for ponds and woodlands. The biodiversity strategy identifies the need for woodlands and ponds to have a minimum buffer width of 10m with a 50m buffer around ponds supporting great crested newts. These minimum standards should be incorporated in the SPD.	The masterplan makes provision for buffers as part of the Green infrastructure framework but it would provide clarity to include reference to 10 metre buffers around ponds and 50 metres for ponds supporting great crested newts.	Include further reference under development Principle 9 (e) at paragraph 4.285: “The biodiversity strategy identifies the need for woodlands and ponds to have a minimum buffer width of 10m with a 50m buffer around ponds supporting great crested newts.”
Becky Micklem – BBOWT	Masterplanning and comprehensive development DR9 – GI and landscape	It is identified that the creation of a nature reserve is fundamental to the principle of a net biodiversity gain. The lack of a holistic approach to individual planning applications coming forward for the masterplan area could fail to deliver the nature reserve and thus a net gain in biodiversity. This concern is founded on the current position whereby the only parcel of land within the masterplan area not covered by a current planning application or permission includes the area identified for the nature reserve. The development as a whole relies	The mechanism to deliver the nature reserve is being negotiated as part of the comprehensive development of the site.	No change

		on the nature reserve to achieve a gain in biodiversity; it would be useful for the SPD to identify the mechanism to ensure individual permissions do not go ahead without the delivery of the nature reserve being secured.		
Becky Micklem – BBOWT	DR9 (e) – Biodiversity Page 42	Whilst the requirement of a landscape and habitats management plan is identified in the DR for Biodiversity 9 (e) it is not included as one of the documents needed to accompany planning applications in the PPA section of Chapter 6 Delivery. For clarity and completeness it would be useful to see LHMP listed in this section.	Agreed. Reference to the requirement for a Landscape and Habitats Management Plan to be submitted with planning applications should be included in the list of supporting information for planning applications.	Insert at 6.15: Landscape and Habitats Management Plan In list of requirements for planning applications.
Becky Micklem – BBOWT	DR9 (e) – Biodiversity page 42	Welcome contributions towards off site mitigation for impacts on farmland birds but note no detail is included as to how it will be achieved. Concerns were set out in BBOWT consultation response to Planning Application reference 14/01641/OUT). Best option would be for funds to be allocated for land purchase in an agreed area and subsequent management for nature conservation by an appropriate body.	Noted	No change
Becky Micklem – BBOWT	DR9 (e) – Biodiversity page 43	Welcome reference to a biodiversity strategy and suggest it is included as an appendix so that it is easily found and referenced.	The SPD should be read alongside the evidence base for the NW Bicester masterplan which includes the Biodiversity Strategy and Green Infrastructure and Landscape Plan. All supporting	No change

			information will be easily accessible on the CDC Planning Policy Webpage	
Carmelle Bell – Savills for Thames Water plc	DP10 and DR10 – Water	Happy to see comments submitted in January 2015 have been taken on Board and included in the final Draft SPD, as such Thames Water support both DP 10 and DR10 in relation to Water. As further information becomes available as to the location and scale of specific developments TW would like to be contacted to discuss how this will impact on their assets further.	Noted	No change
Andrew F Hickman – Middleton Stoney Parish Council	2.0 Site context	Disappointed that none of previous concerns have been addressed in the Final Draft SPD. Major concern relates to traffic impacts on Middleton Stoney. There appears to be a supposition that the main access to the M40 should be along the B4030 to the crossroads at Middleton Stoney village via the B430 north through Ardley to J10 of the M40. The crossroads at Middleton Stoney is already at capacity at peak times and accommodating further west bound traffic will be difficult without encouraging further traffic to access the M40 via the J10. It should be clearly stated within the SPD that the main access to the M40 should be at J9 with the NW Bicester traffic using Vendee Drive	The SPD refers to the Middleton Stoney Road in a description of the site location. It describes the current character and use of the road. As the development comes forward the character of the road will change. Middleton Stoney Road provides access to the site and links to the surrounding highway network. Transport modelling shows that the number of vehicles on the network and trips will increase in the future, across the whole area not just in Bicester. At the same time the NW Bicester SPD aims to reduce the need to travel is reduced for residents and users of the North West Bicester	No change

			<p>site. Sustainable modes (walking, cycling and public transport) will be the first choice of travel, however there will inevitably be an increase in traffic using routes through Middleton Stoney as a result of the proposed growth in the area, however, it is not possible for the SPD to restrict movement of private motor vehicles on the surrounding highway network. Other measures such as traffic calming schemes will be considered as part of detailed planning applications where there is evidence to justify a negative impact.</p>	
<p>Andrew F Hickman – Middleton Stoney Parish Council</p>	<p>DP6 (c) and DR6 (c) – Proposed highways infrastructure – strategic link road and highway realignment pages 32 and 33</p>	<p>The construction of a new road from Middleton Stoney Road roundabout to Lords Lane east of Purslane Drive fails to provide the strategic link which is required. There must be a robust transport route to bypass Bicester to the West. The current Howes Lane/ Lords Lane route is an important strategic route which accomplishes this at present. The proposed new road, “a tree lined boulevard” is shown to meander through the residential areas of the NW Bicester Eco town site. It proposes a road with a maximum speed limit of 30 mph and traffic calming measures will be introduced. This concept is fundamentally flawed.</p>	<p>The proposed strategic link road is required to facilitate the integration of the new development with the existing and has been shown to accommodate increase vehicle capacity anticipated from transport modelling. The concept has been established through the masterplanning and various other options including an outer perimeter road have been explored and discounted.</p>	<p>No change</p>

		The proposed road will be virtually useless for traffic wishing to bypass the town to the west, particularly the HGV traffic currently using Howes Lane		
Andrew F Hickman – Middleton Stoney Parish Council	DP6 (c) and DR6 (c) – Proposed highways infrastructure – strategic link road and highway realignment pages 32 and 33	A semi-fast perimeter or orbital road with a speed limit of 40/50 mph is required. Alternatively, consideration should be given to widening Howes Lane.	Bicester has a perimeter route, sometimes referred to as “the ring road” with speed limits of 40/50 mph providing an orbital route for through traffic to avoid the town centre. As the town centre grows as proposed by the strategic development sites around the edge of the existing urban area, the character and design of the perimeter route will have to be amended to accommodate increased traffic volumes, provide integration with new development and increase safety.	No change
Andrew F Hickman – Middleton Stoney Parish Council	DP6 (c) and DR6 (c) – Proposed highways infrastructure – strategic link road and highway realignment pages 32 and	With many new developments in and around Bicester, OCC and CDC need to ensure there are robust conditions in place for developers to build roads to the appropriate highway standard and this applies to Howes Lane realignment.	Noted. The proposed strategic link road to be provided as part of the realignment of Howes Lane has been designed and engineered to the required standards.	No change

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Peter Bateman – Framptons Planning	Employment	<p>The Eco-towns PPS states under Standard ET10 that:</p> <p><i>“It is important to ensure that eco-towns are genuine mixed-use communities...”</i></p> <p>There is no policy statement within the PPS, NPPF or NPPG that suggests a particular form of employment is objectionable as a matter of principle within an eco-town. That employment within Class B8 – logistics sector – is inconsistent with the aspirations for an eco-town is an elitist/absurd proposition – employment within an office environment with an employee working on a computer is acceptable, whereas an employee working on a computer in a logistics is objectionable.</p>	<p>Noted. The masterplan and employment proposals for NW Bicester have been guided by the Eco-towns PPS and the Council welcomes the attention drawn to Eco-town standard ET10 as this is a fundamental principle underpinning the development framework for the site. In developing the Economic Strategy that supports the masterplanning, the focus has been on job creation and providing facilities that provide employment on site for local residents thus avoiding the need to travel and creating “genuine mixed-use communities” including employment created in the local centres and jobs created as part as the overall growth of the town. At the same time, the economic strategy has identified target sectors and the development of a business park as part of the employment mix and opportunities for local jobs.</p>	No change
Peter Bateman –	Employment	The Council’s Employment Land Study 2012 refers to a report provided by Cranfield University,	Noted	No change

Framptons Planning	- general	“Making and Moving: The Future Prospects of British Industry 2007” explains clearly how the B8 sector has change fundamentally over the past years with the consequent “blurring” of the Use Classes.		
Peter Bateman – Framptons Planning	Employment – general	The SPD should build on the policies of the adopted Local Plan and give direction for development proposals reflecting the fact this is a unique Eco-town location. The SPD should embrace the realities of the modern business world, where a rigid division between Use Classes is less prevalent. Modern production (Class B2) and logistics (Class B8) buildings now comprise substantial office components and sophisticated logistics systems, together with other transferred processes, including assembly, servicing and finishing. The modern logistics sector should be fully embraced within the objective to create ‘a genuine mixed use community’. The prevailing perception in the SPD remains that employment in the logistics sector is a ‘low value, bad job’ and is not wanted in this development.	Noted. The NW Bicester Economic Strategy supporting the masterplan identifies logistics as one of five key economic sectors supporting the economy of Bicester. The strategy also considers how to support jobs growth in the main opportunity areas (including logistics) related to NW Bicester and Bicester’s location. Bicester has a high proportion of employment in the logistics sector. The site’s location provides an opportunity for jobs creation in the high value logistics sector.	No change
Peter Bateman – Framptons Planning	Employment	The SPD needs to be more detailed and flexible to address the reality that if a policy framework remains as restricting Uses Classes as “limited” as stated within Policy Bicester 1, this site will not provide jobs early in the Plan period.	Policy Bicester 1 of the Local Plan sets out the requirement for employment to be for business uses within Use Class B1 with some general industrial uses (Use Class B2) and storage or distribution (Use Class B8). This is	No change

			considered reasonable as it allows the proposed development to respond to market signals and provides flexibility to encourage investment and implementation.	
Peter Bateman – Framptons Planning	DP5 – Employment page 26	<p>Development Principle 5 (page 26) states that planning applications should:</p> <p><i>“Demonstrate access to at least one new opportunity per home on-site and within Bicester.”</i></p> <p>The meaning of this requirement is opaque. A LPA has no land use power to insist upon a set number of jobs to be provided by individual companies. Policy Bicester 1 has anticipated between 700-1,000 jobs – this statement of expectation is sufficient for the land use planning process. The above requirement should be deleted.</p>	Noted. The requirement for at least one new employment per new home is taken from the Eco-towns PPS and supported by the NW Bicester economic strategy. It is a fundamental principle of the masterplan and should not be deleted. The requirement for one job per new dwelling has resulted in identification of land for employment uses and mixed use development has is proposed in the masterplan.	No change.
Peter Bateman – Framptons Planning	DR5 – Employment (page 26)	The DR5 (p26) states that applications should ‘pursue target sectors of the high value logistics, manufacturing (including performance engineering) and low carbon companies is welcomed. This requirement emphasises the need for the restricted employment uses (as set out in Policy Bicester 1) to be omitted by the SPD and the Use Classes as being flexible.	To clarify the development requirement it should be reworded to confirm that target sectors include high value logistics and performance engineering within the business park. The target sectors should be flexible allowing the development to respond to the latest economic baseline information and the economic strategy submitted with individual	Amend the requirement as follows (paragraph 4.103): <i>Pursue target sectors <u>including high value logistics, manufacturing (including performance engineering) and low carbon <u>environmental goods and services.</u></u></i>

			applications while being broadly consistent with the masterplan economic strategy.	
Peter Bateman – Framptons Planning	DP6 – Transport Movement and Access (p29)	The key constraint impacting on all development at North West Bicester is the railway line which splits the Bicester 1 allocation into two parts. The critical issue, which the SPD needs to assist resolving if it is to constitute a credible place making tool, is to assist facilitating the ability for traffic movement between the two sections of the allocation which is presently only achieved via a substandard and awkward junction arrangement.	The SPD masterplan shows the realignment of Howes Lane and the reconfiguring of the road layout around the Howes Lane Bucknell Road junction to provide connectivity between the areas of the site on either side of the railway line via a route under it.	No change
Peter Bateman – Framptons Planning	DP6 – Transport Movement and Access (p29) 6.0 Delivery	Suggest the SPD should be used by the LPA to provide a mechanism for adequately defining the issues of road capacity over a memorandum produced by one of the applicants of NW Bicester as this will be more transparent and likely to deliver a fair and equitable delivery mechanism.	The SPD sets out the strategic issues relating to transport. Further detail is provided in the supporting transport documents. The delivery section of the SPD sets out the general approach to delivering the infrastructure requirements of the site. Now applications have been submitted for the majority of the site detailed negotiations are taking place with developers and applicants.	No change
Peter Bateman – Framptons Planning	Section 6 (p53)	Section 6 is silent on the railway tunnel delivery mechanism and does not define a “framework agreement”.	Noted. The railway tunnel is being negotiated through the planning application process and a framework agreement is being	No change

			considered.	
Peter Bateman – Framptons Planning	Page 55	<p>SPD states:</p> <p><i>‘Developers will be expected to work collaboratively to deliver the infrastructure.’</i></p> <p>Such arrangements are already being discussed between Albion Land and A2Dominion. A2D acknowledges that is essential Albion Land is able to respond to market signals in terms of the provision of employment buildings. Unless a planning permission is available to Albion Land that responds to market demand, Albion Land is not able to deliver infrastructure for the wider development in isolation.</p> <p>It is essential that the developers and the local planning authority work collaboratively towards the delivery of infrastructure. The LPA cannot ignore its responsibilities to ensure implementable planning permissions are issued to enable development, including infrastructure, to be delivered.</p> <p>The delivery of infrastructure is dependent on obtaining viable and deliverable planning permissions. Land cannot be brought forward without such consents because it is the creation of value through the granting of planning. The delivery of infrastructure is dependent on obtaining viable and deliverable planning permissions. Land</p>	Noted. The delivery of infrastructure is being progressed through the planning application/development management process.	No change

		cannot be brought forward without such consents because it is the creation of value through the granting of planning permission which enables investment to be undertaken in infrastructure.		
Peter Bateman – Framptons Planning	Page 49	The SPD at page 49 states: <i>'The following design principles should be incorporated into proposals submitted as planning applications.'</i> It is essential the principles are reasonable in the context of the objectives for NW Bicester and do not frustrate delivery of development.	Noted	No change
Peter Bateman – Framptons Planning	Design and Character Areas – Adaptability Page 49	Support the principle of flexibility in design and uses. Allowing buildings to 'change use, or serve a different purpose' is welcomed. However, this principle is not facilitated by the restrictive tone for the commercial buildings on the main employment site, provided for by Policy Bicester 1 and the SPD should make it clear that flexibility of employment buildings is desirable where justified.	Support is welcomed. The section on adaptability is intend to apply to all buildings on the site and should be reworded to reflect this.	In Section 5 "Design and character areas", amend first bullet under adaptability as follows (paragraph 5.11): "Ensure flexibility and adaptability of <i>all</i> buildings including provision for homeworking <i>in homes</i> "
Peter Bateman – Framptons Planning	Building Heights (page 50)	The SPD allows for taller buildings up to 20 metres in height 'along the strategic routes' – which includes the realigned Howes Lane. Notwithstanding the 20 metre provision, the height of the proposed business park is required to relate	Noted. The intention in wording this design principle is to ensure the height of the buildings in the proposed business park is carefully considered. However, the wording	Insert (paragraph 5.20): <i>The masterplan sets out the separation between the existing development and</i>

		<p>to the ‘residential neighbourhood to the south of Howes Lane.’ This residential development is a suburban two storey development about 9 metres in height – and is wholly unacceptable in the context of market signals – where building volume is as important as floor area to impose unjustified restrictions.</p>	<p>could be clarified as follows:</p> <p><i>The masterplan sets out the separation between the existing development and proposed commercial buildings. The realignment of Howes Lane sets back the proposed business park and separates it from the existing housing development on the edge of the town to the south. Given the separation planning applications and design of employment proposals should take account of the existing housing and ensure new buildings have a suitable relationship in terms of height, distancing, separation and landscape schemes.”</i></p>	<p><i>proposed commercial buildings. The realignment of Howes Lane sets back the proposed business park and separates it from the existing housing development to the south. Given the separation planning applications and design of employment proposals should take account of the existing housing and ensure new buildings have a suitable relationship in terms of height, distancing, separation and landscape schemes.”</i></p>
<p>Peter Bateman – Framptons Planning</p>	<p>Building heights (page 50)</p>	<p>Irrespective of the text included in the SPD, the submitted masterplan produced by Albion Land has safeguarded a significant and satisfactory spatial separation between the existing housing on Howes Lane and the proposed business park with buildings up to 16.75 metres in height. There is no cogent planning argument for restricting the height of the building below this height.</p>	<p>Noted. The masterplanning of the wider site and proposals for the business park seek to provide separation between the proposed commercial buildings and the existing residential development to the south of the site.</p>	<p>No change</p>

Peter Bateman – Framptons Planning	Commercial Development Design (page 50)	The reference to BREEAM is inconsistent with the provision of Policy Bicester 1 in seeking to introduce a restriction that BREEAM Excellent will be reached ‘on occupation of 50% of development’. Achieving BREEAM Excellent depends upon the occupiers requirements and should not be imposed upon the entire development. This provision acts as a deterrent to the delivery of jobs and infrastructure for NW Bicester.	Noted. The reference to BREEAM requirements should be consistent with the Local Plan Policy Bicester 1. It is recognised that BREEAM Excellent is difficult to achieve early in the development when some site facilities may not be in place. However, it is anticipated by the time 50% of the site is built out that the development will address the BREEAM Excellent requirement.	Include reference to BREEAM Excellent on occupation of 50% of the development in Development Requirement 5 – employment (paragraph 4.103).
Peter Bateman – Framptons Planning	General – zero carbon	Repeated reference to zero carbon is unduly onerous given Policy Bicester 1 includes a requirement submission of a ‘carbon management plan’ for all employment applications. This clear difference should be noted in the SPD.	The development will be required to meet the definition of zero carbon as set out in the Eco-towns PPS and subsequently referred to “True Zero Carbon”. The Carbon Management should set out how the proposals will reduce carbon emissions.	No change.
Peter Bateman – Framptons Planning	Code for sustainable homes – explanatory text page 3	Reference to Code for Sustainable Homes is now obsolete as it has been deleted by Government.	Noted. Officers have agreed to retain the reference to the Code for Sustainable Homes as it reflects the policies in the adopted Local Plan	No change.
Peter Bateman – Framptons Planning	Pages 22 and 23 – 6 th bullet	Still requires CSH 5 which should be deleted	Noted. Officers have agreed to retain the reference to the Code for Sustainable Homes as it reflects the policies in the adopted Local	No change

			Plan	
Peter Bateman – Framptons Planning	Page 24	Delete reference to CSH5	Noted. Officers have agreed to retain the reference to the Code for Sustainable Homes as it reflects the policies in the adopted Local Plan	No change
Peter Bateman – Framptons Planning	General comment – page 19	Masterplan has been superseded. It includes an area of Green infrastructure on what is now residential. It is requested all figures in the SPD reflect the most recent data.	The masterplan sets out the spatial planning and development for the site. As detailed proposals come forward some land uses may change and this is recognised in the Eco-towns PPS standard ET 20 which states there should be a presumption in favour of the original masterplan; that is the first permitted masterplan. Any subsequent planning applications that would materially alter and negatively impact on the integrity of the original masterplan should be refused consent.	No change.
Peter Bateman – Framptons Planning	General comment – Appendix 3 page 61	Copies PPS1 supplement – Eco-towns and adds it to the SPD. It is not necessary for an SPD to copy central government guidance in this manner. Why should it form part of an SPD and effectively be kept alive should the Government delete it? Matters covered in the PPS do not need repeating by the SPD and if guidance changes replacement	The Eco-towns PPS informed the Local Plan and SPD. The extract forms part of the SPD as it underpins the development principles and requirements in the SPD. It is also the basis of the masterplanning of the site and a	No change.

		policy advice will be forthcoming from the Government.	useful reference in preparing subsequent development proposals. It is included as an extract to retain its integrity and provide a reference.	
Peter Bateman – Framptons Planning	DP14 – Cultural Wellbeing page 48 Appendix 5 page 70	The requirement for a Cultural Wellbeing Strategy to accompany planning applications is not mentioned elsewhere in the SPD nor in the Part 1 Local Plan and would be linked to a Section 106 Agreement. It has no basis in the adopted text for Policy Bicester 1 and should be clarified or deleted.	The NPPF and NPPG refer to cultural wellbeing. Policy Bicester 1 requires the provision of public art. The SPD refers to the requirements of planning applications in terms of Cultural Wellbeing in DP4. The need for a Cultural Wellbeing Strategy should be clarified in DP4 and the subsequent development requirement DR4. Similarly, the delivery section sets out the requirement for a Cultural Strategy to accompany outline planning applications. The SPD should clarify the references to Cultural Wellbeing.	Insert reference to Cultural Wellbeing Strategies in the SPD in Development Principle 14 (paragraph 4.348) and in Section 6 under “Outline planning applications” (paragraph 6.15).
Peter Bateman – Framptons Planning	Infrastructure Provision Page 52 Head of Terms	The SPD lists a number of Head of Terms. Developer contributions should only be imposed if they are necessary to mitigate the impact of the development. The list on page 54 needs assessing against the tests of CIL Regulation 122. It is considered unlawful to make requests without development specific justification of need or without	Noted. The infrastructure provision section on page 52. The introductory paragraph of this section should include reference to CIL Regulation 122 after the need of residents as follows:	Section 6 Infrastructure provision (paragraph 6.9) include reference to CIL Regulation 122 after “the need of residents” in first

		infrastructure being included on an adopted Regulation 123 list following examination.	<p><i>“to meet the needs of residents and compliant with CIL Regulation 123.”</i></p> <p>A CIL schedule is being prepared with a report to the Council’s Executive in February 2016. The list on page 54 is intended as a guide to developers and will be assessed the CIL requirements.</p>	<p>paragraph as follows:</p> <p>“and compliant with CIL Regulation 122.”</p>
Raakhee Patel – Sport England	DR9 - Sports Pitches page 42	Sport England along with Public Health England launched ‘Active Design Guidance’ in October 2015 (www.sportengland.org/activedesign). Sport England believes that being active should be an intrinsic part of everyone’s life pattern.	Noted. The update is welcomed and the SPD should be amended accordingly.	<p>Include reference to guidance and insert hyperlink under DR9 (d) (paragraph 4.278) as follows:</p> <p>“Sport England along with Public Health England launched ‘Active Design Guidance’ in October 2015 (www.sportengland.org/activedesign). Sport England believes that being active should be an intrinsic part of everyone’s life pattern.”</p>
Lisa Michelson –	Howes Lane realignment –	Especial care will be needed to manage speeds and ensure a high standard of provision for	Noted. This has been considered as part of the masterplanning in	No change.

Oxfordshire County Council	page 31	pedestrians and cyclists on the higher tier roads, and in particular on the diverted urbanised A4095. Such road environments often have quite a high accident rate unless speeds are well controlled, cyclists are segregated from general traffic and convenient crossings for both pedestrians and cyclists are provided. Very careful consideration must also be given to loading and parking provision to minimise accident risks.	consultation with the highways authority and the detailed design submitted as a planning application (reference: 14/01968/F) will be determined in early 2016.	
Lisa Michelson – Oxfordshire County Council	DR8 – Local Services (Schools) page 36	The SPD should include pupil drop off requirements and refer to OCC's drop off standards (draft document attached; the guidance is expected to be finalised early in 2016)	The requirements of the proposed schools have been considered as part of the masterplanning of the site. More detailed guidance is contained in the delivery section of the SPD and Appendix IV. For completeness the Draft Drop off standards should be included in the SPD. Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, "Drop-off standards for new primary schools built as part of a larger development"	Under Development Requirement 8 (paragraph 4.214), refer to the Draft Drop off standards for schools after reference to Appendix IV on page 36 as follows: "Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, "Drop-off standards for new primary schools built as part of a larger development".

Lisa Michelson – Oxfordshire County Council	Appendix IV (page 67)	Contains errors and omissions for example on noise requirements and the secondary school frontage, please refer to the site integrated design principles.	The masterplanning of the site has considered the OCC school integration requirements and been designed accordingly. The Delivery Section of the SPD makes reference to schools provision in terms of infrastructure (page 52) and delivery (page 55).Appendix IV takes the key elements of Design Principles required by OCC and uses them in the context of the masterplanning of the North Wet Bicester site. The detailed design of the school will address the requirements. None of the proposed schools shown on the masterplan are located near the railway, major roads or energy centres and reference to these should be deleted from the design principles.	Correct reference to noise levels in Appendix IV as follows: “The noise level on the boundary of the school playing field should not exceed 50 dB LAeq, 30 min” Delete reference to “For example, proximity to the railway, major roads, energy centres etc. should be avoided” in Appendix IV.
Lisa Michelson – Oxfordshire County Council	Appendix IV	Contains errors and omissions for example on noise requirements and the secondary school frontage, please refer to the site integrated design principles.	The masterplan establishes the siting of schools and was prepared through an iterative process, including extensive consultation with CDC and OCC. All planning applications should be brought forward in accordance with this	Delete reference to “For example, proximity to the railway, major roads, energy centres etc. should be avoided” in Appendix IV.

			plan. The reference to the location of schools near railway, major roads energy centres etc. should be removed. This detail is too specific for the SPD.	
Lisa Michelson – Oxfordshire County Council	DR8 page 36	Statement: ‘ school dropping off/picking up points should be agreed with OCC and CDC’ should be replaced with: ‘Primary school dropping off/picking up shall be in accordance with OCC’s <i>‘Drop-off standards for new primary schools’</i> for 2FE Primary Schools. Secondary school dropping off/picking up shall be as agreed with OCC for a 1,200 place Secondary School.”	School drop off /pick up points have been considered in the masterplanning of the site. More detailed design proposals should be agreed with OCC and CDC at the detailed planning application stage.	No change
Lisa Michelson – Oxfordshire County Council	Appendix 4	This appendix should fully reflect all the site integration requirements below. Currently it partially repeats OCC’s comment below but with errors and omissions.	The requirements of the proposed schools have been considered as part of the masterplanning of the site. More detailed guidance is contained in the delivery section of the SPD and Appendix IV. For completeness the Draft Drop off standards should be referred to in the SPD.	Under Development Requirement 8 (paragraph 4.214), fourth paragraph, refer to the Draft Drop off standards for schools after reference to Appendix IV on page 36 as follows: “Applicants will be required to liaise with OCC in submitting proposals for school developments and

				should refer to the OCC guidance, "Drop-off standards for new primary schools built as part of a larger development".
Alex Wilson – Barton Willmore	General comment – NW Bicester	Support the allocation of land at North West Bicester and welcome the preparation of the SPD.	Support is welcomed	No change
Alex Wilson – Barton Willmore	General – Eco-towns PPS	PPS1 Supplement remains a statement of Government policy and requires the preparation of a masterplan. The SPD provides the vehicle for the masterplan to be enshrined into policy.	Noted	No change
Alex Wilson – Barton Willmore	Masterplanning	The SPD should clearly set the status of the SPD in relation to the PPS1 Supplement requirement for a masterplan and how the 'masterplan' submitted on behalf of A2D has been carried over into the SPD. Is the intention for the SPD to constitute the masterplan for the purposes of the PPS1 Supplement? If so, what is the status or what weight does the masterplan submitted on behalf of A2D carry in terms of its inclusion in the SPD?	Policy Bicester 1 requires planning applications for proposals at North West Bicester to be determined " <i>in accordance with a comprehensive masterplan for the whole area to be approved by the Council as part of a North West Bicester supplementary planning document</i> ". The status of the SPD in relation to the Eco-towns PPS has been clarified. The SPD includes the North West Bicester masterplan as the approved masterplan for the site and this is recognised in the SPD. The	No change.

			masterplan will have the status of Council planning policy once the SPD is adopted.	
Alex Wilson – Barton Willmore	Appendix I	<p>When referring to the masterplan and its supporting documents, Appendix I should list the following and where these can be accessed:</p> <p>Access and Travel Strategy</p> <p>Community Involvement and Governance</p> <p>Energy Strategy</p> <p>Flood Risk Assessment</p> <p>Economic Baseline</p> <p>Economic Strategy</p> <p>BIMP6 01 NW Bicester Masterplan Framework Rev B</p> <p>BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A</p> <p>BIMP6 03 NW Bicester Masterplan Movement and Access Framework Rev A</p> <p>GI and Landscape Strategy</p> <p>Residential Strategy</p> <p>Statement of Community Involvement</p>	The documents referred to are already publicly available. They will be added to the Council's website as supporting documents to the SPD. For clarification, add where the supporting documents can be accessed to the Appendix I supporting text	<p>Add at end of Appendix I:</p> <p>Copies of the above documents can be found at: www.cherwell.gov.uk</p>

		<p>Strategic Environmental Report</p> <p>Social and Community Facilities and Services Strategy</p> <p>Transport Strategy</p> <p>Vision and objectives document</p> <p>Water Strategy</p>		
Alex Wilson – Barton Willmore	<p>Masterplanning and comprehensive development</p> <p>DP1 and DR1</p>	<p>The SPD should be clear that applications should be consistent with the Framework Plan (Drawing BIMP6 01 NW Bicester Masterplan Framework Rev B) and the various strategies supporting it.</p>	<p>There are various references to the need for comprehensive development and consistency of development proposals with the masterplan framework set out in the Figure 10. However, for clarity the wording of the SPD should be emphasised to ensure that applications are consistent with the Framework masterplan. Figure 10 becomes Figure 9 in the final SPD as Figure 9 in the Final Draft SPD is deleted.</p>	<p>Amend DR1 (paragraph 4.15)as follows:</p> <p>Planning applications will be:</p> <ul style="list-style-type: none"> • Determined in accordance with the masterplan framework in Figure 9 of the SPD;
Alex Wilson – Barton Willmore	Background	<p>Request the first paragraph is replaced by:</p> <p><i>“The Planning Policy Statement: Eco-towns – Supplement to Planning Policy Statement 1 identified four potential locations for eco-towns. This included land at NW Bicester. The PPS1 Supplement sets out a range of criteria to which eco-town developments should respond and which</i></p>	<p>It is considered that the paragraph referred should not be replaced in its entirety although elements of the suggested wording should be incorporated into an amended paragraph to better reflect the current position and provide clarity</p>	<p>In the Introduction to the SPD under “Background” (paragraphs 1.4-1.6) amend as follows:</p> <p>“In 2009, the site at North West Bicester</p>

		<p><i>aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living.</i></p> <p><i>The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. Policy Bicester 1 of the Cherwell Local Plan (adopted 2015) has identified NW Bicester as a strategic allocation for up to 6,000 new homes.</i></p> <p><i>In April 2014, the Government published its 'Locally-led Garden City Prospectus' which led to Bicester being named a Garden City.</i></p> <p><i>On 5th March 2015, the Minister for Housing and Planning announced in a Ministerial Statement that the Eco-town PPS 1 Supplement had been cancelled for all areas except NW Bicester. It is anticipated in time that the PPS1 will be cancelled in its entirety.'</i></p>	<p>as follows:</p> <p>“The Planning Policy Statement: Eco-towns – Supplement to Planning Policy Statement 1 identified four potential locations for eco-towns. This included land at NW Bicester. The PPS1 Supplement sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living.</p> <p>The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. Policy Bicester 1 of the Cherwell Local Plan (adopted 2015) has identified NW Bicester as a strategic allocation for up to 6,000 new homes.</p> <p>In April 2014, the Government published its 'Locally-led Garden City Prospectus' which led to Bicester being named a Garden Town.</p> <p>On 5th March 2015, the Minister for</p>	<p>was identified as having potential as an eco-town location in the Planning Policy Statement (PPS): Eco-towns a supplement to PPS1. The Eco-towns PPS sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living. The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. It was subsequently included in the adopted Cherwell Local Plan 2011-2031 (Part 1) as Policy Bicester 1, a strategic allocation for up to 6,000 new homes.</p> <p>In April 2014, the</p>
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			Housing and Planning announced in a Ministerial Statement that the Eco-town PPS 1 Supplement had been cancelled for all areas except NW Bicester. It is anticipated in time that the PPS1 will be cancelled in its entirety.'	"Locally-led Garden City Prospectus" (Department of Communities and Local Government) led to Bicester being awarded Garden Town status. On 5th March 2015, the Minister for Housing and Planning announced in a ministerial written statement that the Eco-towns PPS was cancelled for all areas except North West Bicester. As it is expected that the PPS Supplement will in time be cancelled in its entirety, the Eco-town standards have now been brought into this SPD (Appendix II).'
Alex Wilson – Barton Willmore	Appendix II	The SPD sets out the Local Plan Policy Bicester 1 in its entirety. Furthermore Appendix 2 sets out most of the PPS1 Supplement. The SPD has been informed by the PPS1 Supplement, NW Bicester Masterplan and Local Plan. Design principles and standards are addressed throughout relevant	The Local Plan policy and PPS is included in the SPD for completeness and as easy reference for users of the SPD.	No change

		<p>sections of the SPD.</p> <p>It is not considered necessary to include entire policy extracts from the Local Plan and PPS1 Supplement in Appendices 2 and 3. Propose that key objectives are summarised in Section 3.0 of the SPD entitled “<i>Vision and Objectives</i>”.</p>		
Alex Wilson – Barton Willmore	Page 5	The SPD sets out the current status of the extant planning application submissions relating to NW Bicester. This information will soon become out of date and it is proposed that it is removed	Agreed.	Remove reference to planning applications.
Alex Wilson – Barton Willmore	Masterplan framework	<p>Welcome inclusion of the following plans into the SPD:</p> <p>BIMP6 01 NW Bicester Masterplan Framework Rev B</p> <p>BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A</p> <p>BIMP6 03 NW Bicester Masterplan Movement and Access Framework Rev A</p>	Noted	No change
Alex Wilson – Barton Willmore	Figure 1 – site location plan	The site boundary shown in Figure 1 does not reflect the site boundary in Figure 10. This should be updated to reflect the correct boundary as per the A2D submission	Figure 1 shows the site location and is taken from the North West Bicester eco-town site boundary. For completeness the Local Plan Inset Map for Policy Bicester 1 should be included with the Policy	Add Policy Bicester 1 Inset Map to Appendix II.

			Bicester 1 extract in Appendix II.	
Alex Wilson – Barton Willmore	Plans – general	All plans should be consistent with the Masterplan Framework Drawings	<p>Various plans are used throughout the SPD. Masterplanning of the site has resulted in a larger site area than the strategic site allocation boundary in the Local Plan. Other plans in the SPD may differ slightly from the masterplan framework drawing</p> <p>Other plans such as Fig 1 are illustrative</p>	<p>Insert Policy Bicester 1 inset map in the introduction section.</p> <p>Refer to Figures 1 and Figure 8 as illustrative.</p>
Alex Wilson – Barton Willmore	DP9 (c) and DR9 9 (c)	Welcome the removal of the hedgerow buffer appendix to reflect the inclusion of BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A. All hedgerows buffers should be provided in accordance with the Green Infrastructure and Landscape Strategy (BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A).	Noted	No change
Alex Wilson – Barton Willmore	Cultural Wellbeing Strategy	In the implementation section of the Cultural Wellbeing Strategy, it states that CDC will require each outline or full planning application on the site to include a Cultural Wellbeing Statement. Propose that this is dealt with in tandem with the submission of Reserved Matters. Propose that the draft SPD states that each outline approval for the site must be accompanied by a Section 106 Agreement which will require an overarching	The Council requires that all planning applications (outline and full applications) on the NW Bicester site must demonstrate how proposals to support cultural wellbeing will be incorporated into detailed development plans, by creating a Cultural Wellbeing Statement. The statement should	No change

		Cultural Wellbeing Statement to be submitted and approved in writing prior to the submission of Reserved Matters.	be prepared and implemented by a public art consultant/curator or artist and should contain detailed proposals to support the cultural enrichment of the site. It should demonstrate that the proposals are realistic and achievable and can be funded as a necessary part of the site development costs, though the council is willing to discuss other funding options for particularly ambitious or innovative proposals.	
Alex Wilson – Barton Willmore	CSH reference – general	Following the technical housing standards review, the Government issues a written Ministerial Statement withdrawing the Code for Sustainable Homes (CSH) aside from the management of legacy cases. CSH is referred to throughout the Draft SPD. Development at NW Bicester will strive to achieve CSH Level 5 performance standards, however, certificates will not be sort. The SPD should reflect this.	The local plan refers to CSH levels and the SPD picks up on this reference. Local Plan Part 2 will provide further detail following the withdrawal of the CSH.	No change
Alex Wilson – Barton Willmore	Page 23	It should be clear that CSH Certificates will not be sort in referring to neighbourhood water recycling and water consumption requirements.	It is recognised that the CSH references are no longer Government policy, however, they provide fundamental principles to guide the proposed development and remain relevant for NW Bicester as set out in Policy	Under “Homes” (paragraph 4.66) amend to read: “Neighbourhood water recycling should be implemented as a means to deliver reduced water consumption

			Bicester 1	requirements, rather than house by house scale water recycling which may be expensive.”
Alex Wilson – Barton Willmore	DR4 – Daylighting parameters	Sets out Average Daylight Factors. This level of detail should not be set out in the SPD.	Natural lighting is an important consideration in the design of development both in residential and commercial buildings and it is appropriate that the SPD sets out the requirements. It is proposed to amend the format of the development principle to include the detailed daylighting requirements in a footnote	Amend reference to ADF (Average Daylight Factors) in DR4 (paragraph 4.81) and include detail in a footnote.
Alex Wilson – Barton Willmore	Pages 22, 24 and 43	Rainwater recycling and grey water recycling – The SPD should state “rainwater recycling, grey water recycling or other equivalent solutions” to allow other options to be explored.	The SPD is based on the documents supporting the masterplan which in terms of water promote rainwater and greywater recycling. The supporting text on Water (page 43 refers to the options for providing non-potable water to dwelling It should also refer to other options may exist and should also be explored.	Amend text (paragraph 4.299) as follows: “4.299. Other options may exist and should also be explored.”
Alex Wilson – Barton	Page 44	Water neutrality – The SPD should not stipulate how water neutrality is achieved. The method of	This was taken from the supporting information on water strategy	Paragraph 4.300 - Replace “will” with

Willmore		delivery should therefore be removed (the SPD states that local reclamation of surface water will be required to increase water neutrality further.	prepared as part of the masterplanning of the site. The SPD sets out the method of delivery as a statement but should recognise that there may be other solutions to deliver water neutrality therefore it is proposed that the wording is amended to replace “will” with “may” on page 44.	“may” in the penultimate sentence of the paragraph preceding Development Principle 10- Water on page 44.
Alex Wilson – Barton Willmore	Appendix IV page 67 – Design Principles for primary and secondary school sites.	The masterplan establishes the siting of schools and was prepared through an iterative process, including extensive consultation with CDC and OCC. All planning applications should be brought forward in accordance with this plan. The reference to the location of schools near railway, major roads energy centres etc. should be removed. This detail is too specific for the SPD.	The wording of the Appendix IV is taken from suggested wording taken from the OCC response to the SPD. It is standard wording and should be amended to reflect the context of the masterplan site.	Delete reference to railways, major roads etc. in Appendix IV.
Alex Wilson – Barton Willmore	Page 45 SUDS Manual, CIRIA C697	CIRIA C697 has been replaced by the CIRIA C753 “The SUDS Manual” in November 2015. The SPD should be updated accordingly.	Agreed and noted	Update SPD.
Alex Wilson – Barton Willmore	Formatting	Request paragraph numbers are reintroduced for clarity	Agreed	Insert paragraph numbers.
Alex Wilson – Barton Willmore	Page 9 – site area	The site area is incorrectly stated as being approximately 390 hectares. Masterplan BIMP6 001B (Figure 10) comprises 406.5 hectares. This should be updated to state approximately 400	The site area is based on the Local Plan strategic allocation and the masterplan area was based on	No change

		hectares as per the masterplan.	more detailed work.	
Alex Wilson – Barton Willmore	Page 15 – Figure 8	Figure 8 states that the site comprises approximately 397 hectares which does not accord with page 8 which states that the site area is approximately 390 hectares. This should be updated to accord with Masterplan BIMP 001B (Fig 10) which comprises 406.5 hectares. This should be updated to state approximately 400 hectares.	Figure 8 is an indicative diagram to show the key features of the site and is not intended to show the detailed site area.	No change.
Sue Mackrell – Bicester Town Council	Howes Lane realignment	Recognise and accept the response to original comments. Serious concerns with regard to the designation of the main spine road through the development, in that it is designed not only to take local circulatory traffic but will also push through traffic and heavy goods traffic through the centre of the built up residential areas. The realigned Howes Lane although intended to be of a “boulevard” design will effectively be a fast through route adjacent to adjacent residential retail and school facilities.	The proposed strategic link road that will realign Howes Lane is a fundamental feature of the masterplan. It has been designed to allow connectivity of the new development with the existing town and allow accessibility by all road users including cyclists and pedestrians. The proposed urban boulevard is a key design feature of the proposed new development	No change.
Georgia Erhmann	General	Highly supportive of the plans and principles set out in the SPD.	Support is welcomed	No change
Georgia Erhmann	General – accessibility to railway stations	Providing excellent connectivity to both railway stations in the town by car as well as more sustainable modes would not only better balance capacity on Chiltern Trains into London but also improve Bicester connectivity to Oxford and other locations via East West Rail.	Noted	No change

Georgia Erhmann – Chiltern Railways	Employment	Agree mixed employment opportunities will stimulate major growth in Bicester as a self-sustaining economic entity.	Noted	No change
Georgia Erhmann– Chiltern Railways	Employment	The SPD could place more emphasis on Bicester as an employment <u>destination</u> . Bicester has excellent connectivity particularly by rail being at the centre of a “golden cross” linking it to London, Birmingham, Oxford and eventually Milton Keynes. It has potential to attract employees from a catchment spanning wider Oxfordshire and beyond in synergy with Science Vale at the other end of the County’s “knowledge spine” This requires the targeting of suitable economic sectors for employment growth which includes pursuing the opportunities provided by a business park at Middleton Stoney Road and Howes Lane as well as the current Avonbury Business Park	Noted	No change
Georgia Erhmann– Chiltern Railways	General – railway stations	As gateways to the town, Bicester’s rail stations have a crucial role to play in determining the attractiveness of North West Bicester as a place to live and work. The SPD could do more to demonstrate this and further integrate access to the stations into it development plans.	The SPD recognises the importance of the railway stations in providing accessibility and sustainable transport links to the proposed new development.	No change
Mr VN Smith	Transport, Movement and Access	Walking and cycling as the first choice of travel will never happen whilst roads are so congested unless segregated cycle lanes and footpaths are provided.	Noted. A sustainable transport strategy for Bicester has been prepared which sets out proposals for comprehensive improvements	No change

	Modal shift		to the walking and cycling network.	
Mr VN Smith	Modal shift	Travel by non-car modes of transport will not increase if subsidies on buses are reduced.	The Council is looking for the developers to subsidise the provision of bus services to the development in the early phases. The SPD and Bicester Sustainable Transport Strategy encourage increased walking and cycling in the town which does not require direct subsidy.	No change
Mr VN Smith	Local services	It is a good idea to have local services within the development but it is impractical unless adequate parking is available and rents are economic. There must be plenty of parking to avoid queues for parking spaces.	Local services are an important element of the masterplan and designed to be easily accessible by local residents on foot, bike or public transport. Some car parking will be provided but it is not intended that cars will dominate the development.	No change
Mr VN Smith	Green infrastructure	Provision of allotments is supported but sites should be secure to prevent thefts and vandalism.	The SPD sets out the requirement for allotments but not the detail of the plots including security.	No change.
Mr VN Smith	Transport – modal shift	Car ownership will continue to grow so it will be vital to ensure sufficient car parking is provided off road for every house or there will be severe traffic congestion.	Noted	No change
Mr VN Smith	Water	It should be confirmed that Thames Water has	Thames Water has been involved throughout the masterplanning	No change

	capacity	sufficient capacity to supply water to new dwellings	process and as part of the preparation of the SPD. The development also seeks to ensure water neutrality	
Mr VN Smith	Sports Pitches	Provision of sports facilities is supported	Support is welcomed	No change
Mr VN Smith	Flooding issues	Building on land liable to flooding should not be permitted.	The masterplan does not propose any development in flood risk areas and seeks to reduce runoff from the site to reduce the risk of flooding downstream	No change
Mr VN Smith	Local services and community facilities	Community facilities should be viable and funded.	Noted	No change

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North West Bicester Supplementary Planning Document

FINAL DRAFT
November 2015





Foreword

North West Bicester will be a neighbourhood unlike any other in Bicester - a development that demonstrates the highest levels of sustainability. Residents who move to North West Bicester will be making a lifestyle choice to live in efficient modern homes built to the highest environmental standards with excellent access to the town centre, public transport and adjoining countryside. The site offers a unique opportunity to bring about a sustainable large scale development as part of the extension of the existing town with a comprehensive mixed use scheme designed and constructed to the highest environmental standards, bringing a mix of homes, offices, shops and easily accessible open space.

The development at North West Bicester will make a significant contribution to meeting the District’s need for more homes and jobs as set out in the Cherwell Local Plan, including the delivery of affordable housing. A series of new places will be created, adding to the quality of and integrating with the existing town. The layout of the development will be based on the landscape framework of existing field boundaries defined by hedgerows.

The proposals will take at least 20 years to complete and will help trigger the transition to a low carbon community across the town. They present an exciting opportunity to build a new form of sustainable community within Cherwell District and to extend the benefits of this community to the existing town of Bicester.

Councillor Michael Gibbard

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Explanatory Text

Following the Cherwell District Council Executive meeting on 1 June 2015 it was agreed that the Interim Draft North West Bicester Supplementary Planning Document (SPD) would be used for development management purposes. It was also agreed that the Head of Strategic Planning and the Economy be authorized to make any necessary amendments to the SPD in consultation with the Lead Member for Planning in the light of the Cherwell Local Plan Inspector's Report and the expected withdrawal of the Eco-towns Planning Policy Statement (PPS).

Since the Executive's decision, the Cherwell Local Plan 2011-2031 has been adopted and the following minor amendments have been made to the Interim Draft SPD:

The references to the Eco-towns PPS and Cherwell Local Plan have been updated;

The North West Bicester Masterplan Framework drawings have been included in the body of the SPD;

The Spatial Framework Plans have been

removed and replaced with the North West Bicester Masterplan framework drawings;

The hedgerow buffers appendix supporting Development Principle 9 (c) and Development Requirement 9 (c) has been removed to reflect the inclusion of the North West Bicester Masterplan - Green Infrastructure Framework;

The Cultural Wellbeing Strategy has been updated;

The references to the Code for Sustainable Homes in terms of daylighting and water have been updated;

The summary of consultation responses have been included in the Statement of Consultation and

Other minor amendments to the appearance of the SPD including the deletion of some headings, deletion of the Figures used to illustrate the SPD and page layouts.

The Final SPD has been published to support the consultation on the Statement of Consultation and there are no significant changes to the Interim Draft SPD.

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1.0 Introduction

This Supplementary Planning Document (SPD) expands upon Policy Bicester 1 of the adopted Cherwell Local Plan 2011-2031. A copy of Policy Bicester 1 is set out in full in Appendix I. The SPD provides further detail to the policy and a means of implementing the strategic allocation at North West Bicester.

In summary, when fully delivered, North West Bicester will provide:

- Up to 6,000 “true” zero carbon homes;
- Employment opportunities providing at least 4,600 new jobs;
- Up to four primary schools and one secondary school;
- Forty per cent green space, half of which will be public open space;
- Pedestrian and cycle routes;
- New links under the railway line and to the existing town;
- Local centres to serve the new and existing communities and
- Integration with existing communities.

Background

In 2009, the site at North West Bicester was identified as having potential as an eco-town location in the Planning Policy Statement (PPS): Eco-towns a supplement to PPS1. It has subsequently been included in the Council’s development Strategy as Policy Bicester 1 of the adopted Cherwell Local Plan. Cherwell District Council is working with Oxfordshire County Council, Bicester Town Council and external partners (including the private sector, Government departments and agencies) to develop the proposals for large-scale development. In April 2014, the Government published its “Locally-led Garden City Prospectus” (Department of Communities and Local Government) which led to Bicester being awarded Garden Town status. On 5th March 2015, the Minister for Housing and Planning announced in a ministerial written statement that the Eco-towns PPS Supplement was cancelled for all areas except North

West Bicester. As it expected that the PPS Supplement will in time be cancelled in its entirety, the Eco-Town standards have now been brought into this SPD (Appendix II).

Planning permission for the first phase known as “The Exemplar” was approved in July 2012 and construction commenced in April 2014 (planning application reference: 10/01780/HYBRID). This phase will provide 393 homes, green space, a local centre and primary school. In March 2014, a masterplan and supporting vision documents was submitted to Cherwell District Council by developers A2Dominion setting out the spatial land uses for up to 6,000 homes on approximately 400 hectares of land at North West Bicester. The masterplan submission was supported by the following strategies, plans and documents:

- Access and Travel Strategy
- Community involvement and Governance strategy
- Energy Strategy
- Flood Risk Assessment
- Economic Strategy
- Economic Baseline
- North West Bicester Masterplan Framework (Drawing No. BIMP6 01 Rev. B)
- North West Bicester Green Infrastructure Masterplan Framework (Drawing Number: BIMP6 02 Rev A)
- North West Bicester Masterplan Movement and Access Framework (Drawing Number: BIMP6 03 Rev B)
- Green Infrastructure and Landscape Strategy
- Residential Strategy
- Statement of community involvement
- Strategic environmental report
- Social and community facilities and services strategy
- Transport strategy
- Water strategy
- Vision and objectives document

The above documents are available as background information on the Cherwell District Council website at www.cherwell.gov.uk.

A second application was resolved to be approved in March 2015 subject to completion of a Section 106 agreement (application reference 14/01384/OUT). The proposals comprise 2,600 homes, employment land, retail, social and community facilities including a new primary school and expansion of the exemplar phase school. A third application relating to the land south of the railway line provides for 900 new homes, together with land for a secondary and primary school, local services and facilities (planning application reference: 14/01641/OUT), also has a resolution to approve. A fourth application (reference: 14/01968/OUT) was submitted in November 2014 for the realignment of the A4095 North West Bicester strategic link road and is currently being considered by Cherwell District Council.

Further land within the masterplan area to attain the 6,000 homes identified is in the control of other developers and promoters. An outline planning application (reference 14/01675/OUT) for employment uses on land at the junction of Middleton Stoney Road and Howes Lane was submitted by Albion Land in October 2014. This application seeks permission for up to 53,000 sq. metres of general industrial and storage and distribution uses within Use Class B2 and B8 respectively with ancillary office and light industrial uses with Use Class B1. An outline application (reference 14/02121/OUT) was submitted in December 2014 for up to 1,700 dwellings, a retirement village, social and community facilities, an energy centre, primary school and supporting infrastructure and is currently being considered by Cherwell District Council.

Purpose of the SPD

This SPD sets out the minimum standards to be achieved by the proposed development. Developers will be encouraged to exceed these standards where possible and will be expected to apply new higher standards that arise during the life of the document and reflect up to date best practice and design principles.

The key elements of the SPD are:

- The masterplan;
- Development and design principles aimed at delivering a high quality scheme;
- Requirements for addressing sustainable design;
- Requirements relating to the scheme's delivery and implementation; and
- Requirements which should be met at the detailed planning application stage and beyond to ensure adequate and consistent approaches to quality and delivery.

The SPD will be a material consideration in determining planning applications on the North West Bicester site. In addition, it will aid the submission of successful planning applications and infrastructure delivery.

The SPD should be read in conjunction with the National Planning Guidance including the National Planning Policy Framework, the adopted Cherwell Local Plan and other guidance relating to large-scale sustainable development. It is expected the Urban Design Framework currently being developed and design codes will be developed as part of the planning process to guide development proposals

Strategic Environmental Assessment and Sustainability Appraisal

The Cherwell Local Plan 2011-2031 Sustainability Appraisal (SA) and Strategic Environmental Appraisal (SEA) process was carried out in line with the requirements of European and national law and provide an assessment of its environmental effects of the policies and proposals.

The Final SA report sets out the results of the SA process, outlines why alternatives were selected, reports on the assessment of the Local Plan and outlines a programme for monitoring the environmental and sustainability effects of the plan. The full SA report, including the assessment of the North West Bicester site, is available on the Council's web site at: www.cherwell.gov.uk. A Screening Statement to determine the need for a Strategic Environmental Assessment for the North West Bicester SPD concluded that an SEA was not required as it

did not introduce new elements that would have significant environmental effects that had not been considered as part of the Local Plan SA. The Environment Agency, Natural England and Historic England as the three statutory consultation bodies on the Screening Statement did not raise any objections.

Planning Policy

National Planning Policy and Guidance

National Planning Policy Framework (NPPF) March 2012

The National Planning Policy Framework (NPPF) sets out the Government's planning policies. It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans. The NPPF must be taken into account in the preparation of such plans and is a material consideration in planning decisions.

At the heart of the NPPF is a presumption in favour of sustainable development which should be seen as a golden thread running through both plan-making and decision-making. The advice in the NPPF has been taken into account in the drafting of this SPD.

Planning Policy Statement: eco-towns a supplement to Planning Policy Statement 1

The Eco-towns Planning Policy Statement (PPS) sets out objectives for sustainable development in the form of large-scale development providing more homes while responding to the impact of climate change. It set out a wide range of standards for the delivery of zero carbon development, homes, transport, jobs, local services and other components of an eco-town.

Local Planning Policy

Cherwell Local Plan, 2011-2031

The Cherwell Local Plan (CLP) 2011-2031 sets out district-wide strategic objectives and policies. Proposals maps showing the strategic development sites are contained in the Local Plan. Policy Bicester 1 sets out the Council's strategic policy and development standards

for the eco town development at North West Bicester. The Local Plan includes other relevant policies, for example those on sustainable development (PSD1, ESD1-13), open space and local standards (BSC10 and BSC11) and infrastructure (INF1). The SPD should be read in conjunction with the Local Plan policies.

The Local Plan sets out the housing trajectory for 2011 and 2031 including the projected delivery of new homes at North West Bicester. The delivery of the development will go beyond the plan period and is expected to take up to 30 years to complete.

Oxfordshire Local Transport Plan 4 (LTP4)

Since Local Transport Plan 3 was adopted in 2011, much has changed, especially the way in which transport improvements can be funded. To ensure that the county's transport systems are fit to support population and economic growth, Oxfordshire County Council has developed a new Local Transport Plan. Connecting Oxfordshire, the Local Transport Plan for Oxfordshire was adopted in September 2015. It sets out the transport vision, goals and objectives, to ensure that they support the Local Enterprise Partnership's Strategic Economic Plan as well as District Council Local Plans and other council strategies.

Other relevant policy and guidance

The SPD should be read in conjunction with the Cherwell Local Plan 2011-2031 and other Government policy documents relating to large-scale development, sustainability and design, in particular:

- The National Planning Policy Framework (NPPF), (Department of Communities and Local Government – DCLG);
- National Planning Practice Guidance, (DCLG)
- By Design: Urban Design in the Planning System - Towards Better Practice, (Department of Environment, Transport and Regions - DETR and Commission for Architecture and the Built Environment - CABE);
- The Urban Design Compendium (editions 1 & 2) (Homes and Communities Agency);

- Places Streets and Movement: Better Places to Live by Design (CABE);
- Manual for Streets (2007) Department for Transport - DfT
- Manual for Streets 2 (2010) Chartered Institution of Highways & Transportation; and
- Car parking: What works where (Design for Homes, English Partnerships).
- Eco-towns worksheets – advice to promoters and planners (Town and Country Planning Association, DCLG)
- Sustrans Design Manual, Sustrans (November 2014).
- What makes an eco-town? BioRegional and CABE

These documents collectively promote a consensus view of good design principles. The SPD should also be read in conjunction with the North West Bicester masterplan supporting documents and strategies dated March 2014 and May 2014 which have informed the preparation of the SPD and should be used in preparing planning applications.

2.0 Site context

This section provides a summary of the site location, local context, features and opportunities.

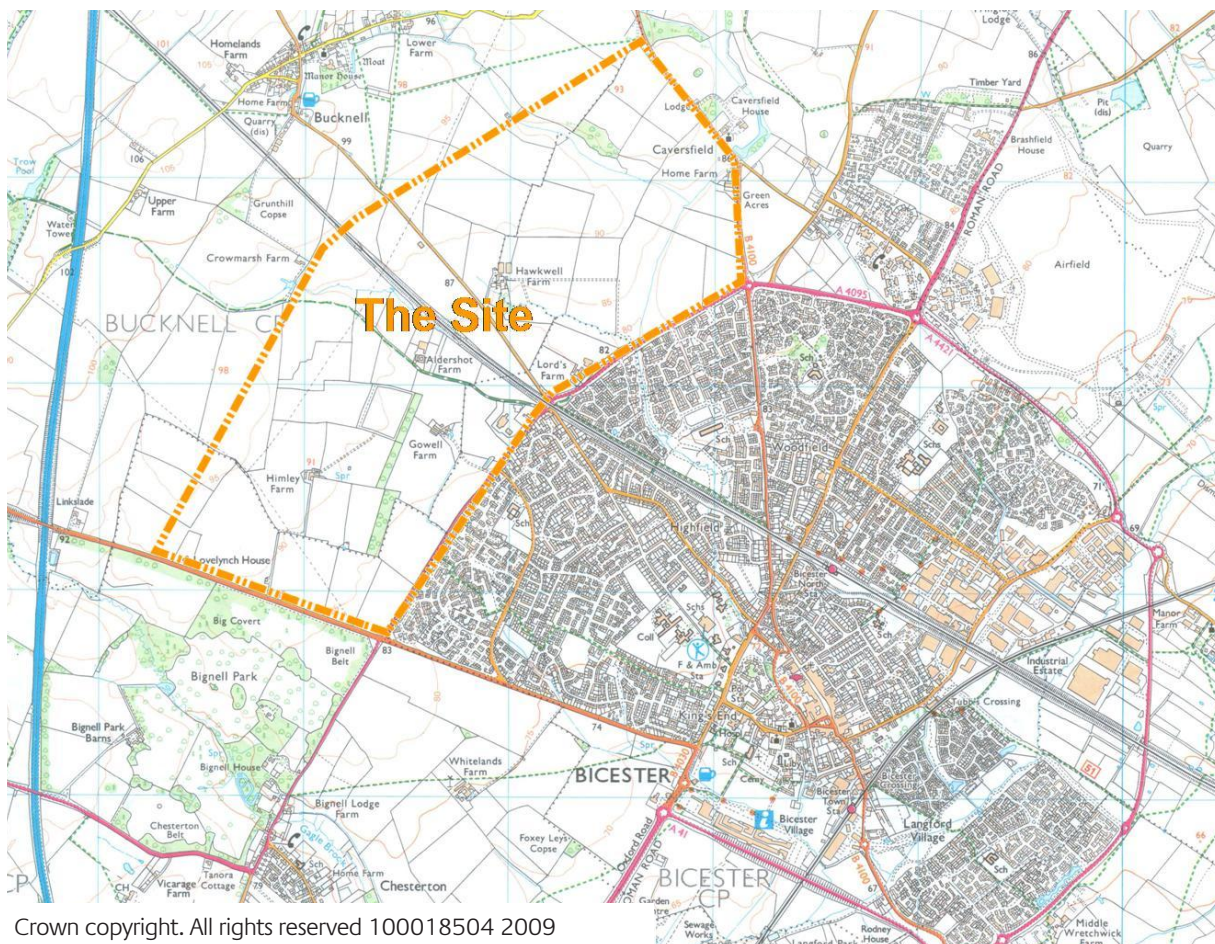
Site location

The site is located north of Howes Lane and Lords Lane (A4095) to the north west of the town of Bicester. Figure 4 shows the site location. It is located approximately 1.5 kilometres from the town centre with the villages of Bucknell and Caversfield located to the north and east of the site respectively. To the south east, the area is predominantly residential and characterised by modern housing estates. The land to the south west is within the historic parkland of Bignell Park with land further to the south proposed

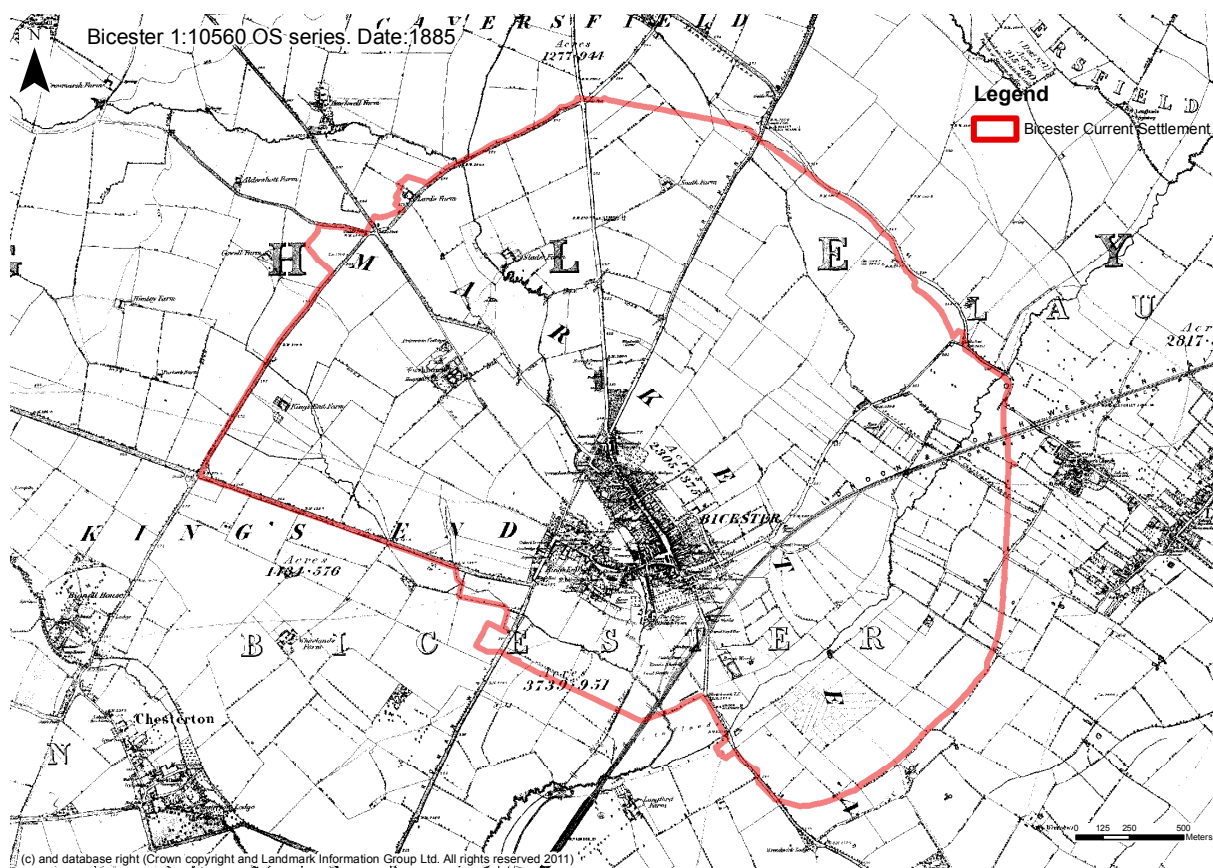
for development as part of the South West Bicester strategic development site identified in the Cherwell Local Plan and marketed as “Kingsmere”.

The three radial routes out of Bicester to the north west provide access to the site and links to Banbury, Bucknell and Middleton Stony. Banbury Road (B4100) provides access to the M40 motorway via junction 10 and the A43. An access to the first phase of the eco-town development is being constructed from the Banbury Road. Middleton Stony Road is a fast rural road linking Bicester and Middleton Stony. Bignell Park, a historic parkland landscape, lies to the south west of Middleton Stony Road. The Bucknell Road lies to the north of the railway line and divides the site.

Fig. 1 Site location plan



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Fig. 2 Historical map of Bicester 1885

Site boundary and site area

The site boundary is defined by Banbury Road (B4100) to the east, Howes Lane and Lords Lane (B4095) to the south, Middleton Stoney Road (B4030) to the west and open countryside to the north. The Local Plan Policies Map and the inset map for Bicester 1: North West Bicester Eco-Town identify the location and the area of the eco-town proposals. The site area is 390 hectares (approximately 965 acres).

Site history

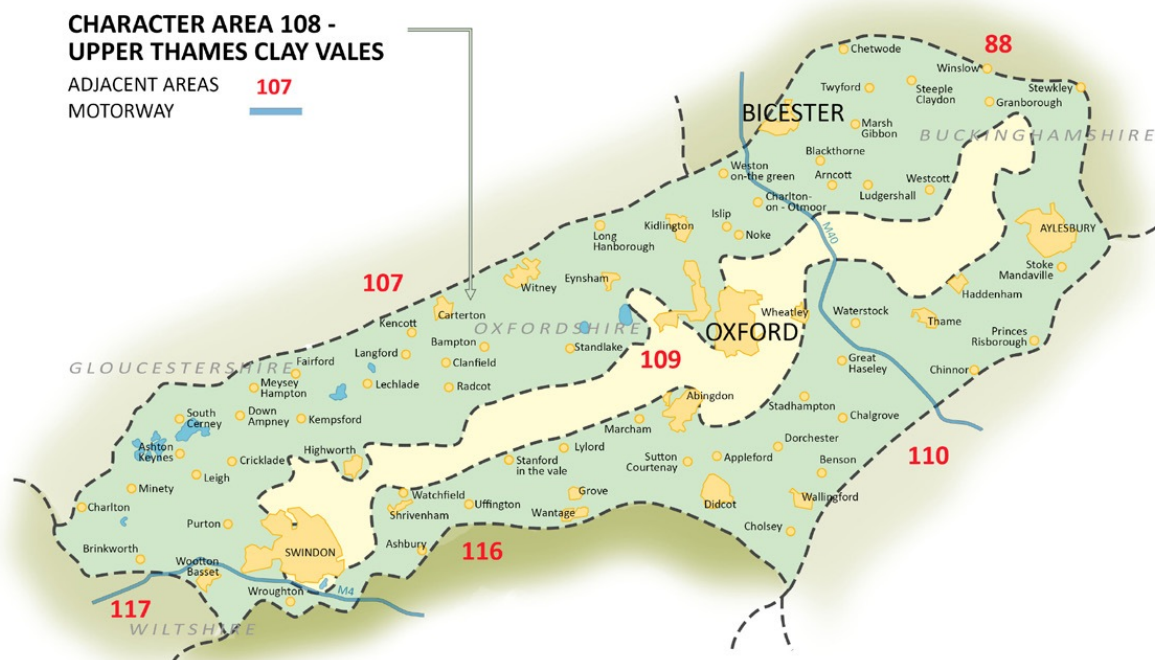
Understanding the history of the site can help inform an understanding of some of the current site key site features. The Oxfordshire Historic Landscape Assessment forms an important component of the evidence base for the masterplan. Until the late 18th century the land was likely to have been open fields. Historic maps show that the field patterns and boundaries have changed little since the mid 1800's. Fig. 5 shows a map of the site in 1885 showing the field boundaries within the site have achieved their present day layout. By

1885, Home Farm, Lords Farm, Himley Farm, Aldershot Farm, Gowell Farm and Hawkwell Farm are all shown on the map of the area and by 1910 the railway line is completed. By the 1950s Lovelynych House is shown on local maps.

The Thames Valley Police Headquarters and Avonbury Business Park were developed in the 1990s and the A4095 realigned. By 1999 two small strips of plantation were added. Land at Middleton Stoney Road and Howes Lane was identified in the Cherwell Non-Statutory Local Plan 2011 as suitable for playing fields but never used for such use.

Land north of Howes Lane and Lords Lane was considered as part of the Cherwell Local Plan Options for Growth consultation in 2008 and was subsequently extended to accommodate an eco-town proposal as part of the Government's programme. Following the announcement of North West Bicester as a potential eco-town location in 2009 a planning application for a first phase was submitted in November 2010.

Fig. 3 Landscape character area



Site features

The predominant land use is agriculture with fields either bounded by post and wire fences or by hedges with some large trees, woodland and plantation. The agricultural land is classified as good to moderate value (primarily Grade 3) under the Agricultural Land Classification.

The site is relatively flat rising gradually to the North West. The London to Birmingham railway line runs through the site from south east to North West on an embankment before entering a cutting.

Bucknell Road also passes through the site to the north of the railway line and leads to the village of Bucknell approximately 300 metres from the site search area boundary.

Six farms, each with its own character, are located on the site, three north of the railway (Home, Lords and Hawkwell), and three south of it (Himley Farm, Aldershot Farm, and Gowell Farm).

Landscape character

The North West Bicester Masterplan Green Infrastructure and Landscape Report , March 2014 sets out the landscape character sets out an assessment of the landscape character

and context. It cross refers to Volume 1 of the North West Bicester Strategic Environmental Report (SER) considers the landscape and visual implications of the proposed development in Section 5. A copy of these documents is available online at: www.cherwell.gov.uk.

There are no major landscape constraints present on the site and no landscape designations within the area. North West Bicester is within National Character Areas 107, the “Cotwolds”.

The Oxfordshire Wildlife and Landscape Study defines the site as being within the Wooded Estates landscape type. The Cherwell District Landscape Assessment (CDLA) 1995 identifies the site as within the Oxfordshire Estate Farmlands character area.

As part of the local landscape impact assessment process for the North West Bicester development project, a landscape character assessment has been prepared based on the principles set out in “Landscape Character Assessment Guidance for England and Scotland”.

Landscape framework

The existing landscape provides the framework for the masterplanning of the site. It is typical of

rural agricultural land in this area of Oxfordshire and is characterised by a mix of pasture and arable fields. Existing field boundaries form a strong framework of hedgerows. The Masterplan green infrastructure and landscape strategy provides further information.

Ecology

Section 6 of the SER (Volume 1) refers to ecology. A copy is available on the Cherwell District Council website. Existing hedgerows and woodland, together with the streams crossing the site, are important habitats which form the basis of wildlife corridors in the North West Bicester masterplan. These features and habitats, together with ponds, farmland and grassland provide many benefits to foraging and commuting bats, butterflies, common species of reptile, protected species such as great crested newts and badgers and many important breeding farmland and woodland birds.

Development edges

Howes Lane and Lords Lane form the urban edge to the site and the interface with the existing town.

Fig. 4 Homes South of Lords Lane



Middleton Stoney Road forms the western edge and the interface with Bignell Park, historic parkland in private ownership. Banbury Road forms the eastern edge to the proposed development with Caversfield House and the Church of St Lawrence beyond. The northern edge of the site area is rural and cuts through existing field boundaries. This edge requires sensitive treatment in order to lessen the impact on the surrounding countryside.

Archaeology and heritage

An archaeological assessment concluded that the site is located within an area that has remained undeveloped since the nineteenth century and possibly before. The site has known potential for remains dating from the prehistoric period with records of a prehistoric ring ditch located approximately 350 metres to the north of Himley Farm, a possible curvilinear enclosure to the north west of Hawkwell Farm and other evidence of prehistoric activity suggesting a general potential for remains from this period to be present. The Oxfordshire Historic Environment Record provides a useful resource and reference to guide further development of the masterplan. The site is located in an area of archaeological interest identified by a desk based assessment, aerial photographic survey and a trenched evaluation. These are summarised in Chapter 10 of the Strategic Environmental Report (SER).

The archaeological evaluation recorded a number of archaeological features across the site including a Neolithic pit, a Bronze Age “Burnt Mound” as well as Iron Age and Roman settlement evidence. The archaeological features recorded during the evaluation are not considered to be of such significance to require physical preservation but will require further investigation ahead of any development. There will be a need for a further scheme of investigation.

Three Grade II listed buildings are located within the site (Home Farm farmhouse and Himley Farm Barns). The farmhouse at Hawkwell Farm is a traditional building but not listed. In the surrounding area, St Lawrence’s Church in the grounds of Caversfield House is an important local landmark building (Grade 2* listed). Its setting is important in the local landscape. Section 10 of the SER Volume 1 provides further detail.

Visual context

The flat topography means that extensive views may be had into and out of the site. Views into the site from all directions are curtailed by the railway embankment meaning that the site as a whole can only be viewed from the embankment itself. A number of large

trees and farm buildings are also visible on various parts of the site.

Views out from the site include those to existing dwellings and other buildings in Bucknell to the north, and to trees lining the B4100 to the east with Caversfield Church visible beyond these. To the east of the site, existing dwellings on the eastern side of Howes Lane/Lords Lane are visible. To the south a line of trees and parkland along the B4030 is visible which screens views from Bignell Park.

The immediate surrounding area shows a strong contrast between town and country. To the east of the site the outer limits of Bicester built in the late twentieth century, end abruptly at the A4095. To the west is open countryside, containing the village of Bucknell. To the south is the B4030 and beyond it the Bignell Park historic parkland and privately owned estate.

Topography and hydrology

The topography of the site slopes gently upwards from south-east to north-west with elevations ranging from around 97m AOD to 80m AOD.

The main watercourses on site drain to the River Bure which leaves the site via a culvert under the A4095 flowing towards the town centre. Within the masterplan boundary there are several water features including the Bure and its tributaries, field drains, ponds and springs. One of these streams passes below the railway line. In addition, five water wells and three groundwater abstraction sites have been identified within the site area and a minor aquifer with intermediate groundwater vulnerability is present beneath the site. Section 7 of the SER (Volume 1) refers to flood risk and hydrology.

Fig. 5 Topography

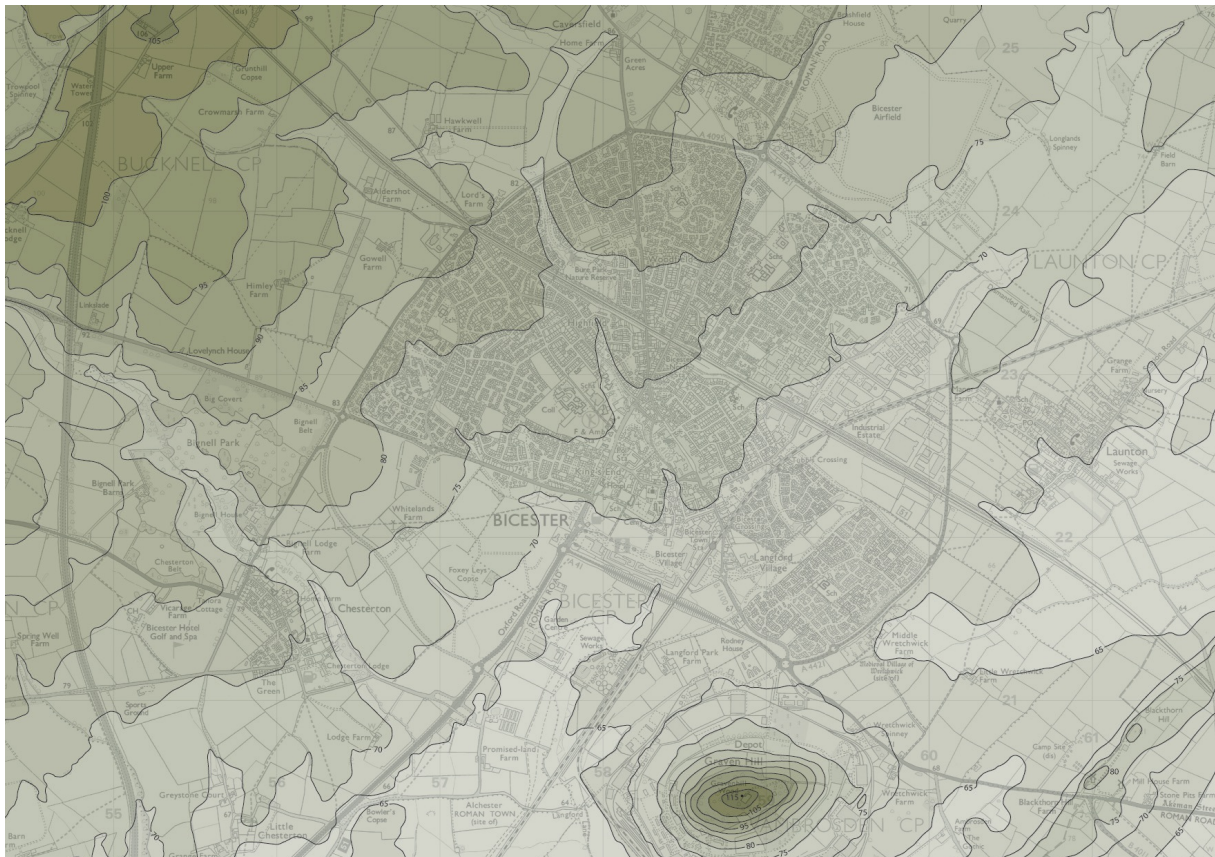


Fig. 6 Flood risk

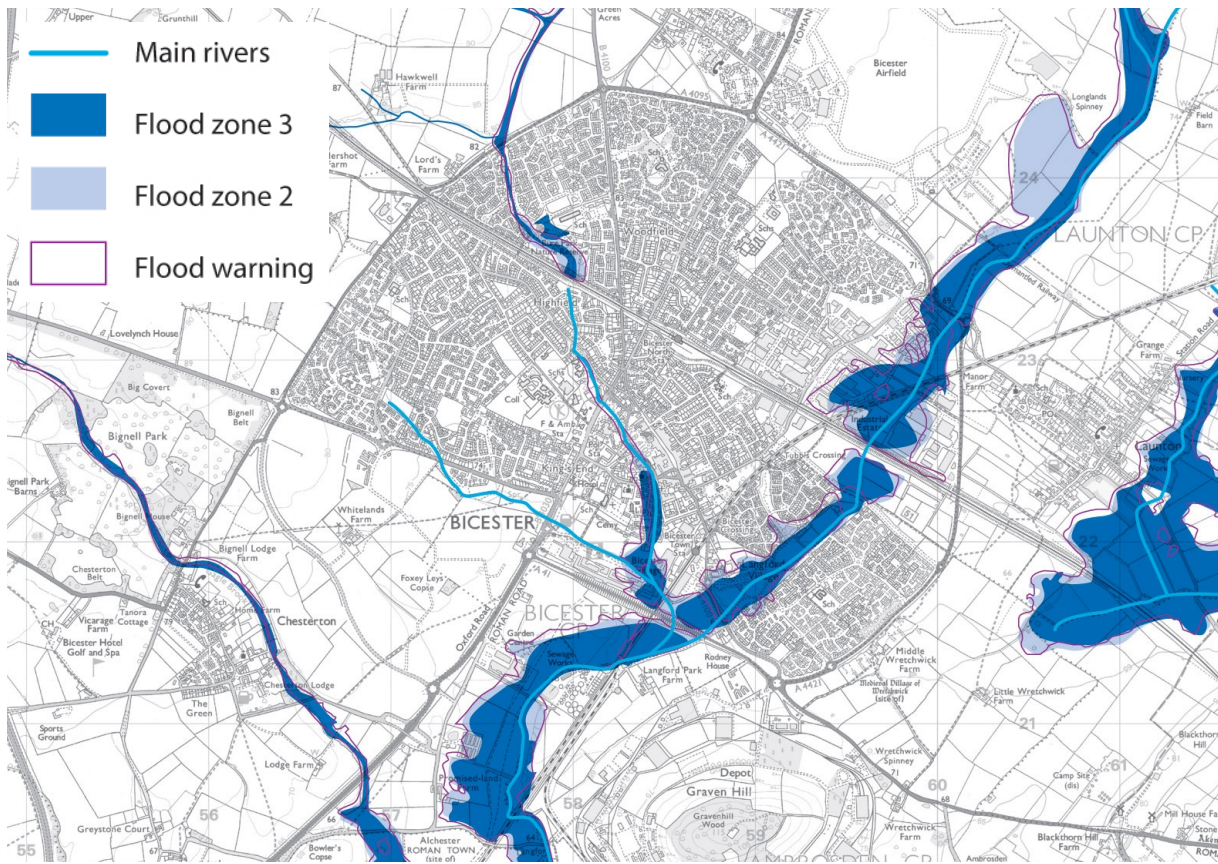
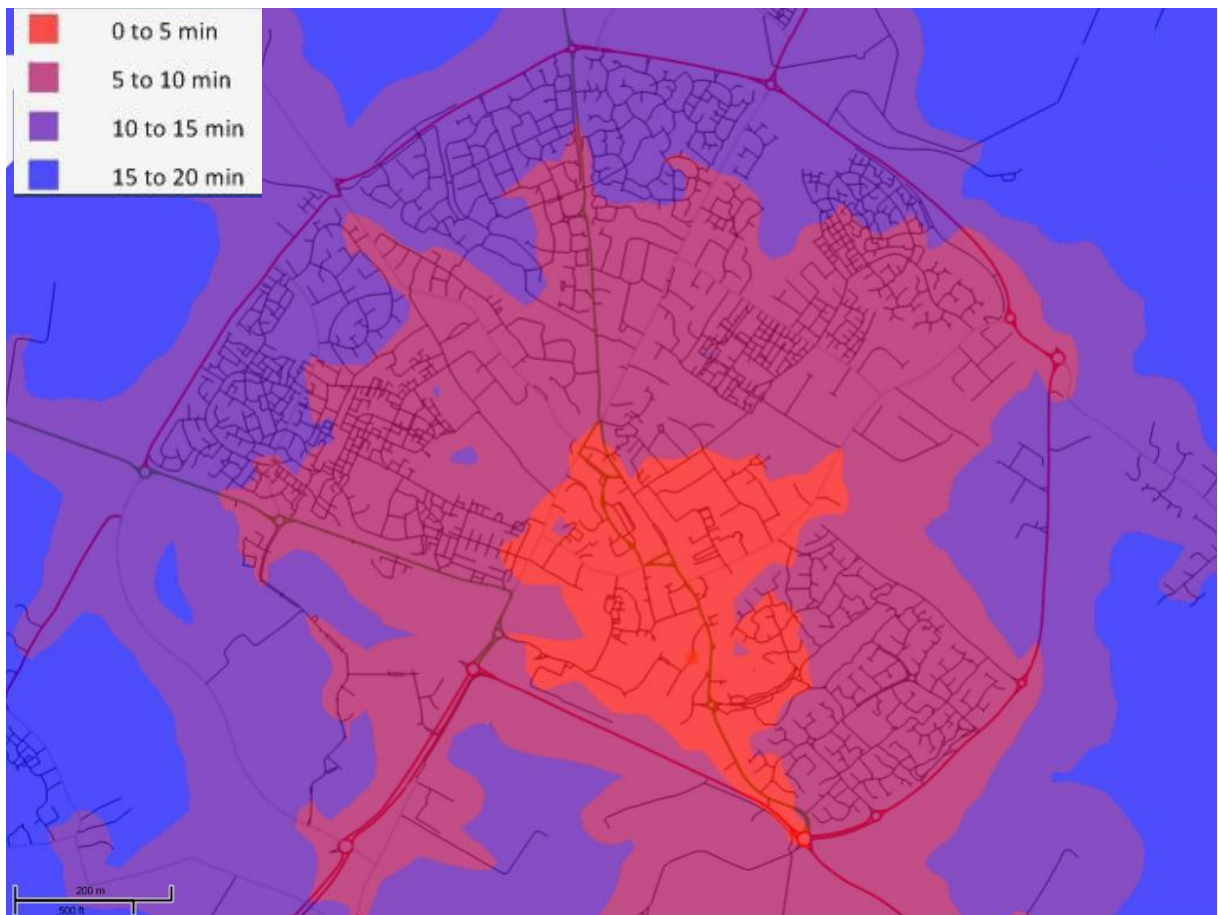


Fig. 7 Walking accessibility from Bicester town station



Site constraints and opportunities

The site provides a unique opportunity for large-scale development in Bicester. It is in multiple ownerships and will require a comprehensive approach to land assembly and phasing of development. Existing landscape features such as the hedgerows and watercourse corridors provide the structure to the masterplan and will be retained. In terms of the capacity for residential development, the Bicester Landscape assessment states that consideration should be given to the landscape and visual separation between the site and satellite villages including Bucknell. It states that employment uses would be best located adjacent to the railway line.

The railway line divides the site into two distinct areas which will have to be connected.

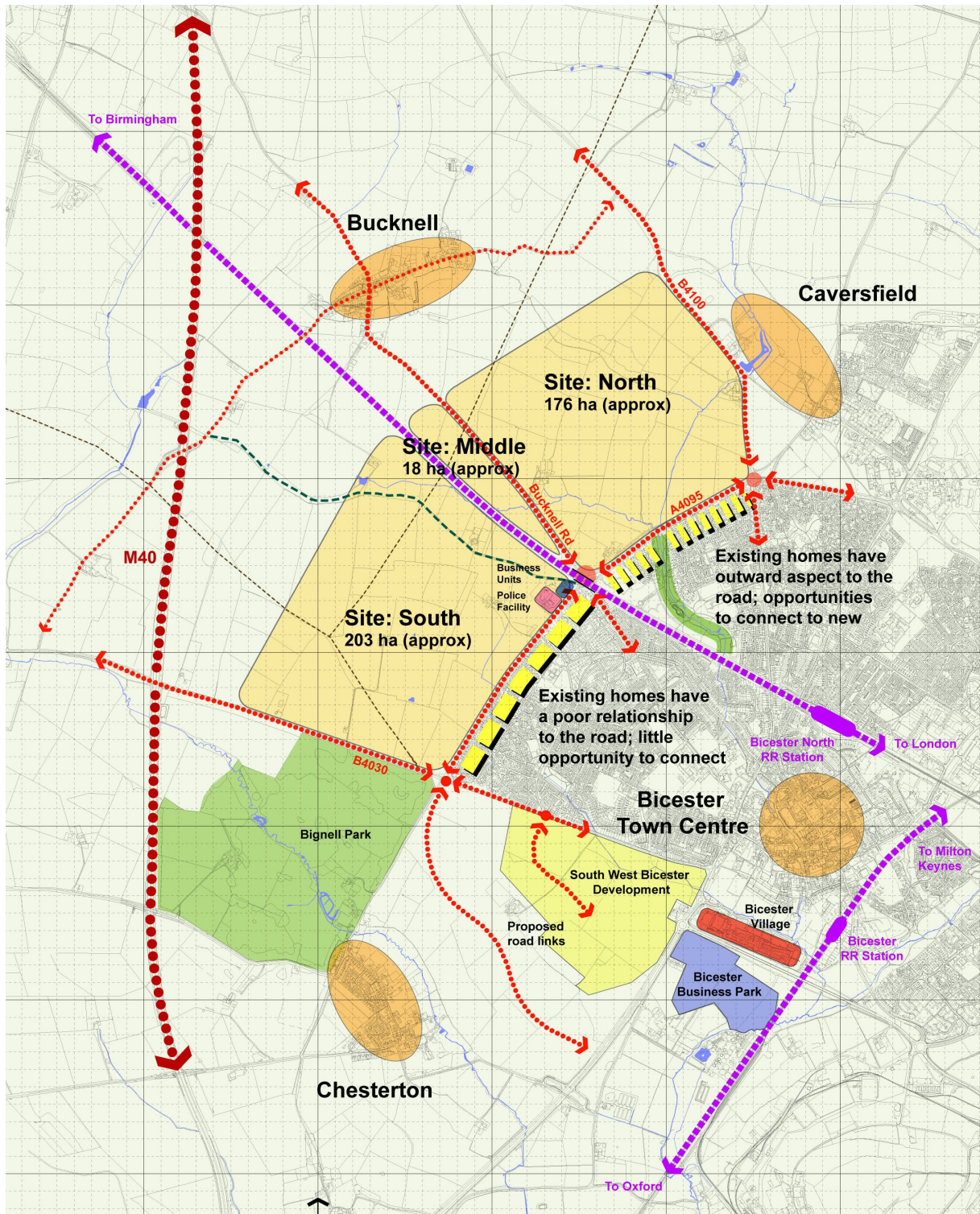
The junction of the Howes Lane, Lords Lane and Bucknell Road will need to be reconfigured to improve A4095 strategic route along Howes Lane and Lords to accommodate the forecast growth in traffic arising from the proposed developments in the town.

The site's aspect provides the potential for large-scale renewable energy generation from roof-mounted solar photovoltaic panels with the option to use sustainable heat from the Ardley energy from recovery plant.

The site's proximity to the existing town centre and employment opportunities should also strengthen the local economy and integrate the development with the existing community.

The town centre is accessible on foot within 20 minutes from most areas in the town. Bicester is very accessible by bike with most places within 10 minutes of the town centre. Bicester Town and Bicester North Railway stations are also accessible by bike.

Fig. 8 Site analysis plan



3.0 Vision and objectives

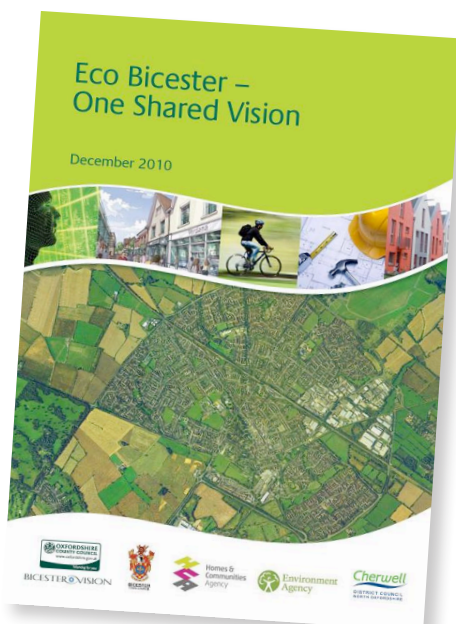
The vision for North West Bicester has been guided to a large extent by the Eco-towns Planning Policy Statement (PPS). It has been taken forward in the adopted Cherwell Local Plan and the Bicester Masterplan.

The Cherwell Local Plan sets out the vision for Bicester in 2031 and the Council's strategy for delivering Bicester's vision. It includes bringing about a pioneering eco-development which will establish a new sustainable community, integrated with, and for the benefit of, the whole of Bicester.

The SPD vision reflects the Council's vision for Bicester and the Eco Bicester One Shared Vision of the Bicester Strategic Delivery Board which sets out to create a place where people choose to live, work and spend their leisure time in sustainable ways.

The Eco Bicester One Shared Vision is for the whole town and North West Bicester will act as the trigger for the transition to a more sustainable community. By ensuring that households and individuals are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living the proposals for North West Bicester will deliver the One Shared Vision.

Fig. 9 Eco Bicester Vision



In this SPD, the vision for North West Bicester is for a high quality development, well integrated with the existing town, which provides homes, jobs and local services in an attractive landscape setting, increases biodiversity and addresses the impact of climate change. It is based on the principles of sustainable zero carbon development designed to meet the effects of future climate change including extreme weather events and reduced energy and water use.

The SPD will ensure that the vision for the site will be delivered successfully. It includes the major components that make up an eco-town meeting the challenges that such development poses.

The SPD has taken key elements from the North West Bicester masterplan and vision documents submitted by developers, A2Dominion in 2014.

The vision documents supporting the North West Bicester Masterplan and SPD are set out in Appendix III and available in full on the Council's website (www.cherwell.gov.uk). The masterplan was prepared in collaboration with officers of the Eco Bicester Project team comprising representatives from Cherwell District Council, Bicester Town Council and Oxfordshire County Council together with government bodies including the Environment Agency, Natural England, Highways England and Homes and Communities Agency. Local organisations such as the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT), Bicester Vision and the Chamber of Commerce were also involved as stakeholders.

The Masterplan illustrates the key components of the development strategy for the site. It includes the landscape framework that underpins the masterplanning providing connectivity and structure to the site.

The eco-town development will utilise the site's natural features and opportunities to provide a place that encourages a more sustainable way of living in homes that are

well designed, energy efficient, accessible to jobs, local facilities and within easy reach of the town centre and countryside. In doing so, it will meet, and wherever possible exceed, Eco-town standards and Local Plan policies, creating an exemplar of truly sustainable development.

Infrastructure requirements will be future-proofed so that the development can adapt to change. Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings on the site. The provision of utilities' infrastructure should be coordinated and support the overarching objective for zero carbon development.

4.0 Development principles and requirements

This section sets out the key development principles for the site. It considers the Eco-town standards, the principles set out in Policy Bicester 1 and North West Bicester Masterplan exploring them further and breaking them down into component parts each of which is used to inform the principles that will be used to guide developers, landowners and applicants when preparing development proposals.

As such it provides an understanding of how masterplanning principles should be incorporated into the preparation of planning applications.

Applicants are expected to consider the principles and parameters set out in this section, in the preparation of planning applications (in outline and detail) and Design and Access Statements. The principles should be applied to the development as a whole, as well as individual sites.

In delivering the vision for North West Bicester, applicants are required to respond directly to these principles in Design and Access Statements and demonstrate how they have been taken into account.

Masterplanning and Comprehensive Development

The masterplan indicates the key development components. It will be used to guide the preparation of development proposals and deliver key components of the masterplan. The masterplan is supported by surveys and technical information and shows:

- The site boundary;
- Proposed land uses;
- Existing woodlands and hedgerows, watercourses and ponds;
- Proposed woodlands and hedgerow buffers;
- Water corridor buffer zones;
- A nature reserve and country park;
- A burial ground
- Site access points from the highway network; indicative primary and secondary routes (roads and street layout); and
- The proposed realignment of Howes Lane.

Development Principle 1 – Masterplanning and comprehensive development

Cherwell District Council is committed to ensuring comprehensive development through masterplanning. In order to ensure a comprehensive development, all planning applications will be required to be in accordance with the SPD masterplan below.

BREEAM Communities

The BREEAM Communities assessment methodology will be used to assess the sustainability of the proposals. CEEQUAL assessment methodology will also be used to deliver improved project specification, design and construction of civil engineering works.

CABE Design Review

CABE Design Review will be encouraged of all schemes to ensure high quality design. Design Review has been used in preparing the masterplan and Phase 1 exemplar proposals. Design Review will be continued throughout the preparation of detailed development proposals.

Figure 10: North West Bicester Masterplan – Masterplan Framework



- Masterplan Site Area
- Proposed NW Bicester Land Use**
- Green Infrastructure
- Existing Woodlands and hedgerows
- Existing Water Corridor and Ponds
- Proposed Woodlands and Hedgerows Buffer
- Proposed Water Corridor Buffer Zone
- Housing
- Primary School
- Secondary School
- Secondary School Sports Pitches
- Existing Business (including green space tbc)
- Existing Farm Use (including green space tbc)
- Commercial/ Business
- Social/Community
- Retail
- Care Home/Hotel/Other
- Extra Care Housing (including green space tbc)
- Energy Centre
- Water Treatment
- Proposed Retention Basins and Attenuation Ponds
- Proposed Swales
- Existing Herbage
- Play
- Proposed groups of allotments
- Proposed Connectivity**
- Strategic Roads with segregated footpath/cycleway
- Primary Roads with segregated footpath/cycleway
- Secondary Roads including footpath/cycleway
- Off road footpath/cycleways
- Crossing under railway
- Existing Bridle Path

Development Requirement 1 - Delivering the masterplan.

The masterplan should achieve BREEAM Communities “Excellent”. For more information go to www.breeam.org

In order to ensure comprehensive development, planning applications should be consistent with, and mindful of, the masterplan requirements set out below.

Planning applications will be:

- Determined in accordance with the masterplan adopted as part of the SPD;
- Supported by a masterplan to show the “fit” with the overarching masterplan;
- Required to demonstrate the principles and vision set out in the site wide masterplan, and the SPD;
- Required to progress design work (see design principles in section 5) in the preparation of detailed proposals. For example, details to the level of the block and the street should be provided to explore issues related to building typologies and solar orientation.
- Required to meet the requirements as set out in the Local Validation Checklist and advice on making an application (for more information go to: www.cherwell.gov.uk/planning)

“True” zero carbon development

The concept of zero carbon development has been embedded into Council strategies and policy since it appeared in the eco-town standards. Local Plan Policy Bicester 1 requires the provision of infrastructure to allow for zero carbon development on the site.

The 2008 Climate Change Act established the world’s first legally binding climate change target with the aim to reduce the UK’s greenhouse gas emissions by at least 80% (from the 1990 baseline) by 2050. Reduction in the use of fossil fuels will not only contribute to reaching this target but also help protect against fuel price rises.

Work to date indicates a mixture of low carbon district heating and photovoltaic energy would achieve zero carbon. The site’s orientation and aspect creates the opportunity for roof mounted solar panels to generate renewable energy and will go a significant way to achieving the zero carbon targets.

The approach to energy and carbon dioxide reduction is set out in the Masterplan Energy Strategy and summarised below:

- A large scale solar array on all roofs;
- Energy efficient buildings and
- A network of energy centres providing gas and biomass combined heat and power (CHP) which will require a district heating network.

Zero carbon energy

Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings. Photovoltaic panels currently appear to provide the most viable solution as set out in the Energy Strategy supporting the Masterplan.

Orientation and design of buildings will be expected to take account of the potential to install solar panels.

The Council will encourage:

- Roof mounted arrays to avoid use of large tracts of land for a single purpose.
- Exploration of technologies that will assist building occupiers in maximising the use of any renewable energy generated on the site.

Design of the proposed development should enable solar power generation by supporting:

- Orientation - For pitched roofs, all roofs should have at least one pitch facing within 45 degrees of due south. Mono-pitch or flat roofs should be used to increase PV provision. A mix of orientations ranging from +45 degrees to -45 degrees of south will reduce the peak export and contribute to meeting peak demands.
- Avoiding overshadowing/overshadowing - Buildings should avoid or at least minimise shading to roofs. Shading of south facing roofs by trees or other buildings should be avoided.
- Built form, density and massing that optimises the potential for solar gain to generate energy.

Solar masterplanning software use at early design stages (e.g. using SketchUp design software www.sketchup.com) to check for best use of solar resources on a site.

Energy Centres – Combined Heat and Power

Low carbon energy centres, providing combined heat and power to the development are proposed within the site boundary as part of the masterplan energy strategy. Energy centres are shown on the Masterplan and have been located to maximise the potential for combined heat and power while also allowing the potential for the site to fit a future heat network for Bicester. The design and siting of energy centres should allow for the space requirements including the need for biomass deliveries and ensure that there is no nuisance to adjoining uses.

Local Heat Network

The feasibility of a local heat network for Bicester as a whole is being investigated by the Council and BioRegional supported by the Department for Energy and Climate Change (DECC) Heat Network Delivery Unit (HNDU) funding. The importance of a heat network should be recognised and opportunities included in proposals for the eco-town. The aspiration is for waste heat from the energy recovery facility at Ardley to connect to proposed developments, if feasible.

Smartgrids

The use of smartgrids and low carbon energy storage solutions provide an opportunity to manage demand and supply of renewable and zero carbon energy technologies. Such solutions should be explored further in the energy strategies to support planning applications and masterplanning delivery.

Development Principle 2 – “True” zero carbon development

In accordance with the Local Plan the definition of true zero carbon is that over a year the net carbon dioxide emissions from all energy use within buildings on the eco-town development as a whole are zero or below. It excludes embodied carbon and emissions from transport but includes all buildings – not just houses but also commercial and public sector buildings.

Development Requirement 2 - “True” zero carbon development

Development at North West Bicester must achieve zero carbon emissions as defined the Local Plan and this SPD.

Each full and outline application will need to be supported by an energy strategy and comply with the definition of true zero carbon development.

Energy strategies should identify how the proposed development will achieve the zero carbon targets and set out the phasing.

Use of heat and low carbon energy from the energy recovery facility at Ardley should be explored in the energy strategy. Smartgrid and storage technology should also be investigated.

Applicants will be encouraged to maximise the fabric energy efficiency of buildings.

Provision of utilities’ infrastructure should be coordinated and support the overarching objective of true zero carbon development.

Where an approach is proposed that does not include a heat network it will have to be demonstrated that it is a robust long term solution and that connection to any heat network should be explored.

Climate Change Adaptation

There is increasing recognition that reducing carbon emissions is important in reducing and adapting to the impacts of climate change.

It is anticipated that overheating in buildings will be an issue in future climate change scenarios requiring an innovative approach in the design of new buildings. At present there is no rigorous definition of what constitutes overheating in dwellings. However there is documented evidence that temperatures being reached in some existing dwellings are harmful to occupant health and well-being.

The factors that contribute to overheating in dwellings include:

- Urbanisation;
- Occupant behaviour and interventions;
- Orientation;
- Aspect;
- Glazing;
- Internal gains;
- Thermal mass;
- Changes in building design (including the drive for energy efficiency, leading to highly insulated and airtight dwellings);
- Pollution;
- Noise and
- Security.

The Council requires development to be designed to take account of future climate scenarios. The 2009 UK Climate Projections (UKCP09) set out the key projections of climate change across the UK over the 21st century. Projected changes by the 2080s based on a 50% probability level include increases in summer mean temperatures of 3.9 degrees in southern England and 23% decrease in summer precipitation.

Local Plan Policy ESD1 provides more detail on the anticipated effect of climate change in the District.

A Local Climate Impacts Profile (LCIP) has been undertaken to better understand the impact of extreme weather in Cherwell. The LCIP reviewed extreme weather events over the period 2003 to 2008. If heatwaves were to recur on the scale of 2003 it would have a significant impact on health, biodiversity and

infrastructure (including damage to buildings by tree and drought related subsidence, roads, drainage systems and business closures).

The Local Plan refers to climate change adaptation and mitigation measures and sets out clear requirements to be met by proposals for development in planning applications. The SPD masterplan sets out the framework for implementing the climate change measures required to deliver the eco-town objectives. A comprehensive approach to climate change adaptation will be required with every planning application.

Research with Oxford Brookes University has modelled the climate Bicester is likely to experience. It shows the biggest risks are overheating and water stress. The worst case scenarios for overheating in homes occur in terraces or detached properties with both east and west facing glazing. These homes get morning and evening sunshine when the sun is lower in the sky whereas south facing glazing can be shaded easily from midday summer sun.

Development Principle 3 - Climate Change Adaptation

Green space and green infrastructure will contribute to an urban cooling effect and Sustainable Urban Drainage Systems (SUDS) will be designed to respond to future extreme weather events including water neutrality measures as set out in a Water Cycle Study and SUDS as part of a Water Cycle Strategy. Buildings will be designed to be warm in winter and cool in summer employing sustainable construction techniques and passive management systems wherever possible to avoid the use of air conditioning plant and machinery. The principles of sustainable development should contribute to the character of the area by influencing form of development for example, to maximise passive energy gain, support PhotoVoltaics, wind power and grey water.

Development Requirement 3 - Climate Change Adaptation

Planning applications will be required to incorporate best practice on tackling overheating.

Planning applications will also be required to incorporate best practice on:

- tackling the impacts of climate change on the built and natural environment including:
- Urban cooling through Green Infrastructure (for example, the use of green space and the incorporation of green streets);
- Orientation and passive design principles;
- Include water neutrality measures as set out in a Water Cycle Study;
- Meet Minimum Fabric Energy Efficiency Standards (FEES)
- Achieve Code for Sustainable Homes Level 5 (CSH5).

Planning applications should include designs and layouts that run east-west to avoid worst case overheating. Layouts and designs that run north-south should pay extra attention to risk of overheating.

Planning applications should:

- Provide evidence to show consideration of climate change adaptation.
- Demonstrate how risks will be reduced through win-win situations (BREEAM Communities SE10) - such as:
- Reducing more than one impact of climate change (for example reduce effect of urban heat island whilst also reducing flood risk);
- Reducing the contribution of the development to climate change (e.g. reducing the need for electric cooling and therefore reducing carbon emissions)
- Providing additional sustainability, economic or wellbeing benefits (e.g. rainwater harvesting using drainage techniques that increase biodiversity or improve water quality)
- Design and Access Statements should address the issue of climate change adaptation. Detailed designs will be required to demonstrate they are resilient to the impacts of climate change with reference to the work carried out by Oxford Brookes University (OBU), Hyder and BioRegional.
- Design for Future Climate Change – Adapting Buildings Programme – North West Bicester Eco development (Hyder Consulting Limited).

Homes

Development Principle 4 - Homes

As part of the zero carbon performance, new homes will need to meet high standards of fabric energy efficiency, (see section on zero carbon). The proposed development includes up to 6,000 new homes of which at least 30 per cent will be affordable.

Homes will be designed to high environmental and space standards using sustainable methods of construction to maximise energy efficiency, reduce carbon emissions and achieve zero carbon development targets across the site.

Homes are a fundamental element of the walkable neighbourhoods principle and delivery of the masterplan will need to ensure that local facilities, services including schools and jobs are easily accessible on foot and bicycle.

The density of residential development will reflect its location within the site with higher density residential development along public transport corridors and adjacent to local centres.

The development will provide a range of house types and sizes to meet local needs and create a sustainable community.

As well as providing attractive places for people to live, the new homes will also be adaptable and provide flexibility for residents to work from home. This will allow the need to travel to be reduced leading to a reduction in carbon emissions from transport and require local services and facilities to support homeworkers.

Neighbourhood water recycling should be implemented as a means to achieve Code for Sustainable Homes Level 5 water consumption requirements, rather than house by house scale water recycling which may be expensive.

The masterplan identifies the areas of residential development within the site and sets out to create sustainable neighbourhoods.

Housing areas are in accessible locations in terms of local services and jobs.

Detailed layouts should ensure homes are located within 800 metres along the shortest walking route of primary schools.

Homes should be set in a strong landscape framework.

Proposals should develop the work carried out by Oxford Brookes University, Hyder, BioRegional and A2Dominion on designing homes for future climate change.

The concept of community streets (also referred to as “homezones”) has been established by the exemplar. The concept should be carried through into subsequent phases of development. Implementation of the concept should create safe, accessible neighbourhood streets and facilitate the creation of a successful community.

Home designs will encourage more sustainable ways of living for example through:

- Space for recycling facilities and composting facilities;
- Gardens and food production and biodiversity (for example, fruit trees, wildflower meadows and log piles);
- Easily accessible cycle storage areas
- Connectivity of rainwater harvesting systems to residential gardens and adjacent green street features;
- Greywater use,
- Passive heating and cooling;
- Provision for electric vehicle charging points and
- Smart home design that uses technology to manage appliances and energy use.

Development Requirement 4 - Homes

Proposals will include details of 30% affordable housing of a type and tenure to meet local housing needs. Assistance in identifying needs will be provided by the Council’s Strategic Housing Officer.

Proposals for new residential development will be expected to incorporate sustainable design and construction technology to achieve zero carbon development through a combination of fabric energy efficiency, carbon compliance and local renewable energy generation.

Design principles will be set out and include

the use of local materials, flexibility in house design and size including the potential for additions to the building to adapt to changing circumstances.

Design and Access Statements should respond to the eco-town principles and set out how homes will contribute to meet design criteria for the development.

In summary, all homes should:

- Achieve Building for Life 12 (www.designcouncil.org.uk)
- Use energy efficient materials as part of the building fabric and innovative approaches to sustainable construction
- Optimise the site’s potential for solar energy gain and passive house techniques for ventilation and cooling
- Address the issue of overheating and respond to the orientation of the site
- Meet a minimum of Level 5 of the Code for Sustainable homes
- Meet lifetime homes minimum space standards (www.lifetimehomes.org.uk)
- Provide flexible space to facilitate homeworking and be “smart” - incorporating real time energy monitoring systems, technology that provides up to date real time community information including travel, superfast broadband (speeds in excess of 100 MBps) to facilitate use of homes as offices and small businesses
- Provide gardens for food production and biodiversity

Daylighting parameters for all residential properties should achieve Average Daylight Factor (ADF) 1.5%. Kitchens must achieve a minimum Average Daylight Factor of at least 2%. All living rooms, dining rooms and studies including any home office must achieve a minimum Average Daylight Factor of at least 1.5%”

Development Principle 4(a) - Homes – Homeworking

Homeworking will play an important role in creating employment opportunities on the site. It will be encouraged and facilitated by the design of the new homes and superfast broadband provision.

The ability of homes to provide flexible space for residents to work from home is a requirement of the phase 1 exemplar development. This will reduce the need to travel allowing residents who work elsewhere to spend time doing their job at home. It will also provide the opportunity to facilitate the provision of small businesses, sole traders and local businesses to use their homes for work and employment. Within homes there should be space provided to allow use as an office or small scale ancillary business use.

The masterplan economic strategy is expected to deliver homeworking targets for the site. The economic strategy will require further detailed work in terms of developing the proposals for homeworking to ensure the creation of the jobs indicated on the site.

Development Requirement 4(a) - Homes – Homeworking

Detailed planning applications and Design and Access Statement should set out how the design of new homes will provide for homeworking. They should also refer to the economic strategy for employment opportunities provided by homeworking and the contribution to reducing unsustainable commuter trips set out in accompanying Transport Assessments and Travel Plans.

Employment

The vision for employment is to deliver a mixed use development and ensure that unsustainable commuter trips are kept to a minimum.

An economic strategy based on baseline information and evidence to identify target sectors for economic growth and linkages with other economies in the area should be produced to accompany planning applications.

Other employment opportunities and facilities should be provided with links to the wider economy. These include service jobs, growth of the low carbon environmental goods and services sector (including energy, management, retail, community development role) and greener business such as the commercial uses in the local centres that choose sustainability practices. The end result should be to provide at least as many jobs as new dwellings on the site (within walking or cycling distance) or accessible by public transport within Bicester.

It is recognised that the proposed development will create demand for local services and facilities in the local area which will provide opportunities for some of the future residents of North West Bicester. However, the challenge will be to provide the estimated 4,600 jobs identified in the masterplan economic strategy.

Larger scale commercial development within the employment land shown on the masterplan provides business space for offices, workshops factories and warehousing (B1, B2 and B8 uses).

It is estimated in the North West Bicester masterplan economic strategy that over 2,000 jobs could be provided in the business park with the Local Plan policy anticipating the business park generating between 700 and 1,000 jobs early in the plan period. The development is expected to come forward in the early phases and its location reflects the accessibility of the site to the strategic highway network.

Development Principle 5 – Employment

The masterplan identifies land for employment uses to facilitate the creation of on-site jobs. In addition, the masterplan economic strategy sets out the scale, type and location of jobs related to North West Bicester and an action plan.

Employment opportunities should be provided on-site and meet the skills of local residents.

Employment uses include a proposed business park on land at Middleton Stoney Road and Howes Lane. Larger scale commercial development in this area was identified in the masterplan economic strategy to provide employment space for target sectors including the high value logistics, manufacturing (including performance engineering) and low carbon companies. The buildings will be in a high quality landscape setting with high quality offices providing research and development facilities. Other business and financial services will be located in the town centre.

An estimated 1,000 jobs will be provided in the local centres comprising offices, retail/leisure, health facilities, community halls and community facilities possibly nurseries, care and extra care homes and a hotel. The local centres should also support the growth of the low carbon environmental goods and services sector and encourage sustainable lifestyles through commercial uses such as bike shops and organic cafes.

The existing Avonbury Business Park could be extended to create commercial use and frontage along the realigned Howes Lane.

Land between the realigned Bucknell Road and Lords Lane adjacent to the local centre is identified for commercial uses.

The existing farmsteads are identified in the masterplan for mixed use development including some commercial uses. Proposals for mixed use development at the existing farmsteads should retain and respect the listed barns at Himley Farm and the listed farmhouse at Home Farm. Landscape proposals including open spaces should be used to retain the setting of the listed buildings on the site.

The spatial framework identifies mixed use employment to the north east of Lords Farm and at Hawkwell Farm. The economic strategy does not include an indicative number of jobs created in this area.

Other employment opportunities will be created through the provision of facilities for homeworking in the design of new homes. Homeworking will play an important role in

creating employment opportunities on the site and will be encouraged, facilitated by the design of the new homes (Please refer to Development Principle 4(a)).

Development Requirement 5 - Employment

Employment proposals will be required to address:

- Accessibility to homes and sustainable transport;
- Mixed use development;
- Relationship to neighbouring uses and
- The vitality of local centres

Planning applications should be:

- supported by an economic strategy
- Strategy;
- demonstrate access to at least one new opportunity per new home on-site and within Bicester;
- present an up to date summary of economic baseline information;
- set out the local economic context and economic links (with a specific focus on jobs and employment land);
- pursue target sectors of the high value logistics, manufacturing (including performance engineering) and low carbon companies
- refer to the Cherwell Local Plan evidence base;
- include an action plan to deliver jobs and homeworking, skills and training objectives;
- support local apprenticeship and training initiatives.

Transport, Movement and Access

The Eco Bicester One Shared Vision encourages “walking and cycling as the first choice of travel within the town to improve health, reduce carbon emissions, and improve the quality of the environment”. The Sustainable Transport Strategy for Bicester sets out the transport ambition and vision for sustainable transport in the town. It will inform the preparation of transport policies and proposals for the existing town and new development proposals.

The Government has set out its ambition for cycling, for example in announcements made by the Prime Minister and the Cycling Delivery Plan published for consultation in November 2014. The development at Bicester should reflect this ambition. Targets have been set for trips originating from North West Bicester together with aims to tackle the carbon impact of transport from day one through the provision of transport choice messages, infrastructure and services. A key transport objective is to make it easy to get around on foot and/or cycle.

Strategic accesses and primary streets are shown on the Masterplan.

Development Principle 6 – Transport, Movement and Access

Travel and mobility are part of our everyday lives, and proposals should support people’s desire for mobility whilst achieving the goal of low carbon living. Cycling and walking will be encouraged and supported to be the first choice of transport in new development and the wider town of Bicester. Improved linkages to the town’s stations must be provided and further linkages to Bicester town station should be investigated to provide improved connectivity to a wider range of destinations.

The principles in this SPD set out to demonstrate and achieve the benefits that flow from good design and assign a higher priority to pedestrians and cyclists, setting out an approach to residential streets that recognises their role in creating places that work for all members of the community.

Development should have a robust urban structure, with a network of well-designed, connected spaces and routes that prioritise the

movement of pedestrians, cyclists and public transport. It is critical that these spaces form well connected places which draw the existing and new communities together. Streets will form a major element of the public realm which will “stitch” the site together.

Principles of “walkable neighbourhoods” and “filtered permeability” have been applied in the masterplanning to determine the mix of uses and connections to predominantly daily facilities within the new community. These principles should continue to be used in the preparation of planning applications. The spatial framework plan in Appendix V shows the key connections within the site and surrounding area.

Development proposals must show an understanding of existing routes and provide a considered response that enhances existing access and connections and seeks to improve / remove barriers to movement on and off-site.

It is essential that the accessibility of the overall development internally and externally is designed to a high standard with attractive, direct and overlooked routes. Such routes will be expected to be designed to an adoptable standard.

It is crucial proposed developments integrate fully with existing developments and communities in Bicester by making new connections, while improving existing ones.

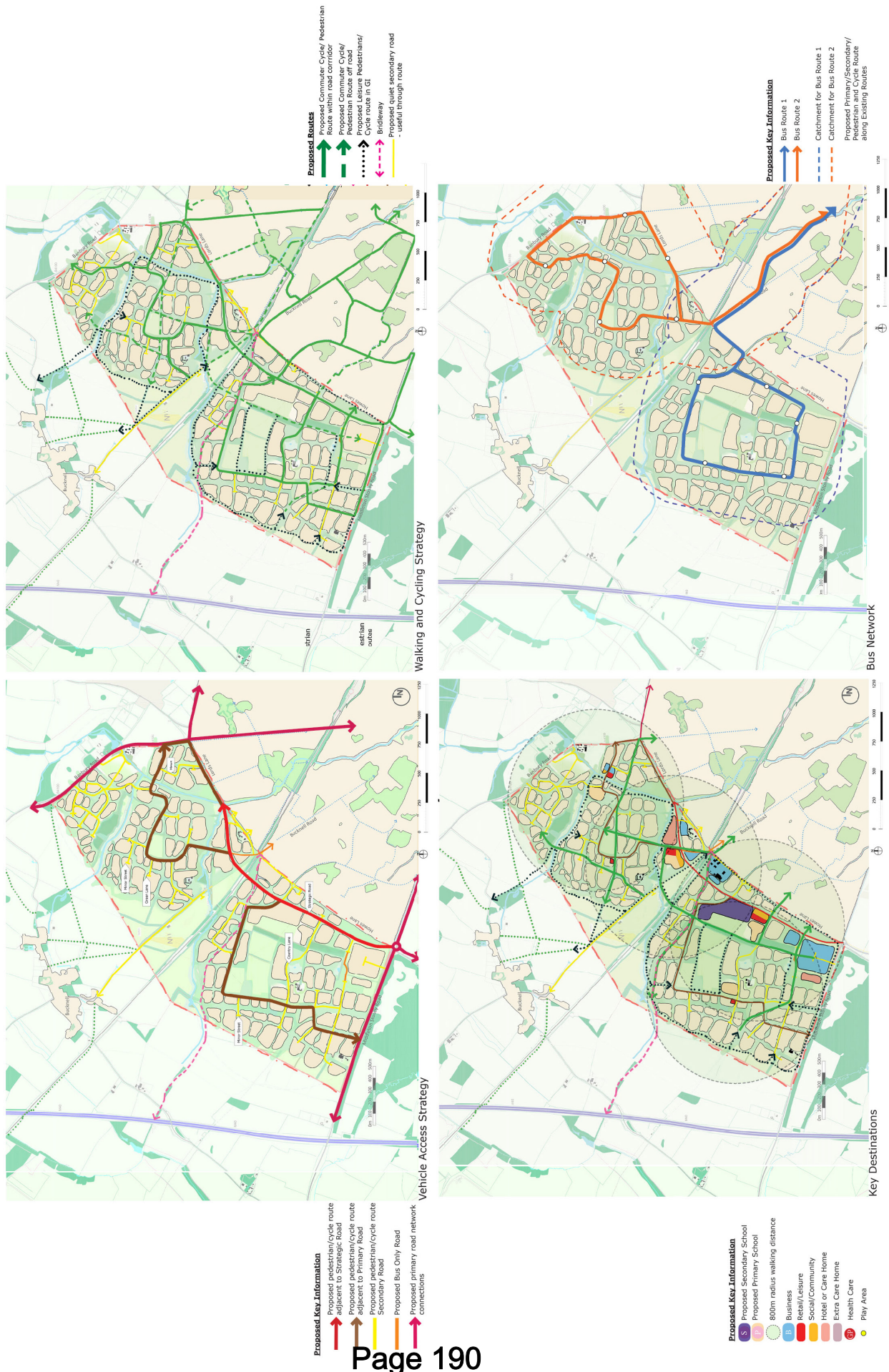
Rights of Way should be recognised as important links to the countryside, enhanced and reinforced through the implementation of the masterplan supported by individual planning applications.

The North West Bicester masterplan sets out a framework for movement and access within the site (Figure 11). It includes a street hierarchy and indicative layout of primary streets. This requires further work to ensure the street design and layout is legible.

The primary road layout within the site provides access to the strategic road network. The detailed layout should be designed to keep vehicle speeds low and discourage unnecessary journeys by private motor car.

The SPD masterplan seeks to employ principles

Figure 11: North West Bicester Masterplan – Access and Movement Framework



of filtered permeability and walkable neighbourhoods. These principles should be developed further in detailed planning proposals.

The Masterplan provides the opportunity to address the aspect of existing properties along Howes Lane and the potential for the new development to enhance the existing properties through good urban design and integration with the proposed development. The masterplan is based on the following movement hierarchy:

- A strong green space structure providing a network of footpaths and cycleways;
- Provision of a strategic route through the site, to realign Howe's Lane, cross the railway line and allow integration and connectivity between the new and existing community;
- Primary access roads into the site link employment, schools and community facilities;
- Controlled access roads through residential areas provide a route for public transport and maximise the public transport catchment;
- Minor roads and home zones/community streets to serve residential areas.

Development Requirement 6 - Transport, Movement and Access

Key considerations for movement to be addressed in planning applications are as follows:

- Reducing car dependency;
- Prioritising walking and cycling;
- Generating activity and connectivity;
- Highway and transport improvements including Howes Lane and Bucknell Road
- Bus priority and links and infrastructure including RTI

At the outline planning applications stage it will be necessary to set out the indicative layout of lower hierarchy streets as part of a future design code. The secondary road network will provide other routes through the site. Below this level, further work in preparing planning applications is required to show how the routes will connect

and illustrate the permeability of the site.

There is scope for planning applications to reconsider key elements and provide further detail to explain how the movement principles will be realised in spatial and public realm terms.

Planning applications and proposals should:

- Demonstrate how Manual for Streets 1 and 2 have been incorporated into the design of roads and streets
- Demonstrate how Sustrans design manual guidance has been incorporated
- Address and ensure connectivity along the major routes.
- Include a Movement Strategy and designs to promote sustainable transport ensuring that all residential areas enjoy easy access to open space and are connected by a range of modes of transport to schools, community facilities and leisure/employment opportunities.
- Demonstrate that homes are within 5 minutes' walk (approximately 400 metres) of frequent public transport and 10 minutes' (approximately 800 metres) of neighbourhood services;

Sustainable Transport - Modal Share and Containment

Baseline information on mode share of trips is available from the Bicester Household Travel Diary Data (2010). The results of the Travel Behaviour Survey carried out by OCC in late 2010 showed 69 % of total trips in Bicester were made by car and 31 % by non-car modes.

Mode share varies by distance with many of the shortest journeys in Bicester already made by non-car modes (78 %) whereas longer journey (more than three kilometres) are mostly by car (86 % including car passengers)

Containment refers to the number of trips generated by a development and the travel patterns within that development. A high rate of containment indicates a land use and transport conditions that enable residents to travel without the need for complex external journeys.

The SPD masterplan includes land use mixes that maximise the containment of trips within the North West Bicester development and limit the need for vehicular travel.

Development Principle 6(a) – Sustainable Transport - Modal Share and Containment.

.Attractive routes and connections through the development should make the cycling and walking objective achievable. In order to achieve the amount of trips by walking and cycling, proposals in planning applications should be developed with strong connections to on and off-site destinations.

Walking routes should be designed to integrate with the existing public rights of way network. Opportunities for walking and cycling should be developed and enhanced through a network of sustainable, attractive and direct routes linking green spaces.

Primary routes for vehicles should allow access to the development but not dominate the layout or design of the scheme. This should be a place where people provide the vitality and vibrancy and walking and cycling become the first choice of travel.

The transport system should be planned to

ensure that all homes and key services have access to non-car modes of transport.

Car sharing and car clubs should be an important element in supporting reduced car ownership and use.

Streets and spaces should not be dominated by parking and innovative layouts and management should be used where appropriate.

Parking requirements will need to be sensitively addressed.

Masterplanning has sought to achieve an increased level of containment of trips within the development and in Bicester. Residential areas in the draft masterplan have been located so that they are within walking distance of schools and local facilities and accessible to the bus route through the site. Detailed proposals and further masterplanning should be designed in a way that supports children walking and cycling safely and easily to schools from homes.

Walking distances to schools should be measured by the shortest route along which a child may walk reasonably safely. For children under 11 there should be a maximum walking distance of 800 metres from homes to the nearest school.

The target level of containment is for at least 35% of trips to be within North West Bicester and 60% to be within Bicester as a whole, that is, 40% or less travelling outside of Bicester. This compares to an estimated 25% at present within neighbourhoods and 56% within Bicester as a whole. It aims at some increase in containment, recognising the complexities and limited influence over people's choices about where they live, work, shop and send their children to school.

The Masterplan incorporates the following sustainable transport principles:

- Comprehensive direct networks for walking, cycling and public transport;
- Limited or less convenient private vehicle access for homes and services;
- Good accessibility by sustainable modes to key services such as schools and local centres;
- Provision of bus infrastructure

- A compact layout – with medium densities, a mix of uses and a range of facilities within 10 minutes walking distance (around 800 metres);
- Community Streets (Home zones) – residential areas where streets design encourages drivers to travel at very low speeds;
- Shared space streets and squares – these are intended to reduce the dominance of motor vehicles and to improve the conditions for walkers, cyclists and pedestrians;

The Masterplan will facilitate the overall modal share by non-car modes. This varies by the length of trip. The aim is to achieve an overall modal share of not more than 50 per cent by car. The targets suggest an overall increase in walking trips from 22 per cent at present to 30 per cent for North West Bicester; increasing cycling trips from 4% to 10% and bus trips from 5% to 10%. Walking, cycling and bus trips also include journeys to the railway stations as part of longer journeys by public transport.

Development Requirement 6(a) – Sustainable Transport - Modal Share and Containment.

Planning applications should include Travel Plans which demonstrate how the design will enable at least 50% of trips originating in the development to be made by non-car means with the potential to increase to 60% by 2020.

Planning applications should set out how they will deliver:

- High containment of trips within the town;
- Enhanced bus services from North West Bicester into and around Bicester;
- Additional bus priority measures;
- Street plans to discourage car movement;
- Travel awareness plans (personalised travel plans etc.);
- Real time travel information including access to train and train services;
- High quality walking and cycling links to and from the town and waymarking;
- Cycle storage within new homes;
- Be supported by a Walking and Cycling

Strategy and

- Transport Assessments addressing the guidance in this SPD.

Planning applications should also:

- Demonstrate options for ensuring key connections around the town do not become congested as a result of the development, for example, by extending some aspects of the travel plan beyond the immediate boundaries of the North West Bicester site
- Significantly more ambitious targets for modal share than the 50 per cent and for the use of sustainable transport.
- Demonstrate how the principles of filtered permeability have been employed in designing the layout of schemes.

Development Principle 6(b) – Electric and low emission vehicles

To reduce carbon emissions from transport as part of a sustainable transport system, electric and low emission vehicles will be encouraged. Proposals should include ultra-low carbon vehicle options including electric vehicles, car share schemes and low emission public transport. The implications on energy demand should be considered. Proposals should not add so many additional private vehicles to the local road network that they cause congestion.

Development Requirement 6(b) – Electric and low emission vehicles

Proposals should make provision for electric and low emission vehicles through infrastructure provision and support in Travel Plans.

Howes Lane realignment

The vision is to maintain the strategic route to accommodate the predicted volumes of traffic while providing an environment that is safe and attractive to pedestrians, cyclists and any person that is using the services and facilities proposed. The requirement to upgrade the existing Howes Lane and Lords Lane corridor has long been a priority scheme in the local authorities' infrastructure delivery plans and programmes. It includes a scheme to improve the Bucknell Road Howes Lane and Lords Lane junction.

Similarly the crossing of the railway line was seen as a potential constraint in masterplanning the site; particularly its impact on connectivity between the land uses on either side of the railway embankment.

A number of options have been considered for the strategic road network in this area and are set out in the various planning documents and evidence in the form of transport studies/ modelling to support the Local Plan.

Howes Lane is characterised by dense planting, fencing and rear elevations. This results in limited opportunities to link with the eco-town site with the exception of a single greenway. Lords Lane presents a more positive aspect to the proposed development in terms of the orientation of new development (housing facing outwards towards the road from Bure Park). The Bure Stream and local nature reserve forms an important green link into the town from the site.

Bucknell Road

To reduce the attractiveness of the existing Bucknell Road route for through traffic, other road users, including vehicular traffic travelling along Bucknell Road to and from the town centre, will be diverted to along the route of the existing Lords Lane. The proposed realigned route will enter the masterplan site approximately 100 metres east of the existing Lords Farm. It will then cross the extended boulevard.

Access to Bucknell from the south and town centre will use the primary street through the northern part of the site before rejoining Bucknell Road on its current alignment. Bucknell Road will be truncated from the north just before crossing the stream continuing as a walking and cycle route towards the southern boundary of the site and the Bucknell Road beyond to the town centre.

The masterplanning of the site provides an opportunity to improve Bucknell Road and address issues of road safety and local access to Bucknell village by realigning the section of highway immediately to the north of the junction with Lords Lane. The road currently has the character of a rural lane with tall hedges on either side and vehicles travelling fast (the national speed limit is 60 mph).

Development Principle 6 (c) – Proposed highways infrastructure - Strategic link road and proposed highway realignments

The proposals for improvement of Howes Lane should integrate the existing and new development. To provide this, the existing road is moved further from the existing properties to a new alignment. Development should provide an appropriate interface with Howes Lane by sensitively responding to the scale, massing and height of existing development.

The SPD masterplan shows the A4095 diverted through the site to provide a strategic route for the town and create an urban boulevard for the new development. This road will have the character of a bustling street and be a place of pedestrian activity and the focal point the new community. The speed of vehicles will be reduced to allow movement between the existing and new development. The creation of tree lined boulevard will be an attractive feature of the development.

The Howes Lane/ Bucknell Road/ Lords Lane junction arrangement will be replaced by an underpass under the railway line to ease the movement of traffic along the east-west route. Commercial uses will be concentrated in this area providing activity as the main street through the development. The Boulevard will be the primary access into the development connecting the initial phases of housing, community facilities and business park. The carriageway width should be restricted to ensure it does not present a barrier to crossing and movement. The character of the Boulevard should be developed further based on the character areas set out in this document.

The proposed strategic link will be designed as a tree lined street or boulevard. It provides the opportunity to enter the site by a series of “gateways” providing a sense of arrival into the eco-town development at the edges of the masterplan boundary.

This area should accommodate not only the highway but also trees, green space, segregated footways and cycleways with building fronting the new road. It should result in a vibrant area at all times of day for the community as well as people passing through.

The secondary school could provide activity and a focal point for the development in the southern area of the site. It could be flanked by mixed uses development comprising commercial uses, residential and new green infrastructure.

Vehicles should move through this area along the attractive street, perhaps stopping to use the local facilities or to allow school children or shoppers to cross. Crossing points should allow permeability for pedestrians and cyclists to conveniently access facilities on and off site.

The new route will be a highly accessible street in the new development with excellent links to the rest of the development and town. It will provide commercial opportunities, creating a viable and sustainable mix of uses serving local needs. In this location, and along the public transport corridors, higher density development will be encouraged.

Changes to the character and function of Bucknell Road are also required to allow connectivity between the proposed uses in the southern part of the masterplan areas. It will also have the benefit of discouraging through traffic from using the Bucknell Road to gain access to the M40 at Junction 10 and access other roads north of Bicester. It aims to discourage vehicular movement (“rat-running”) through the villages.

Bucknell Road should provide a strong connection through the site and not be a barrier to movement. The existing highway arrangements along the Bucknell Road should be improved to allow a rapid bus-only link direct into the eco town site via Bucknell Road with associated walking and cycling infrastructure along it.

Development Requirement 6(c) – Proposed highways infrastructure - Strategic link road and proposed highway realignments

Planning applications should demonstrate options for ensuring that key connections around the eco-town do not become congested as a result of the development.

- Highway requirements should not lead to a route which will in itself form a new barrier - albeit relocated within the site boundaries.
- Good permeability, frontage and crossing points combined by a reduced speed limit should deliver the vision for an urban boulevard.
- In terms of the design of this new section of road, the local highway authority recognises the continued strategic importance, nature and level and types of traffic carried on a daily basis by Howes Lane as part of the Bicester perimeter road network. OCC has provided an indicative Howes Lane carriageway dimension requirement of 7.3 metres. It has also indicated a requirement for off road footways and cycleways, verges (with trees) and two swales and a speed limit of 30 mph.
- Joint cycleway/footways should be at least four metres wide and segregated routes to provide attractive routes for pedestrian and cyclists.
- Applicants will need to work with OCC and CDC to find an acceptable design solution appropriate to the uses along the route. The existing Howes Lane will be the subject of a Stopping Up Order to allow potential alternative uses ranging from open space to foot/cycle ways.

Public transport

The vision is to create a rapid and regular bus service from the site to key destinations in and around the town in order to be attractive to residents. The public transport service needs to be fast reliable, affordable and direct.

The Masterplan proposes a bus network through the site designed to transport passengers directly and efficiently to their destination and give the bus priority over other road vehicles. Bucknell Road is the preferred route for a bus link to the town centre and this will require some infrastructure to support the increased use by buses from the North West Bicester site. The bus route will use the primary street network for the most part.

The Masterplan includes three bus-only links (central, western and eastern). The delivery of bus-only links requires further investigation, for example, from the Bucknell Road to the north side of the development and from the new link to the west side of the development needs further consideration to ensure it can be delivered to achieve the goal of providing an efficient bus service.

Development Principle 6(d) –Public transport

North West Bicester should be an exemplar in the design and operation of its transport systems. The challenge this presents is significant and means that “business as usual” is not an option. Street and place design should give pedestrians and cyclists priority with limited and managed car access.

An indicative bus route has been submitted with the Draft masterplan. It includes bus only routes and bus priority measures. The final public transport solution must be attractive to all future residents and provide a viable and efficient alternative to car travel.

Development Requirement 6(d) –Public transport

The location of the internal bus stops should be within 400 metres (walking distance) of homes and located in the site’s local centres where possible. Bus stops should be designed to provide Real Time Information infrastructure, shelters and cycle parking.

Healthy Lifestyles

The built and natural environments are an important component in improving the health and well-being of people. Well designed development and good urban planning can also contribute to promoting healthier and more active living and reduce health inequalities. It is vital that the eco-towns work well as places. This means in social and economic terms as well as environmental. Healthy lifestyles are a key component of the development principles and proposals will need to address this issue.

Development Principle 7 - Healthy lifestyles

Development proposals should be designed and planned to support healthy and sustainable environments and enable residents to make healthy choices easily.

Development proposals should focus on social factors such as benefits of personal health and well-being as part of environmental and economic sustainability. Healthy lifestyles are a key component of the development principles and proposals will need to address this issue. Often these factors are interwoven.

For example, sustainable transport options such as cycling and walking reduce environmental impact but also bring benefits for personal health and well-being; walkable communities encourage social connection; car clubs are a new service industry that create sustainable jobs and reduce transport impacts.

Healthy lifestyles will also have the benefit of reducing demand on local health facilities and increased economic productivity with less absence from work due to health issues. Locally grown food can reduce carbon emissions from transport and storage and involves some physical activity in its production.

Residents should be encouraged and supported in growing their own fruit and vegetables and the green spaces used to provide sources of food including fruit trees. Replacing car journeys with walking and cycling trips can have many benefits in terms of health from reducing air pollution, encouraging exercise through active travel and increased interaction with friends and neighbours.

Development Requirements 7 - Healthy lifestyles

The health and well-being benefits from the development principles set out in this SPD should be considered in the design of proposals.

Proposals should provide facilities which contribute to the well-being, enjoyment and health of people.

Planning applications should set out how the design of development will deliver healthy neighbourhoods and promote healthy lifestyles through active travel (walking and cycling) and sustainability.

The green spaces within the development should also provide the opportunity for healthy lifestyles including attractive areas for sport and recreation as well as local food production.

Allotments

Allotments and play areas have similar functions for health and community cohesion. Some further benefits of healthy lifestyles are set out below:

- Exercise – just 30 minutes of gardening can burn around 150 calories;
- Home grown produce – If managed properly an allotment can produce enough food to supplement a family's weekly shop, with fresh fruit and vegetables over the year. This could be quite a substantial cost saving;
- Healthy lifestyles – spending as little as 15 minutes a day in the summer sunshine can build up vitamin D levels – this can help the body ward off some illnesses and raise serotonin levels, making plot holders happier and healthier;
- Reducing Obesity levels – reducing cholesterol – through healthier foods, cooking workshops, eating together and discussing food choices;
- Reducing stress levels;
- Access to fresh air;
- Mental illness – promoting interaction with the environment helps to build confidence and skill levels. The integration of allotments with communities means they have a great potential for occupational therapy and as mechanisms of social inclusion;
- Spending time with like-minded people – allotments are places to socialise and for the camaraderie. Allotments are now used by people of all ages, genders and ethnic backgrounds – this aids community cohesion and helps to limit isolation;

The Masterplan and in particular design of the neighbourhoods will be key to the delivery of the healthy lifestyles principle

Allotments are seen as an opportunity to learn from experienced gardeners as well as share knowledge with newcomers. Allotments can be seen as a social leveller – individuals are valued independently of their social –economic status – it is valued upon gardening skills and knowledge.

Being a plot holder provides a sense of being part of a community.

The National Allotment Society provides further information on allotments (<http://www.nsalg.org.uk/allotment-info/benefits-of-allotment-gardening/>)

Local Services

Community facilities and local services are important in providing attractive places where people will want to meet and spend time providing a destination for local residents to visit with a strong community focus. Small scale retail serving the daily needs of local residents will be supported as part of the mix use local centres which should also include employment opportunities and commercial use of first floors. The Council will seek to ensure facilities are provided to meet the needs of local residents.

Development Principle 8 - Local services

Planning applications should include a good level of provision of services within the North West Bicester eco-town site that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture

Local centres are proposed as part of the mixed use development including small retail units, offices, community facilities including a nursery, primary school, and public house. The energy centres and other infrastructure and facilities on the site will generate and support jobs within the site. It is important employment areas are easily accessible and well connected to other uses. The location of complementary uses such as cafes, bars and hotels should be convenient to employment facilities on the site to create a vibrant local economy as set out in the economic strategies.

The success of the commercial uses will be influenced by the mix of uses and quality of the built and natural environment in the masterplan and spatial framework plan. By locating commercial uses in close proximity to community and educational facilities it is envisaged the masterplan will promote viability and support local services. Community facilities and social infrastructure including schools will be provided in locations accessible to the new communities and sports and recreational facilities located in close proximity.

The distribution of community halls will be spread across the site and perform a different function to help build the new community.

Schools shall provide high quality educational facilities with a strong community and sustainability emphasis to embrace the whole community, with facilities for the benefit of whole community. It is important that the mix of uses does not undermine the role of the town centre.

Development Requirement 8 - Local services

Planning applications should include a good level of provision of services within the North West Bicester eco-town site that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture while recognising that the existing town centre will continue to perform an important role as the service centre for the town and surrounding area including major large scale retail and community services such as the new library.

Local services should be located in accessible locations within walking distances (defined in this SPD) to homes and employment.

Following on from the “walkable neighbourhoods” principle the schools should be easily accessible on foot and other non-car sustainable modes. They should be set in an attractive landscape and where parents need to access the school by car should be carefully considered in order to avoid congestion and conflict with pedestrians and cyclists.

To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the site see “typical example” from the educational requirement document. The local education authority’s preference is for three vehicular entrances located strategically around the perimeter. Noise generation around schools should be minimal. School dropping off/picking up points should be agreed with OCC and CDC. Oxfordshire County Council’s detailed design principles for primary and secondary school sites are contained in Appendix III.

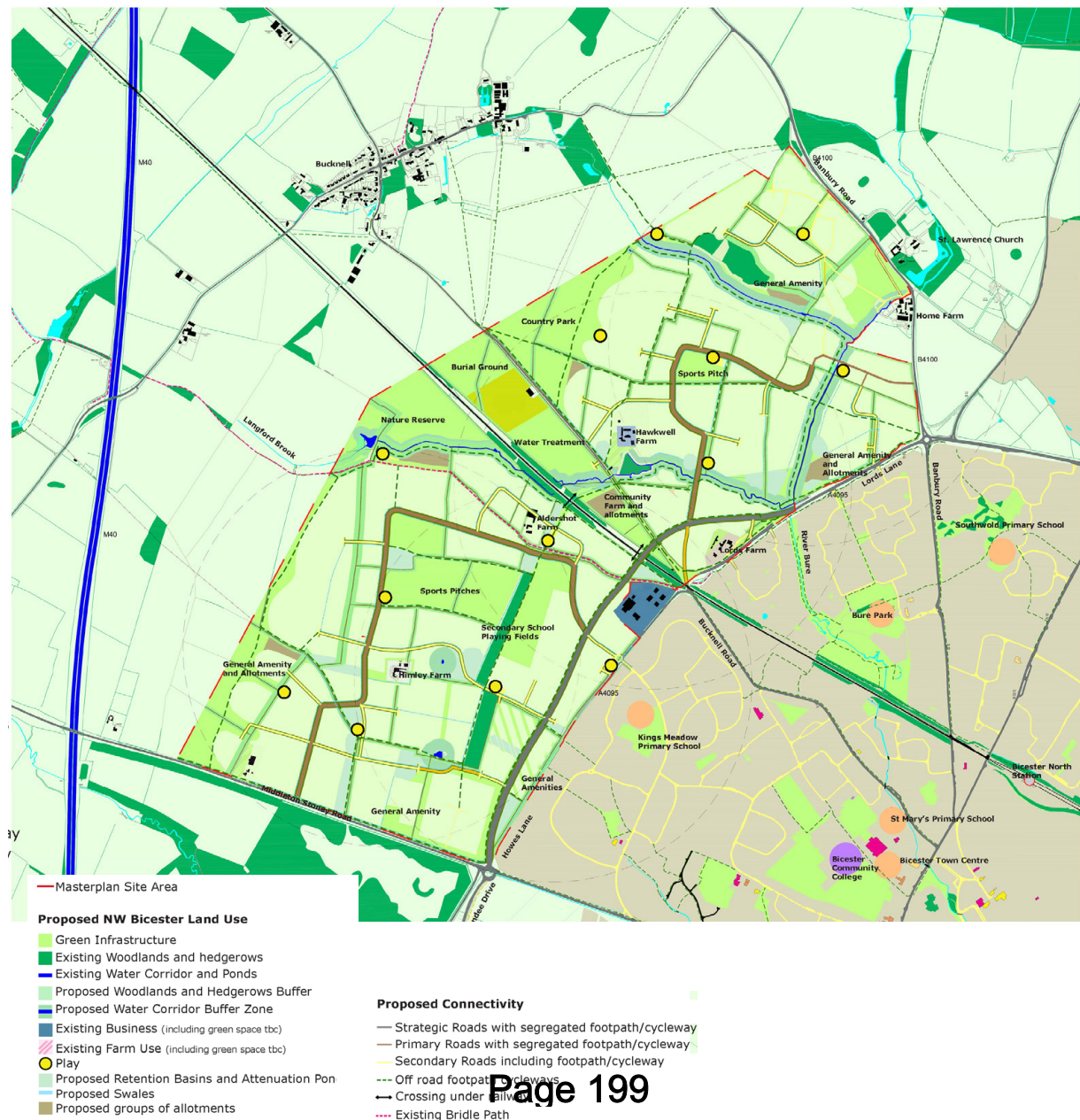
Green Infrastructure

Green space and green infrastructure will be a distinguishing feature of the site making it an attractive place to live. It provides the landscape setting to the development and a range of opportunities for formal sports, play and informal recreation and the creation of a distinctive development. The eco-town presents an opportunity to create a distinctive and imaginative landscape and green infrastructure (SUDS, pedestrian routes, recreation space, habitat and bio fuel) focussed around existing watercourses and the stream corridors. These features are important and will influence the design of the development.

The majority of green space in the Masterplan is focussed on natural corridors and integrated with the existing hedgerows. The green space to the south of the railway line provides general amenity, sports and a nature reserve. To the north of the railway line the green space provides general amenity, a country park, water treatment facility, burial ground and community farm.

Other areas of green space provide the landscape framework for the master plan and opportunities to deliver green infrastructure. The Masterplan proposes a green infrastructure framework retaining existing landscape features such as trees, hedgerows and woodland as shown below in Figure 12.

Figure 12: North West Bicester – Green Infrastructure Framework



Development Principle 9 - Green infrastructure and landscape

Proposals at North West Bicester should create new urban places connected by green space and green corridors utilising the existing landscape framework. A network of interconnected green cycle and walking routes should be created with a combination of direct links between green areas and key destinations allowing residents and local people to explore the wider landscape. The design and layout should provide short direct sustainable connections to the town centre, countryside and key destinations. The proposed developments should support cultural activity through the provision of high quality public open space.

The impact of development on the site should be minimised to avoid disturbance of existing natural features such as trees and hedges and retaining the links to the landscape and countryside beyond the masterplanning boundaries. Planting of trees should be used to reinforce existing trees and hedges and integrate development with the landscape. The interface with Bignell Park for example needs to be handled with sensitivity as does the relationship to the settlements of Bucknell and Caversfield including important views of buildings such as St Lawrence's church in Caversfield. The setting of listed buildings within the site should be considered carefully when preparing planning applications. Landscape proposals including open spaces should be used to retain the setting of listed buildings on the site.

Open space should be fronted to secure attractiveness. Green infrastructure should enhance and complement the structure of the urban form and the hierarchy between the two elements needs to be understood in order to understand how these areas might be developed in subsequent applications.

The space should be multi-functional, for example, accessible for play and recreation, walking or cycling safely, and support wildlife, urban cooling and flood management. Particular attention should be given to land to allow the production of food from community, allotment and/or commercial gardens.

Proposed landscape schemes and Green Infrastructure design should be used to provide external cooling and reduce heat islands.

The bridleway leading from the eastern end of Howes Lane past Aldershot Farm is an important link between the town and countryside and is identified as a green corridor in the masterplan.

Development requirement 9 - Green infrastructure and landscape

Planning applications should demonstrate a range of types of green space, for example wetland areas and public space.

Development must meet the requirements of BSC11.

Green spaces should be multi-functional, for example accessible for play and recreation, local food production (important due to the high carbon footprint of food), walking or cycling safely and support wildlife, urban cooling and flood management, providing the policy principle is not compromised.

The expectation is for frontages to be designed onto the green spaces with design consideration towards natural surveillance and ensuring landscaping schemes are not compromised. The existing Howes Lane has the potential to be integrated into the green infrastructure and landscape setting of the masterplan.

All planning applications should demonstrate the provision of forty per cent green space and a range of types of green space. Particular attention should be given to land to allow the production of food from community, allotment and/or commercial gardens.

Proposed landscape schemes and Green Infrastructure design should be used to provide external cooling and reduce heat islands.

Green roofs should be used to assist with neighbourhood cooling but will not be included in the requirement for 40% green space.

Development should have a clear system of safe, accessible and attractive open and green spaces that respond to and enhance natural features across the site, and integrate with the existing settlement.

Play areas should be located where they are

accessible to children and overlooked.

There should be areas where biodiversity is the principal outcome, such as the nature reserve, parts of the country park, and wildlife corridors and buffers. In addition, opportunities to maximise biodiversity in other green spaces should be taken.

All development should be consistent with the Green Infrastructure and Landscape Strategy May 2014.

Development Principle 9 (a) - Tree planting

To reflect the Biodiversity Strategy, native trees and shrubs should be planted on the site particularly within woodland, the country park, the nature reserve, and ecological buffers and corridors but also as a proportion of other plantings

Sufficient space should be allocated for tree planting in the planning applications to integrate with the streetscene and adjacent street furniture/ highways infrastructure/ buildings. Emphasis should be placed upon the planting of larger tree species (oak, plane, lime, hornbeam etc.) within the streetscene to ensure greater benefits are returned to the environment and community. Big trees provide big benefits, small trees provide small benefits.

Good communications and better understanding of all above/below ground requirements within the street scene at the earliest stage by the design team should ensure the appropriate integration of all street scene features including trees, SUD's, swales, rainwater harvesting, service routes (above & below) and CCTV.

Ensuring planting is in the correct locations and allows for the integration of the trees into water sensitive urban design avoids conflicts with adjacent features and services as the trees mature. It also allows for the trees to function efficiently and to their maximum capability within the street scene whilst contributing to installed environmental, ecological and engineered features.

Development Requirements 9 (a) - Tree planting

Planning applications should allocate appropriate space for the root and crown development of trees.

Where planning applications include proposals for tree planting in or adjacent to hard surface areas the provision of engineered planting pits should be installed with either structured cells, raft system or structured soil. Engineered planting pits in hard surface areas are to be integrated within rainwater harvesting systems in order to assist with stormwater management, reduce maintenance costs and improve water efficiency.

Tree pits must be of the size and specification to support and allow for the individual tree to reach and maintain its mature, natural form and characteristics without the associated and predictable conflicts with urban features and residents.

The design and installation of all hard surface tree pits should be in accordance with BS8545:2014 'Trees from nursery to independence in the Landscape', 'Trees in Hard Landscapes - A guide for Delivery' - Tree Design & Action Group.

Planting pits within hard surface areas must be fit for purpose and capable of providing an aerated, uncompacted medium capable of containing an appropriate volume of soil which can support the tree through maturity. The planting pits must have appropriate engineering solutions installed to ensure that the maturing roots do not present any foreseeable level of risk to property and adjacent hard surfaces. Each hard-surface planting pit specification to be designed to suit the individual tree and its situation.

Tree planting should be considered in masterplanning the site with discussions with the relevant officers from the earliest stage in the design phase.

To improve the integration and practical installation of trees within hard surface areas, developers should adopt a standard practice whereby all engineering drawings include and identify the location and dimensions of all planting pits within the street scene.

Development Principle 9 (b) – Development edges

Development edges made up of soft landscape proposals and sensitively designed built form have the potential to conserve and enhance the current setting of historic features.

Development edges should respond well to the existing tree and woodland cover. Development should be accommodated without resulting in disruption to the local landscape pattern.

The strong landscape structure and general sense of enclosure across the landscape are such that with careful consideration for retention and enhancement of local features they could provide the framework for green infrastructure.

Development Requirement 9 (b) – Development edges

Development on the edge of the site is likely to be more informal and rural in character and this will be reflected in the nature of the green spaces to be provided whereas the formal open space and sports pitches will have a different character. The western edge should be defined by woodland areas and support the existing landscape character of the area.

Hedgerows and Stream corridors

The alignment of some hedgerows also provides linkages / connections within the site and between the existing town and surrounding countryside for people and wildlife. A block of broadleaved semi-natural woodland west of Home Farm will be retained within a buffer zone of semi-natural habitat linked to the green space along the water courses. Key strategic hedges are identified on the North West Bicester Masterplan Green Infrastructure and Landscape framework plan in Figure 12.

The Bure and its tributaries are important local watercourses. The stream corridors and field boundaries provide further structure and detail to the masterplan having multi-functional roles in the provision of green space, habitat, biodiversity gain, sustainable drainage, recreation and health, movement and access. They are intrinsic to the site as a whole.

The Masterplan uses the existing field boundaries and hedgerows to give the layout of the proposed development structure. Hedgerows define the site layout recognising their landscape importance and contribution to biodiversity and habitat. They provide natural corridors throughout the site for wildlife but also for residents as part of the comprehensive cycling and walking network. The Landscape Strategy that supports the Masterplan includes the following key landscape elements:

- Green loops as part of a linear park
- Retained and reinforced hedgerows with a 20 metre buffer
- Riparian zones along the stream corridors
- Woodland copses
- Green “fingers” integrating green infrastructure into the development

The hedgerows would be managed in accordance with a LMHP to ensure that they provide habitat suitable for the fauna that were recorded on the site prior to development, in particular, nesting birds (non-farmland specialists), mammals and invertebrates, including the hair streak butterfly and other notable invertebrates. They would also provide wildlife corridors. The resilience of the ecosystems in and around North West Bicester depends on maintaining connectivity for the full range of wildlife and plants.

Development Principle 9 (c) – Hedgerows and Stream corridors

Retaining and reinforcing the existing hedgerows, trees and woodland on the site is a key development principle. The field boundaries and hedgerows divide the site into parcels. The hedges are to be largely retained in the masterplan proposals and provide both a constraint and opportunity for development proposals. They are an important feature in the local landscape and form the basis of the site's green infrastructure.

In order to strengthen and enhance the value of the landscape, natural buffer zones will be created. Within these buffers a network of paths and cycleways will provide links between the various areas of the site providing safe and attractive routes to schools, shops and places of work as well as a link to the town and country beyond the natural site boundaries.

Development Requirement 9 (c) – Hedgerows, dark buffers and stream corridors

Planning applications need to explain green infrastructure in relation to the way that it fits with the housing and commercial developments as these are critical to the success of the scheme. For instance, simple considerations such as whether development fronts onto landscape will make a huge difference in the way the area is perceived and functions.

Hedgerow loss should be minimised and mitigated for and existing hedges retained as part of the landscape framework and breaches of the hedges minimised in designing the layout of development- Retained hedgerows identified on the Draft masterplan and spatial framework will be enriched by semi-natural vegetation in buffer zones, a minimum of 10 metres either side of the hedgerow in accordance with the Green Infrastructure and Landscape Strategy.

The establishment of a minimum 60 metre corridor to the watercourses (30 metres each side of the centre line) shall be provided to create a strong landscape feature in the scheme and secure the opportunity for biodiversity gain from the development. The corridors will also have other purposes and capacity for

other functions. For example, they will provide the interface with development and may, recreational routes and play and as such long term management proposals will be required as part of any planning application.

Connectivity between habitats and ecosystems must be planned and protected. All planning applications should provide plans showing how wildlife corridors of all sorts will be maintained within the site and also connect with neighbouring sites in accordance with the North West Bicester masterplan and biodiversity strategy. A plan showing protected dark corridors across the site must be included.

A 20 metre buffer along either side of designated hedgerows recognised for their ecological value will be provided to create a "dark corridor" for nocturnal species such as bats. The hedgerow buffers should be provided in accordance with the Green Infrastructure and Landscape Strategy. The lighting scheme for the development will avoid disturbance to these dark areas.

Sports Pitches

The SPD masterplan includes sports pitches and secondary school playing fields in a central position on the land to the south of the railway, and in proximity of each other where it may be possible to create a sports hub. Also a site for outdoor sport has been identified in a central position on the land to the north of the railway shown on the masterplan as a “Sports Pitch”.

Development Principle 9 (d) - Sports pitches

40% of the total gross site area will comprise green space and this should include sports pitches.

The Council will encourage partnership working to ensure that sufficient quantity and quality of, and convenient access to open space, sport and recreation provision is secured through ensuring that proposals for new development contribute to open space, outdoor sport and recreation provision commensurate to the need generated by the proposals.

Development Requirement 9(d) - Sports pitches

The layout, design and type of provision requires further consideration to ensure that it provides a sustainable solution in the longer term. The suitable phasing of sports pitches will be secured through Section 106 Agreements and/or conditions as appropriate.

Any new facilities should be built in accordance with Sport England’s design guidance notes, copies of which can be found at: <http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/>

Biodiversity

Green space is critical to ensuring a net gain in biodiversity. The aim is to ensure greater Biodiversity across the site once the development is complete. Bat activity and badger corridors have also been incorporated into the masterplan landscape framework.

The Draft Masterplan proposals shall retain the most valuable habitats and ecological features on the site including protecting the majority of hedgerows and watercourses.

Policy ESD10 of the Local Plan requires preservation and enhancement of habitats and species

on site. The Council requires proposals to demonstrate a net gain in local biodiversity and a strategy for conserving and enhancing local biodiversity for planning applications.

Development Principle 9 (e) – Biodiversity

This development principle refers to the preservation and enhancement of habitats and species on site, particularly protected species and habitats. It also includes the creation and management of new habitats to achieve an overall net gain in biodiversity. The creation of a local nature reserve and linkages with existing BAP habitats is fundamental to this principle. Other elements of this development principle include:

Sensitive management of open space provision to secure recreation and health benefits alongside biodiversity gains

A landscape and Habitats Management Plan to be provided to manage habitats on site and to ensure this is integral to wider landscape management

Development Requirement 9 (e) – Biodiversity

Biodiversity mitigation and enhancement shall be incorporated into development proposals to provide a net biodiversity gain. As such it is not possible to mitigate for the Impact of farmland birds on the site, off site mitigation measures should be provided and all applications within the masterplan area should contribute to the provision of off site mitigation.

Proposals must demonstrate inclusion of biodiversity gains within the built environment for example through planting, bird, bat and insect boxes and the inclusion of green roofs

A biodiversity strategy which is part of an approved biodiversity strategy for the whole masterplan area, shall accompany all planning applications. It should include an accepted numerical metric to show that a net gain in biodiversity will be achieved.

All new development within the North West Bicester site must be in line with the North West Bicester masterplan green infrastructure and landscape strategy, May 2014 which forms part of the masterplan SPD.

A Biodiversity Strategy which builds on a biodiversity strategy for the masterplan shall accompany all planning applications.

A detailed Landscape and Habitats Management Plan including a comprehensive ecological monitoring programme will be required for all reserved matters and full planning applications.

Water

Water neutrality is the concept where the total water used after a new development is no more than the total water used before the new development. This requires meeting the new demand through improving the efficiency of uses of the existing water resources. Water neutrality needs to be assessed within a defined area, normally the water company's water resource zone. Water neutrality is a demanding level of ambition which is only likely to be achieved through a combination of measures. A key component is to make the new development water efficient, through using the most efficient water products and where appropriate looking at water use options.

As Bicester is in an area of serious water stress, with Thames Water (the statutory water undertaker for the area) predicting supply demand deficits, proposals should aspire to water neutrality as achieving development without increasing overall water use across a wider area. Policy Bicester 1 sets out the infrastructure needs for North West Bicester and requires utilities and infrastructure which allow for zero carbon (see Development Principle 2) and water neutrality on the site.

The Masterplan is supported by a WCS confirming the proposed development shall incorporate a water efficiency design standard to limit average per capita consumption (PCC) to 105 litres per person per day (l/p/d) in all new homes. For residential properties, at least 25 l/p/d of potable water demand must be replaced with non-potable water to allow the target of 80 l/p/d to be achieved. Options for providing a non-potable supply to the dwellings on the North West Bicester development include:

- Rainwater harvesting at a property level;
- Rainwater harvesting at a wider neighbourhood level;
- Greywater recycling (GWR) at a property/ neighbourhood level and
- Local reclamation of treated wastewater.

In terms of on-site sewerage network capacity it is suggested in the WCS that gravity sewers are employed to collect the majority of the waste water to avoid the need for a multitude

of on-site sewage pumping stations. The design standard shall also require that water recycling technologies are used locally to supplement domestic supplies. It sets out options for the proposed development. It explores the proposed new potable demand from the development and the alternative methods to reduce the demand on the existing Thames Water Utilities network. In this way it seeks to move the development towards water neutrality to avoid the above mentioned supply demand deficits.

Reducing potable water demand also allows more water to be retained in the environment, which can have benefits for biodiversity, amenity and both the flow (additional dilution) and physiochemical elements of the Water Framework Directive (WFD). Water efficiency measures in residential and non-residential buildings are explored in the WCS and will need to be developed further in the implementation of the masterplan. They include variable flush toilet devices, reduced flow showers and taps and metering retrofits. Local reclamation of surface water will be required to increase water neutrality further. It is unlikely that local groundwater or surface water abstractions would be suitable substitutes to the utility company network.

Development Principle 10 – Water

The Council requires development proposals to be ambitious in terms of water efficiency across the whole development and demonstrate efficient use and recycling of water to minimise additional water demand from new housing and new non-domestic buildings. In order to meet zero carbon targets for the development proposals will be required to meet the water efficiency target. The Water Cycle Strategy (WCS) sets out details of how this may be achieved as the design standard for all new development. The development should not make it more difficult for the water company to achieve its demand management strategy and ensure a supply demand surplus is maintained.

Development Requirement 10 – Water

Planning applications should be accompanied by a water cycle strategy (WCS) that provides a plan for the necessary water services infrastructure improvements. The WCS should be prepared and developed in partnership with interested parties, including the local planning authority, the Environmental Agency (EA) and the relevant water and sewerage companies through a water cycle study. The strategy should:

- (a) Assess the impact the proposed development will have on the water demand within the framework of the water company’s water resource management plans and set out the proposed measures which will limit additional water demand from both new housing and new non-domestic buildings and show how the scheme can address the aim of water neutrality
- (b) Demonstrate that the development will not result in any deterioration in the status of any surface waters or ground-waters affected by it
- (c) Set out proposed measures for improving water quality and avoiding surface water flooding from surface water, groundwater or local water courses.
- (d) Demonstrate that adequate sewerage Infrastructure capacity exists on and/or off the site to serve the development that would not lead to problems for existing users

Development proposals shall incorporate:

- Measures in the water cycle strategy for improving water quality and managing surface water, ground water and local watercourses to prevent surface water flooding from those sources and
- SUDS designed to maximise the opportunities for biodiversity.

Flood Risk Management

To minimise the impact of new development on flood risk the NPPF requires that the surface water drainage arrangements for any development site are such that volumes and peak flow rates leaving the site post-development are no greater than those under existing conditions. As the North West Bicester site is predominantly greenfield in its predevelopment state, the drainage strategy should be based on the principle of attenuating any additional post development runoff to equivalent greenfield rates.

The aim is to provide a site-wide sustainable urban drainage system (SUDS) as part of the approach to flood risk management and climate change adaptation. In terms of design, the SUDS should not be treated simply as a drainage feature, but integrated into the wider landscape and ecology strategy. SUDS are a fundamental component of the proposed green infrastructure.

Development Principle 11 - Flood risk management

Development proposals should demonstrate how sustainable urban drainage systems (SUDS) and other appropriate measures will be used to manage surface water, groundwater and local watercourses to prevent surface water flooding.

Natural drainage systems and runoff rates no higher than greenfield rates will be required to reduce the risk of flooding and maintain groundwater levels.

Maintenance of the surface water features on the site is critically important to maintain their long term functionality. Without maintenance in perpetuity, drainage features will not be able to provide the required surface water attenuation and restrict surface water runoff to the Greenfield runoff rate. This will increase the risk of flooding on and offsite.

Development Requirement 11 - Flood risk management

Planning applications should demonstrate that the proposed development will not increase flood risk on and off the site.

They should demonstrate that the peak discharge rate for all events up to and including the 1 in 100 chance in any year critical storm event, including an appropriate allowance for climate change will not exceed that of existing site.

As the development includes proposed residential development with an assumed lifetime of 100 years, the surface water drainage strategy should include a 30 per cent allowance for climate change in accordance with guidance in the NPPF.

Planning applications must demonstrate in a surface water drainage strategy that the proposed development will not increase the risk of flooding from surface water on or off site

In preparing planning applications, the following guidance should be referred to:

“Preliminary rainfall runoff management for developments”, DEFRA, Environment Agency providing guidance on the preparation of surface water strategies;

NPPF National Planning Guidance on Climate Change allowances

“C635 Designing for exceedance in urban drainage – Good Practice”, CIRIA”

“Sustainable Drainage Systems – design manual for England and Wales CIRIA C522

SUDS manual, CIRIA C697

Waste

Waste can cause harm to the environment through its treatment and disposal. The Waste Management Plan for England was published by the Department for Environment, Fisheries and Rural Affairs (DEFRA) in 2013 and sets out the Government's waste policies. The Government's aim is to reduce the amount of waste produced across the economy whilst promoting economic growth and prosperity.

In terms of recycling, the EU target is for 50% of waste to be recycled by 2020. Landfill or incineration without energy recovery should be the last resort. In 2012/13 22.6 million tonnes of household waste was generated in England but has been falling on average by 2% per year since 2007. More recently there has been a growth in waste in Oxfordshire which could be up to 2% in 2015.

Bin Storage in Residential Development

Cherwell District Council has produced guidance on bin storage in residential developments. The Government's review of Housing Standards includes changes to guidance on external waste storage to ensure it is properly considered in new housing development.

Development Principle 12 – Waste

Planning applications should include a sustainable waste and resources plan (SWRP) covering domestic and commercial waste and setting targets for residual waste, recycling and landfill diversion. A site waste management plan (SWMP) for North West Bicester supports the masterplanning of the site. The implementation of such plans remains best practice despite the Site Waste Management Plans Regulations 2008 being repealed in December 2013.

Between 2007 and 2014 the Oxfordshire Waste Partnership's (OWP) increased recycling and composting rates from 33% to 60% in Oxfordshire. In April 2014 OWP was replaced by an informal partnership, "Recycle for Oxfordshire" working to continuously improve waste management services for residents. OWP agreed the Oxfordshire Joint Municipal Waste Management Strategy (OJMWMS) in 2007

which was reviewed and updated in 2013. It sets out plans for dealing with municipal waste up to 2030. The main themes of the strategy are:

Reduce and reuse - provide advice, services and information to help householders, businesses and the community reduce and reuse materials and avoid waste. Also to set a good example by reducing its own waste. Recycling and composting - as a minimum, Oxfordshire will achieve a combined recycling and composting rate for household waste of at least 65% of by 2020 and 70% of household waste by 2025. The OJMWMS Policy 3 aims to help households and individuals reduce and manage their waste in order to ensure zero waste growth or better of municipal waste per person per annum. Applicants should be aware of this is developing their Sustainable Waste and Resources Plans and consider how they could help achieve the waste target reduction. Bicester already has a good basis for this that could be built on in the existing sustainability and reuse centre at Bicester Green. Proposals should achieve at least 70% reuse and recycling.

Development Requirement 12 - Waste

Planning applications should include a sustainable waste and resources plan covering both domestic and non-domestic waste which:

- (a) sets targets for residual waste levels and landfill diversion
- (b) Establishes how all development will be designed so as to facilitate the achievement of the targets
- (c) Provides evidence that consideration has been given to the use of locally generated waste as a fuel source for CHP generation and
- (d) Sets out how developers will ensure that no construction, demolition and excavation waste will be sent to landfill.

The Sustainable Waste and Resources Plan (SWRP) should demonstrate that targets for residual waste levels and landfill diversion can be met

Proposals should incorporate the CDC Design Advice on waste management in establishing

how the development will be designed to facilitate the achievement of the targets set in the SWRP

The SWRP should also achieve zero waste to landfill from construction, demolition and excavation.

Community and Governance

North West Bicester provides an opportunity to consider innovative and new approaches to community governance. The creation of a balanced and mixed community is a fundamental requirement of eco-towns and sustainable development.

Development Principle 13 – Community and governance

A long term approach is necessary to ensure the new development retains its integrity and is able to manage change in a planned way.

Developers should seek to achieve a seamless approach across the site in terms of community led activities and facilities.

To promote integration with the existing community planning applications should include:

- Provision of a range of house types and tenures, potentially linked to incentives to local first time buyers and older households;
- Sensitive allocation and management policies for affordable housing which enable extended families and friendship networks (co-housing) to move together and help create a more diversified tenure mix;
- Provision of a range of community and leisure facilities which cater not just for North West Bicester but also give people from the existing community reasons to go there;
- Revenue support for provision of appropriate staffing and early staffing of community facilities;
- Good public transport links between North West Bicester and the wider town. Delivering a high quality scheme is only part of creating a successful place. Suitable management of

the different elements of the masterplan will be required to ensure facilities are maintained over the long term and to help to build social cohesion.

Development Requirement 13 - Community and governance

Planning applications should be accompanied by long term governance structures for the development to ensure that:

- (a) Appropriate governance structures are in place to ensure that standards are met and maintained;
- (b) There is continued community involvement and engagement to develop social capital;
- (c) Sustainability metrics including those on zero carbon, water, transport and waste are agreed and monitored;
- (d) Future development continues to meet eco-town standards, and
- (e) Community assets are maintained.

Planning applications should show how they support the work to establish a Local Management Organisation (LMO) as the long term governance structure and seek to achieve a seamless approach across the site in terms of community led activities and facilities.

Cultural Wellbeing

The NPPF recognises that cultural wellbeing is part of achieving sustainable development and includes cultural wellbeing within the twelve core planning principles which underpin both plan-making and decision-taking. The NPPF states that the planning system should, ‘take account of and support local strategies to improve...cultural wellbeing for all...’

The Planning Practice Guidance (PPG) complements the NPPF and provides advice on how to deliver its policies. The PPG states that, ‘public art and sculpture can play an important role in making interesting and exciting places that people enjoy using.’

The implementation of community facilities is linked to the policy objective of creating a culturally vibrant place, combining both artworks and appropriate community facilities which may include theatre/cultural uses. These community facilities would fit, harmoniously, with the objectives for mixed use development set out earlier in this document. The link between objectives and implementation is therefore reinforced and serves to further deliver the NPPF Core Principles on cultural wellbeing.

Policy Bicester 1 within the adopted Cherwell Local Plan 2011-2031 Part 1 provides the local planning policy context for the NW Bicester site and sets out key site specific design and place shaping principles. These include the provision of public art to enhance the quality of the place, legibility and identity. In terms of the infrastructure needs of the site, the Policy requires community facilities including those for arts and culture.

Development Principle 14 - cultural wellbeing

A Cultural Wellbeing Strategy has been prepared that focusses on making North West Bicester a culturally vibrant place through a high quality design and community engagement. This includes the provision of public art across the site. Planning applications will be required to demonstrate how proposals to support cultural wellbeing will be incorporated into detailed development plans. A copy of the strategy is included in appendix III.

Development Requirement 14 - cultural wellbeing

Cultural wellbeing projects should complement and support the vision and aims of the North West Bicester Eco Town development by:

- Exploring the use of sustainable materials – using recycled materials or locally sourced materials to reduce the carbon footprint and inventive ways to offset other resources used;
- Celebrating nature and the natural environment, by reflecting on natural and environmental issues;
- Interpreting nature, projects to inform people and raise awareness about nature and its processes, and/or about environmental issues;
- Encouraging environmentally sustainable behaviour – projects to encourage recycling, using sustainable routes through the development – artwork projects to encourage cycle and walking routes – and help with way finding and directing the flow of people through public areas;
- Encouraging local residents and visitors to think about and become environmentally aware in their everyday living;
- Create an identity for the development (as the first Eco Town in the UK), to both the residents and outside world;
- To use projects and provision of community and cultural facilities to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community.

5.0 Design and character areas

This section relates to the specific design and place shaping principles. The Local Plan Policy Bicester 1 includes key site specific design and place shaping principles. The design of streets, green infrastructure, and public realm should follow these principles as the basis of further work in the preparation and submission of planning applications on the site. They are therefore the starting point for planning applications and should be used in developing proposals in accordance with the spatial framework. The masterplan sets out the land uses across the site and demonstrating the design principles to be used in guiding subsequent planning applications.

The following design principles should guide the preparation of proposals on the site:

- Sustainability – a key driver in the design of the eco-town and a fundamental principle in achieving a zero carbon development - the layout of the site and individual buildings should reduce the use of resources and carbon dioxide emissions;
- Character – somewhere with a sense of place and that responds positively to the area as a whole;
- Integration – within the site but also with the surrounding town and countryside;
- Legibility – a place which is easy to understand and navigate;
- Filtered Permeability – achieving a form of layout which makes for efficient movement for pedestrians, cyclists and public transport provision while accommodating vehicles, and ensuring good connections with its surroundings;
- Townscape – utilising building height, scale and massing, and design detail and
- Landscape and green infrastructure including green space – a place which responds to its landscape setting incorporates buildings in a quality landscape setting.

Design principles

The following design principles should be incorporated into proposals submitted as planning applications:

Continuity and enclosure

- Buildings should relate to a common building line that defines the street and public spaces and establishes a clear hierarchy of streets and spaces.
- Development should provide active frontages to all public spaces.
- Private spaces should be clearly defined and enclosed at the rear of buildings.
- Streets and spaces including green infrastructure should be well-designed and demonstrate the use of high quality materials. They should be appropriately detailed with street furniture, lighting, trees and public art. Such details should be comprehensively designed into the public realm to give the proposals an identity and enhance the sense of place.

Legibility

Development form should establish a street and/or space hierarchy that is focussed on important routes, landmarks and landscape features so as to enhance existing views and vistas, and create new ones to help people find their way around.

The design, location and function of buildings, along with the use of materials and landscape treatment, should reinforce the identity and character of routes and spaces they serve.

The gateways to the site and the local centres should be designed to create a sense of arrival within the development and improve legibility.

Adaptability

Development and buildings should:

- Ensure flexibility and adaptability of buildings including provision for homeworking;

- Achieve the principles set out by Lifetime homes and Lifetime neighbourhoods;
- Allow buildings to change use, or serve a different function and
- Be brought forward with a mind to “future proofing” emerging sustainable technologies and infrastructure

All buildings should be fitted with Automatic Water Suppression Systems.

Diversity

Development should:

- Provide a mix of compatible uses;
- Create vibrant local centres and communities;
- Allow people to live work and play in the same area;
- Establish a visual variety through a townscape-led approach
- Respond to the key conditions and character cues across the site.

Climate change adaptation

Development should:

- Be designed in response to the latest predictions of future climate change with reference to UKCIP and the North West Bicester specific climate predictions prepared by Oxford Brookes University; and
- Show consideration of topography, water environment and water use, street layout, landscape, building mass and choice of materials to help avoid heat islands, modify summer peak temperatures and reduce energy load on buildings

Architectural responses across the development should demonstrate consideration of passive solar gain, risks of overheating thermal mass, albedo (materials) etc. whilst still engaging with the street and enhancing the public realm.

Building Heights

Generally the development proposals will be suburban in scale reflecting the location of the site and the Bicester context with two-storey buildings with pitch roofs up to a height of 12 metres. In the local centres and along the strategic route through the site taller buildings

with up to four storeys (heights up to 20 metres) will be considered in the context of the masterplan to increase density and meet the requirements of occupiers in these locations.

The height of the proposed business park in south western part of the site should recognise the prominence of the location on the edge of the site and should relate to the residential neighbourhood to the south of Howes Lane.

Planning applications will need to consider heights and how these vary across different site conditions.

Character and setting

Proposed development should be sensitive to the existing landscape and townscape character whilst creating a unique image for the eco-town. Development proposals should demonstrate a morphology and urban form that responds to the site’s topography, ecology, natural features and landscape character as well as responding to local patterns of development.

Design and layout

Development should be outward facing, with attractive edges and perimeter blocks; and take advantage of passive overlooking

Building design and Street Scene

Buildings should be designed to enliven the street scene through the creation of street frontages and entrances.

Ground floor windows fronting onto the street should be employed to provide activity, at regular intervals.

Development Principle - Commercial development – design

Non-residential buildings should be designed to be BREEAM very good with the capability of meeting BREEAM Excellent on occupation of 50% of development.

Further parameters including scale and massing, building heights and frontages, maximum floorspace areas will be required to define the nature of commercial development and how it is integrated within the masterplan.

The form and nature of commercial development in the proposed business park

should create a gateway with landmark buildings along Howes Lane as a prominent location within the development.

The BREEM Technical Manual SD5073 - 4.0: 2011 for new construction - non-domestic buildings, 2011 sets out Building Design Daylighting parameters for all non-residential buildings to achieve BREEM HEA 1 - Visual Comfort which states:

- All fluorescent and CFL lamps to be fitted with high frequency ballasts
- Relevant building area meets good practice

Character areas

The natural features of the site combined with the proposed pattern and density of development suggest the site can be broken into distinct zones or character areas: proposed neighbourhoods north of the railway line bisected by watercourses; neighbourhoods bisected by the green network; the employment areas; higher density uses and other town-wide facilities such as a hotel or community facilities.

Within these character areas there are a number of more localised character types as follows:

- Strategic road (the Boulevard);
- Strong landscape edge;
- Green space frontage overlooking development set within the green space network;
- Education and employment zone – secondary school, business and general industrial located within strong landscape structure;
- Informal residential layout responding to alignment of watercourse and other landscape elements;
- Semi-formal residential development based on more formal layout of sports pitches/ playing fields, parkland, civic squares and amenity public space.

Character Areas set out in more detail the key components of the neighbourhoods that have been identified and provide an indication of the likely activity that each area will provide. For example, all buildings should be accessed from

the street to maximise on-street activity.

The setting of St Lawrence's Church, Himley Farm Barns and Home Farm are key considerations for any development in this area. This setting is currently defined by underdeveloped agricultural land with associated rural qualities, in turn allowing views from these areas to the Church tower such that built development without adequate buffers would be incongruous.

6.0 Delivery

This section sets out the key requirements relating to the scheme's delivery and the requirements which should be met at the detailed planning application stage and beyond. The aim is to ensure a comprehensive scheme and consistent approaches to quality and delivery.

The masterplan will be delivered through the preparation, submission and implementation of planning applications. The approach to developer contributions, infrastructure requirements, monitoring and review mechanisms and transition should follow the guidance in this section.

The following components should be taken into account in delivering the vision and when preparing proposals to deliver the masterplan through the submission of planning applications:

- Achievement of zero carbon;
- The transport, access and movement framework; infrastructure requirements, provision and delivery including highways, education and community facilities;
- Resource efficiency and low carbon solutions for example energy and water;
- Sustainable and healthy lifestyles – to reduce the carbon footprint of development by ensuring that households and individuals in the eco-town are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living;

Employment opportunities and facilities to support job creation providing a mix of uses and access to job opportunities;

The landscape framework provided by the site's existing natural features to provide and enhance green space including multi-use Green Infrastructure;

A high quality design and layout as part of a comprehensive masterplan setting out the distribution of land uses within an attractive landscape setting and

A long term approach to community and governance through the establishment of a Local Management Organisation.

Infrastructure provision

The Infrastructure Delivery Plan in the Cherwell Local Plan identifies infrastructure required to deliver the eco-town proposals. Infrastructure (transport, energy, water, waste and communications but also community infrastructure in education and health) requirements essential to meet the needs of residents include:

- School provision
- District Energy Network
- Green infrastructure as part of the forty per cent green space
- Local services and facilities
- Community facilities
- Railway crossing(s)
- Strategic highway improvements
- Sustainable transport provision

Outline planning stage

Outline planning applications represent the first stage in the delivery of the masterplan. Outline planning applications can be made with some or all matters reserved for future determination. Guidance on the local requirements for outline planning applications is set out on the Council's website www.cherwell.gov.uk

Outline Planning Applications

Outline planning applications represent the first stage in the delivery of the Masterplan. Outline planning applications should be prepared in accordance with the Principles and Requirements set out in this Supplementary Planning Document (prepared in accordance with the PPS1 Supplement Eco-towns July 2009 and North West Bicester Masterplan documents as set out in Principle / Requirement 1

Outline planning applications can be made

with some or all reserved matters reserved for future determination. Guidance on the local requirements for planning applications is set out on the Council's website www.cherwell.gov.uk

Each outline planning application must include:

Outline Application Forms, landownership certificates and agricultural holding certificate;

Planning application drawings (for approval and in support);

Description of development and parameters document;

Design and Access Statement;

Landscape Strategy;

Environmental Statement or for subsequent applications a statement identifying where impacts have been previously assessed;

Sustainability Framework;

Transport Assessment;

Framework Travel Plan;

Energy Strategy;

Water Cycle Strategy;

Utilities assessment;

Planning statement;

Draft Heads of Terms;

Statement of Community Involvement;

Affordable housing statement;

Economic Strategy;

Arboricultural report

Cultural Strategy;

Monitoring Plan

Indicative masterplan in accordance with the North West Bicester masterplan;

Information to assess site specific matters.

Pre-application Consultation

During the preparation of outline planning applications, applicants should partake in pre-application consultation with statutory consultees, including Cherwell District Council and Oxfordshire County Council. In addition, genuine public consultation should take place. This should include planning for real exercises and best practice from community engagement techniques.

Consultation and engagement

Planning applications should include a Statement of Community Involvement to show the genuine engagement of the public in preparing the proposals. This should include planning for real exercises and best practice from community engagement techniques. Previously stakeholder workshops have taken place and these should be developed as the basis of future consultation exercises.

Planning Performance Agreements

Planning Performance Agreements will be sought. In order to facilitate effective processing of applications the Council will encourage pre-application engagement and the agreement of a Planning Performance Agreement with agreed timescales.

Planning applications will be required to include the following:

- Environmental statement or for subsequent applications a statement identifying where impacts have previously been assessed
- Description of development, parameter plans and environmental statement
- Supporting information including an illustrative masterplan, Design and Access Statement
- A strategy demonstrating how the proposals will meet the requirement for Zero Carbon buildings across the development
- Draft Heads of Terms setting out the developer contributions (See section on infrastructure delivery)
- Economic Strategy
- Transport Assessment
- Design and Access Statement
- Parameter plans for illustrative purposes only
- Cultural Strategy
- Landscape Strategy
- Biodiversity Strategy
- Green Infrastructure framework plan
- An indicative masterplan in accordance with the Draft masterplan and SPD spatial framework
- Information to address site specific requirements

Reserved Matters applications

Reserved Matter applications should set out in detail the proposed development in the context of the wider masterplan in order to ensure a comprehensive development and compatibility with adjacent uses. Reserved matters should include the phasing and sequencing of development as set out in the Draft masterplan. Reserved Matters

Reserved Matters applications should set out in detail the proposed development in the context of the wider masterplan. Reserve matters may include:

1. Layout
2. Scale
3. Appearance
4. Access and
5. Landscaping

Design and Access Statements and Design Codes Should be used to deliver the development principles.

Planning Obligations and Developer Contributions

Cherwell Local Plan Policy INF1 is the basis for providing new infrastructure and facilities through new development. It is intended to reduce the time taken to negotiate individual planning obligations associated with development proposals.

It is anticipated that the developer contributions through legal agreements will include:

- Provision of affordable housing
- Contributions to educational facilities
- Community facilities
- Sports facilities
- Management and maintenance of open space
- A burial ground
- Governance
- Sustainable lifestyles requirements and
- Local employment, training and skills
- Sustainable transport measures including the

provision of bus services, off site highway schemes, pedestrian and cycle routes and

- Provision of SUDs

This list is not exhaustive and early discussion of requirements is encouraged.

Draft Heads of Terms

Cherwell District Council continues to prepare evidence base for developer contributions. Applicants should agree the requirements of any section 106 and conditions with the local planning authority and County Council. The requirements of the planning obligations include the provision and/or contributions for the following:

- Community facilities (Libraries - Bicester Library and Library Link in the proposed large community Hall,
- Changing places toilet; Education - adult learning; social care - day care/resource centre for older persons;
- Health facilities - GPs surgery, neighbourhood police
- Fire station
- Early intervention centres
- Community Halls – including management and maintenance
- Community Development workers and fund
- Thames Valley Police - Neighbourhood policing and community safety

Skill and training

- Visitor facilities/ environmental education centre
- Places of worship
- Primary schools, Secondary school, Special Education Needs, Extended school, early years
- Sports Pitches and associated buffers
- Sports centre
- Amenity space (parks, gardens, natural/semi natural green space, allotments, LAPs, LEAPS and NEAPs
- Burial ground
- Biodiversity offset contribution
- Museum Resource Centre contribution

- Public art through cultural enrichment
- Waste collection
- Local Management Organisation
- Affordable Housing

Sustainable transport

Bus service

Monitoring and Review

Planning submissions should set out a strategy and programme for monitoring and reviewing the proposals once implemented. This will ensure that the eco-town principles and standards are measured and the performance of the development can be managed effectively to provide feedback and potential improvements to later phases of the scheme. A monitoring plan should be prepared to support the planning applications.

Delivery – schools

Development proposals will require: School site boundary plans with outline of surrounding roads and housing; topographical surveys across the school site and adjacent development; acoustic survey (existing and anticipated) across the development area should be provided to the local education authority

Developer contributions

Developers will be expected to work collaboratively to deliver the infrastructure. Planning proposals should provide opportunities for the community to engage and participate in their environment, using temporary artist led interventions to assist in achieving high quality design and also as a catalyst for community growth.

Appendix I

Schedule of documents supporting the North West Bicester SPD:

Masterplan Vision and Objectives

Masterplan Framework (Drawing No. BIMP6 01 Rev B)

Green infrastructure and landscape strategy

Economic Strategy and Baseline

Energy Strategy

Water Cycle Study

Flood Risk Assessment

Residential Strategy

Surface Water Drainage Strategy

Statement of community involvement

Strategic Environmental Report

Social and Community Infrastructure Strategy

Community involvement and governance

Appendix II: Cherwell Local Plan Policy Bicester 1

Policy Bicester 1: North West Bicester Eco-Town
Development Area: 390 hectares

Development Description: A new zero carbon (i) mixed use development including 6,000 homes will be developed on land identified at North West Bicester.

Planning permission will only be granted for development at North West Bicester in accordance with a comprehensive masterplan for the whole area to be approved by the Council as part of a North West Bicester Supplementary Planning Document. The Council will expect the Masterplan and applications for planning permission to meet the following requirements:

Employment

- Land Area – a minimum of 10 ha, comprising business premises focused at Howes Lane and Middleton Stoney Road, employment space in the local centre hubs and as part of mixed used development
- Jobs created – At least 3,000 jobs (approximately 1,000 jobs on B use class land on the site) within the plan period
- Use classes – B1, with limited B2 and B8 uses
- It is anticipated that the business park at the South East corner of the allocation will generate between 700 and 1,000 jobs in use classes B1, B2 and B8 early in the Plan period
- A Carbon Management Plan shall be produced to support all applications for employment developments
- An economic strategy to be produced to support the planning applications for eco-town proposals demonstrating how access to work will be achieved and to deliver a minimum of one employment opportunity per new dwelling that is easily reached by walking, cycling and/or public transport
- Mixed use local centre hubs to include employment (B1(a), A1, A2, A3, A4, A5, C1, D1 and D2)
- New non-residential buildings will be BREEAM Very Good with the capability of achieving BREEAM Excellent.

Housing

- Number of homes – Up to 6,000 (3,293 to be delivered within the plan period)
- Affordable Housing – 30%
- Layout to achieve Building for Life 12 and Lifetime Homes standards
- Homes to be constructed to be capable of achieving a minimum of Level 5 of the Code for Sustainable Homes on completion of each phase of development, including being equipped to meet the water consumption requirement of Code Level 5
- The provision of extra care housing
- Have real time energy monitoring systems, real time public transport information and Superfast Broadband access, including next generation broadband where possible. Consideration should also be given to digital access to support assisted living and smart energy management systems.

Infrastructure Needs

- Education – Sufficient secondary, primary and nursery school provision on site to meet projected needs. It is expected that four 2 Forms of Entry primary schools and one secondary school will be required. There should be a maximum walking distance of 800 metres from homes to the nearest primary school.
- Health – to provide for a 7 GP surgery to the south of the site and a dental surgery
- Burial Ground – to provide a site of a minimum of 4 ha for a burial ground which does not pose risks to water quality (this may contribute to the Green Infrastructure requirements)
- Green infrastructure – 40% of the total gross site area will comprise green space of which

at least half will be publicly accessible and consist of a network of well managed, high quality green/open spaces which are linked to the open countryside. This should include sports pitches, parks and recreation areas, play spaces, allotments, the required burial ground (possibly a woodland cemetery) and SUDS.

- Planning applications shall include a range of types of green space and meet the requirements of Policy BSC11
- Access and Movement – proposals to include appropriate crossings of the railway line to provide access and integration across the North West Bicester site. Changes and improvements to Howes Lane and Lords Lane to facilitate integration of new development with the town.
- Community facilities – to include facilities for leisure, health, social care, education, retail, arts, culture, library services, indoor and outdoor sport, play and voluntary services. The local centre hubs shall provide for a mix of uses that will include retail, employment, community and residential provision. Education, health care, community and indoor sports facilities will be encouraged to locate in local centres and opportunities for co-location will be welcomed. Provision will be proportionate to the size of the community they serve. Each neighbourhood of approximately 1,000 houses to include provision for community meeting space suitable for a range of community activities including provision for older people and young people. A site of 0.5 ha for a place of worship to be reserved for future use.
- The submission of proposals to support the setting up and operation of a financially viable Local Management Organisation by the new community to allow locally based long term ownership and management of facilities in perpetuity
- Utilities – Utilities and infrastructure which allow for zero carbon and water neutrality on the site and the consideration of sourcing waste heat from the Ardley Energy recovery facility. The approach shall be set out in an Energy Strategy and a Water Cycle Study. The Water Cycle Study shall cover water efficiency

and demand management, water quality and how it will be protected and improved, WFD compliance, surface water management to avoid increasing flood risk and water services infrastructure improvement requirements and their delivery, having regard to the Environment Agency's guidance on Water Cycle Studies. Zero Carbon (see PPS definition) water neutral development is sought. Development proposals will demonstrate how these requirements will be met.

- Waste Infrastructure – The provision of facilities to reduce waste to include at least 1 bring site per 1,000 dwellings positioned in accessible locations. Provision for sustainable management of waste both during construction and in occupation shall be provided. A waste strategy with targets above national standards and which facilitates waste reduction shall accompany planning applications.

Monitoring

- Embodied impacts of construction to be monitored, managed and minimised (ET21)
- Sustainability metrics, including those on zero carbon, transport, water and waste to be agreed and monitored for learning, good governance and dissemination (ET22).

Key site specific design and place shaping principles

- Proposals should comply with Policy ESD15.
- High quality exemplary development and design standards including zero carbon development, Code Level 5 for dwellings at a minimum and the use of low embodied carbon in construction materials, as well as promoting the use of locally sourced materials.
- All new buildings designed to incorporate best practice on tackling overheating, taking account of the latest UKCIP climate predictions.
- Proposals should enable residents to easily reduce their carbon footprint to a low level and live low carbon lifestyles.
- Layout of development that enables a high degree of integration and connectivity between new and existing communities.

- A layout that maximises the potential for walkable neighbourhoods.
- New footpaths and cycleways should be provided that link with existing networks, the wider urban area and community facilities with a legible hierarchy of routes to encourage sustainable modes of travel
- A layout which makes provision for and prioritises non-car modes and encourages a modal shift from car use to other forms of travel.
- Infrastructure to support sustainable modes of transport will be required including enhancement of footpath and cyclepath connectivity with the town centre, employment and rail stations. Measures to ensure the integration of the development with the remainder of the town including measures to address movement across Howes Lane and Lords Lane
- A well designed approach to the urban edge, which relates development at the periphery to its rural setting and affords good access to the countryside, minimising the impact of development when viewed from the surrounding countryside
- Development that respects the landscape setting and that demonstrates enhancement, restoration or creation of wildlife corridors to achieve a net gain in biodiversity
- Consideration should be given to maintaining visual separation with outlying settlements. Connections with the wider landscape should be reinforced and opportunities for recreational use of the open countryside identified. Development proposals to be accompanied and influenced by a landscape / visual and heritage impact assessment
- Careful consideration of open space and structural planting around the site to achieve an overall improvement in the landscape and visual impact of the site
- No development in areas of flood risk and development set back from watercourses which would provide opportunity for green buffers. Proposals should include a Flood Risk Assessment.
- Maximisation of the sustainable transport connectivity in and around the site
- Consideration and mitigation of any noise impacts of the railway line.
- Good accessibility to public transport services should be provided for, including the provision of a bus route through the site with buses stopping at the railway stations and at new bus stops on the site
- Contributions to improvements to the surrounding road networks, including mitigation measures for the local and strategic highway network, consistent with the requirement of the Eco-Towns PPS to reduce reliance on the private car, and to achieve a high level of accessibility to public transport services, improvements to facilities for pedestrians and cyclists and the provision and implementation of a Travel Plan to maximise connectivity with existing development
- Provision of a Transport Assessment
- Measures to prevent vehicular traffic adversely affecting surrounding communities.
- Significant green infrastructure provision, including new footpaths and cycleways, enhancing green modal accessibility beyond the site to the town centre and Bicester Village Railway Station, and adjoining developments. Public open space to form a well connected network of green areas suitable for formal and informal recreation
- Preservation and enhancement of habitats and species on site, particularly protected species and habitats and creation and management of new habitats to achieve an overall net gain in biodiversity including the creation of a local nature reserve and linkages with existing BAP habitats
- Sensitive management of open space provision to secure recreation and health benefits alongside biodiversity gains.
- A Landscape and Habitats Management Plan to be provided to manage habitats on site and to ensure this is integral to wider landscape management.
- Careful design of employment units on site to limit adverse visual impact and ensure compatibility with surrounding development
- The provision of public art to enhance the quality of the place, legibility and identity

- The retention and respect for important existing buildings and heritage assets with a layout to incorporate these and consideration of Grade II listed buildings outside the site
- Take account of the Council's Strategic Flood Risk Assessment for the site
- Provision of sustainable drainage in accordance with Policy ESD 7: Sustainable Drainage Systems (SuDS), taking account of the recommendations of the Council's Strategic Flood Risk Assessment
- Demonstration of climate change mitigation and adaptation measures including exemplary demonstration of compliance with the requirements of policies ESD 1 – 5
- An assessment of whether the site contains best and most versatile agricultural land, including a detailed survey where necessary.
- A soil management plan may be required to be submitted with planning applications.
- Undertake a staged programme of archaeological investigation.

*The definition of zero carbon in eco-towns is that over a year the net carbon dioxide emissions from all energy use within the buildings on the eco-town development as a whole are zero or below.

Appendix III: Eco town standards

The principles below are taken from the Eco towns PPS and are included as they are considered to be relevant to this SPD

ET 6 Monitoring

ET 6.1 Eco-towns will need to be monitored through regional and local monitoring frameworks. Regional Planning Bodies and Local Planning Authorities will be required to monitor the implementation of their spatial policies as set out in the RSS and in development plan documents at the local level. Regional Planning Bodies and Local Planning Authorities should set out in their Annual Monitoring Reports indicators for monitoring the sustainability of eco-towns in their region/district.

Arrangements should be put in place for the long-term monitoring of the standards set out for eco-towns as part of the requirements for community governance.

ET 6.2 Where an eco-town is brought forward through a planning application, the monitoring requirements should be undertaken as if the proposal was brought forward through the plan making system, and subject to the monitoring of sustainability and any necessary mitigation.

ET 7 Zero carbon in eco-towns

ET 7.1 The definition of zero carbon in eco-towns is that over a year the net carbon dioxide emissions from all energy use within the buildings on the eco-town development as a whole are zero or below⁶. The initial planning application and all subsequent planning applications for the development of the eco-town should demonstrate how this will be achieved.

ET 7.2 The health and social care needs of residents, and the resulting energy demand, should be taken into account when demonstrating how this standard will be met.

ET 7.3 This standard will take effect in accordance with a phased programme to be submitted with the planning application. It excludes embodied carbon⁷ and emissions from transport but includes all buildings – not

just houses but also commercial and public sector buildings which are built as part of the eco-town development. The calculation of net emissions will take account of:

- (a) Emissions associated with the use of locally produced energy
- (b) emissions associated with production of energy imported from centralized energy networks, taking account of the carbon intensity of those imports as set out in the Government's Standard Assessment Procedure, and
- (c) Emissions displaced by exports of locally produced energy to centralized energy networks where that energy is produced from a plant (1) whose primary purpose is to support the needs of the eco town and (2) has a production capacity reasonably related to the overall energy requirement of the eco town.

ET 7.4 This standard attempts to ensure that energy emissions related to the built environment in eco-towns are zero or below. Standards applicable to individual homes are set out in policy ET 9.

ET 8 Climate change adaptation

ET 8.1 Eco-towns should be sustainable communities that are resilient to and appropriate for the climate change now accepted as inevitable. They should be planned to minimise future vulnerability in a changing climate, and with both mitigation and adaptation in mind.⁸

Eco-town standards

ET 8.2 Developments should be designed to take account of the climate they are likely to experience, using, for example, the most recent climate change scenarios available from the UK Climate Change Impacts Programme. Eco-towns should deliver a high quality local environment and meet the standards on water, flooding, green infrastructure and biodiversity set out in this PPS, taking into account a changing climate for these, as well

incorporating wider best practice on tackling overheating and impacts of a changing climate for the natural and built environment.

ET 9 Homes

ET 9.2 The intent of the energy efficiency and on-site carbon reduction standards is to ensure that, without being too prescriptive as to the means employed to achieve the overall zero carbon standard, reasonable opportunities for energy efficiency and on-site carbon mitigation (including directly connected heat systems) are utilised.

ET 10 Employment

ET 10.1 It is important to ensure that eco-towns are genuine mixed-use communities and that unsustainable commuter trips are kept to a minimum. An economic strategy should be produced to accompany planning applications for eco-towns that demonstrate how access to work will be achieved. The strategy should also set out facilities to support job creation in the town and as a minimum there should be access to one employment opportunity per new dwelling that is easily reached by walking, cycling and/or public transport.

ET 11 Transport

ET 11.1 Travel in eco-towns should support people's desire for mobility whilst achieving the goal of low carbon living. The town should be designed so that access to it and through it gives priority to options such as walking, cycling, public transport and other sustainable options, thereby reducing residents' reliance on private cars, including techniques such as filtered permeability. To achieve this, homes should be within ten minutes' walk of (a) frequent public transport and (b) neighbourhood services¹³. The provision of services within the eco-town may be co-located to reduce the need for individuals to travel by private car and encourage the efficient use of the sustainable transport options available.

ET 11.2 Planning applications should include travel plans which demonstrate:

(a) How the town's design will enable at least 50 per cent of trips originating in eco-towns to be made by non-car means, with the potential for this to increase over time to at least 60 per cent (b) good design principles, drawing from

Manual for Streets¹⁴, Building for Life¹⁵, and community travel planning principles¹⁶

(c) How transport choice messages, infrastructure and services will be provided from 'day one' of residential occupation, and be made following discussions with the Primary Care Trust.

(d) How the carbon impact of transport in the eco-town will be monitored, as part of embedding a long term low-carbon approach to travel within plans for community governance.

ET 11.4 Where eco-town plans intend to incorporate ultra low carbon vehicle options, including electric car schemes to help achieve a sustainable transport system, planning applications should demonstrate that:

(a) There will be sufficient energy headroom to meet the higher demand for electricity, and
(b) The scheme will not add so many additional private vehicles to the local road network that these will cause congestion.

ET 11.5 Eco-towns should be designed in a way that supports children walking or cycling to school safely and easily. There should be a maximum walking distance of 800m¹⁷ from homes to the nearest school for children aged under 11, except where this is not a viable option due to natural water features or other physical landscape restrictions.

ET 12 Healthy lifestyles

ET 12.1 The built and natural environments are an important component in improving the health and well-being of people. Well designed development and good urban planning can also contribute to promoting and supporting healthier and more active living and reduce health inequalities¹⁸. Eco-towns should be designed and planned to support healthy and sustainable environments and enable residents to make healthy choices easily.

ET 13 Local services

ET 13.1 Building sustainable communities is about providing facilities which contribute to the well-being, enjoyment and health of people. Planning applications should include a good level of provision of services within the eco-town that is proportionate to the size of

the development. This should include leisure, health and social care, education, retail, arts and culture, library services, sport and play facilities and community and voluntary sector facilities.

ET 14 Green infrastructure

ET 14.1 Forty per cent of the eco-town's total area should be allocated to green space, of which at least half should be public and consist of a network of well managed, high quality green/open spaces which are linked to the wider countryside. Planning applications should demonstrate a range of types of green space, for example community forests, wetland areas and public parks. The space should be multifunctional, e.g. accessible for play and recreation, walking or cycling safely, and support wildlife, urban cooling and flood management.

ET 14.2 Particular attention should be given to land to allow the local production of food from community, allotment and/or commercial gardens.

ET 15 Landscape and historic environment

ET 15.1 Planning applications for eco-towns should demonstrate that they have adequately considered the implications for the local landscape and historic environment. This evidence, in particular that gained from landscape character assessments and historic landscape characterisation should be used to ensure that development complements and enhances the existing landscape character. Furthermore, evidence contained in relevant Historic Environment Records, should be used to assess the extent, significance and condition of known heritage assets (and the potential for the discovery of unknown heritage assets) and the contribution that they may make to the eco-town and surrounding area. Eco-town proposals should set out measures to conserve and, where appropriate, enhance heritage both assets and their settings through the proposed development.

ET 16 Biodiversity

ET 16.1 Eco-towns should demonstrate a net gain in local biodiversity and planning permission may not be granted for eco town proposals which have a significant adverse

effect on internationally designated nature conservation sites¹⁹ or Sites of Special Scientific Interest.

ET 16.3 A strategy for conserving and enhancing local biodiversity should be produced to accompany planning applications for eco-towns. This should be based on up-to date information about the biodiversity of the area including proposals for the management of local ecosystems and where appropriate, the restoration of degraded habitats or the creation of replacement habitats. It should set out priority actions in line with the England Biodiversity Strategy and Local Biodiversity Action Plans, including appropriate mitigation and/or compensation measures, required to minimise adverse effects on individual species and habitats of principal importance and to enhance local biodiversity overall. Developers should seek the advice of Natural England and other relevant statutory advisers when developing their strategies and decision making authorities should also consult those bodies as to the adequacy of such strategies. Delivery bodies should be identified in the strategy and its implementation should proceed in parallel with the development.

ET 17 Water

ET 17.1 Eco-towns should be ambitious in terms of water efficiency across the whole development, particularly in areas of serious water stress²⁰, and should contribute, where existing water quality leaves scope for further improvement, towards improving water quality in their localities.

ET 17.2 Planning applications for all eco-towns should be accompanied by a water cycle strategy that provides a plan for the necessary water services infrastructure improvements. The water cycle strategy should have been developed in partnership with interested parties, including the local planning authority, the Environment Agency²¹, and the relevant water and sewerage companies through a water cycle study. The strategy should:

(a) assess the impact that the proposed development will have on water demand within the framework of the water companies' water resource management plans and set out the proposed measures which will limit additional

water demand from both new housing and new non-domestic buildings

(b) demonstrate that the development will not result in a deterioration in the status²² of any surface waters or ground-waters affected by the eco-town; and

(c) set out proposed measures for improving water quality and avoiding surface water flooding from surface water, groundwater and local watercourses.

ET 17.3 Eco-towns should:

(a) incorporate measures in the water cycle strategy for improving water quality and managing surface water, groundwater and local watercourses to prevent surface water flooding from those sources; and

(b) incorporate sustainable drainage systems (SUDS) and, except where this is not feasible, as identified within a relevant Surface Water Management Plan²³, avoid connection of surface water run-off into sewers.

ET 17.4 Planning applications for all eco-towns should include a strategy for the long term maintenance, management and adoption of the SUDS.

ET 17.5 Eco-towns in areas of serious water stress should aspire to water neutrality, i.e. achieving development without increasing overall water use across a wider area²⁴ and this is further explained in Annex B of this PPS. In particular, the water cycle strategy should set out how:

(a) the development would be designed and delivered to limit the impact of the new development on water use, and any plans for additional measures, e.g. within the existing building stock of the wider designated area, that would contribute towards water neutrality

(c) new non-domestic buildings will be equipped to meet similar high standards of water efficiency with respect to their domestic water use.

ET 18 Flood risk management

ET 18.1 The location, layout and construction of eco-towns should reduce and avoid flood risk wherever practicable. Eco-towns should not increase the risk of flooding elsewhere and

should use opportunities to address and reduce existing flooding problems.

ET 18.2 There is a strong expectation that all of the built-up areas of an eco-town (including housing, other public buildings and infrastructure) will be fully within Flood Zone 1 – the lowest risk²⁵. Flood Zone 2 (medium risk) should, as far as possible, be used for open spaces and informal recreational areas that can serve as multi-functional spaces, for example, those used for flood storage. There should be no built-up development in Flood Zone 3, with the exception of water-compatible development and, where absolutely necessary, essential infrastructure as defined in Table D.2 of PPS²⁵: Development and Flood Risk.

ET 19 Waste

ET 19.1 Eco-town planning applications should include a sustainable waste and resources plan, covering both domestic and non-domestic waste²⁶, which:

(a) sets targets for residual waste levels, recycling levels and landfill diversion, all of which should be substantially more ambitious than the 2007 national Waste Strategy targets for 2020²⁷; it should be demonstrated how these targets will be achieved, monitored and maintained

(b) establishes how all development will be designed so as to facilitate the achievement of these targets, including the provision of waste storage arrangements which allow for the separate collection of each of the seven priority waste materials as identified in the Waste Strategy for England 2007

(c) provides evidence that consideration has been given to the use of locally generated waste as a fuel source for combined heat and power (CHP) generation for the eco-town, and

(d) sets out how developers will ensure that no construction, demolition and excavation waste is sent to landfill, except for those types of waste where landfill is the least environmentally damaging option.

ET 20 Master planning

ET 20.1 All eco-town planning applications should include an overall master plan and supporting documentation to demonstrate how

the eco-town standards set out above will be achieved and it is vital to the long-term success of eco-towns that the standards are sustained. Local Authorities should consider the use of design codes²⁸ to facilitate efficient delivery of high quality development. In developing the master plan, there should be a high level of engagement and consultation with prospective and neighbouring communities.

ET 20.2 There should be a presumption in favour of the original; that is the first permitted master-plan. Any subsequent planning applications that would materially alter and negatively impact on the integrity of the original master-plan should be refused consent.

- Residual waste reduction per person (amount left after reuse, recycling and composting) – from 370 kg in 2005 to 225 kg in 2020
- Household re-use, recycling and composting – from 27% in 2005 to 50% in 2020
- Residual waste recovery (recycling, composting and energy recovery) from 38% in 2005 to 75% in 2020.

ET 21 Transition

ET 21.1 To support the transition process, planning applications should set out:

- (a) the detailed timetable of delivery of neighbourhoods, employment and community facilities and services – such as public transport, schools, health and social care services, community centres, public spaces, parks and green spaces including biodiversity etc.
- (b) plans for operational delivery of priority core services to underpin the low level of carbon emissions, such as public transport infrastructure and services, for when the first residents move in
- (c) progress in and plans for working with Primary Care Trusts and Local Authorities to address the provision of health and social care
- (d) how developers will support the initial formation and growth of communities, through investment in community development and third-sector support, which enhance well-being and provide social structures through which issues can be addressed
- (e) how developers will provide information

and resources to encourage environmentally responsible behaviour, especially as new residents move in

(f) the specific metrics which will be collected and summarised annually to monitor, support and evaluate progress in low carbon living, including those on zero carbon, transport and waste

(g) a governance transition plan from developer to community, and

(h) how carbon emissions resulting from the construction of the development will be limited, managed and monitored.

ET 22 Community and governance

ET 22.1 A long term approach is necessary to ensure a new town retains its integrity as an eco-town, and is able to manage change in a planned way. Planning applications should be accompanied by long term governance structures for the development to ensure that:

- (a) appropriate governance structures are in place to ensure that standards are met, maintained and evolved to meet future needs
- (b) there is continued community involvement and engagement, to develop social capital
- (c) sustainability metrics, including those on zero carbon, transport, water and waste are agreed and monitored
- (d) future development continues to meet the eco-town standards, and
- (e) community assets are maintained.

³The development plan includes the Regional Spatial Strategy and Adopted Development Plan Documents (or any saved policies pursuant to section 38 and schedule 8 of the Planning and Compulsory Purchase Act 2004). Where there is a conflict between these documents, the most recent document takes precedence.

⁴An up-to-date plan is one that complies with PPS3 and the relevant RSS. For example, this means that 5 years of deliverable land has been allocated and a further 10 years of broad locations has been identified.

⁵An out-of-date plan is one that does not comply with PPS3 and the relevant RSS. For example it does not allocate enough land to meet RSS housing numbers.

6 This definition of zero carbon applies solely in the context of eco-towns, and applies to the whole development rather than to individual buildings.

7 i.e. carbon emissions resulting from the construction process – see ET19.1.

8 In line with Planning Policy Statement: Planning and Climate Change (supplement to PPS 1) and supporting practice guidance.

9 Building for Life – www.buildingforlife.org/

10 Code Level 4 contains within it standards to be achieved for: household waste recycling, construction waste, composting facilities, water efficiency measures, surface water management, use of materials, energy & CO₂, pollution, health & wellbeing, ecology & ongoing management of the development.

11 Space standards refer to the Space Standards published by English Partnerships which are now encapsulated in the HCA's

Design Quality Standards.

12 See PPS 3 for definition and policy approach.

13 Specific proposals for the location of health and social care services should reflect the particular local circumstances and

14 Manual for Streets – Department of Transport – <http://www.dft.gov.uk/pgr/sustainable/manforstreets/>

15 Building for Life – <http://www.buildingforlife.org/>

16 See Building Sustainable Transport into New Developments (DfT 2008) and Good Practice Guidelines: Delivering Travel Plans through the Planning Process (DfT/CLG 2009)

17 The distance should be measured by the shortest route along which a child may walk in reasonable safety.

18 See also – Promoting and creating built or natural environments that encourage and support physical activity. – National Institute for Health and Clinical Excellence – Nice Public Health Guidance 8

19 These sites, which in Great Britain, are also referred to as European sites consist of Special Areas of Conservation (SACs) and European Offshore Marine Sites (EOMS) designated under

the EC Habitats Directive and Special Protection Areas (SPAs) classified under the Birds Directive. The Government expects public authorities to treat all Ramsar sites as if they are fully designated European Sites, for the purpose of considering development proposals that may affect them.

20 As designated by the Water Industry (Prescribed Conditions) Amendment Regulations 2007 (S.I. 2007/2457) – map to illustrate extent of water stress can be obtained from the Environment Agency.

21 See also Environment Agency guidance (January 09) on water cycle studies <http://publications.environment-agency.gov.uk/pdf/GEHO0109BPFf-e-e.pdf>

22 Information on status can be obtained from the Environment Agency – in the case of water bodies, this information will be reported in the River Basin Management Plan.

23 All eco-towns must be covered by a Strategic Flood Risk Assessment (SFRA), as defined in PPS25, Development and Flood Risk, and the PPS25 Practice Guide. A Surface Water Management Plan for the eco-town should form part of the SFRA.

24 Wider area to be determined by water cycle study normally by reference to the water company water resource zone in

which the development is to be located

25 Flood Zones as described in PPS25, Development and Flood Risk

26 This standard does not apply to health and social care services' medium and high risk waste, such as clinical and hazardous waste; these are covered by national regulations.

27 The Waste strategy 2007 proposes national targets for waste for 2020 as follows:

28 Preparing Design Codes: A Practice Manual; DCLG/CABE (2006).

Appendix IV: Design principles for primary and secondary school sites

Primary School sites.

No dead end roads should be situated adjacent to schools and the road layout should allow for circular routes to prevent the need to reverse in the road.

To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the school site. See the “Typical Example” at the end of the Educational Requirements doc.

Ideally there will be 3 vehicular entrances located strategically around the perimeter

Noise generation around school sites should be minimal. For example, proximity to the railway, major roads, energy centres etc. should be avoided. The noise level on the boundary of the school playing field should not exceed 40 dB LAeq, 30 min

Sites should be generally rectangular with the minimum site frontage being 110m. This may need to be increased, as might the site area, if the site is irregular in shape.

The design of school sites is bespoke such that the location of the buildings or proximity of buildings to the boundary cannot be unreasonably constrained.

Hedgerows/ditches across sites should be avoided as they have the potential to compromise the economical layout of the school site, restrict supervision, restrict long term site flexibility etc. Again, site area may need to be increased.

All existing buildings, foundations and underground obstructions are to be removed

No services are to cross the site and for overhead high voltage power lines [i.e. greater than 1000V they are not to be within 200metres of any school site.

School sites should be as level as possible to limit the need for abnormal cost.

Secondary school sites

No dead end roads should be situated adjacent to schools and the road layout should allow for circular routes to prevent the need to reverse in the road.

To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the school site. See the “Typical Example” at the end of the Educational Requirements doc.

Ideally there will be up to 6 vehicular entrances located strategically around the perimeter.

The road layout and the school site should allow for entrances that can facilitate an on-site coach drop off area. This will need to be strategically situated to enable the areas to double up for other functions once the school day commences. So it cannot be situated at the front of the school. NB this facility will not be used for parent drop off

Noise generation around school sites should be minimal. For example, proximity to the railway, major roads, energy centres etc. should be avoided. The noise level on the boundary of the school playing field should not exceed 40 dB LAeq, 30 min

Sites should be generally rectangular with the minimum site frontage being 110m. This may need to be increased, as might the site area, if the site is irregular in shape.

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No services are to cross the site and for overhead high voltage power lines [i.e. greater than 1000V they are not to be within 200metres of any school site.

School sites should be as level as possible to limit the need for abnormal cost.

Appendix V: The North West Bicester Cultural Wellbeing Strategy

Planning Policy Context:

National Planning Policy

The National Planning Policy Framework (NPPF) recognises that cultural wellbeing is part of achieving sustainable development and includes cultural wellbeing within the twelve core planning principles which underpin both plan-making and decision-taking. The NPPF states that the planning system should:

- ‘take account of and support local strategies to improve...cultural wellbeing for all...’

The Planning Practice Guidance (PPG) complements the NPPF and provides advice on how to deliver its policies. The PPG states that:

- ‘Public art and sculpture can play an important role in making interesting and exciting places that people enjoy using.’

Local Planning Policy

The adopted Cherwell Local Plan 2011-2031 Part 1

Policy Bicester 1 which provides the local planning policy context for the North West Bicester site sets out key site specific design and place shaping principles for the site. These include:

“The provision of public art to enhance the quality of the place, legibility and identity”.

In terms of the infrastructure needs of the site, the Policy requires community facilities including those for arts and culture.

The Approach:

Cherwell District Council (CDC) will require all outline and full applications on the North West Bicester site to demonstrate how proposals to support cultural wellbeing will be incorporated into detailed development plans.

This Strategy sets out what applications should include by way of such proposals and how this will be secured by CDC through the planning process.

This Strategy’s focus is on making North West Bicester a culturally vibrant place through high quality design and community engagement. This includes the provision of public art across the site.

As such cultural wellbeing initiatives should cover 2 main areas of activity and focus:

- 1) Activities where artists positively influence physical form and function to secure high quality design - i.e. projects that have a physical, permanent outcome integrated into form, function, style or content of a place, space or building. These could range from projects where an artist has participated in the design or masterplanning of buildings, townscapes, or landscapes, to the design and making of individual physical elements within them.
- 2) Activities where artists engage with the emerging community - i.e. potentially a programme of projects that could range from creative consultation to festivals, ephemeral structures, film, web, recording the oral history of the emerging new community or other virtual projects that promote a clear sense of identity to those within the settlement and external to it, to regular activities like community choirs etc.

Objectives:

Cultural well-being projects should complement and support the vision and aims of the North West Bicester Eco Town development by:

- Exploring the use of sustainable materials – using recycled materials or locally sourced materials to reduce the carbon footprint and inventive ways to offset other resources used;
- Celebrating nature and the natural environment, by reflecting on natural and environmental issues; interpreting nature, projects to inform people and raise awareness about nature and its processes, and/or about environmental issues;
- Encouraging environmentally friendly

behaviour – artwork as bins to encourage recycling, using sustainable routes through the development – artwork to encourage cycle and walking routes – and help with way finding and directing the flow of people through public areas;

- Encouraging local residents and visitors to think about and become environmentally aware in their everyday living;
- Create an identity for the development (as the first Eco Town in the UK), to both the residents and outside world;
- To use projects to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community.

CDC is seeking developers to provide opportunities for the community to engage and participate in their environment, using temporary artist led interventions to assist in achieving high quality design and also as a catalyst for community growth.

Implementation:

In general terms, CDC will require each outline or full planning application on the site to include a Cultural Wellbeing Statement covering the area coterminous to that of the application. Upon approval by CDC, the development and implementation of the projects described within the Statement will be secured within the application's S106 agreement.

A Cultural Wellbeing Statement should be prepared and implemented by a public art consultant/curator or artist and should contain detailed proposals to support the cultural enrichment of the site. Ideally, a Statement should include a mixture of projects where cultural elements are integrated into the form and function of the site to achieve high quality, distinctive design and projects where the focus is on community engagement - of course some projects will include both elements. A Statement should set out a clear route to how its proposals can be implemented throughout the site, and CDC will expect to see realistic and achievable proposals that can be funded as a necessary part of the site development costs. However in the case of particularly ambitious and / or innovative ideas being

put forward, some funding could come from private sponsorship and some from public arts funding streams. CDC will be happy to support any necessary bids and help seek out funding sources where they consider proposals are particularly innovative.

Further advice:

For further information and advice on the Cultural Wellbeing Strategy and the development and implementation of a Cultural Wellbeing Statement, please contact Nicola Riley (Shared Interim Community Partnerships and Recreation Manager, Cherwell District Council) as follows:

Nicola.Riley@cherwell-dc.gov.uk Direct Line: 01295 221724



Eco Bicester
be part of it

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Cherwell District Council

Executive

1 February 2016

<p>Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule</p>

Report of Head of Strategic Planning and the Economy

This report is public

Purpose of report

To seek Member endorsement to consult the public for six weeks on the Community Infrastructure Levy (CIL): Preliminary Draft Charging Schedule.

This is the first of two consultations on a potential CIL charge for Cherwell to be followed by an examination in public.

1.0 Recommendations

The meeting is recommended:

- 1.1 To endorse the CIL Preliminary Draft Charging Schedule (Appendix 2) for a six week public consultation.
- 1.2 To note the viability and infrastructure evidence (Appendices 3 to 5) supporting the CIL consultation.

2.0 Introduction

- 2.1 On 7 April 2015 the Executive considered a report on Community Infrastructure Levy (CIL) and on the preparation of a new Developer Contributions SPD. The report outlined the process and timetable for the setting of a CIL for Cherwell.
- 2.2 The first stage of preparing a potential CIL has now been completed. This has entailed:
 - i) gaining a understanding of the infrastructure funding 'gap' in Cherwell to evidence a case for potentially introducing a CIL;

- ii) preparing a draft viability report to understand the level of CIL that might be introduced having regard to development costs;
- iii) the preparation of a Preliminary Draft Charging Schedule for consultation (Appendix 1).

2.3 Introduction of CIL is not mandatory and Members are not asked at this stage to make a decision on whether CIL should be introduced in Cherwell. Responses to consultation will help prepare a draft charging schedule and firm up an approach on the potential application of CIL alongside the recently scaled back system of planning obligations. From 6 April 2015, a limit on pooled contributions from planning obligations towards infrastructure was introduced i.e. no more than five planning obligations for an infrastructure project.

2.4 A CIL Charging Schedule is not a policy document but a local charge on development. The preliminary draft charging schedule in Appendix 2 is based on evidence relating to infrastructure needs in Cherwell and the ability of development to support a CIL charge from a viability perspective.

3.0 Report Details

What is CIL?

- 3.1. The Community Infrastructure Levy (CIL) is a planning charge introduced as a mechanism for local authorities to help deliver infrastructure to support the development of their area. It came into force on 6 April 2010 through the Community Infrastructure Levy Regulations 2010 following its introduction in the Planning Act 2008.
- 3.2. It is a pre-set charge that can be applied (if a local authority so chooses) to all development that creates new floorspace over a specified minimum size. CIL is intended to fund a range of infrastructure (eg schools, roads, leisure facilities, etc) that is needed as a result of development. If adopted by the Council, it would be implemented alongside, and partly replace, Section 106 Planning Obligations , as a means of securing funding for new infrastructure.
- 3.3. CIL works by the developer (or landowner) paying a sum of money for new floorspace created by applicable development. Whether CIL applies to development depends on both statutory requirements and what is prescribed by the Charging Schedule set by the local authority.
- 3.4. The money raised through CIL can only be spent by the local authority on infrastructure that supports the delivery of development. The local authority sets out the items of infrastructure on which CIL monies can be spent. This is known as a 'Regulation 123 List'. The local authority is free to vary the Regulation 123 List subsequently, as needs change.
- 3.5. There is no effective restriction on how the authority uses any particular sum it receives provided it is for infrastructure. This is because there is no specific

requirement for a CIL charge collected to be spent on the development from which it arises. CIL is essentially a development tax, used to help pay for infrastructure required to facilitate development. It is for the local authority to establish its own means of prioritising how CIL monies are spent.

- 3.6. Fifteen per cent of CIL receipts are passed directly to Parish or Town Councils from each 'paying' development within their areas. This increases to 25% if a neighbourhood plan has been adopted. This is known as the neighbourhood portion of the levy and its expenditure is not restricted to infrastructure supporting new development.

CIL and S106s Planning Agreements

- 3.7. The CIL Regulations have introduced changes to the way that Section 106 Planning Agreements are used. From April 2015, Local Authorities are no longer able to collect or pool more than five developer contributions (S.106 obligations) towards any specific item of infrastructure. Previously funds could be pooled to help pay towards larger items of infrastructure, such as schools, roads, health facilities, etc. Therefore this restriction on the use of S.106 could significantly impact on the future funding of infrastructure required to support growth.
- 3.8. With the effective scaling-back of S.106 Agreements, CIL is intended to become the primary mechanism through which new development contributes towards the provision of required infrastructure. Site specific infrastructure that is directly related to a development, and affordable housing, are the main items that will continue to be delivered through the Section 106 regime. With the introduction of CIL, a S.106 planning obligation cannot be sought for any item of infrastructure included on the Regulation 123 List (refer to paragraph 3.4).

What would CIL mean for Cherwell?

- 3.9. If CIL is implemented in Cherwell, the Council would operate a system of development contributions which would continue to secure 'on-site' infrastructure provision and affordable housing through S106s agreements (subject to the pooling restriction described at paragraph 3.7 above). CIL would be used to secure funding for more strategic infrastructure. Developers would not be charged twice for the same item of infrastructure.
- 3.10. CIL is intended to help fund infrastructure needs arising from future development and can only be sought at an economically viable level. It will not cover all infrastructure needs in Cherwell and other sources of funding will still need to be sought.
- 3.11. To set a charge in Cherwell, the Council needs to demonstrate 1) there is an infrastructure funding gap which would justify levying a charge and, 2) that development likely to come forward in Cherwell is able to sustain that charge and remain viable.
- 3.12. The process of setting a CIL charge cannot be based on policy aspirations. The Council must reach an appropriate balance between the desirability to fund

infrastructure through CIL and the potential effect on the economic viability of development in Cherwell.

- 3.13. The sections below explain how the infrastructure funding gap has been assessed and the viability work that has been undertaken. The preliminary proposals for potential CIL charges are then explained.

Infrastructure Funding Gap

- 3.14. Government guidance on CIL notes that infrastructure needs should be drawn from the infrastructure assessment that was undertaken as part of preparing the relevant Plan. Cherwell Infrastructure Delivery Plan (IDP) contains infrastructure required to support Local Plan growth and it is therefore the relevant plan infrastructure evidence. Members considered the IDP Update 2015 at the January 2016 Executive meeting.
- 3.15. To set up a CIL charge the Council needs to demonstrate that there is an infrastructure funding gap which considers CIL and other sources of funding. Government recognises that identifying other sources of funding and particularly beyond the short-term is not always possible and advises providing evidence of an aggregate funding gap that demonstrates the need to put in place the levy.
- 3.16. The IDP Update 2015 was undertaken 5 months from the Local Plan adoption (July 2015) and it may take some time for some infrastructure providers with shorter plan/programme periods to consider costs and other information for long terms schemes.
- 3.17. The Council commenced the preparation of Local Plan Part 2 on development management policies and non-strategic sites, and Local Plan Part 1 Review concerning Oxford's growth. More detailed information on infrastructure provision in Kidlington and the rural areas will arise through the progression of these emerging plans and Neighbourhood Plans.
- 3.18. Appendix 3 demonstrates that there is an infrastructure funding gap which will not be met by current sources of funding.

Viability evidence

- 3.19. Officers appointed Montagu Evans to undertake a viability study (Appendix 2) on a range of development sites across the District. The study was informed by the adopted Local Plan viability evidence as well as new market evidence and a stakeholder review of initial viability assumptions. This involved a selection of relevant Council officers and developers and agents involved in development in the District.
- 3.20. The viability study appraised over 70 development schemes tested for viability. They are intended to be representative of the type, scale, location and mix of development envisaged to come forward in the short to medium term in Cherwell and include both residential and commercial schemes.

- 3.21. The viability report shows there is considerable variation between different development uses/types and, specifically for residential, significant geographical differences.
- 3.22. CIL rates should not be set at the maximum limit of the viability to allow for changes on economic circumstances over time. Cherwell's viability report includes such viability buffer within its recommendations.
- 3.23. Financial modelling provides only one aspect of development delivery and thus the summary of viability findings in this report should be taken within the context of viability modelling which would justify requirement development to pay a CIL charge. There are a number of development types and uses such as community facilities, employment uses and residential accommodation for the elderly which will continue to come forward in Cherwell as viable development propositions as noted in the CIL Viability Study and viability evidence supporting the Local Plan Part; they are just not shown to be able to support a CIL charge in the CIL Viability Study.

Viability Conclusions

Residential Development

- 3.24. The study shows how the variance in residential values across the District affects the viable CIL rate that might be applied to new housing development. Three different charging areas are suggested (refer to Map in Appendix 1). The viability study evidence on potential CIL rates for each area is summarised below. The viability study recommended rates allow for a buffer or discount to the maximum possible rates to allow for changes in economic circumstances over time (refer to paragraph 3.22).
- 3.25. Area 1 (Banbury) is characterised by lower residential values. Consequently, applying a CIL would have a greater potential impact on development viability. The main conclusions of the study for this area are:
 - overall, a CIL charge could be applied to residential development. The range of viability is from £113 to £337 per sq m of residential floorspace created.
 - Most of the viable sites are however capable of supporting a CIL charge of around £110 - £150 per sq m. The average CIL would be £124 per sq m of residential floorspace.
 - Applying a discount of 15-20% (to allow for future changes in economic circumstances) to the average CIL chargeable of £124 per sq m, would result in a CIL rate of c. £100 - £105 per sq m.
 - All viable sites can support a £100 per sq m CIL rate.
- 3.26. Area 2 comprises the main urban area of Bicester and most of Cherwell's rural areas (refer to map in Appendix 1). It has higher residential values than Area 1. The viability testing shows:
 - overall, a CIL charge could be applied to residential development.

- The potential CIL calculated for these sites ranges from £90 per sq m to a maximum of £666 per sq m.
- The average potential CIL rate that could be absorbed is £286 per sq m.
- Applying a discount of 15-20% to the average chargeable CIL of £286 per sq m would result in a CIL charge of £228 - 243 per sq m

3.27. Area 3 comprises the southernmost part of the District including Kidlington and surrounding rural areas. Residential values are again higher, largely due to the proximity and influence of Oxford City. The viability testing shows:

- overall, a CIL charge could be applied to residential development. Area 3 exhibits considerably higher viability outcomes than Areas 1 and 2.
- The potential CIL ranges considerably from £42 per sqm to a maximum £1,604 per sq m (the latter being exceptional). Excluding this exceptional outcome, the average CIL for viable schemes would be £388 per sq m of residential floor space.
- Applying a discount of 15-20% to the average CIL chargeable of £388 per sq m, would result in a CIL rate of c. £310 - £330 per sq m.
- Under the various sensitivity scenarios, the majority of the sites tested could support this level of charge.

3.28. Large residential sites (more than 500 residential units) have been analysed separately, given that they commonly have higher infrastructure and site works costs. The viability testing shows:

- There is also a notable difference between the potential CIL for 500+ unit sites compared with other residential schemes. The higher site and infrastructure costs greatly reduce the potential CIL rates.
- That there is considerable difference between viable charging rates for large urban sites in Area 3 (south of District) compared with Area 2 (Bicester and rural areas). In Area 1 (Banbury), development at Southam Road has commenced and South of Saltway East is already in the planning application system pending consideration. This only leaves on large strategic site (500+) within Area 1: Canalside which is likely to be developed in phases due to its complexity as illustrated in Local Part 1 viability evidence.
- The potential CIL calculated for large residential sites in Area 2 ranges from £3 per sq m to a maximum of £210 per sq m. For Area 3, this ranges from £422 per sq m to a maximum of £528 per sq m. This considerable difference suggests a CIL charge for large residential sites could be differentiated in Cherwell, consistent with the conclusion for residential developments of 500 or less homes.
- The average potential CIL charge for large residential sites in Area 2 is £89 per sq m. Applying a 15-20% discount would result in a CIL charge of £70 - £75 per sq m.

- The average potential CIL charge for large residential sites in Area 3 is £493 per sq m.

Retirement homes and extra care/nursing homes

3.29. These do not produce viable outcomes within the context of CIL.

Retail

3.30. Retail uses cover a diverse range of formats and locations. In terms of viability and propensity to absorb a CIL rate the study indicates:

- Out of centre retail development: based on testing of retail parks, warehousing, showrooms and superstores / supermarkets. The viability testing points toward the ability to support a CIL, with the potential for a rate of £190 per sq m of new retail floorspace created.
- In centre retail development: the viability results are much less favourable. A zero rate is proposed.

Employment

3.31. The testing of office related development has not produced a positive financial result for the purpose of setting a CIL charge. A zero CIL rate is proposed.

3.32. For industrial and warehousing uses, the viability tests do not demonstrate that this use is likely to be able to support a CIL rate.

Hotels

3.33. Similarly, hotel uses do not demonstrate a positive financial outcome for the purposes of setting a CIL charge in Cherwell.

3.34. A range of other uses have also been considered and tested. These did not however produce results capable of supporting a CIL rate. The recommendation is therefore that other development uses should not be subject to a levy.

Viability Study – Recommended CIL Charges

3.35. Having regard to the above findings, the viability study recommends the CIL rates set out in Table 1 below:

Table 1: Viability Study, January 2016 recommended CIL charges

USE	AREA / TYPE	CIL RATE £ PER SQ M
Residential	Area 1	<ul style="list-style-type: none"> ▪ Up to 500 units: £100 ▪ 500+ units: £70
	Area 2	<ul style="list-style-type: none"> ▪ Up to 500 units: £230 ▪ 500+ units: £70
	Area 3	<ul style="list-style-type: none"> ▪ All residential: £310
Retirement Homes	District-wide	£0
Retail*	In centre	£0
	Out of centre	£190
Offices	District-wide	£0
Hotels	District-wide	£0
Industrial	District-wide	£0
Other Uses	District-wide	£0

*Includes sui generis retail uses: petrol filling stations, car showrooms, retail warehouse clubs.

Setting CIL rates for Cherwell: Proposed Preliminary Draft CIL Charges

- 3.36. Setting the rates is informed by and should be consistent with the technical evidence but should also be informed by a consideration of the particular circumstances which would help deliver planned growth in the district.
- 3.37. The Viability study assessed larger strategic sites (more than 500 residential units) and recommended a CIL rate of £70 per m² for such sites in Areas 1 and 2. For 6 of the sites tested, the evidence shows maximum CIL rates ranging from £3 -£210 per m² in Area 2 and £422 - £528 m² per in Area 3. The viability results indicate the ability of Area 3 to support a CIL charge is higher than the recommended rate of £310 m² for all sites tested in this area.
- 3.38. Nine strategic housing sites allocated in the Local Plan Part 1 would fall within the more than 500 dwellings category. Many of these sites have either outline planning permission, a resolution to approve or are currently in the planning application system and likely to have gained outline planning permission, ahead of CIL adoption (Information available in the Annual Monitoring Report, December 2015).
- 3.39. In setting an appropriate CIL rate for larger strategic sites (500+), the Council has considered viability evidence, the need to enable strategic sites to come forward to ensure a continuous supply of housing through the lifespan of the Local Plan, and the desirability of setting CIL charges which are not too complex to implement and administer. It is proposed that larger strategic sites (more than 500 residential units) in Areas 1 and 2 are subject to a nil CIL rate.

- 3.40. The proposed CIL rates are shown in Table 2 and the geographical areas for the 3 residential rates are shown in Appendix 1 which also shows the Local Plan Part 1 strategic allocations subject to nil CIL charges. These sites are expected to contribute towards infrastructure through S106 agreements.

Table 2: Proposed Preliminary CIL Draft Charges

Development Type	Use Class Order	Area 1	Area 2	Area 3
Residential	C3	£100	£230	£310
Strategic allocation for more than 500 residential units in Local Plan Part 1*	C3	£0		£310
District wide				
Out of centre retail**	Out of centre A1-A5	£190		
Retail in town centres***		£0		
Any other development type		£0		
<p>* Policy Banbury 1: Banbury Canalside Policy Banbury 2: Hardwick Farm, Southam Road (East and West) Policy Banbury 4: Bankside Phase 2 Policy Banbury 17: South of Salt Way - East (mostly in Area 1) Policy Bicester 1: North West Bicester Eco-Town Policy Bicester 2: Graven Hill Policy Bicester 3: South West Bicester Phase 2 Policy 12: South East Bicester Policy Villages 5: Former RAF Upper Heyford</p> <p>**Includes sui generis retail uses: petrol filling stations, car showrooms, retail warehouse clubs</p> <p>***Town centre and out of centre as per Cherwell Local Plan Part 1 For the purpose of this Preliminary Draft Charging Schedule: Residential means - C3 development excluding C3 assisted/sheltered accommodation</p>				

- 3.41. As an example to illustrate the charges, for a 10-house development under CIL, the Council receive about £100,000 in the Banbury area (Area 1), £310,000 in the Kidlington/Water Eaton Area (Area 3) and £230,000 in the rest of the District (Area 2) with a mandatory (15%) £15,000, £46,500 or £34,500 respectively on a 'one-off' basis to the relevant Parish or Town Council. The amount to PCs and TCs increases to 25% if a Neighbourhood plan is in place.

Future Policy Making and CIL

- 3.42. CIL would apply to all new qualifying development that receives planning permission in the future (following implementation of CIL). Much of the growth included in Local Plan Part 1 already has planning permission and infrastructure has been secured or is in the process of being secured through the use of s.106 agreements. However, officers will keep to the emerging approach to CIL under review as work progresses on Local Plan Part 2 and the Partial Review of Part 1 to

help meet the unmet housing needs of Oxford City. If necessary, there would be changes to the subsequent Draft Charging Schedule.

Neighbouring CIL rates

- 3.43. By way of illustration as to how CIL is being implemented near to Cherwell, Table 3 below presents a summary of the stage of CIL and the CIL charges in neighbouring authorities:

Table 3. Summary of neighbouring CIL progress and charges

Local authority	Development types/uses liable to pay CIL		
	Residential	Retail	Any other development
South Northamptonshire Adopted and pending implementation from April 2016	Zone1 and Strategic urban extensions: £50 Zone 2: £150 Zone 3: £200	£100	£0
Stratford Submitted to Secretary of State in January 2016	Urban extensions: £75 -£85 Small sites (less than 10 units): £75 Rest of District:£150 Extra-care housing as per above rates	Within identified centres: £0 Within new settlements:£10 Out of centre: £120	£0
Oxford City Adopted and being implemented	£100	£100	£20 standard charge
South Oxfordshire Inspector report received in December 2015 endorsing CIL subject to changes	Zone1: £85- £150 Strategic allocations (3 sites): £0 Care homes (C2) and Extra care (C3): £0	Supermarkets, superstores and retail warehouses £70	£0 (CIL Inspector recommended a change from £35 for office development to £0)
Vale of the White Horse	Zone1: £120- £260 Zone 2: £85 -£200 Zone 3 (2 strategic allocations): £0 Rural exception site £0 C2 Housing for the frail or disable: £0	Supermarkets and retail warehousing exceeding 280m2: £100	£0
West Oxfordshire Pending Examination	£100 - £200 Extracare housing: £0-£100 Sheltered housing: £0	Greenfield sites District wide: £170 Previously developed outside town centre: £50 Previously developed in designated town centres: £30	£0

CIL in the context of wider infrastructure funding

- 3.44. CIL receipts based on current viability information will not be sufficient to deliver all items on the Infrastructure Delivery Plan (see report at Appendix 3). The Council will need to prioritise the allocation of funds and identify with infrastructure providers the infrastructure likely to be funded or partially funded by CIL as it progresses through next stages of CIL preparation and as new infrastructure needs are identified through emerging plans (refer to paragraph 3.17).
- 3.45. Research from the Planning Advisory Service (PAS) indicates that CIL is unlikely to contribute more than 5 to 10 per cent of funding for infrastructure requirements although this will depend on the particular circumstances of each local authority in terms of their infrastructure priorities and planned growth. The research indicates that a number of authorities already collecting CIL have used it as 'match-funding' to attract larger sums of money for infrastructure.
- 3.46. The Council and infrastructure providers in Cherwell will need to continue securing other sources of infrastructure funding including:
- Section 106 planning obligations on-site mitigation and under certain circumstances some limited pooling;
 - Infrastructure provider's investment programmes including: Highways England, Network Rail, Sports England, Environment Agency, Thames Water;
 - Central government funds such as Local Growth Fund and the 'Large sites infrastructure programme' from the Department for Communities and Local Government and funds to support infrastructure as part of the recently awarded Bicester Garden Town;
 - New Homes Bonus;
 - Business Rate retention;

CIL collection and administration

- 3.47. In 2011 the Department for Communities and Local Government (CLG) estimated that the average cost for a local authority to set up CIL in year 1 would be £107,700 with on-going annual costs to follow of £75,500. The Council would be able to use revenue from the levy to recover the costs of administration and setting up of CIL (up to 5% of total revenue).
- 3.48. The collection and administration of CIL in accordance with the regulations is currently under consideration, and will be reported at a future date. The decision on how to spend any CIL receipts on infrastructure will remain with the Council; the governance arrangements around this are being considered by officers and will be reported to a future committee for consideration.

Reviewing CIL

- 3.49. There are no prescribed timeframes to review CIL charges once they are in place. Government advice in the Planning Practice Guidance is for authorities to monitor market conditions and infrastructure needs, and to consider linking a review of CIL charges to any 'substantive review of the evidence base for the relevant Plan'. In Cherwell's case Local Plan Part 1 and emerging Part 2 and Part 1 Review.

- 3.50. The Council can stop charging the levy at any time subject to making a resolution to do so.

Government's review of CIL

- 3.51. Central government is undertaking a review of CIL with a focus on assessing: '*the extent to which CIL does or can provide an effective mechanism for funding infrastructure, and to recommend changes that would improve its operation in support of the Government's wider housing and growth objectives*'. A report by the independent group leading the review is expected by the end of March 2016.
- 3.52. Future stages of CIL preparation in Cherwell will consider any recommendations from this review.

Next Steps

- 3.53. Introducing CIL involves two stages of public consultation followed by an independent examination. If the schedule is found to be sound (i.e. based on reliable, relevant information), and provided the development plan is up to date, it can be adopted and used from that point. The anticipated timescale leading to the adoption of CIL is as follows:
- First round of consultation on a Preliminary Draft Charging Schedule (6 weeks) – February / March 2016
 - Second round of consultation on a Draft Charging Schedule (6 Weeks) – August/September 2016
 - Examination Hearings December 2016
 - Approval April 2017

4.0 Conclusion and Reasons for Recommendations

- 4.1 Members are not asked at this stage to make a decision on whether to implement CIL in Cherwell but only to endorse a Preliminary Draft Charging Schedule for consultation.
- 4.2 From April 2015 all Councils have had to operate a system of scaled back S106s: contributions for on-site infrastructure and pooling of a limit of five S106s towards an item of infrastructure. Subject to consultation and any required amendments CIL could contribute towards supporting infrastructure in the district and help maximise resource income which would otherwise not be available.
- 4.3 It is recommended that the Executive endorses the CIL preliminary Draft Charging Schedule in Appendix 2 for a six week public consultation from February to March 2016.

5.0 Consultation

- 5.1 Consultation on early assumptions and draft Viability report was undertaken with officers in the Council's Economic Development Team, Development Management, Housing and Regeneration and the Delivery Team.
- 5.2 Consultation with a number of stakeholders involved on the development proposals in the district took place in November 2015.
- 5.3 Comments received have helped the scrutiny and review of the evidence supporting the Preliminary Draft Charging Schedule including adjustments to early viability assumptions.
- 5.4 Cllr Michael Gibbard, Lead Member for Planning.

6.0 Alternative Options and Reasons for Rejection

Not consulting on the CIL Preliminary Draft Charging Schedule.

- 6.1 Officers consider that without proceeding with this consultation the Council will not be able to assess the potential benefits of implementing CIL. Consultation will help ensure a robust and transparent process.

7.0 Implications

Financial and Resource Implications

- 7.1 No financial implications at this stage. If CIL progresses to adoption stage there will be implications for a number of departments on matters such as:

Development Management:

- Clearing of unsigned S106s in the lead up to commencement date
- Seeking floorspace information in relation to any application that may not be determined until after the CIL commencement date (some 2 months before the commencement date)
- Set up the administration of the new system in liaison with ICT, Finance and Procurement, and Law and Governance, includes modifications of/or new systems (for DM Uniform or other).
- Issuing Liability Notice, deciding applications for relief, defending appeals and publishing annual report based on Finance records.

Land charges:

- Recording CIL liability as land charge

Finance department:

- Issuing demand notices, receiving and pursuing payments

Comments checked by:

Paul Sutton, Head of Finance and Procurement, tel. 0300-003-0106

Paul.Sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 None at this stage other than ensuring that the process for preparing CIL follows statutory requirements.

Comments checked by:

Nigel Bell, Team Leader – Planning, 01295 221687

Nigel.Bell@cherwellandsouthnorthhants.gov.uk

8.0 Decision Information

Key Decision:	No
Financial Threshold Met:	No
Community Impact Threshold Met:	Yes

Wards Affected

All

Links to Corporate Plan and Policy Framework

- Accessible, Value for Money Council
- District of Opportunity
- Safe and Healthy
- Cleaner Greener

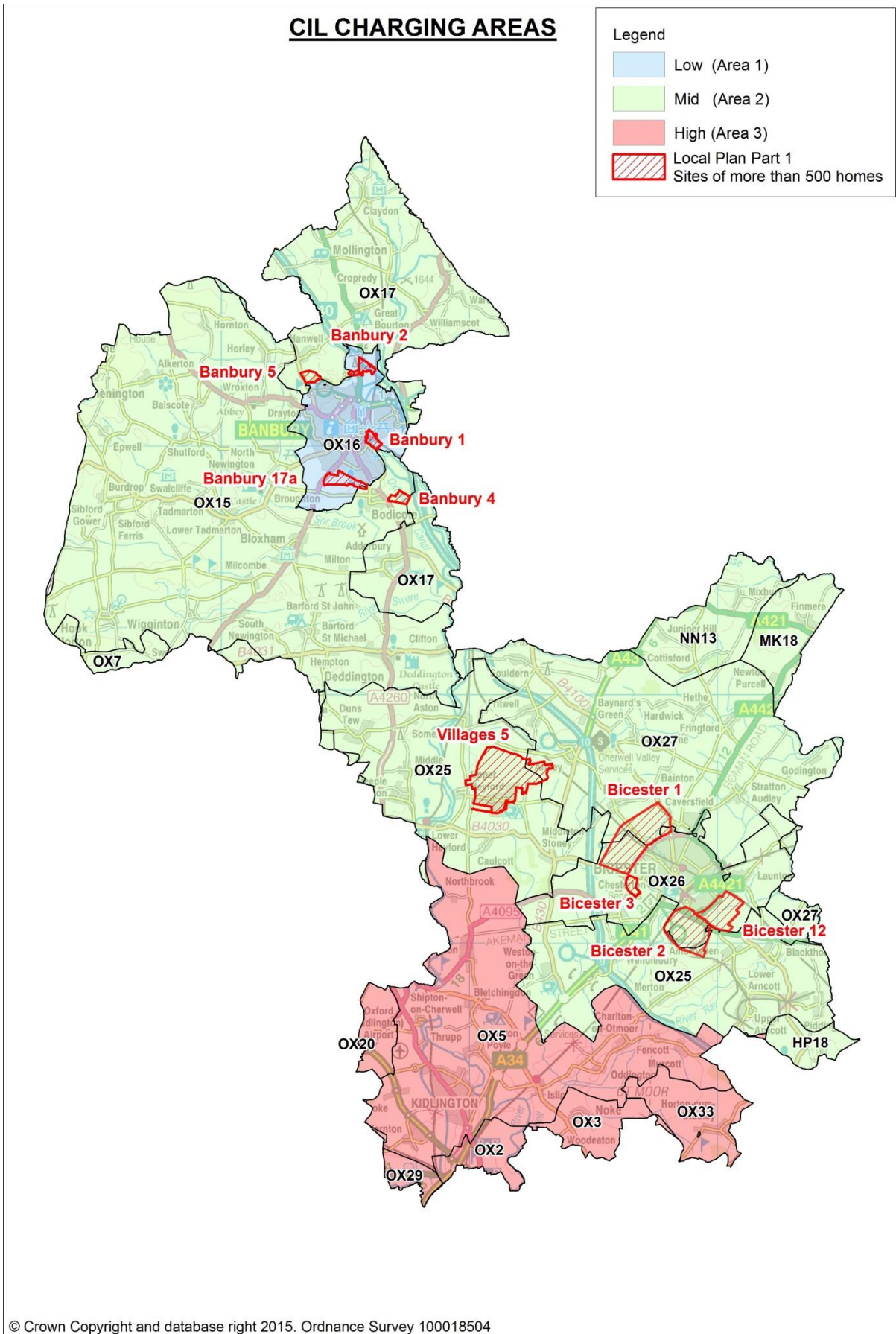
Lead Councillor

Councillor Michael Gibbard - Lead Member for Planning

Document Information

Appendix No	Title
Appendix 1	CIL Charging Areas
Appendix 2	Cherwell Preliminary Draft Charging Schedule
Appendix 3	Infrastructure Funding Gap
Appendix 4	Position Statement on CIL and Planning Obligations
Appendix 5	CIL Viability Study
Background Papers	
None	
Report Authors	Maria Garcia Dopazo, Principal Planning Officer
Contact Information	maria.dopazo@cherwell.gov.uk , 01295 227970

APPENDIX 1 – CIL CHARGING AREAS



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Community Infrastructure Levy (CIL)

Preliminary Draft Charging Schedule

Cherwell District Council

PROPOSED CIL CHARGES

February 2016

1. Introduction

- 1.1. The Community Infrastructure Levy (CIL) is a charge that local authorities can choose to apply to new development in their area. The funds raised can then be used to support the delivery of infrastructure that the Council and the community consider necessary to support development.
- 1.2. Cherwell District Council is a charging authority under CIL legislation and is undertaking consultation on this Preliminary Draft Charging Schedule with a view to adopting CIL. The purpose of this consultation is to seek views on the proposed rates of CIL as set out in the Preliminary Draft Charging Schedule.
- 1.3. The consultation period runs from **XX February 2016 to XX March 2016.**
- 1.4. The Preliminary Draft Charging Schedule is supported by the following evidence documents:
 - CIL Viability Study
 - Infrastructure Funding Gap
 - Position Statement on CIL and Planning Obligations
- 1.5. The Council will consider the responses to this consultation and will prepare a Draft Charging Schedule for further consultation later in 2016.

2. Background to CIL and setting CIL charges

Background

- 2.1. CIL was introduced by the 2008 Planning Act with the process for setting and implementing CIL charges set out in the CIL Regulations 2010 as amended in 2011, 2012, 2013, 2014 and 2015. Amended CIL Regulations introducing changes to the use of Planning Obligations came into force on 6 April 2015. These changes restrict the pooling of planning obligations to a maximum of 5 contributions towards a same item of infrastructure. This reform restricts infrastructure funding whether the Council has adopted a CIL Charging Schedule or not.
- 2.2. The government intends that CIL will:
 - supplement other sources of funding to deliver infrastructure supporting growth;
 - allow the Council, Parishes, Town Councils or neighbourhood areas more flexibility on how to fund infrastructure and the setting of priorities within their area;
 - provide certainty to developers about how much CIL will have to pay;
 - enable the Council to allocate a share of the levy raised to communities to deliver local infrastructure projects.

- 2.3. CIL is a discretionary tariff that the Council can choose to adopt to support the provision of infrastructure. Once adopted CIL is fixed, non negotiable and enforceable.
- 2.4. CIL is charged on new development, it is a charge per square metre on the gross internal floor space of development. It applies to all development comprising 100 square metres or above. It also applies to all new residential dwellings even if the floor space created falls below 100 square metres.
- 2.5. CIL Regulations exempt the following types of development:
 - Social/Affordable housing;
 - Development by charitable institutions;
 - Changes of use that do not increase floorspace;
 - Buildings into which people do not normally go or go only intermittently for the purpose of maintaining or inspecting machinery;
 - Buildings with temporary planning permissions;
 - Self-build housing.
- 2.6. CIL Regulations as amended in 2014 allow for housing provided at no more than 80% of market rent to be eligible for social housing relief. Councils have the discretion to grant relief for exceptional circumstances in respect of CIL liable development.

Setting CIL charges

- 2.7. The Council adopted the Cherwell Local Plan Part 1 (2011 – 2031) in July 2015 and is currently preparing Local Plan Part 2, regarding nonstrategic allocations and development management policies. This Preliminary Draft Charging Schedule supports Local Plan Policy INF1 and the delivery of infrastructure addressing Cherwell's Local Plan growth.
- 2.8. Cherwell District Council must set a CIL rate or rates in a Charging Schedule, and follow 2 stages of consultation and an Examination in Public prior to adoption and implementation of CIL. The 2014 amendments to CIL Regulations Part 3, Regulation 14 mean that when setting CIL rates, the Council must strike an appropriate balance between the desirability to fund infrastructure through CIL and the potential effect (taken as a whole) of the levy on the economic viability of development in the area where CIL charges apply. When considering infrastructure costs, the Council needs to estimate the cost of infrastructure to support development and take into account other sources of funding.

CIL Regulations 2010 (as amended), Part 3, Regulation 14:

*'14.—(1) In setting rates (including differential rates) in a charging schedule, a charging authority must strike an appropriate balance between—
(a) the desirability of funding from CIL (in whole or in part) the actual and expected estimated total cost of infrastructure required to support the development of its area, taking into account other actual and expected sources of funding; and*

(b) the potential effects (taken as a whole) of the imposition of CIL on the economic viability of development across its area.

(2) In setting rates in a charging schedule, a charging authority may also have regard to actual and expected administrative expenses in connection with CIL to the extent that those expenses can be funded from CIL in accordance with regulation 61...'

- 2.9. Regulation 13 of the CIL Regulations 2010 (as amended) makes provision for the setting of differential rates for different geographical areas, different development types/uses, and development size or a combination of them. Any differential rate should be justified by economic viability evidence.
- 2.10. The Council has used evidence in the CIL Economic Viability Study to inform appropriate CIL rates. These and the geographical area in which they apply are shown in Section 3.
- 2.11. In the Infrastructure Funding Gap supporting document accompanying this consultation, the Council has estimated the infrastructure cost of development envisaged in the Local Plan, looked at potential sources of funding and identified a funding gap towards which CIL funds could contribute.
- 2.12. Infrastructure and economic viability evidence supporting the Preliminary Draft Charging Schedule illustrates that an appropriate balance between funding infrastructure and economic viability has been sought.

Planning obligations and CIL

- 2.13. CIL Regulation 123 (as amended) limit the number of planning obligations a local authority can pool towards a same item of infrastructure to a maximum of 5 and sets requirements to ensure that developments are not charged for the same item of infrastructure through S106 Agreements and CIL.
- 2.14. Once CIL is adopted, the Council will seek CIL payments in accordance to its CIL Charging Schedule. Affordable housing will continue to be provided through planning obligations and although CIL, alongside other sources of funding, will be the main mechanism for delivering off-site infrastructure, developers will be expected to mitigate against impacts that arise directly as a result of development.
- 2.15. The Council is preparing a list of infrastructure items that it intends to fund through CIL, known as the 'Regulation 123 list'. This is derived from the Council Infrastructure Delivery Plan (IDP). An update of the IDP was published in January 2016. The Regulation 123 List will be published at the next consultation stage.

3. Proposed CIL charges

- 3.1. The Council commissioned Montague Evans to undertake a Viability Study to assess the viability of development in the District. The Study shows that the ability of development to support a CIL charge varies by type of development. The ability of residential development to support the levy varies geographically and that of

retail development varies also depending on whether it is 'center' out 'out of center' retail.

- 3.2. The study recommended a differential rate to be applied to residential development across 3 areas ranging from £100 to £310 per m². The evidence shows that residential development in rural and southern areas can accommodate a higher CIL charge than in and around Banbury.
- 3.3. The Study assessed larger strategic sites (more than 500 residential units) and recommended a CIL rate of £70 per m² for such sites in Areas 1 and 2. For 6 of the sites tested, the evidence shows maximum CIL rates ranging from £3 -£210 per m² in Area 2 and £422 - £528 m² per in Area 3. The viability results indicate the ability of Area 3 to support a CIL charge is higher than the recommended rate of £310 m² for all sites tested in this area.
- 3.4. Nine strategic housing sites allocated in the Local Plan Part 1 would fall within the 500 or more dwellings category. Many of these sites have either outline planning permission or a resolution to approve and likely to have gained outline planning permission, ahead of CIL adoption.
- 3.5. In setting an appropriate CIL rate for larger strategic sites (500+), the Council has considered viability evidence, the need to enable strategic sites to come forward to ensure a continuous supply of housing through the lifespan of the Local Plan and the desirability of setting a set of charges which are not too complex to implement or administer. The Council is proposing a nil CIL rate for sites larger than 500 residential units in Areas 1 and 2.
- 3.6. The study also recommended that out of centre retail and sui generis retail uses: petrol filling stations, car showrooms, retail warehouse clubs could support a £190 m² CIL charge.
- 3.7. Viability evidence shows that all other development tested including employment is unlikely to sustaining a CIL charge.
- 3.8. The proposed CIL rates are shown in Table 1 and the geographical areas for the 3 residential rates are shown in Appendix 1 which also shows the Local Plan Part 1 strategic allocations subject to nil CIL charges. These sites are expected to contribute towards infrastructure through S106 agreements.

Table 1: Proposed Preliminary CIL Charging Schedule

Development Type	Use Class Order	Area 1	Area 2	Area 3
Residential	C3	£100	£230	£310
Strategic allocation for more than 500 residential units in Local Plan Part 1*	C3	£0		£310
District wide				
Out of centre retail**	Out of centre A1-A5	£190		
Retail in town centres***		£0		
Any other development type		£0		
<p>* Policy Banbury 1: Banbury Canalside Policy Banbury 2: Hardwick Farm, Southam Road (East and West) Policy Banbury 4: Bankside Phase 2 Policy Banbury 17: South of Salt Way - East (mostly in Area 1) Policy Bicester 1: North West Bicester Eco-Town Policy Bicester 2: Graven Hill Policy Bicester 3: South West Bicester Phase 2 Policy 12: South East Bicester Policy Villages 5: Former RAF Upper Heyford</p> <p>**Includes sui generis retail uses: petrol filling stations, car showrooms, retail warehouse clubs</p> <p>***Town centre and out of centre as per Cherwell Local Plan Part 1</p> <p>For the purpose of this Preliminary Draft Charging Schedule: Residential means - C3 development excluding C3 assisted/sheltered accommodation</p>				

3.8 In addition to work on the emerging Local Plan Part 2, the Council is working at Countywide level to address the objectively assessed need for housing across the Oxfordshire Housing Market Area. If countywide work results on Cherwell meeting additional need for Oxford, this will trigger a partial review of the Local Plan. The Council will consider the approach to CIL with regards to Local Plan Part 1 Review as Countywide work progresses and will review the need to amend the subsequent Draft Charging Schedule if necessary.

4. Supporting information on calculating, collecting and spending CIL

- 4.1. Once CIL is adopted, Cherwell District Council will be the charging and collecting authority for the purpose of implementing CIL in Cherwell.
- 4.2. CIL Regulations require the District Council to pass on 15% of any CIL revenues collected directly to those Parish and Town Councils where development has taken place. This amount increases to 25% where there is a Neighbourhood Development Plan in place.

- 4.3. Currently there are 8 designated neighbourhood areas in Cherwell at different stages of Neighbourhood Development Plan preparation. Hook Norton is the only Parish with an adopted Neighbourhood Development Plan.
- 4.4. If a Neighbourhood Development Plan is not in place, the amount of CIL receipts to be passed onto Parish and Town Councils is capped to up to £100 per existing Council tax dwelling.
- 4.5. The District Council will spend CIL receipts on infrastructure that has been identified as being necessary to support future growth. The Council intends to use a proportion of its CIL revenue (up to 5% of total receipts) to cover the costs of setting up CIL and administering its implementation.
- 4.6. Cherwell District Council and any community in receipt of CIL revenues must report annually on how much money they have received through CIL and what it has been spent on.
- 4.7. The District Council intends to report on its CIL receipts through the Council's Annual Monitoring Report. As work on CIL progresses, the Council will liaise with Parish and Town Councils to ensure a system is in place to report on CIL receipts.

Development liable to pay CIL, exemptions and reliefs

- 4.8. CIL liable development is that which results on:
 - 100m² or more new built floor space measured in Gross Internal Area (GIA);
 - the creation of one or more dwellings independently of floor space created;
 - the conversion of buildings no longer in lawful use.
- 4.9. CIL Regulations allow for CIL relief in certain circumstances. This relief is mandatory, subject to an application for CIL relief for: social housing, including affordable rent (CIL Regulation 49), development by charities for charitable purposes (CIL Regulation 43), and self-build housing (CIL Regulation 54A)
- 4.10. CIL Regulations also allow for discretionary CIL relief to be sought for investment activities for charitable purposes (CIL Regulation 44), and exceptional circumstances relief on economic viability grounds (CIL regulation 55).
- 4.11. Cherwell District Council does not intend to offer discretionary relief from CIL.

Calculating the CIL chargeable amount

- 4.12. The total amount payable is calculated on the basis of the gross internal area (GIA) of any net additional liable development. That is, CIL is chargeable only on the amount of new floor space created.
- 4.13. The Charging Authority can choose whether to accept payment in money, as a land payment, infrastructure payment or a combination of the three (CIL Regulation 74).
- 4.14. Appendix 2 sets out how the CIL chargeable amount is calculated.

When is CIL Paid and who is responsible for the payment?

- 4.15. A CIL charge is imposed on development liable to pay CIL at the time planning permission is granted (CIL Regulation 8). Payment is required upon commencement which for the purpose of CIL is defined by Section 56 (4) of the Town and Country Planning Act 1990.
- 4.16. The CIL chargeable amount is a local land charge and liability runs with the land. The responsibility for paying the levy rests with the landowner although anyone can come forward and assume liability for the charge.

CIL payment in instalments

- 4.17. CIL regulations allow for the payment of CIL in instalments (CIL Regulation 69B). The time of the first instalment is calculated from the date development is commenced. For the purpose of this Preliminary Draft Charging Schedule the Council has assumed CIL payments in full within 60 days of commencement of development.
- 4.18. The Council acknowledges the potential positive effect of instalment policies on the viability of development proposals and will consider an approach to payment in instalments which would ease development viability without detriment to the ability of the Council to fund infrastructure as and when is needed. As part of this consultation, the Council is seeking views on number of instalments and the thresholds which best reflect key development stages and will set out its preferred approach to a CIL Instalments Policy at CIL Draft Charging Schedule stage later in the year.
- 4.19. Further supporting information is available in the Department for Communities and Local Government (DCLG) planning practice guidance web-based resource <http://planningguidance.communities.gov.uk/blog/guidance/community-infrastructure-levy/> and the Planning Advisory Service website <http://www.pas.gov.uk/community-infrastructure-levy> .

5. Next Steps

- 5.1. Following consideration of comments received through this consultation, the Council will prepare a Draft Charging Schedule for further consultation later in 2016 followed by an Examination in Public and adoption of a CIL Charging Schedule in late 2016 early 2017.
- 5.2. The collection, administration and monitoring of CIL in accordance with the regulations and how it will affect Parish and Town Councils is currently being considered, and will be reported as CIL progresses through next steps.

6. Consultation questions

6.1 Appropriate balance

Question1: Does the Preliminary draft charging schedule strike an appropriate balance between the desirability of funding infrastructure from CIL and the potential effects of CIL on the economic viability of development across the district? If not, what changes would achieve this?

6.2 Instalments policy

Question 2: Would an instalments policy assist development viability? If yes, which number of instalments and thresholds would best reflect development stages?

6.3 CIL relief

Question 3: The Council does not intend to offer discretionary relief from CIL. Are there any circumstances which would justify discretionary relief such as for investment activities for charitable purposes or for exceptional circumstances on economic viability grounds?

6.4 CIL rates

Question 4: Most development will have an impact in the area and some types of development need good transport and community infrastructure to prosper. The viability evidence study only shows viable CIL rates for residential and out of centre retail. Would a nominal charge set at a level which would have minimum impact on overall development costs be a fairer proposition to strike the appropriate balance in quesiton1?

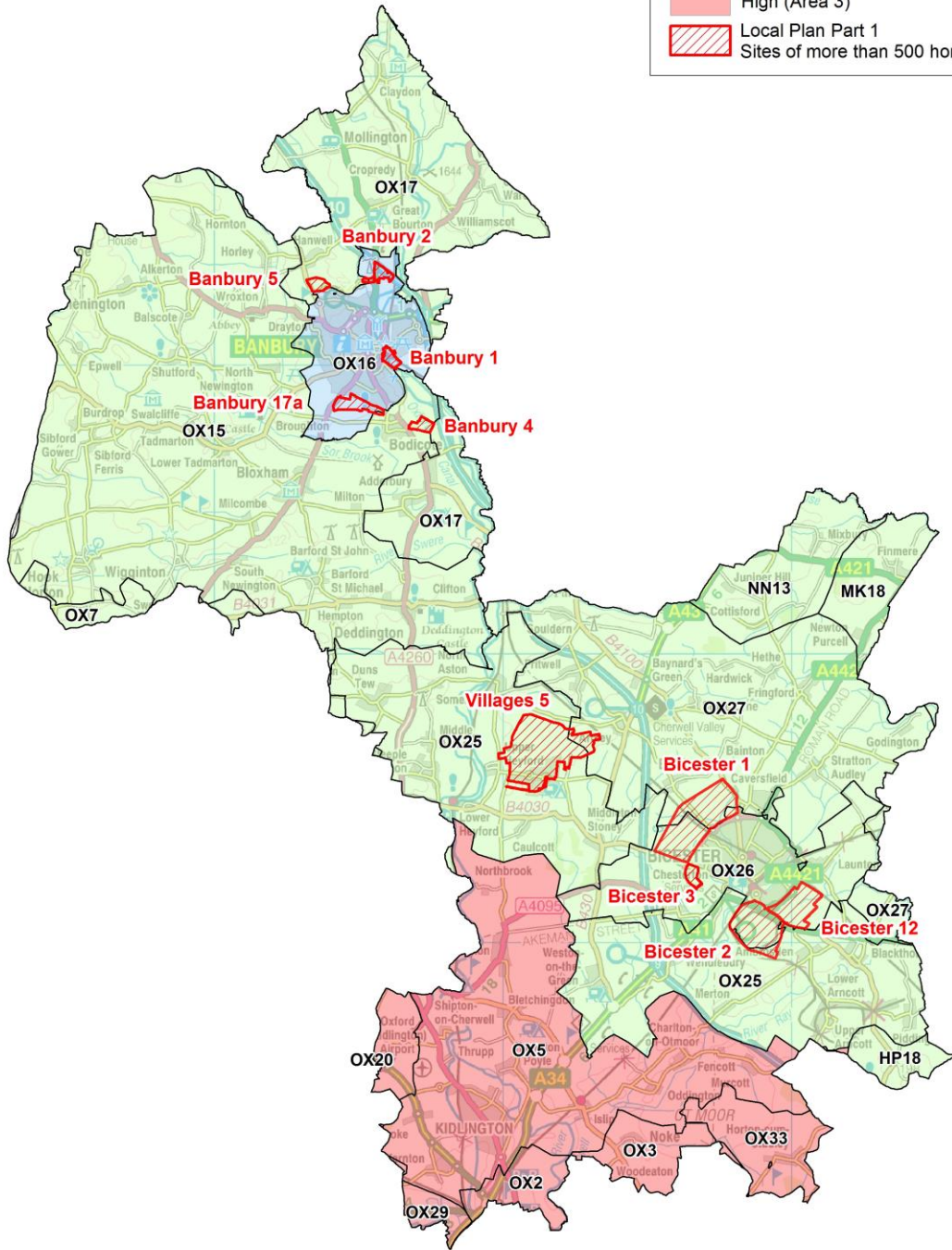
APPENDIX 1

CIL Charging Areas

CIL CHARGING AREAS

Legend

- Low (Area 1)
- Mid (Area 2)
- High (Area 3)
- Local Plan Part 1 Sites of more than 500 homes



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Regulation 40 of CIL Regulations 2010 (as amended)**Calculation of chargeable amount**

40 - (1) The Collecting Authority must calculate the amount of CIL payable (“chargeable amount”) in respect of a chargeable development in accordance with this regulation.

(2) The chargeable amount is an amount equal to the aggregate of the amounts of CIL chargeable at each of the relevant rates.

(3) But where that amount is less than £50 the chargeable amount is deemed to be zero.

(4) The relevant rates are the rates at which CIL is chargeable in respect of the chargeable development taken from the charging schedule which are in effect –

- (i) at the time planning permission first permits the chargeable development; and
- (ii) in the area in which the chargeable development will be situated.

(5) The amount of CIL chargeable at a given rate (R) must be calculated by applying the following formula –

$$\frac{R \times A \times I_P}{I_C}$$

Where –

A = the deemed net area chargeable at area rate R, calculated in accordance with (7);

I_P = the index figure for the year in which planning permission was granted; and

I_C = the index figure for the year in which the charging schedule containing rate R took effect.

(6) In this Regulation the index figure for a given year is –

(i) The figure for 1st November for the preceding year in the national All-In-Tender Price Index published from time to time by the Building Cost Information Service of the Royal Institute of Chartered Surveyors or

(ii) If the All-In Tender Price Index ceases to be published the figure for 1st November for the preceding year in the retail price index.

(7) The value of A in paragraph (5) must be calculated by applying the following formula –

$$G_R - K_R - \left(\frac{G_R \times E}{G} \right)$$

Where

G = the gross internal area of the chargeable development;

G_R = the gross internal area of the part of the development chargeable at rate R;

K_R = the aggregate of the gross internal areas of the following –

(i) retained parts of in-use buildings, and

(ii) for other relevant buildings, retained parts where the intended use following completion of the chargeable development is a use that is able to be carried on lawfully and permanently without further planning permission in that part on the day before planning permission first permits the chargeable development.

E = the aggregate of the following –

(i) the gross internal area of parts of the in-use buildings that are to be demolished before completion of the chargeable development, and

(ii) the second and subsequent phases of a phased planning permission, the value E_x (as determined under paragraph (8)) unless E_x is negative,

(8) The Value of E_x must be calculated by applying the following formula –

$$E_P - (G_P - K_{PR})$$

Where –

E_P = the value of E for the previously commenced phase of the planning permission;

G_P = the value of G for the previously commenced phase of the planning permission;

K_{PR} = the total of the values of K_R for the previously commenced phase of the planning permission

(9) Where the collecting authority does not have sufficient information, or information of sufficient quality, to enable it to establish that a relevant building is an in-use building, it may be deemed it not to be an in-use building.

(10) Where the collecting authority does not have sufficient information, or information of sufficient quality, to enable it to establish -

(i) Whether part of a building falls within a description in the definitions of K_R or E in paragraph (7); or

(ii) The gross internal area of any part of a building falling within such a description,

It may deem the gross internal area of the building to be zero.

(11) In this regulation –

“building” does not include –

(i) a building into which people do not normally go;

(ii) a building into which people go only intermittently for the purposes of maintaining or inspecting machinery; or

(iii) a building for which planning permission was granted for a limited period

“new build” means that part of the chargeable development which will comprise new buildings and enlargements to existing buildings.

“relevant building” means a building which is situated on the relevant land on the day planning permission first permits the chargeable development;

“relevant charging schedules” means the charging schedules which are in effect –

(i) at the time planning permission first permits the chargeable development, and

(ii) in the area in which the chargeable development will be situated;

“retained part” means part of a building which will be –

- (i) on the relevant land on completion of the chargeable development (excluding new build)
- (ii) part of the chargeable development on completion
- (iv) chargeable at rate R.

Community Infrastructure Levy (CIL)

Preliminary Draft Charging Schedule

Cherwell District Council

INFRASTRUCTURE FUNDING GAP

February 2016

1. Introduction

- 1.1. This document has been prepared to inform Cherwell's Community Infrastructure Levy (CIL) and forms part of the evidence justifying the setting of a CIL charge in the district.
- 1.2. It shows the infrastructure funding gap arising from the Council's Infrastructure Delivery Plan (IDP) Update December 2015 and that this gap will not be met by current sources of funding alone.
- 1.3. The Infrastructure Funding Gap should be read alongside the Council's Infrastructure Delivery Plan and all other evidence supporting the CIL Preliminary Charging Schedule, particularly the Council's Position Statement on CIL and Planning Obligations.
- 1.4. The consultation documents are available in the Council's website at www.cherwell.gov.uk/policypublicconsultation and comprise:
 - Preliminary Draft Charging CIL Charging Schedule February 2016
 - CIL Viability Study, January 2016
 - Position Statement on CIL and Planning Obligations
 - Infrastructure Funding Gap (this document)
- 1.5. The Infrastructure Delivery Plan Update, December 2015 is available in the Council's website at <http://www.cherwell.gov.uk/index.cfm?articleid=9043>

2. Infrastructure funding gap

- 2.1 To set up a CIL charge the Council needs to demonstrate that there is an infrastructure funding gap which considers CIL and other sources of funding. Government recognises that identifying other sources of funding and particularly beyond the short-term is not always possible and advises providing evidence of an aggregate funding gap that demonstrates the need to put in place the levy.
- 2.2 The Council adopted the Cherwell Local Plan in July 2015 and identified the infrastructure needed to support planned growth within the Local Plan's Infrastructure Delivery Plan (IDP).
- 2.3 Infrastructure needs to justify a CIL charge should be drawn from the infrastructure assessment that was undertaken as part of preparing the relevant Plan. The IDP contains the infrastructure required to support Local Plan growth and it is therefore the relevant infrastructure evidence.
- 2.4 The IDP is reviewed on a yearly basis alongside the Annual Monitoring Report to reflect progress on infrastructure delivery as well as new plans, programmes and funding streams from infrastructure providers. The IDP Update December 2015 presents a review of infrastructure projects for the first five months since the adoption of the Local Plan and it is the source of the infrastructure projects used for the infrastructure gap analysis in Table 1 below.
- 2.5 The Council has commenced the preparation of Local Plan Part 2 (development management policies and non-strategic sites), and on a Partial Review of Local

Plan Part 1 concerning Oxford's unmet housing needs. More detailed information on infrastructure provision will arise from these two Plans and from Neighbourhood Plans as work progresses.

- 2.6 Infrastructure costs and other information will change in response to consultation comments and latest programmes from infrastructure providers as the Council progresses CIL. New schemes will also be identified through Oxfordshire wide infrastructure work undertaken to support the latest bids for Local Growth Fund.
- 2.7 Presently, Table 1 below shows the infrastructure funding gap arising from all infrastructure schemes identified in the Council's IDP Update 2015 for Bicester and Banbury, the main growth areas in the adopted Local Plan Part 1.
- 2.8 Considering all known sources of funding the infrastructure funding gap to meet identified growth in the Local Plan Part 1 is estimated at c. £410. There will be an element of uncertainty in identifying infrastructure funding sources throughout the Local Plan period to 2031 and although this statement shows a funding gap it is expected that other funding streams will be available over time as illustrated by the 31 completed schemes since the IDP was first prepared.

Table 1: Infrastructure funding gap – Bicester and Banbury

Infrastructure types	Total IDP projects	Completed	Costs to be confirmed	Costs Known	Total £m of costs known	Funding secured/ committed	Funding gap of known costs
Bicester							
Transport	61	16	31	14	c.£378.6	c.£315.6	c.£63
Education	14	2	3	9	c.£113	c.£25.91	c.£87
Utilities	12	2	5	7	c.£112	c.£11	c.£101
Flood risk	1	1	-	-	-	-	-
Emergency and rescue services	2	0	1	1	c.£19	c.£0	c.19
Health	4	2	1	1	c.£1.5	c.£0.00	c.£1.5
Community Infrastructure	19	1	10	8	c.£15.25	c.£13.78	c.£1.47
Open space, recreation and Biodiversity	15	0	12	3	c.£3.35	c.£0	c.£3.35
Bicester totals	128	24	63	43	c.£641.23	c.£366.32	c.£275
Banbury							
Transport	45	5	21	19	c.£72.43	c.£2.63	c.£69.8
Education	7	0	4	3	c.£46.51	c.£16.51	c.£30
Utilities	13	0	10	3	c.£11	c.£11	c.£11
Flood risk	2	1	1	0			
Emergency and rescue services	2	0	1	1	c.£19	c.£0.00	c.£19
Health	1	0	1	0	-	-	-
Community Infrastructure	14	1	5	8	c.£1.67	c.£1.67	c.£1.67
Open space, recreation and Biodiversity	14	0	9	5	c.£4.10	c.£4.10	c.£4.10
Banbury totals	98	7	52	39	c.£154.71	c.£35.91	c.£135.57
Bicester and Banbury Totals	226	31	115	82	c.£795.94	c.£402.23	c.£410.5

Source: Infrastructure Delivery Plan Update, December 2015

- 2.9 Not all the projects in the IDP will be funded or partially funded by CIL and the Council is seeking views from the public, infrastructure providers and site promoters on the most effective way of funding infrastructure projects within the potential funding sources available and the context of CIL Regulations.
- 2.10 The inclusion of the IDP projects or infrastructure type in this paper does not constitute a commitment from the Council to fund or partially fund it. The IDP projects will be reviewed and selected for funding in the light of CIL receipts and infrastructure priorities. The Council will publish a Draft CIL Regulation 123 list at the next stage of consultation in summer 2016 (Draft CIL Charging Schedule consultation) indicating which projects intends to fund or part fund from CIL receipts.

3. Projected CIL income and infrastructure funding

- 3.1 The Council used the Housing Delivery Monitor from the 2014 Annual Monitoring Report (published in March 2015) to estimate the potential CIL income over the Local Plan Part 1 period to 2031. Sites and windfall figures have been discounted to take into account that CIL is not expected to be in place until April 2016 and that sites gaining outline planning permission ahead CIL adoption will not be subject to CIL charges. Affordable housing is exempt from CIL and affordable housing has therefore been discounted from the potential CIL floor space calculations.
- 3.2 The Council estimates that based on the 2014 AMR, only about 114,040.4 m² of floor space from growth identified in Local Plan Part 1 will be subject to CIL at the different CIL rates proposed in the Preliminary Draft Charging Schedule.
- 3.3 The estimated CIL income to 2031 for the estimated Local Plan Part 1 floor space would be c.£ 23m.
- 3.4 Income from CIL would contribute to reducing the infrastructure funding gap by 5.6% leaving some £387m to be met by funding sources that become available over the Plan period. This infrastructure funding gap justifies levying CIL charges in Cherwell.
- 3.5 This percentage of infrastructure funding from CIL seems to be similar to that experienced by other local authorities. Research from the Planning Advisory Service (PAS) indicates that CIL is unlikely to contribute more than 5 to 10 per cent of funding for infrastructure requirements although this will depend on the particular circumstances of each local authority in terms of their infrastructure priorities and planned growth.
- 3.6 Sites identified in the Local Plan Part 1 are already within the Planning Application system. If CIL were to be adopted in 2017 as indicated in the Council' Local Development Scheme, it would mainly address windfall development and growth identified in emerging Local Plan Part 2 and Local Plan Part 1 Partial Review.
- 3.7 Other sources of funding to deliver infrastructure will continue to have a key role in the delivery of infrastructure alongside funding from development proposals (CIL and S106s). These include:

- Section 106 planning obligations on-site mitigation and under certain circumstances some limited pooling;
- Infrastructure provider's investment programmes including: Highways England, Network Rail, Sports England, Environment Agency, Thames Water;
- Central government funds such as Local Growth Fund and the 'Large sites infrastructure programme' from the Department for Communities and Local Government and funds to support infrastructure as part of the recently awarded Bicester Garden Town;
- New Homes Bonus;
- Business Rate retention.

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Community Infrastructure Levy (CIL)

Preliminary Draft Charging Schedule

Cherwell District Council

POSITION STATEMENT ON CIL AND PLANNING OBLIGATIONS

February 2016

1. Introduction

- 1.1. This position statement supports Cherwell Local Plan Policy INF1 and has been prepared to explain how the Council would seek to operate CIL alongside requirements for Planning Obligations if the Council decides to introduce CIL. It describes how the Council intends to review its Interim Planning Obligations SPD and seeks views on the Council's approach to ensure that CIL and S106s (Planning Obligations) are not sought towards the same item of infrastructure.
- 1.2. Planning obligations should only be used where it is not possible to address the unacceptable impact of development through a planning condition (NPPF paragraph 203) and where the obligation meets the following three tests:
 - necessary to make the development acceptable in planning terms;
 - directly related to the development; and
 - fairly and reasonably related in scale and kind to the development
- 1.3. Since April 2015 and in accordance with CIL regulations 122 and 123, the Council can only pool up to five S106 contributions towards the provision of an infrastructure item. The Council is preparing a list of infrastructure items that it intends to fund (wholly or partly) through CIL, known as the 'Regulation 123 list'. S106 developer contributions cannot be collected for infrastructure items included on the Regulation 123 list.
- 1.4. The 'Regulation 123 list' is derived from the Council's Infrastructure Delivery Plan (IDP). An update of the IDP was published in January 2016 and a Draft Regulation 123 List will be published at the next consultation stage.
- 1.5. The proposed CIL Preliminary Draft Charging Schedule and Infrastructure Funding Gap paper are available on the Council's website at www.cherwell.gov.uk/policypublicconsultation

2. CIL and Planning Obligations in Cherwell

Cherwell's Interim Planning Obligations SPD

- 2.1. The Council adopted the current Interim Planning Obligations SPD in May 2011 for Development Management purposes. It guides all those involved in planning applications as to when planning obligations will be required, sets thresholds and the priority given to different infrastructure types.
- 2.2. The Interim SPD seeks contributions towards:
 - i. On site related items, comprising:
 - Affordable housing
 - Local open space, play space and landscaping
 - Local community facilities and services such as education facilities and community halls
 - Sustainable urban drainage systems

- Nature conservation and biodiversity
 - Sustainable construction
 - Sustainable transport and travel plans, footpath /cycleway provision, public transport infrastructure and access improvements
- ii. General infrastructure related items or projects that at the time of drafting the SPD in 2011 were considered suitable for a tariff approach and will be considered as potential funding areas for CIL. These comprise (list is not exhaustive):
- Strategic open space, sport and recreation
 - Cemeteries
 - Indoor Sport
 - Strategic community facilities, including community development
 - Refuse and recycling
 - Public art
 - Public realm
 - General Transport and Access Impacts
 - Education
 - Children’s Centres and Nursery Provision
 - Integrated Youth Services
 - Libraries
 - Day Care Provision for the Elderly
 - Adult Learning
 - Museum Resource Centre
 - Public Rights of Way
 - Fire and Rescue
 - Health
 - Police
 - Air Quality
 - Strategic Flood Defence

2.3. The Council intends to publish for consultation a new Developer Contributions SPD at the next CIL consultation stage for the Draft Charging Schedule. However, early views are welcome as part of this first CIL consultation to help inform the SPD review process.

Affordable Housing

2.4. The CIL Regulations allow for affordable housing to be secured through S.106s with unlimited pooling. In setting CIL charges the Council will have to consider the combined impact on development viability of CIL charges alongside affordable housing policy.

2.5. Policy BSC3 of the Cherwell Local Plan sets out the Council’s requirements for affordable housing. At Banbury and Bicester, all proposed development that includes 11 or more dwellings is expected to provide at least 30% new affordable homes on site. Elsewhere in the district the same site size threshold applies (11+) but the percentage of affordable homes is expected to be 35%. The Council will only consider financial contributions ‘in lieu’ of affordable housing on sites in exceptional circumstances.

2.6. Cherwell Annual Monitoring Report 2015 shows the following affordable housing completions for the years 2011/12 to 2014/15:

Year	Banbury	Bicester	Remaining Areas	Totals
2011/12 Net	88	4	112	204
2012/13 Net	69	34	10	113
2013/14 Net	44	35	61	140
2014/15 Net	78	61	52	191
Totals	279	134	235	648

2.7. The Council would expect to operate CIL and planning obligations as complementary funding mechanisms and would monitor the effect of CIL charges on affordable housing completions.

2.8. The CIL Viability Report takes into account Local Plan Part 1 Policy BSC3 on affordable housing and other Local Plan policies which have a development cost. It is the Council's view that the suggested CIL charges, set out in the accompanying preliminary draft charging schedule, would be set at a level which would allow proposals to comply with planning policy requirements while remaining viable development propositions.

Proposed approach to CIL and Planning Obligations

2.9. Upon the introduction of CIL, the Council would seek CIL payments in accordance with its CIL Charging Schedule, once in place; this charge is not negotiable. Although the scope for securing S.106 planning obligations has been reduced since April 2015 due to the pooling restrictions, it is expected that planning obligations would still be sought for:

- i. Affordable housing; and
- ii. Infrastructure which is required as a direct result of a development to mitigate its impact. Such infrastructure items will not be included in the Council's Regulation 123 list.

2.10. The Council's preliminary draft charging schedule proposes a nil CIL charge for sites in Cherwell Local Plan Part 1 comprising more than 500 homes. These are:

- Policy Banbury 1: Banbury Canalside
- Policy Banbury 2: Hardwick Farm, Southam Road (East and West)
- Policy Banbury 4: Bankside Phase 2
- Policy Banbury 17: South of Salt Way - East
- Policy Bicester 1: North West Bicester Eco-Town
- Policy Bicester 2: Graven Hill
- Policy Bicester 3: South West Bicester Phase 2
- Policy 12: South East Bicester
- Policy Villages 5: Former RAF Upper Heyford

2.11. These larger strategic sites are likely to generate the need for substantial infrastructure on site. Many of these sites have either outline planning permission or a resolution to approve and are likely to have gained outline planning permission ahead of CIL adoption. The infrastructure needs for these sites have been identified in the Local Plan and the Council envisages that infrastructure items relating to the delivery of these sites will be excluded from CIL funding in the Regulation 123 list.

2.12. Appendix 1 contains a draft infrastructure table which identifies the potential funding mechanisms for securing different types of infrastructure (within the context of national guidance and regulations). The draft table provides a starting point for reviewing the current Interim Planning Obligations SPD, 2011 and as part of this consultation the Council is seeking views on the most suitable funding mechanisms that might be used.

3. Planning obligations and CIL comparison

3.1. A comparison has been undertaken between developer contributions agreed as part of planning permissions granted for residential development in Cherwell under the Interim Planning Obligations SPD, 2011 and the potential levy under the proposed Preliminary Draft CIL Charging Schedule. The Council's viability study illustrates that residential development is the primary form of development that is likely to be able to sustain a CIL charge.

Table 1: CIL against past S106 comparison with total figures

Application Ref.	Location	Units	Total S106	Total CIL	CIL +S106s*	CIL vsS106s
14/01133/OUT	Banbury	9	£277,734	£0	£277,734	n/a
13/00186/F	Launton	11	£183,543	£198,748	£209,748	£26,205
13/01796/OUT	Weston on the Green	20	£245,071	£387,145	£407,145	£162,074
13/01682/F	Bodicote	21	£277,645	£402,978	£423,978	£146,334
13/00996/F	Adderbury	26	£248,043	£468,570	£494,570	£246,527
10/00967/OUT	Milcombe	29	£320,233	£530,812	£559,812	£239,579
13/00621/OUT	Bicester	45	£950,362	£789,820	£834,820	£-115,542
10/00807/OUT	Arncott	48	£619,360	£798,247	£846,247	£226,887
14/00844/OUT	Hook Norton	54	£358,342	£993,977	£1,047,977	£689,635
13/00004/OUT	Bletchington	58	£68,115	£1,000,873	£1,058,873	£990,758
13/00496/OUT	Bloxham	60	£740,406	£990,725	£1,050,725	£310,319
09/01811/F	Bloxham	61	£607,538	£898,366	£959,366	£351,828
12/00926/OUT	Bloxham	75	£491,660	£1,382,387	£1,457,387	£965,728
14/01017/OUT	Bloxham	85	£1,091,199	£1,545,324	£1,630,324	£539,125
13/00301/OUT	Deddington	85	£713,269	£1,444,441	£1,529,441	£816,172
13/00344/HYBRID	Ambrosden	90	£1,175,173	£1,646,800	£1,736,800	£561,627
12/01789/OUT	Banbury	118	£2,276,556	£2,358,958	£2,476,958	£200,403
09/01592/OUT 13/01226/REM	Bicester	140	£1,846,040	£2,254,000	£2,394,000	£547,960
14/00066/OUT	Banbury	160	£1,721,200	£2,943,660	£3,103,660	£1,382,459
13/00656/OUT	Banbury	300	£3,467,391	£3,987,809	£4,287,809	£820,418
13/00159/OUT	Banbury	412	£3,844,797	£0	£3,844,797	n/a

* CIL charge plus assumption of 'on-site' S106s (£1,000 for sites of 500 or less homes and £10,000 for larger sites)

3.2. Table 1 is shown for illustrative purposes to compare the level of S106s achieved on a sample of residential planning permissions against a potential CIL scenario as proposed in the Preliminary Draft CIL Charging Schedule. For these developments, the table shows that CIL charges would be higher than past S106s in most cases.

3.3. Planning permissions 14/01133/OUT and 13/00159/OUT in Table 1 are shown to have a zero CIL charge because they relate to a larger strategic site (Southam Road) for over 500 homes.

3.4. Table 2 shows the same set of data as above but provides a comparison on a per square metre basis illustrating more clearly the relationship between the CIL charge

as proposed in the different charging areas (refer to map in Appendix 2). The different charging areas are explained in the viability report.

Table 2: CIL against past S106 comparison per square metre

Application Ref.	Location	Units	S106/m ²	S106s/m ² excluding Affordable housing	CIL/m ²
14/01133/OUT	Banbury	9	£269	£269	n/a
13/00186/F	Launton	11	£153	£212	Area 2: £230
13/01796/OUT	Weston on the Green	20	£114	£146	Area 2: £230
13/01682/F	Bodicote	21	£121	£158	Area 2: £230
13/00996/F	Adderbury	26	£91	£122	Area 2: £230
10/00967/OUT	Milcombe	29	£104	£139	Area 2: £230
13/00621/OUT	Bicester	45	£200	£277	Area 2: £230
10/00807/OUT	Arncoth	48	£122	£178	Area 2: £230
14/00844/OUT	Hook Norton	54	£60	£83	Area 2: £230
13/00004/OUT	Bletchington	58	£12	£16	Area 2: £230
13/00496/OUT	Bloxham	60	£125	£172	Area 2: £230
09/01811/F	Bloxham	61	£98	£156	Area 2: £230
12/00926/OUT	Bloxham	75	£62	£82	Area 2: £230
14/01017/OUT	Bloxham	85	£120	£162	Area 2: £230
13/00301/OUT	Deddington	85	£84	£114	Area 2: £230
13/00344/HYBRID	Ambrosden	90	£119	£164	Area 2: £230
12/01789/OUT	Banbury	118	£185	£222	Area 2: £230
09/01592/OUT	Bicester	140	£132	£188	Area 2: £230
13/01226/REM					
14/00066/OUT	Banbury	160	£103	£134	Area 2: £230
13/00656/OUT	Banbury	300	£116	£157	Part Area 1: £100 Part Area 2: £230
13/00159/OUT	Banbury	412	£92	£123	Area 1: n/a

* Excluding affordable housing

- 3.5. More information on the approach to S106s for CIL viability modelling purposes is set out in the Draft CIL Viability Study and available on the Council's website at www.cherwell.gov.uk/policypublicconsultation

4. Next Steps

- 4.1. In addition to comments on the proposed approach, the Council is seeking further information from the public, infrastructure providers and site promoters on which infrastructure needs are most likely to be provided for on site and which strategic sites are likely to come forward ahead of CIL adoption in April 2017.
- 4.2. Comments on this paper and the Infrastructure Funding Gap published alongside the Preliminary Draft Charging Schedule will inform the review of the Interim Planning Obligations SPD. The key stages of SPD preparation will comprise:
- Consultation on Draft SPD (Regulation 12) – August 2016
 - Preparation of Final SPD October 2016 – February 2017
 - Adoption (Regulation 14) - April 2017

APPENDIX 1

Potential sources of Infrastructure funding

Infrastructure type	S106	S278	CIL	Other sources of potential funding
	To secure on site/localised requirements or control that cannot be secured by condition to make otherwise unacceptable development acceptable	To facilitate or service proposed development and any off site work to mitigate the impact of the development on the existing road network	Pooling contributions from new developments towards the development of the district - District wide infrastructure	
Affordable Housing	Provision of units on-site or contributions towards off-site provision	-	-	New Homes Bonus
Transport & movement (highways)	Local site-related road/transport requirements	Local site-related road/transport mitigation	Other road and transport infrastructure projects	Local Transport Board Local Growth Fund Local Sustainable Transport Fund Bicester Garden Town Bids for Government funding Providers' capital programmes (Highways England, OCC, bus and rail operations, East West Rail)
Public transport	Local site-related public transport requirements	-	Other public transport infrastructure projects	
Education – on site specific infrastructure	Local site-related education requirements	-	- School and educational places/facilities– to be explored through CIL progression	DfE funding Bicester Garden Town Bids for Government funding Providers' capital programmes (OCC)
Education – off site infrastructure	Potential tariff based approach subject to compliance with Reg 122 and not pooling more than 5 S106s – to be explored through SPD	-		
Utilities/Energy	Decentralised energy supply on site – to be explored through SPD	-	- Not aware of any strategic infrastructure which would not be covered by the industry regulators.	Most utility works will be funded by industry regulations (Business plans, customer charges, developer requisitions)

Flood risk	Site-related flood defence infrastructure	-	- No district wide infrastructure identified at the moment for future delivery – this may change through the identification of infrastructure to deliver emerging Local Plan Part 2 and Local Plan Part 1 Review	Environment Agency funding
Emergency and rescue services	Local site-related requirements Potential limited pooling (not more than 5) subject to compliance with Reg 122 and identification of specific projects – to be explored through Planning Obligations SPD	-	Improvements to emergency and rescue provision district wide – to be explored through CIL progression	Providers' capital programmes (OCC, TVP)
Health	Site specific new health facilities within large sites Potential limited pooling (not more than 5) subject to compliance with Reg 122 and identification of specific projects – to be explored through Planning Obligations SPD	-	Other healthcare provision	Providers' capital programmes (NHS)
Community facilities	Development of specific new community facilities within strategic locations Potential limited pooling of S106s (not more than 5) subject to compliance with Reg 122 and identification of specific projects – to be explored through Planning Obligations SPD	-	Improvement of existing community facilities not within strategic locations	Providers' capital programmes (CDC, OCC)
Open Space, Recreation and Biodiversity -Specific infrastructure	Site-related tree planting and landscaping Provision of on-site or site related informal open space, land, play facilities and recreational equipment on large housing sites	-	Improvement of informal open space, land, play facilities and recreational equipment not on large strategic sites or related to a large strategic site Improvements to strategic green infrastructure	Providers' capital programmes (CDC)

	Development specific formal sports land facilities on large housing sites Local site-related habitat/nature requirements		Formal sports land and facilities not on large strategic sites or related to a large strategic site Other environmental provisions and infrastructure	
Open Space, Recreation and Biodiversity – Spatial/Strategic/District wide infrastructure	Potential limited pooling of S106s (not more than 5) subject to compliance with Reg 122 and identification of specific projects – to be explored through Planning Obligations SPD	-		Sport England Funds Providers' capital programmes (CDC)

Cherwell District Council

Executive

1 February 2016

Progress of Superfast Broadband

Report of Head of Strategic Planning and the Economy

This report is public

Purpose of report

This report explains the progress made to date by the 'Better Broadband for Oxfordshire' programme, and how Cherwell District Council's contribution from now until December 2017 will extend the availability of Superfast Broadband to businesses and homes across the district.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the financial contribution of £545,000 from the New Homes Bonus being made by the Council to extend the availability of Superfast Broadband to homes and business premises across the district by December 2017.
- 1.2 To support the investigation of alternative solutions towards extending the availability of Superfast Broadband to all premises as soon as possible through continued work with businesses, communities and partner organisations.
- 1.3 To consider in due course the most effective use of the remaining £455,000 of new Homes Bonus to address the most hard to connect premises.

2.0 Introduction and Background

- 2.1 Cherwell District Council recognises the importance of securing Superfast Broadband coverage across the District in support of the growth of the economy and also for improved access to online services by the communities of Cherwell.
- 2.2 Cherwell District Council has joined the 'Better Broadband for Oxfordshire' partnership between Oxfordshire County Council, BT and Broadband Delivery UK (BDUK). Details of the national scheme are provided at <https://www.gov.uk/broadband-delivery-uk> and explained locally at: www.betterbroadbandoxfordshire.org.uk

- 2.3 The first phase of the programme – launched in 2013 and totalling £25 million - was made up of £10m from Oxfordshire County Council, £4m from the Government (BDUK) and £11m from BT. It built upon the existing commercial footprint in the county with the aim that at least 90 per cent of all business and residential premises (64,500) would have access to Superfast Broadband speeds of at least 24 Mbps by the end of 2015.
- 2.4 In February 2015, a second phase was announced (to begin in January 2016) of an additional £5.1 million of further funding: £1 million from South Oxfordshire District Council, £545,000 from Cherwell District Council, £250,000 from the Vale of the White Horse District Council, £200,000 from Oxfordshire County Council, £1.2m from BT, and £1.95m from the Department for Culture, Media and Sport's Superfast Extension Programme (SEP). This enables the programme to roll out fibre broadband to an additional 6,500 premises.
- 2.5 In November 2015, further funding of £5.58 million was also added to enable 4,600 additional premises to access Superfast Broadband: £2 million from the Oxfordshire Local Enterprise Partnership (LEP); £120,000 from the South East Midlands LEP (via Cherwell District Council); £168,000 from Oxford City Council; £2.2 million from the Government's Broadband Delivery UK (BDUK) programme and £1.1 million from BT.

3.0 The Council's Investment in Superfast Broadband

- 3.1 Phase two of the 'Better Broadband for Oxfordshire' is now underway (from January 2016). By using Cherwell District Council's investment to encourage others to also invest, as explained above, it aims to secure an extension of the planned coverage and exceed 95% coverage of premises able to access Superfast Broadband by December 2017.
- 3.2 The estimate of additional coverage in Cherwell for phase two of the programme, combining SEMLEP and Cherwell investments, is 3,069 TPP (Total Premises Passed).
- 3.3 Detailed planning has been undertaken and has been translated onto an interactive map and postcode checker. This map is available for public view at: <http://www.betterbroadbandoxfordshire.org.uk/cms/content/coverage-map>
- 3.4 Estimated dates of delivery are shown but it is important to note that these dates are *estimates* and may be subject to delay, due to technical difficulties such as access to power or easements, or may be brought forward following more favourable site surveys.
- 3.5 The maps helpfully integrate all information relating to the additional (phase two) funding received from partners including this council. They also include a number of business parks which were prioritised by Cherwell District Council for connection as a result of this investment as centres for local employment and have been included where viable in the currently mapped data. Overall, the aim has been to extend coverage to as many premises as possible, both business and residential, through the resources the Council has made available into the partnership.

- 3.6 Over the coming months, after planning and surveying has been carried out, engineers from Openreach – BT’s local network business – will start laying fibre optic cable and installing new road-side fibre broadband cabinets. The dark green cabinets will serve as a physical sign that superfast broadband is imminently due to be available. Once technical issues have been resolved, a sticker will be placed on the cabinet to inform people that orders can now be placed.
- 3.7 Businesses and residents choosing to upgrade will be able to get download speeds of up to 80 megabits per second (80Mbps) and upload speeds of up to 20Mbps (subject to local conditions). Because the Openreach network is ‘open,’ there is a choice of fibre broadband providers, with more than 140 currently operating in the UK.
- 3.8 Communication with businesses, parishes and householders continues day-to-day, with answers to frequently asked questions being shown at: <http://www.betterbroadbandoxfordshire.org.uk/cms/content/faqs>
- 3.9 In co-ordination with Oxfordshire County Council’s specialist team (partly funded by CDC), enquiries are responded to. The Senior Economic Growth Officer also attends the regular contract management meetings with the County Council, BT and BDUK whereby implementation is monitored and any matters can be considered. Meetings are also held between officers and Cherwell’s Lead Member for Financial Management and will continue to be arranged to ensure the views of this Council are reflected in the delivery of the programme over the next two years (and beyond).

4.0 Conclusion and Reasons for Recommendations

- 4.1 The Council’s decision to invest £545,000 from Cherwell District Council’s New Homes Bonus Economic Growth reserve will extend Superfast Broadband across the district over the next two years. This is an important contribution as it has attracted further funding from Government (BDUK), SEMLEP and other partners.
- 4.2 The Council’s funding is part of over £35million being invested within Oxfordshire by the end of 2017. The percentage of county homes and businesses able to get superfast fibre broadband will be increased to more than 95 per cent (over 75,000) when combined with earlier phases of the Better Broadband for Oxfordshire programme and BT’s commercial roll-out.
- 4.3 The estimate of additional coverage in Cherwell for phase two of the programme, combining SEMLEP and Cherwell investments, is 3,069 TPP (Total Premises Passed).
- 4.4 The final 5 per cent of premises will be more challenging to connect as they will typically be more isolated and require use of alternative technologies due to the cost of laying fibre optic cable. The Council should therefore maintain its close involvement with the Programme over the next two years, during which time solutions to assist remaining premises can be investigated alongside further initiatives expected from Government.

5.0 Consultation

None on this report

6.0 Alternative Options and Reasons for Rejection

- 6.1 The following alternative options have been identified and rejected for the reasons as set out below.

Option 1: To not contribute to the extension of the Better Broadband for Oxfordshire programme was rejected by the Executive as it was considered important to maximise the availability of Superfast Broadband across the district due to market failure and the availability of match funding from external sources.

Option 2: To invest the full £1 million of Council's New Homes Bonus in phase two roll-out was rejected because it has the potential to be more effectively used in a third phase to draw additional funding from partners to assist the final 5 per cent of premises.

7.0 Implications

Financial and Resource Implications

- 7.1 The Council has already agreed the funding for this programme. The Lead Member for Financial Management and the Director of Resources have agreed the details of this extension programme.

Comments checked by:

Paul Sutton, Head of Finance and Procurement:

Paul.Sutton@cherwellandsouthnorthants.gov.uk, 0300 003 0106

Legal Implications

- 7.2 Further to Council agreeing to the funding of this programme, the Lead Member for Financial Management, the Head of Law and Governance (Monitoring Officer) and Team Leader – Property and Contracts have agreed the details of this extension programme.

Comments checked by:

Nigel Bell, Team Leader - Planning,

Nigel.Bell@Cherwellandsouthnorthants.gov.uk, 01295 221687

8.0 Decision Information

Financial Threshold Met: yes

Community Impact Threshold Met: yes

Wards Affected

All

Links to Corporate Plan and Policy Framework

The provision of Superfast Broadband is central to the Corporate Plan by providing the essential infrastructure to support economic growth and access to services.

Lead Councillor

Councillor Ken Atack, Lead Member for Financial Management

Document Information

Appendix No	Title
None	None
Background Papers	
None	
Report Author	Steven Newman, Senior Economic Growth Officer
Contact Information	(01295) 221860 steven.newman@cherwell-dc.gov.uk

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Cherwell District Council

Executive

1 February 2016

Three Way Working and the Confederation

Report of Chief Executive

This report is public.

Purpose of report

This report provides an update on progress with regards to implementation of the business case for the confederation approach to joint working agreed by Council in February 2015. The report includes an update on the position with Stratford on Avon District Council who did not take any decisions in 2015 regarding their participation in the proposed confederation.

The report recommends the continued implementation of the confederation on a two way basis (i.e. Cherwell District Council and South Northamptonshire Council) and the cessation of any further development of the confederation approach or joint working with Stratford on Avon DC as the Council has indicated that it will not be adopting the confederation as its preferred delivery model.

1.0 Recommendations

The meeting is recommended:

- 1.1 To note the progress towards the implementation of the business case for a two way confederation approach as adopted by Council in February 2015 as the basis for the delivery of savings, increased resilience, business improvement and income generation in the medium term.
- 1.2 To agree that, following discussions with Stratford on Avon DC (SDC), no further three way joint working proposals with SDC be developed as SDC have indicated they do not wish to pursue the confederation as their future operating model.
- 1.3 To agree that the existing three way shared services (Legal and ICT) are reviewed by officers to consider their suitability for continued three way working in light of the fact that SDC do not wish to pursue the confederation and to request that, subject to the approval of recommendation 1.4 below, officers report to the Joint Commissioning Committee on proposed governance and operational delivery arrangements to ensure effective continuation of either or both of these shared service arrangements on a three way basis should such reviews conclude that this option is considered to be desirable.

- 1.4 Subject to the reviews referred to in recommendation 1.3 above recommending the continuation of three way working for Legal and/or ICT, to delegate authority to the Joint Commissioning Committee to take any executive decisions on the future governance and operational delivery of the said teams to ensure the services are able to continue to meet the strategic objectives of South Northamptonshire Council, Cherwell District Council, and the confederation delivery model.
- 1.5 To note that SDC are willing to continue the operation of the three way transformation team until the secondment period finishes in March 2017 and recommend to Council that the Transformation Team Section 113 agreement (between Cherwell, South Northants and Stratford on Avon) be extended to reflect this (subject to a similar decision being made by SDC).

2.0 Introduction

- 2.1 In January 2014 Cherwell District Council (CDC), South Northamptonshire Council (SNC), and Stratford on Avon District Council (SDC) entered into a partnership to deliver savings through a joint working programme that including maximising opportunities for shared services and exploring opportunities for income generation through the use of alternative service delivery models such as council owned companies that could facilitate trading and potentially the generation of income through activities such as asset management and/or development.
- 2.2 The three way Joint Arrangements Steering Group (JASG) commissioned a review of governance to determine the most effective delivery models and it was quickly determined that traditional top down approaches to shared services would not work. Of particular concern to CDC and SNC was the potential impact on both strategic and service delivery capacity if staff were split across three sites extending the model of two way working across three (or potentially more) partners.
- 2.3 Following this work JASG then commissioned external advisors to help develop an operating model that would facilitate joint working across multiple partners (i.e. three plus), would ensure that strong governance arrangements were in place that ensured each council was being charged fairly for the service provided, that could enable trading of services and that could be broadened to include additional partners as and when required. This work was overseen by the three way Transformation Joint Working Group (TJWG) and JASG. In November 2014 three way JASG unanimously agreed an outline business case for the 'confederation' operating model. This operating model uses council owned companies overseen by a co-ordination entity to deliver services and generate income. It also maximises flexibility by enabling additional partners to come on board as desired, all services were put in scope for potential delivery within this model, subject to service specific business cases, thereby facilitating an incremental development of the operating model.
- 2.4 In December 2014 CDC and SNC councils adopted the business case in principle and proceeded to public consultation. At this stage Stratford on Avon District Council did not adopt the outline business case in full. An alternative set of proposals were adopted by SDC Council in December 2014 committing them in principle to shared services with no decision regarding the use of alternative service delivery models.

- 2.5 Following a positive consultation process CDC and SNC adopted a full business case in February 2015, this put all services in scope (subject to the development of specific business cases) for delivery within a two way confederation, the business case also set out savings targets to be delivered on a two way basis whilst SDC reviewed their position.
- 2.6 On 23 September 2015, following the all-out elections in May 2015, SDC overview and scrutiny committee reviewed the confederation operating model. The committee did not make any recommendations regarding the model but did request that alternative budget reduction proposals were prepared. The SDC Cabinet also began exploring options for devolution in the West Midlands region. As the devolution agenda has developed it has become clear that SDC are increasingly looking towards county and regional options for service delivery and the strategic alignment between CDC/SNC and SDC that was in place during 2013 and 2014, when three way shared services in legal and ICT were delivered, is no longer there.

3.0 Report Details

- 3.1 Following discussions with SDC at a senior political level in December 2015 it is clear that they cannot commit to the same transformation objectives as CDC and SNC.
- 3.2 CDC and SNC and have made significant progress during 2015 delivering further shared services and now need to look at the use of alternative service delivery models to realise the full benefits of the business case, including moves towards income generation.
- 3.3 All parties have therefore considered the position and agreed that no further proposals for three way shared services should be brought forward.
- 3.4 With regards to the existing three way shared services for Legal and ICT is recommended that a review of each service is undertaken by the lead officers at both CDC/SNC and SDC respectively to ascertain the most appropriate way forward for CDC/SNC and SDC. Options to be considered will include retaining the three way service (with improved governance arrangements for each), the cessation of the shared services (and if this is the case the services will revert to a CDC/SNC shared service and a single SDC service), or the possibility of establishing the services as standalone providers (e.g. an arm's length company) serving all councils. It should be noted that any suggested three way options will need to be agreed to by all three councils.
- 3.5 The review of both Legal and ICT services will be completed in early 2016. It is recommended that JCC oversee this work and that all of the decisions regarding the future of these services that would otherwise be the responsibility of the Executive are delegated to this committee so they can consider both the operational and personnel impacts. The principles that will inform decision making with regards to the future of these services will be to ensure the strategic objectives for both CDC and SNC can be met through cost effective and high quality services.
- 3.6 The position with the three way transformation team is somewhat different as the team are externally funded, operating on a secondment basis which comes to an

end in March 2017 and are not responsible for frontline service delivery. Following discussions with SDC it is proposed that the operation of this team continues with a focus on delivery of the programme as set out in the TCA bid led by South Northants in 2014, ensuring effective transition arrangements, overseeing the TCA projects that are delivering ICT transformation (document management, land and property systems) and sharing learning with SDC as appropriate. If the decision is made not to continue the current transformation delivery arrangements the section 113 agreement will be ended and a six months period of notice will be required which means the team will continue until September 2016.

- 3.7 If JCC determine that the three way shared services should cease to continue exit arrangements will be enacted as set out in the three way S113 agreements (see excerpt below).

In the event of a termination for any reason the Councils shall:

(a) co-operate in terminating, modifying, restructuring, assigning or novating contractual arrangements entered into to mutual advantage and properly and timeously execute any documents necessary.

(b) use best endeavours to secure an amicable financial settlement

(c) immediately transfer or return any property including data belonging to the other councils

- 3.8 If JCC determine that the three way shared services should continue governance arrangements will need to be enhanced. Proposals will be developed and brought to the JCC for decision making.

4.0 Conclusion and Reasons for Recommendations

- 4.1 In 2013 and early 2014 there was a high level of strategic alignment between the three councils who all committed to an innovative programme of joint working and delivered savings through the implementation of shared ICT and Legal services.
- 4.2 As the programme has progressed at pace for CDC and SNC and as SDC has looked increasingly to the West Midlands region as the devolution agenda has developed it is clear that the strategic fit between the three partners is no longer in place. At this stage it is believed to be the best course of action to end the partnership with SDC which will enable CDC and SNC to focus on the delivery of the next stage of their transformation programme.
- 4.3 Existing three way shared services will be considered in the light of this position and the best arrangements for future service delivery ascertained.

5.0 Consultation

- 5.0 Any consultation with affected staff will be undertaken in line with the councils' organisational change policy.

6.0 Implications

Financial & Resource Implications

- 6.1 At this stage detailed financial implications cannot be provided as they will be determined if and when it is decided to cease either the three way legal or ICT service and revert to a two way shared service. If this course of action is pursued there may be additional human resources costs if either team does not have enough staff to deliver the service following separation. It is believed that this is an unlikely scenario for legal services and for ICT work is currently being undertaken to assess any resources gaps.
- 6.2 There are no financial implications arising from the continuation of the transformation programme team as this is externally funded.
- 6.3 The loss of further three way shared working opportunities could mean that potential savings through joint working are reduced, however the confederation operating model facilitates joint working with any additional partners and therefore the opportunity to access savings or increased income through wider joint working partnerships remains and is clearly within the scope of the CDC and SNC transformation programme. Furthermore the confederation business case adopted by CDC and SNC councils in February 2015 sets out savings targets to be met through the two way programme and delivery of these savings during 2015 is on track.

Comments checked by: Martin Henry, Director of Resources, Tel. 0300 0030102, martin.henry@cherwellandsouthnorthants.gov.uk

Legal Implications

- 6.4 As with all shared services the arrangements, including the exit arrangements, are governed by the section 113 agreement.

Comments checked by: Kevin Lane, Head of Law and Governance, Tel. 0300 0030107, kevin.lane@cherwellandsouthnorthants.gov.uk

Risk Implications

- 6.5 The relationships across the three partners remain good, and the proposals to develop no further shared services on a three way basis reflect a difference in strategic objectives and not a service delivery breakdown. As such it is not anticipated that there will be any risks to service delivery, however a full risk assessment will be undertaken and provided to JCC who will oversee the risk management of any planned exit.

HR Implications

- 6.6 At this stage HR implications cannot be fully determined. Implications will be considered as part of the review of Legal and ICT and risks and mitigations identified as part of this work.
- 6.7 Any changes will be implemented in accordance with the councils' joint Organisational Change policy.

Comments checked by: Paula Goodwin; HR and OD Manager, Tel 01295 221735,
paula.goodwin@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All.

Links to Corporate Plan and Policy Framework

The on-going management restructure is essential to ensure that the five year strategies and one year business plans are delivered successfully for both councils.

Lead Councillors

Cllr Barry Wood

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Authors	Claire Taylor, Business Transformation Manager Cherwell, South Northamptonshire and Stratford on Avon Councils
Contact Information	claire.taylor@cherwellandsouthnorthants.gov.uk Tel: 0300 0030113

Cherwell District Council

Executive

1 February 2016

Council Tax Discounts 2016-2017

Report of Head of Finance and Procurement

This report is public

Purpose of report

To make a proposal to members of the Executive for the locally determined Council Tax discounts for 2016-2017.

1.0 Recommendations

The meeting is recommended:

- 1.1 To agree a recommendation to Full Council in respect of locally set Council Tax discounts as part of the budget setting process for 2016-17.

2.0 Introduction

- 2.1 On 14 December 2015 Council approved the Council Tax Reduction scheme for 2016-17.
- 2.2 On 7 September 2015 the Executive recommended to Council that a premium of 150% be introduced from 1 April 2016 for homes that had remained empty for two years, subject to certain exemptions.
- 2.3 This report makes proposals for the other locally set Council Tax discounts.

3.0 Report Details

- 3.1 Since 2013-14 the Council has had discretion in setting the level of some Council Tax discounts. This discretion can help mitigate some of the costs of maintaining an unchanged Council Tax Reduction scheme.

3.2 For 2015-16 the discounts have been set as:

- a. Unoccupied and unfurnished discount for maximum period of 6 months without reoccupation of 6 weeks in between – 25% discount.
- b. Unfurnished and uninhabitable discount for a maximum period of 12 months without reoccupation of 6 weeks in between – 50% discount
- c. Second home (non-work related) discount – 0% discount
- d. Furnished properties 0% discount for second homes
- e. Empty and unfurnished long term empty property discount – 0% discount

3.3 For 2016-17 it is also proposed to reduce the discount for unfurnished and uninhabitable properties to 25%. Experience of operating this discount for the past two and a half years has shown that the greater discount for uninhabitable properties has resulted in speculative applications and appeals that are difficult and time consuming to resolve. The proposed change would remove the incentive for such applications.

3.4 The value of the unfurnished and uninhabitable discounts awarded for 2015-16 as at 21 December 2015 is approximately £71,000. Reducing the discount to 25% would save approximately £35,500 of which approximately £3,000 would be retained by Cherwell District Council.

3.5 It is proposed that there should be no change to the other discounts.

4.0 Conclusion and Reasons for Recommendations

4.1 The recommendation is to amend the locally set Council Tax discounts as set out earlier in this report.

4.2 Members are required to note the contents of this report and the potential financial implications on the Council and to determine a recommendation for Council to consider.

5.0 Consultation

Public and major preceptors.

6.0 Alternative Options and Reasons for Rejection

6.1 The following alternative options have been identified in respect of the Council Tax discounts and rejected for the reasons as set out below.

Option 1: To leave the discounts unchanged. This would leave the Council Tax scheme open to abuse and would be a cost to the Council.

7.0 Implications

Financial and Resource Implications

The proposed change would reduce by £3,000 the cost of administering locally set Council Tax discounts.

Comments checked by:
George Hill, Interim Corporate Finance Manager,
george.hill@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2 There are no implications.

Comments checked by:
Kevin Lane, Head of Law and Governance
kevin.lane@cherwellandsouthnorthants.gov.uk, 0300 0030107

8.0 Decision Information

Key Decision

Financial Threshold Met: Not applicable

Community Impact Threshold Met: Not applicable

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillor

Councillor Ken Atack, Lead Member for Financial Management

Document Information

Appendix No	Title
None	
Background Papers	
None	
Report Author	Ryszard Filipiak (Service Assurance Team Leader)
Contact Information	Ryszard Filipiak: 01295 227067 ryszard.filipiak@cherwell-dc.gov.uk

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Cherwell District Council

Executive

1 February 2016

<p>Draft Budget and Corporate Business Plan 2016/17</p>
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Report of Director of Resources

This report is public

Purpose of report

The Council is required to produce a balanced budget for 2016/17 as the basis for calculating its level of Council Tax. It has to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years.

The proposed budget and business plan for 2016/17 are presented as an integrated report to demonstrate that the Council adopts a strategic approach to managing all of its resources, ensuring that the delivery of the Council's priorities for the district directs the allocation of financial resources.

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider and approve the draft budget in the context of the Council's service objectives and strategic priorities.
- 1.2 To approve and recommend the balanced budget to Full Council.
- 1.3 To recommend to Full Council a Council tax freeze.
- 1.4 To recommend to full council the proposed 2016/17 capital programme, see Appendix 5.
- 1.5 To note the latest Medium Term Revenue Plan (MTRP) for 2016/17 to 2020/1, at Appendix 3; this will be the basis of the work of the Budget Planning Committee for the following year.
- 1.6 To recommend, subject to any further changes Members may wish to include tonight, the updated draft revenue budget for adoption by Full Council on 22 February 2016.

- 1.7 To delegate authority to the Head of Finance and Procurement, in consultation with Director of Resources and the Lead Member for Financial Management to amend the contributions to or from general fund balances to allow the Council Tax to remain at the level recommended to Full Council following the announcement of the final settlement figures, any changes to relating to Business Rates or as a result of any financial implications arising from recommendation 1.6, above.
- 1.8 To recommend the 2016/17 business plan and performance pledges to Full Council (detailed in Appendices 6 and 7 respectively).
- 1.9 To note the 2016/17 Business Plan and Budget Equality Impact Assessment (detailed in Appendix 8).

2.0 Introduction

- 2.1 This report sets out the draft revenue budget for 2016/17 for the Council which will form the basis of the council tax setting report which is due to be considered by Full Council on the 22 February 2016. The report covers the information and work undertaken by Budget Planning Committee and the budget and capital programme recommended by that Committee at its meeting held on 19 January 2016.
- 2.2 The report also looks at the impact of the local government finance settlement which was announced on 17 December 2015. It sets out the steps which have been undertaken to produce a balanced budget and the capital programme.
- 2.3 Throughout the autumn and winter officers have been preparing the budget in line with the guidelines considered by the Executive at its meeting of the 5 October 2015. A copy of the guidelines is set out at Appendix 1 for ease of reference. This has set out the framework within which the budget has been developed.
- 2.4 The budget has been subject to consideration by the Budget Planning Committee which has also been involved in assessing the proposed capital programme.

3.0 Report Details

Draft Revenue Budget

- 3.1 The initial Medium Term Revenue Plan (MTRP) for 2016/17 showed a funding gap of £1.8m. The budget presented in this report follows significant work by officers and the Budget Planning Committee in order to arrive at a balanced budget position. Table 1 sets out the draft General Fund Revenue Budget for consideration by the Executive.

Table 1: Revenue Budget 2016-17	Approved Budget 2015-16 £000	Draft Budget 2016-17 Proposed Budget £000	Movement £000	Movement %
Community and Environment				
Community Services	5,557	4,931	(626)	(11)
Environmental Services	4,444	4,919	475	11
Community & Environment Directorate Total	10,001	9,850	(151)	(2)
Development				
Strategic Planning and the Economy	700	1,195	495	71
Public Protection / Development Management	483	261	(222)	(46)
Regeneration and Housing	1,801	1,642	(159)	(9)
Development Directorate Total	2,984	3,098	114	4
Resources				
Transformation	2,455	2,659	204	8
Finance and Procurement	824	1,142	318	39
Law and Governance	909	990	81	9
Resources Directorate Total	4,188	4,791	603	14
Bicester Regeneration Programme	(311)	1,163	1,474	(474)
Chief Executive	410	417	7	2
NET COST OF SERVICES	17,272	19,319	2,047	13
Transfers to/from Reserves NHB	1,461	2,030	569	39
Transfers to/from reserves	124	(1,705)	(1,829)	(1,410)
Transfers to General Fund Balance	0	417	417	0
Interest due on debt	159	25	(134)	(84)
Interest on Investments	0	(175)	(175)	0
Superannuation	1,781	1,847	66	4
Depreciation adjustment	(4,000)	(4,002)	(2)	0
NET BUDGET REQUIREMENT	16,797	17,756	959	6
FUNDING				
Business Rates Baseline	(3,466)	(3,499)	(33)	1
Revenue Support Grant	(2,629)	(1,850)	779	(30)
Formula grant equivalent	(6,095)	(5,349)	746	(12)
Transfer to Parish Councils for CTRS	349	349	0	0
Transfer Homelessness Grant	101	0	(101)	(100)
Council Tax Compensation Grant	(63)	0	63	(100)
Collection Fund	(233)	(180)	53	(23)
New Homes Bonus	(2,712)	(3,682)	(970)	36
Business Rates				
S31 Grant	(1,135)	(860)	275	(24)
Growth above baseline	(600)	(1,020)	(420)	70
Pooling	(450)	(900)	(450)	100
	(10,838)	(11,642)	(804)	7
Council Tax Income	(5,959)	(6,114)	(155)	3
TOTAL INCOME	(16,797)	(17,756)	(959)	6
(Surplus) / Deficit	0	0	0	0
Tax Base	48,253	49,506		
Band D Council Tax	£123.50	£123.50	£0.00	0
% increase in Council Tax	0%	0%		

- 3.2 In order to balance the budget and secure the £1.8m deficit from the initial MTRP, further reductions in costs and increases in income were taken into account. The main drivers for this are summarised in Table 2 below and these adjustments have resulted in a balanced budget.

Table 2: adjustments to proposed budget 2016/17

Movement Summary		£'000
Employee Costs		995
Implementation of Business Cases		-37
Use of Reserves		1,578
Accounting Adjustment		101
Planning Income		-500
Leisure Contract Savings		-276
Contracts and tendering		50
Reduction in Housing Benefit Admin Grant		89
Small Variances		47
Change to Net Cost of Services		2,047
Reduction in transfer to reserves		-843
Interest		-309
Pension & Depreciation		64
Budget Requirement		959
Funding		£'000
Reduction in Formula Grant		746
Increase in New Homes Bonus		-970
Increase in Business Rates		-595
Other Adjustments		15
Increase in Council Tax Income		155

- 3.3 The above actions have succeeded in balancing the budget. Appendix 2 details a 'high level walk' from the 2015/16 net budget to the proposed 2016/17 net budget highlighting cost pressures and reductions.

Proposed Council Tax 2016/17

- 3.4 The level of council tax being proposed is £123.50 p.a. at Band D.
- 3.5 If the Executive were minded to change the Council Tax increase they should be aware that a 1% increase would equate to an increase in income of £61,140.

Local Government Finance Settlement

- 3.6 On the 17 December 2015, the Secretary of State for Communities and Local Government, the Rt Hon Greg Clark MP made a statement on the provisional local government finance settlement for 2016/17. This statement is still provisional and the final settlement is likely to be announced towards the end of January 2016.
- 3.7 The MTRP contained assumptions of a significant reduction in Revenue Support Grant (RSG) for 2016/17 and no RSG from 2017/18. This was partly in expectation of significant cuts, but also to reduce the Council's reliance on RSG. In the event, the Secretary of State announced a four year settlement, which included a higher than expected figure for 2016/17.

- 3.8 The settlement proposes RSG, Business Rates Baseline Funding and New Homes Bonus (NHB) for the next four years, until the revised Business Rates Scheme can be introduced, when local authorities may retain more of the business rates collected.
- 3.9 The New Homes Bonus scheme has remained unchanged for 2016/17. The Government is consulting on changes to NHB, the aim being to reduce the overall payments for NHB to provide additional funding for other public sector spending pressures and new burdens. This is likely to be achieved by reducing the period for which NHB is paid from the current 6 years. The revised scheme is likely to be in place from 2017/18 onwards.

Table 3. New Homes Bonus

Table 3 - New Homes Bonus	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
	£000	£000	£000	£000	£000	£000
	2,712	3,682	4,060	2,980	2,990	2,300

Treasury Management Strategy 2016/17

- 3.10 The Council's investment income budget for 2016/17 has been compiled on the basis of close tracking of actual and likely interest rates and with the help of external advice. The emphasis has been on investments with the least risk for the Council's money and this, along with the continued low interest rates on offer and the agreed use of capital receipts has led to continuing low levels of investment income built into the budget. In budgetary terms this is prudent and places the Council at less risk of exposure in-year. A revised Treasury Management Strategy will be recommended to Full Council in February 2016 by the Accounts, Audit and Risk Committee.

Business Rates Pooling and Growth

- 3.11 Two years ago, the decision was taken to form a pool with Oxfordshire County Council and West Oxfordshire District Council. The detail of the figures is still being calculated and the estimate will only be finalised when the 2016/17 return is made to the Government by the end of January 2016.
- 3.12 However there will be a significant benefit to Cherwell as a result of the pooling arrangements. The budget anticipates £900,000 for Cherwell as a result of pooling. This estimate is deliberately prudent given the turbulence and uncertainty still associated with the scheme.
- 3.13 The draft budget also includes £1.02m business rates growth above the baseline and £860,000 of Section 31 grant. These represent an increase over last year of £595,000 overall.

2015-16 Capital Programme

- 3.14 The Budget Planning Committee reviewed all the capital bids during November and made recommendations to the Executive at its meeting of 19 January 2016. The new capital schemes for 2016/17 supported by Budget Planning Committee total £1.406 million are set out at Appendix 4. There are also £0.94 million of capital schemes for 2016/17 that were approved in previous years. It should also be noted that there are seven ongoing capital projects, and the capital programme shown in

Appendix 5, includes an additional year in 2020/21 for these schemes, totalling £0.94 million.

The Future – Medium Term Financial Strategy 2017/18 to 2021/22

- 3.15 The coming years will present further challenges which in the main will relate to the continued changes to government grants, local government reform and welfare reform. The Council has a strong track record and commitment to delivering efficiencies and this will continue in order to manage the challenges facing the authority in the future.
- 3.16 The forward planning together with the joint working with South Northamptonshire Council (and any others we choose to collaborate with), combined with our commitment to identifying alternative sources of income and commercial practice to provide financial independence strengthens our position to meet the forecast challenges of future years. The Council will update its MTRP forecast to be included in the 2016/17 budget book and will be presented to the Executive once complete.

Five Year Business Strategy, 2016-17 Business Plan and Performance Pledges

- 3.17 Whilst Appendix 6 sets out the corporate business plan, Appendix 7 clearly illustrates the performance pledges for 2016/17 arising from the Council's five year strategy, following consultation with the Overview and Scrutiny Committee. These inform the development of the annual budget and direct operational business plans for all services.
- 3.18 After the budget, five year strategy, business plan and Pledges have been considered and agreed by Full Council they will be published in March 2016 and will form the basis of the Council's performance management framework.

Impact assessment

- 3.19 An impact assessment of the 2015-16 budget and business plan has been carried out and is attached at Appendix 8.

4.0 Conclusion and Reasons for Recommendations

- 4.1 The above narrative alongside the appendices represents the draft budget and business plan for 2016/17 for approval by the Executive. If agreed, they will be recommended to Full Council on the 2 February and be considered alongside the setting of the 2016/17 Council Tax.

5.0 Consultation

Public Consultation

- 5.1 The development of the Council's corporate business plan and budget is shaped by undertaking public consultation including using the Citizen's Panel and an annual customer satisfaction survey.

- 5.2 In addition, the draft budget has been available on the Council's consultation portal for comment.

Other Consultation

- 5.3 As part of our commitment to a whole Council approach to the setting of the budget and our priorities for the year ahead, the Council's Overview and Scrutiny Committee has been invited to help shape the proposed business plan and Pledges for 2016/17.
- 5.4 During its meeting on 12 January 2016 the Overview and Scrutiny Committee offered a number of suggested changes to the draft business plan and Pledges for 2016/17 which have subsequently been considered and incorporated.
- 5.5 The Budget Planning Committee has considered the budget through its meetings during October 2015 to January 2016.

6.0 Alternative Options and Reasons for Rejection

- 6.1 This report presents a final analysis of the Council's draft revenue and capital budget and business plan for 2016/17. They will be presented together to Full Council on the 22 February to support the setting of the Council Tax.
- 6.2 It is a legal requirement to set a balanced budget and the recommendations as set out and directed by the corporate business plan represent what is believed to be the best way of achieving this.
- 6.3 Members could decide not to agree the recommendations or to present alternative budget proposals but that would run counter to the detailed budget setting process that has taken place as part of the formulation of this budget.

7.0 Implications

Financial and Resource Implications

- 7.1 The financial effects of the revenue budget are identified in the report. The new capital schemes are detailed in Appendix 4. Any decisions made in relation to on-going expenditure or income in the budget for 2016/17 will have repercussions in future years when current forecasts indicate the financial environment is likely to become increasingly difficult. The Council has a statutory duty to set a balanced budget and could be subject to the intervention of the Secretary of State if it failed to do so.

Comments checked by: George Hill, Corporate Finance Manager
01295 221731 george.hill@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2. The Council is legally required to set a balanced budget which the recommendations will achieve if recommended by Executive and approved by Full Council. Due consideration of external responses to consultation is also required and has taken place as part of the budget process.

Comments checked by:
Kevin Lane, Head of Law and Governance, 0300 0030107
kevin.lane@cherwellandsouthnorthants.gov.uk

Risk Management

- 7.3 The position to date highlights the relevance of maintaining a minimum level of reserves and budget contingency to absorb the financial impact of changes during the year. Any increase in risk will be escalated through the corporate risk register.

Comments checked by:
Caroline French, Corporate Policy Officer,
01295 221156, caroline.french@cherwellandsouthnorthants.gov.uk

Equality and Diversity

- 7.4 Impact assessments will be carried out in advance of setting the 2016/17 budget.

Comments checked by:
Caroline French, Corporate Policy Officer,
01295 221156, caroline.french@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: Yes

Community Impact Threshold Met: Yes

Wards Affected

All

Links to Corporate Plan and Policy Framework

Enhancing the Council Performance

Lead Councillors

Councillor Barry Wood, Leader of the Council
Councillor Ken Atack – Lead Member for Financial Management

Document Information

Appendix No	Title
Appendix 1	Budget Guidelines
Appendix 2	Revenue Budget Summary and “high level walk” 2015/16 to 2016/17
Appendix 3	MTRP 2015/16 to 2020/21
Appendix 4	New Capital Bids 2016-17
Appendix 5	Capital Programme
Appendix 6	2016-17 Business Plan
Appendix 7	2016-17 Performance Pledges
Appendix 8	Business Plan and Budget Equality Impact Assessment
Background Papers	
None	
Report Author	Paul Sutton, Head of Finance and Procurement Jo Pitman, Head of Transformation
Contact Information	0300 003 0106 paul.sutton@cherwellandsouthnorthants.gov.uk jo.pitman@cherwellandsouthnorthants.gov.uk

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GUIDELINES FOR THE PREPARATION OF THE 2016/17 BUDGET

Principles

- Protect Frontline Services
- Focus attention on corporate and service priorities and improving performance
- Maximise joint working and commercialisation income
- Maximise procurement opportunities and contract negotiations

These budget guidelines have been developed within a consistent corporate framework to ensure:

- implementation of agreed savings and efficiency proposals
- resources are allocated to Council priorities
- inappropriate competition between services for resource allocations is minimised
- a transparent method for charging a fair cost between internal Council services.

The guidelines are designed to positively encourage managers and elected members to do the following:

- bring forward ideas and options to make more effective use of existing resources, clearly identifying how the ideas may develop over a 3-year period, including any requirements for pump priming money.
- link the budget setting process to Service Plans and the requirement for the identification of options, which will produce efficiency savings.
- focus attention on corporate and service priorities and improving performance.

Budget Deliverables

1. Prepare and submit draft revenue estimates for 2016/17 and the next 4 years (5 year forecast) which fully reflect the service priority and consultation event findings and match the current duration of the MTFS.
2. Prepare and submit a draft 5 year capital programme. All schemes to carry a full project appraisal including strategic objective, priority, value for money assessment, and details of any revenue impacts. In particular the phasing of expenditure over the life of the project, so as to minimize slippage. All capital project appraisals will be validated by the Budget Planning Committee. All schemes previously approved to start in 2015/16 and onwards will be carried through for consideration.
3. The 2015/16 projected outturn at September 2015, adjusted to take account of the full year effect of savings identified in setting the 2016/17 budget, and one off items will be assumed to be the “**base budget**”.

Budget Timetable

The revenue and capital budget is agreed by full Council before 11 March each year. The 2016/17 budget will be considered at Council in February 2016.

Revenue Budget Guidelines

Income

In building income budgets it is essential that a realistic assessment of income achievement is undertaken. Budget holders should use their knowledge of past trends and current market conditions in assessing income levels for the future and the scope for increases in fees and charges.

It is important to look at not only financial information but also non-financial information such as activity data on customer usage and trends to help build realistic income estimates.

Variations to the existing approved budget for income must be clearly identified and explained.

Variations in fees and charges need to be considered taking into account the Council's priorities and objective to ensure that proposals are consistent with these priorities and objectives.

Growth

- It is the aspiration that the net impact of all growth items should be **ZERO**.
- Growth arising from changes in legislation / regulation or service planning will **ONLY** be allowed if it is fully funded by transferring resources within the same service or from within the same Directorate. Any such transfer either within the same service or the same Directorate can only come from demonstrably lower priority services. A growth proforma should be completed detailing full requirements.

Financial assumptions - should be used in estimating changes in expenditure and income over the medium term.

- Provide for general inflation in 2016/17 on all expenditure (excl payroll) and fees and charges as per forecasts in our MTFS model and will be used in the budget module as below:

Year	CPI %	Budget %
2016/17	1.7%	2.7%
2017/18	2.0%	2.7%
2018/19	2.1%	2.7%
2019/20	2.0%	2.7%
2020/21	2.0%	2.7%

Current CPI at September 2015 is 0%

- Payroll – payroll inflation is included at the following levels:

Year	%
2016/17	2.0%
2017/18	2.0%
2018/19	2.0%
2019/20	2.0%
2020/21	2.0%

- Council Tax should be forecasted with 0% increases and held at 2010/11 levels.

Year	%
2016/17	0%
2017/18	0%
2018/19	0%
2019/20	0%
2020/21	0%

- Interest rates should be forecasted as below:

Year	Average Interest Rate
2016/17	0.75%
2017/18	0.75%
2018/19	0.75%
2019/20	0.75%
2020/21	0.75%

All financial indices above are subject to further review in the budget process and may be subject to change.

Budget Process: Base Budget Review and Savings

The budget for 2016/17 will be based on a slightly different methodology from previous years. Directorates will no longer be asked to take their base budget and prepare a range of savings options of up to 20%, this year the process will be based on a Base Budget Review (BBR).

The BBR will still use historical data, but will not have the presumption that the service **NEEDS** the same resources and budgets.

The following factors will be used to produce a 3-year Directorate budget:

- Trend Analysis – variance review of the last three years expenditure / income to identify any that should be captured in the budget.
- In Year Monitoring – what does the current budget monitoring identify in terms of variances that should be captured in the budget;
- Challenge – Finance staff will work with budget holders using the the above tools to provide support and challenge to ensure budgets are based upon need.

Savings and Additional Income from Joint Working and Commercialisation

In the last 10 years the Council has successfully generated efficiencies savings from across the organisation to limit the impact on front line services and set a year on year balanced budget.

Government cuts and service pressures are expected to continue well into the medium term and in millions not thousands. This cannot be sustained through a continuation of driving traditional efficiency savings. The Council must adopt new ways of delivering more collaborative and commercial services if it to continue to be sustainable in the medium term and delivering high quality services.

The Council has signed up to a Confederation Model, which gives the maximum flexibility and the best organisational structures for delivering services as a group of Councils. We can trade within rules that mean we can contract with companies without procurement costs (Teckal) and decide together which companies to put into these arrangements.

We plan to do this incrementally but we must ensure that there are sufficient solutions and savings being generated to balance the budget in the short and medium term. Matching these elements will be crucial to future financial sustainability.

The Confederation Approach will drive a more commercial approach to existing services where appropriate but there must also be a drive to new and innovative ways of generating income. The Transformation Workstreams are already in place and creating the ideas. We must test these and start to deliver so that they contribute to the future financial sustainability of the Council.

Capital programme Guidelines

- Capital resources are reducing over the life of the MTFS. The development of 5-year rolling capital programme and resources should be drawn up within the context of the following objectives:
 1. The generation of additional reserves and balances, with appropriate contingencies.
 2. Opportunities to invest to save.
 3. Maintaining Council assets and the Council's infrastructure to agreed standards.
- A capital project appraisal is required for each bid and this will be validated by the Budget Planning Committee who will make recommendations for schemes to be included in the 2016/17 capital programme. All schemes previously approved to start in 2016/17 and onwards will be carried through for consideration.

Procurement

When setting both the 2016/17 budget and future years, regard should be given to the Corporate Procurement Strategy and the Council's Contract Procedure rules. In particular, budgets and projections should be based on Corporate and agreed framework contracts. Further advice and guidance can be obtained from the Council's Procurement Team.

Risk

The budget process is fundamental to the Council's financial management regime and Members need to be assured that all pertinent issues are properly considered when making key decisions on the Council's future finances.

In drawing up revenue budget proposals, risk assessments should be undertaken to test the robustness of proposals and to identify key factors which may impact on the proposals put forward. Where appropriate action plans should be put in place to manage/mitigate the risks identified – this may include a risk provision within the budget which can be calculated by your service accountant.

With a £15m Revenue Budget covering all the Council's services and activities, the potential for an issue to be missed or not considered properly will always be there. The budget process is designed to minimise this risk and throughout the process there are frequent meetings with Joint Management Team and Executive to review.

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Table 1: Revenue Budget 2016-17	Approved Budget 2015-16 £000	Draft Budget 2016-17 Proposed Budget £000	Movement £000	Movement %
Community and Environment				
Community Services	5,557	4,931	(626)	(11)
Environmental Services	4,444	4,919	475	11
Community & Environment Directorate Total	10,001	9,850	(151)	(2)
Development				
Strategic Planning and the Economy	700	1,195	495	71
Public Protection / Development Management	483	261	(222)	(46)
Regeneration and Housing	1,801	1,642	(159)	(9)
Development Directorate Total	2,984	3,098	114	4
Resources				
Transformation	2,455	2,659	204	8
Finance and Procurement	824	1,142	318	39
Law and Governance	909	990	81	9
Resources Directorate Total	4,188	4,791	603	14
Bicester Regeneration Programme	(311)	1,163	1,474	(474)
Chief Executive	410	417	7	2
NET COST OF SERVICES	17,272	19,319	2,047	13
Transfers to/from Reserves NHB	1,461	2,030	569	39
Transfers to/from reserves	124	(1,705)	(1,829)	(1,410)
Transfers to General Fund Balance	0	417	417	0
Interest due on debt	159	25	(134)	(84)
Interest on Investments	0	(175)	(175)	0
Superannuation	1,781	1,847	66	4
Depreciation adjustment	(4,000)	(4,002)	(2)	0
NET BUDGET REQUIREMENT	16,797	17,756	959	6
FUNDING				
Business Rates Baseline	(3,466)	(3,499)	(33)	1
Revenue Support Grant	(2,629)	(1,850)	779	(30)
Formula grant equivalent	(6,095)	(5,349)	746	(12)
Transfer to Parish Councils for CTRS	349	349	0	0
Transfer Homelessness Grant	101	0	(101)	(100)
Council Tax Compensation Grant	(63)	0	63	(100)
Collection Fund	(233)	(180)	53	(23)
New Homes Bonus	(2,712)	(3,682)	(970)	36
Business Rates				
S31 Grant	(1,135)	(860)	275	(24)
Growth above baseline	(600)	(1,020)	(420)	70
Pooling	(450)	(900)	(450)	100
	(10,838)	(11,642)	(804)	7
Council Tax Income	(5,959)	(6,114)	(155)	3
TOTAL INCOME	(16,797)	(17,756)	(959)	6
(Surplus) / Deficit	0	0	0	0
Tax Base	48,253	49,506		
Band D Council Tax	£123.50	£123.50	£0.00	0
% increase in Council Tax	0%	0%		

Analysis of Budget Movements	Movement £000
Community and Environment	
Employees costs	(144)
Customer Services Business Case	(31)
Public Protection & Community Development Business Case	(118)
Sports income	(40)
CCTV monitoring	(17)
Leisure contract benchmarking savings	(276)
Community Services Total	(626)
Employees costs	404
Landscape maintenance contract costs	95
Vehicle Maintenance and MOTs	14
Waste, Recycling and Cleansing	(50)
Other small variances	12
Environmental Services Total	475
Community and Environment Directorate Total	98
Development	
Local Plans & Policy - met from reserve	370
Employees costs	5
Economic Growth Business Case	88
Transport Business Case	25
Local Plans & Policy - grants removed	7
Strategic Planning and the Economy Total	495
Employees costs	148
Salaries funded from reserves	98
Planning Fees	(500)
Other small variances	32
Public Protection and Development control Total	(222)
Employees costs	(34)
Premises Insurance centralised	(164)
Homelessness grant removed	101
Security savings	(12)
Pioneer square savings	(16)
Other small variances	(34)
Regeneration and Housing Total	(159)
Development Directorate Total	114

Analysis of Budget Movements	Movement £000
Resources	
Employees costs	194
Communications Business Case	6
Other small variances	4
Transformation Total	204
Employees costs	14
Finance and Procurement Business Case savings	(7)
Premises Insurance centralised	275
Graven Hill contributions	(38)
Housing Benefit admin grant reduced	89
Other small variances	(15)
Finance and Procurement Total	318
Employees costs	81
Law and Governance Total	81
Resources Directorate Total	603
Employees costs	103
Eco Town project funded from reserves	324
Garden town project funded from reserves	638
Bicester project funded from reserves	148
Salary adjustments including inflation and increments	217
Other small variances	44
Bicester Regeneration Programme	1,474
Employees costs	7
Chief Executive Total	7
NET COST OF SERVICES	2,047

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CHERWELL DISTRICT COUNCIL
MEDIUM TERM REVENUE PLAN ASSUMPTIONS - 2015/16 - 2020/21

	2015-16 £000	2016-17 £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000
EXPENDITURE						
Approved base budget	17,272	17,272	19,319	18,322	18,976	19,637
Unavoidable pressures						
Contract Inflation		0	66	68	70	72
Demand led increases		0	56	56	56	56
Pay inflation		0	250	255	260	265
Pay increments		0	175	175	175	175
Superannuation		0	100	100	100	100
Total budget pressures	0	0	647	654	661	668
Budget Changes:						
Planning fees income		(500)	0	0	0	0
Employees		895	0	0	0	0
Professional fees		100	0	0	0	0
Leisure Contract Savings		(276)	0	0	0	0
Bicester Projects (Funded from Reserve)		1,110	(1,110)	0	0	0
Local Plan (Funded from Reserve)		370	(370)	0	0	0
Planning Salaries (Funded from Reserves)		98	(142)	0	0	0
HB Admin Grant		89	0	0	0	0
Homelessness Grant		101	0	0	0	0
Other small net changes		96	0	0	0	0
Total Budget Changes	0	2,083	(1,622)	0	0	0
Joint Business Case Changes						
Economic Growth		88	0	0	0	0
Transport		25	0	0	0	0
Communications		6	0	0	0	0
Customer Services		(31)	(10)	0	0	0
Public Protection		(118)	(11)	0	0	0
Finance		(7)	0	0	0	0
Total Joint Business Case Savings	0	(37)	(22)	0	0	0
NET COST OF SERVICES	17,272	19,319	18,322	18,976	19,637	20,305
Transfers to/from reserves (NHB)	1,461	2,030	2,140	1,570	1,580	1,210
Transfers to/from reserves	124	(1,545)	0	0	0	0
Transfers to General Fund Balance	0	417	0	0	0	0
Interest due on debt	159	25	0	0	0	0
Interest on Investments	0	(175)	(175)	(175)	(175)	(175)
Pension Costs	1,781	1,847	1,847	1,847	1,847	1,847
Depreciation Adjustment	(4,000)	(4,002)	(4,002)	(4,002)	(4,002)	(4,002)
NET BUDGET REQUIREMENT	16,797	17,916	18,132	18,216	18,887	19,185
FUNDING						
Business Rates Baseline	(3,466)	(3,499)	(3,560)	(3,670)	(3,790)	(3,790)
Revenue Support Grant	(2,629)	(1,850)	(1,110)	(640)	(110)	0
Formula grant equivalent	(6,095)	(5,349)	(4,670)	(4,310)	(3,900)	(3,790)
Transfer to Parish Councils - CTRS	349	349	349	349	349	349
Transfer Homelessness Grant	101	0	0	0	0	0
Business Rates:						
- Growth above baseline	(600)	(1,020)	(1,020)	(1,020)	(1,020)	(1,020)
- Pooling	(450)	(900)	(900)	(900)	(900)	(900)
- S.31	(1,135)	(860)	(860)	(860)	(860)	(860)
Council Tax Compensation Grant	(63)	0	0	0	0	0
Collection Fund	(233)	(180)	(100)	(100)	(100)	(100)
New Homes Bonus	(2,712)	(3,682)	(4,060)	(2,980)	(2,990)	(2,300)
	(10,838)	(11,642)	(11,261)	(9,821)	(9,421)	(8,621)
Council Tax income	(5,959)	(6,114)	(6,236)	(6,361)	(6,488)	(6,618)
TOTAL INCOME	(16,797)	(17,756)	(17,497)	(16,182)	(15,909)	(15,239)
FUNDING GAP			635	2,034	2,978	3,946

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Capital Bids - 2016/17

Ref	Project	Portfolio Holder	Service Head	Service Manager	Total Project Cost £'000	Spend Profile						Annual Revenue Cost				Scoring	
						2016/17				2017/18 £'000	2018/19 £'000	2019/20 £'000	Savings £'000	Cost £'000	Capital Cost £'000		Total £'000
						Q.1 £'000	Q.2 £'000	Q.3 £'000	Q.4 £'000								
						£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		£'000
1	Bicester Leisure Centre Extension	Cllr George Reynolds	Ian Davies	Sharon Bolton	150			75	75				0	0	8	8	16
2	Spiceball Leisure Centre Bridge Re-surfacing	Cllr George Reynolds	Ian Davies	Sharon Bolton	30	30							0	0	2	2	0
3	The Hill Youth and Community Centre	Cllr George Reynolds	Nicola Riley	Sharon Bolton	450	100	100	125	125				0	0	23	23	25
	Community Services				630	130	100	200	200	0	0	0	0	0	33	33	-
4	Urban Centre Electricity Installations	Cllr Debbie Pickford	Ed Potter	Paul Almond	30		30						-4	0	2	-2	14
	Environmental Services				30	0	30	0	0	0	0	0	-4	0	2	-2	-
5	Website Redevelopment	Cllr Nicholas Turner	Balvinder Heran	Paul Collins	66	19	37	10					-22	17	3	-2	28
	Transformation				66	19	37	10	0	0	0	0	-22	17	3	-2	-
6	Banbury Bus Station - Refurbishment	Cllr Norman Bolster	Chris Stratford	Linda Barlow	90	90							0	0	5	5	21
7	Banbury Museum - Refurbishment Programme	Cllr Norman Bolster	Chris Stratford	Linda Barlow	250	50	100	100					0	0	13	13	17
8	Community Buildings - Remedial Works	Cllr Norman Bolster	Chris Stratford	Linda Barlow	150				150				0	0	8	8	19
9	Car Parks Resurfacing	Cllr Norman Bolster	Chris Stratford	Linda Barlow	100	25	25	25	25				0	0	5	5	26
10	Ferriston Shopping Parade - Resurface Car park	Cllr Norman Bolster	Chris Stratford	Linda Barlow	40	40							0	0	2	2	21
11	Spiceball Riverbank Reinstatement	Cllr Norman Bolster	Chris Stratford	Linda Barlow	50	10	20	20					0	0	3	3	26
	Regeneration				680	215	145	145	175	0	0	0	0	0	36	36	-
	Total				1,406	364	312	355	375	0	0	0	-26	17	74	65	

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Cherwell District Council

Appendix 5

Proposed Capital Programme - 2016/17

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
5 Year Rolling HW / SW Replacement Prog	Jo Pitman	0		50	50			50	50	50	50	300
Business Systems Harmonisation Programme	Jo Pitman	0		40	40			40	40	40	40	240
Audio Visual equipment replacement	Jo Pitman	125		0								125
Website Redevelopment	Jo Pitman	0		0			66					66
Transformation		624	-283	176	90	0	66	167	200	90	90	1,220
HR / Payroll System replacement	Paul Sutton/Jo Pitman	0		38								38
Finance & Procurement		0	0	38	0	0	0	0	0	0	0	38
Elections Polling Booths and Count Tables	James Doble	3		0								3
Law & Governance		3	0	0	0	0	0	0	0	0	0	3
East West Railways	Calvin Bell	0		290	290			290	290	290	290	1,740
Build Programme	Chris Stratford	10,852	11,893	0								22,745
Disabled Access Audit	Linda Barlow	15	-15	0								0
23&24 Thorpe Place Roof Lights	Linda Barlow	4		0								4
Condition Survey Works	Linda Barlow	472	-156	0								316
Bradley Arcade Roof Repairs	Linda Barlow	120		3								123
DPS Access Audit	Linda Barlow	20	-20	0								0
Empty Homes and Work-in-Default - Recoverable	Tim Mills	100		0								100
18 & 19 Thorpe Place - Replacement Roof Lights	Linda Barlow	1	-1	0								0
Upgrade to Uninterrupted Power Supply & Back up	Linda Barlow	288		50								338
Improvements to Amenities to Orchard Way Shops	John Slack	25		0								25
Woodgreen - Condition Survey Works	Linda Barlow	0		30								30
Banbury Museum - Emergency Lighting Replacement	Linda Barlow	0	40	30								70
Orchard Way Shopping Arcade - front service area	John Slack	0		300								300
Units 21 & 23 Thorpe Place - Replacement of Roof Lights	Linda Barlow	0		30								30
Bodicote House - Access Control System	Linda Barlow	0		35								35
Environmental Improvements Grimsbury	Andy Preston	250	-250	0								0
Bicester Cattle Market Car Park Phase 2	Karen Curtin	90	-90	0								0
Old Bodicote House	Linda Barlow	124		0								124
Bicester Town Centre Redevelopment	Karen Curtin	176		0								176
Kidlington High Street Pedestrianisation	Karen Curtin	7		0								7
Disabled Facilities Grants	Tim Mills	0		832	375			375	375	375	375	2,707
Discretionary Grants for Domestic Properties	Tim Mills	136		275	275			275	275	275	275	1,786
Thorpe Lane Depot - CCTV Replacement	Linda Barlow	0		40								40
Bodicote House - CCTV Upgrade	Linda Barlow	0		15								15
Banbury Bus Station - Refurbishment	Linda Barlow	0		0			90					90
Banbury Museum - Refurbishment Programme	Linda Barlow	0		0			250					250
Community Buildings - Remedial Works	Linda Barlow	0		0			150					150
Car Parks Resurfacing	Linda Barlow	0		0			100					100
Ferriston Shopping Parade - Resurface Car park	Linda Barlow	0		0			40					40
Spiceball Riverbank Reinstatement	Linda Barlow	0		0			50					50
Regeneration & Housing		12,680	11,401	1,930	940	0	680	940	940	940	940	31,391
Bicester Community Building	Karen Curtin	9,884		0								9,884
Graven Hill	Karen Curtin	0		23,333	21,100							44,433
NW Bicester Eco Business Centre	Karen Curtin	0	-4,000	4,000		4,000						4,000
Bicester Regeneration Projects		9,884	-4,000	27,333	21,100	4,000	0	0	0	0	0	58,317
Total		25,368	7,118	31,322	24,548	4,000	1,406	2,066	1,877	1,649	1,722	101,073
Note: Total for Year			2015/16	63,808		2016/17	29,954					

Business Plan 2016-17



Cherwell:
a district of
opportunity

Cherwell:
safe, green,
clean

Cherwell:
a thriving
community

Cherwell:
sound budgets
and customer
focused council

Cherwell: a great place to live

 cherwelldistrictcouncil  [@cherwellcouncil](https://twitter.com/cherwellcouncil)

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www.cherwell.gov.uk

Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Foreword

Welcome to Cherwell District Council’s business plan for 2016/17. This plan is about our priorities for the district in the coming year. The council is here to serve the people of the District and therefore our plan aims to support those who live, work and visit this district which has a lot to offer. Our plan is based on an understanding of the challenges and opportunities facing our District and consultation with local businesses and residents to determine local requirements.

We will make sure the council operates efficiently, and work towards long term solutions to deal with the cuts we face. We have already been proactive working with our partner South Northamptonshire Council developing shared working and looking at new ways of delivering services for our communities. Financial savings have been made over the past years and we will continue to be as innovative as possible to ensure the council manages its day to day business even more effectively and transparently.

We recognise that a strong local economy is essential for a strong local community. We will continue to promote economic growth; helping local companies to expand, securing high quality and high value jobs, with increased opportunities for all, and supporting more affordable homes for local people. The above is supported by the Cherwell Local Plan 2011-2031 which ensures that growth is targeted and investment made whilst still respecting the character and beauty of our rural areas.

This business plan, based around four key themes, also outlines our performance pledges for the year and we remain committed to working effectively with our partners to ensure high quality services are delivered in times of financial constraint.

We want Cherwell to be a District where people want to live and work and we think we are moving in the right direction.

If you would like any more information about the priorities of this council please get in touch using the details on the back of this document.



Councillor Barry Wood



Leader of Cherwell District Council



Sue Smith



Joint Chief Executive, Cherwell District and South Northamptonshire Councils



An overview of Cherwell

Named after the River Cherwell which flows through it, the District is located between London and Birmingham, at the most northern point of the South East region, where it meets the West Midlands and East Midlands. Cherwell borders Oxford City, South Oxfordshire, Vale of White Horse, West Oxfordshire, Aylesbury Vale, South Northamptonshire and Stratford on Avon Districts. The M40 passes through Cherwell and there are good rail connections to both London and Birmingham.

The District is growing with over half of the population living in the principal centres of Banbury, Bicester and Kidlington; the remainder in more than 70 smaller settlements. Cherwell’s population has increased significantly over the past 20 years and this trend is set to continue with the population predicted to reach 155,650 by 2021.

One of the council’s main strategic challenges is to ensure that the District grows in a sustainable way; one that delivers a prosperous economy and thriving communities. The Eco Bicester development will see approximately 5,000 houses built over the next 20 years. Delivering the local plan will play a key role in this, as will implementing the Masterplans for Banbury, Bicester and Kidlington to secure new housing, retail, development and leisure opportunities. The council is working with its partners to ensure that this growth is delivered while protecting and enhancing the character of our urban centres, villages and landscapes.

Another key challenge for the District will be responding to population changes. The population of Cherwell is continuing to age, with the number of residents aged 60 and above predicted to increase by over 7,000 between 2011 and 2021. By 2021, nearly a quarter of Cherwell’s population will be aged 60 or over. This rate of increase will provide challenges and the council will have to continue to anticipate the future services required by our older population, building on

our strong track record of ensuring the needs of older residents are met. The council is focused on ensuring that our services are accessible to all people living in the District.

Another of the council’s key challenges will be to ensure that communities across the District continue to thrive. As part of this commitment, the council will be working with partners to increase the affordable housing options across the District, whilst continuing to work with partners to support financial inclusion and help local people into employment.



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Section 1: Our strategic approach to Business Planning: Performance, accountability and transparency

Five Year Business Strategy - Priorities for the 5 year strategy

The table below presents the council’s strategic priorities for its 5 year business strategy. This strategy sits alongside the council’s medium term financial strategy and is underpinned by the annual business

plan, budget and performance management framework that sets out the milestones, performance measures and budget that will drive the council’s delivery of services and major projects.

Cherwell: a district of opportunity	Cherwell: safe, green, clean	Cherwell: a thriving community	Cherwell: sound budgets and customer focused council
a1. Implement the Cherwell Local Plan as the framework for sustainable housing, new employment and infrastructure investment over the next 20 years.	b1. Provide high quality recycling and waste services, aimed at helping residents recycle as much as possible.	c1. Deliver affordable housing and work with private sector landlords to help improve affordable housing options.	d1. Reduce the cost of providing our services through partnerships to include other statutory bodies such as Police, Health, County Council, joint working and other service delivery models.
a2. Complete and implement the Masterplan for Bicester helping to provide new housing, jobs and leisure opportunities.	b2. Provide high quality street cleansing services, and tackle environmental crime (littering, fly tipping, graffiti) where it arises.	c2. Work with partners to support financial inclusion and help local people into paid employment.	d2. Continue to communicate effectively with local residents and businesses
a3. Complete and implement the Masterplan for Banbury helping to provide retail, employment and town centre development opportunities.	b3. Work with partners to help ensure the District remains a low crime area, reducing fear of crime, tackling Anti-Social Behaviour and focussing on safeguarding our residents and businesses.	c3. Provide high quality housing options advice and support to prevent homelessness. c4. Work to promote and support health and wellbeing across the district.	d3. Deliver the five year business strategy, medium term revenue plan and a capital programme that ensures the council is resourced to deliver its strategic priorities.
a4. Complete and implement the Masterplan for Kidlington, helping to develop a strong village centre afforded by its location.	b4. Reduce our carbon footprint and protect the natural environment.	c5. Provide high quality and accessible leisure opportunities. c6. Provide support to the voluntary and community sector.	d4. Deliver below inflation increases to the Cherwell District Council element of Council Tax.
a5. Promote inward investment and support business growth within the District.		c7. Protect our built heritage by supporting effective conservation, managing the impacts of growth and working to ensure development takes place in appropriate areas.	
		c8. Work to ensure rural areas are connected to local services.	

The five year business strategy (table left) will be reviewed during 2016 and updated to reflect the needs and ambitions of the District for a further five years.

Our annual business plan outlines the key actions for the coming year, along with the associated performance measures/outcomes. This enables us to demonstrate that we align our resources to the delivery of the business plan in the most effective way possible, whilst also providing a clear direction of travel for the council, its employees and for everyone in our District and those who read this document.

Our business planning cycle is underpinned by budget reviews aimed at identifying opportunities for increased efficiency and performance. This process is led by locally elected members. Consultation with residents and businesses also contribute to the development of the plan including our annual customer satisfaction survey.



Improvement and Innovation

The council has robust plans to deliver improvement and increased efficiency given the challenging national economic circumstances currently being faced.

We have progressed a transformation programme that delivers both financial savings and prepares us to be a leading and thriving council. We continue to work with our suppliers to identify procurement savings, reduce our energy costs, increase the amount of services that can be accessed online and generally improve our business processes.

Managing our Performance

The overarching five year Business Strategy, medium term financial plan, annual business plan, service plans

and the appraisal targets of individual employees all demonstrate that the council has a clear and robust “golden thread” between resource availability and delivery of the council’s agreed priorities. This approach helps us to provide effective community leadership, and will demonstrate that we are adopting a more mature and commercially aware approach to running our council.

Performance management represents an essential part of our assurance and accountability process. It ensures that we are focused on the delivery of our strategic and operational objectives and provides an effective way of demonstrating our achievements to local residents whilst also being transparent about the issues or challenges that we are facing.

Reporting our Performance

We report our performance on a quarterly basis and it is reviewed by the Executive. Where performance issues and challenges are identified the Joint Management Team and lead elected members work together to deliver improvement.

Details about our performance and expenditure are available at www.cherwell.gov.uk

Managing our Resources

The council continues to face challenging financial times, and we are not alone. We can and must learn from the experience of others. We are actively exploring all opportunities to not only ensure our survival, but ultimately also manage our growth. It is an ambitious aspiration, but it is one that we have to face head on. And it is our commitment to you. We must ensure that as taxpayers, your money is spent wisely and that we deliver services that provide you with what you need, when you need it.

The revenue budget for 2016/17 can be found on our website www.cherwell.gov.uk. The council also has an ambitious Capital Programme and an aspiration to regenerate the two market towns of Banbury and Bicester whilst not forgetting to invest adequate financial capital resources across the rest of the District for the people who live and work here. We aim to do this by delivering high quality programmes which will significantly boost the economic prosperity of the area and create much needed jobs and investment.

Section 2: Council Priorities and Business Plan 2016/17

Our long term vision for the District is ambitious. Working with our partners in the public, private and voluntary sectors we are aiming to build a District with a diverse economy. We are working to secure opportunities for all, and to help grow vibrant,

thriving communities connected by a sense of pride, place and purpose. To help deliver this vision the council has four strategic priorities. These priorities shape the work we do, our services, plans and major projects. They are outlined below:

Cherwell: a district of opportunity	Supporting economic development, employment, conservation, regeneration and development of the District
Cherwell: safe, green, clean	Working to ensure the District has high standards of environmental cleanliness, great recycling and waste management, tackling crime and supporting energy efficiency
Cherwell: a thriving community	Providing affordable housing, leisure and sports facilities and activities, working with partners to improve access to health services, providing arts, cultural and community services
Cherwell: sound budgets and customer focused council	Ensuring the council is run as efficiently as possible, consulting with local people, helping vulnerable people to access our services, and the provision of council tax and housing benefits.

Our business plan for 2016/17 is based around these four strategic priorities, with each having a set of key objectives, actions and targets. These are outlined in more detail on the following pages.



Cherwell: a district of opportunity

Supporting economic development, employment, conservation, regeneration and development of the District

Implement the Cherwell Local Plan as the framework for sustainable housing, new employment and infrastructure investment over the next 20 years

- Banbury and Kidlington Masterplans adopted as Supplementary Planning Documents
- Prepare draft Local Plan Part 2 and commence partial review of Local Plan Part 1 to address the unmet need of Oxford

Complete and implement the Masterplan for Bicester helping to provide new housing, jobs and leisure opportunities.

- Northwest Bicester: continue to facilitate the planning applications for the site
- Northwest Bicester: delivery of the Eco – Bicester business centre
- Graven Hill: deliver the demonstration project on the Graven Hill site
- Graven Hill: set up a sales and marketing suite to promote the plots
- Engage with the community and stakeholders including the Bicester Town Council and Local Management Organisation to assist in the definition and delivery of the Garden Town – Bicester

Complete and implement the Masterplan for Banbury helping to provide retail, employment and town centre development opportunities.

- Prepare a scheme for the redevelopment of the Bolton Road site
- Secure a start on site by the developer subject to the detailed development agreement being completed, and maximise the council's income and returns from Castle Quay and Castle Quay 2
- Take steps to develop a Masterplan for the redevelopment of Canalside within Banbury Town Centre redevelopment
- Support The Mill as the primary town centre arts provision in its development activities

Promote inward investment and support business growth within the District.

- Support business growth, skills and employment in local companies and the visitor economy to strengthen the economy of the District.
- Continue to use the Cherwell Investment Partnership as a hub for inward investment and ensuring sufficient business sites and employment land are available to meet the needs of the District.
- Produce marketing material to promote commercial and industrial business sites to the area

Deliver high quality regulatory services that support the growth of the local economy.

- Develop a whole council approach to supporting businesses utilising Better Business principles and promote our compliance with the Regulator's Code
- Work proactively with developers and others including Oxfordshire County Council on both planning applications and pre-application enquiries to enable the speedy delivery of new commercial and residential projects

Cherwell: safe, green, clean

Working to ensure the District has high standards of environmental cleanliness, great recycling and waste management, tackling crime and supporting energy efficiency

Provide high quality recycling and waste services, aimed at helping residents recycle as much as possible.

- Achieve 55% recycling rate
- Maintain levels of customer satisfaction with the recycling and waste services

Provide high quality street cleansing services, and tackle environmental crime (littering, fly tipping, graffiti) where it arises.

- Maintain customer satisfaction with street cleansing
- Undertake six neighbourhood blitzes with community involvement

Work with partners to help ensure the District remains a low crime area, reducing fear of crime, tackling Anti-Social Behaviour and focussing on safeguarding our residents and businesses.

- To develop an alternative CCTV operational system for our urban centres
- Continue to work with the local police and licence holders to ensure our town centres remain clean, safe and vibrant at all time

Reduce our carbon footprint and protect the natural environment.

- Deliver the council's Biodiversity Action Plan "Protecting and Enhancing Cherwell's Natural Environment"
- Implement a new carbon management plan from 2015-20 which increases the energy efficiency of the organisation and lowers the carbon footprint

Cherwell: a thriving community

Providing affordable housing, leisure and sports facilities and activities, working with partners to improve access to health services, providing arts, cultural and community services

Deliver affordable housing and work with private sector landlords to help improve affordable housing options.

- Deliver at least 190 units of affordable housing including a high proportion constructed using self build models. Planning for 133 affordable rented homes and 57 for shared ownership or other low cost home ownership scheme.
- Promote the establishment of an off-site construction factory in Bicester for the long term production of kit homes for affordable and self-build housing
- Encourage private sector landlords to improve their stock through targeted grant action and other housing advice
- Ensure the provision of extra care housing

Work with partners to support financial inclusion and help local people into paid employment.

- Commissioning of high quality financial and debt advice for vulnerable residents
- Effective implementation of continued welfare reform and administration of benefits.
- Continue to support skills development, apprenticeships and job clubs in order to keep local unemployment at historic low levels

Provide high quality housing options advice and support to prevent homelessness.

- Deliver the actions identified within the revised Homelessness prevention strategy adopted by the council.

Work to provide and support health and wellbeing across the District.

- Support the work of the Community Partnership Network with financial, clinical and technological changes in the health and social care sector.
- Enable the development of volunteer transport schemes to support the health and wellbeing needs of vulnerable residents.
- Deliver and extend the Brighter Futures in Banbury programme to provide opportunities for some of the District's most disadvantaged people

Provide high quality and accessible leisure opportunities.

- Maintain a minimum usage level of visits to leisure facilities
- Complete Phase 2 pavilion works for South West Bicester Sports Village
- Increase access to leisure and recreation opportunities through development and outreach work
- Commence the improvement of Woodgreen Leisure Centre and a long term operating contract
- Deliver with the aid of external funding the redevelopment of The Hill in Banbury
- Establish new management arrangements for Stratfield Brake Sports Ground on behalf of Kidlington Parish Council

Provide support to the voluntary and community sector.

- Implement the agreed social and community infrastructure for housing developments across the District
- Support the District's voluntary sector and community groups
- Support the growth & development of neighbourhood community associations
- Increase and promote volunteering opportunities throughout the District
- Support the Local Strategic Partnership in addressing the key issues of the District

Protect our built heritage by supporting effective conservation, managing the impacts of growth and working to ensure development takes place in appropriate areas.

- Continue programme of Conservation Reviews
- Provide design guidance on major developments

Work to ensure rural areas are connected to local services.

- Work with BT/Broadband Delivery UK and Oxfordshire County Council to extend Superfast Broadband across rural parts of the District

Cherwell: sound budgets and customer focused council

Ensuring the council is run as efficiently as possible, consulting with local people, helping vulnerable people to access our services, and the provision of council tax and housing benefits.

Reduce the cost of providing our services through partnerships (including other statutory bodies such as Police, Health, County Council), joint working and other service delivery models.

- Review key business processes to ensure they enhance performance, reduce cost and are designed around the customer
- Increase the number of services which can be accessed and paid for online
- Establish appropriate commercial arrangements that will enable the councils to trade, develop assets and generate income which will support the long term financial sustainability of the organisation and underpin sustainable economic growth within the District.
- Deliver the Information Communications Technology Strategy
- Maximise income coming into the authority to include:
 - New Homes Bonus
 - Business Rates
 - Council Tax
 - External Funding

Continue to communicate effectively with local residents and businesses

- Continue to increase our use of digital media to communicate with residents and local businesses
- Continue to develop our business focused communications

Deliver the five year business strategy, medium term revenue plan and a capital programme that ensures the council is resourced to achieve its strategic priorities

- Deliver an annual balanced budget and the Medium Term Revenue Plan
- Deliver the savings targets of £500,000 within the agreed timescales

Deliver below inflation increases to the Cherwell District Council element of Council Tax

- Cherwell District Council Council Tax element frozen for 2016-17

Section 3: Performance Pledges 2016/17

Every year from the key objectives and actions detailed across our strategic priorities several are highlighted as performance pledges. They are key activities that reflect local priorities and these pledges demonstrate our commitment to the delivery of important local services and new projects to help make Cherwell a great place to live.

For 2016/17 our pledges are:

Cherwell: a district of opportunity

- North West Bicester: continue to facilitate the **planning applications** for the site
- Graven Hill: **deliver the demonstration project** on the Graven Hill site
- **Banbury and Kidlington Masterplans:** adopt as Supplementary Planning Documents.

Cherwell: safe, green, clean

- Undertake **six neighbourhood blitzes** with community involvement
- Work with the local police and licence holders to ensure our town centres remain **clean, safe and vibrant** at all times.

Cherwell: a thriving community

- Continue working with our partners to provide **support to the most vulnerable** individuals and families in the District, building on the Brighter Futures in Banbury programme
- Deliver at least 190 units of **affordable housing** including a high proportion constructed using self-build methods. Planning for 133 affordable rented homes and 57 for shared ownership or other low cost home ownership scheme
- Continue to support skills development, apprenticeships and job clubs in order to help **support local employment** and reduce the number of young people not in education, employment or training.

Cherwell: sound budgets and customer focused council

- **Reduce the cost** of providing our services through partnerships, joint working and other service delivery models.



Getting in touch

Throughout the year the council provides opportunities for local people to have their say. Whether this be through customer satisfaction surveys, budget consultation, consultation on new projects and services, talking to local business organisations or feedback via our link-points or web site we are keen to listen to what you like and what needs to be improved. Our consultations are published on our one-stop consultation portal which can be found at:

<http://consult.cherwell.gov.uk/portal/>

However, if you would like to feedback about any other matter you can do so using the contact details on this page.

Email: consultation@cherwell-dc.gov.uk

To find and email your ward councillor:
<http://modgov.cherwell.gov.uk/mgFindCouncillor.aspx>

Call the Performance and Insight Team:
01295 221575

Customer Services: 01295 227001

Write:

The Performance and Insight Team
Bodicote House
Bodicote
Banbury
Oxfordshire, OX15 4AA

For general enquiries visit www.cherwell.gov.uk
or contact the customer service team
01295 227001.

Cherwell District Council Performance pledges 2016-17

Performance pledges are key activities that reflect local priorities and these pledges demonstrate our commitment to the delivery of important local services and new projects to help make Cherwell a great place to live.

Cherwell: a district of opportunity

- North West Bicester: continue to facilitate the **planning applications** for the site
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- Continue to support skills development, apprenticeships and job clubs in order to help **support local employment** and reduce the number of young people not in education, employment or training.

Cherwell: sound budgets and customer focused council

- **Reduce the cost** of providing our services through partnerships, joint working and other service delivery models.

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Cherwell: a great place to live

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EQUALITY IMPACT ASSESSMENT

2016/2017 Business Plan and Budget Equality Impact Assessment

Equality Impact Assessments

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Part 3	Areas of potential negative and positive impact	8

Equality Impact Assessment (Part 1)

Part 1: INITIAL SCREENING DETAILS ASSESSING POLICIES

Please tick/delete as appropriate: Is this EIA for a:

Strategy	<input checked="" type="checkbox"/>	Existing	<input checked="" type="checkbox"/>	(2014/15 updated for 2015/16)
Policy	<input type="checkbox"/>	New/Existing	<input type="checkbox"/>	
Service Development	<input type="checkbox"/>	New/Existing	<input type="checkbox"/>	

Name of Strategy, Policy or Service Development:

2016/2017 Corporate Business Plan and Budget

AIMS, OBJECTIVES AND PURPOSE OF THE POLICY OR ACTIVITY:

The Corporate Business Plan and budget contains detailed measures and targets which underpin the delivery of Cherwell District Council's strategic priorities throughout 2016/2017

PLEASE LIST THE MAIN STAKEHOLDERS/BENEFICIARIES IN TERMS OF THE RECIPIENTS OF THE ACTIVITY OR THE TARGET GROUP AT WHOM THE POLICY IS AIMED:

- **All Cherwell Residents**

If the activity is provided by another department, organisation, partnership or agency on behalf of the authority, please give the names of these organisations/agencies:

N/A

Lead officer	Caroline French
Contact	01295 221586 caroline.french@cherwellandsouthnorthatnsgov.uk
Service area	Performance and Insight Team
Directorate	Transformation
Assessment date	21 st January 2016
Assessment review date	January 2017

Equality Impact Assessment (Part 1)

STAGE 1 – INITIAL SCREENING ASSESSMENT

Q	Screening Questions	Y/N
1.	Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	N
2	Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	N
3	Is there any evidence that information about the policy or activity is not accessible to any equality groups?	N
4	Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	N
5	Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	N
6	Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	Y Potential
7	This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	N
8	Will there be a negative impact on any equality groups? If so please provide brief details below.	Y Potential
	Equality Impact:	
	Disability	
	Gender Reassignment	
	Pregnancy and Maternity	
	Race	
	Religion or Belief	
	Sex	
	Sexual Orientation	
	Age	
	Marriage and Civil Partnership	
9	Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community?	N
10	There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with:	N
11	Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	N

Proceed to In Depth (Full) Assessment (complete Stage 2) if the answer is YES to more than one of the above questions.

For any YES answers include an improvement action in your Equality Improvement Plan.

Declaration

I am satisfied that an initial screening has been carried out on this policy or activity and an In Depth (Full) Equality Impact Assessment is not required. I understand that the EIA is required by the Council and take responsibility for the completion and quality of this assessment.

Completed by: Caroline French

Date: 21st January 2016

Countersigned by: Paul Sutton, Head of Finance & Procurement

A handwritten signature in black ink, appearing to read 'PS', with a long horizontal line extending to the right.

Date: 21 January 2016

Equality Impact Assessment (Part 1)

Please detail below your evidence which has determined whether you have answered either Yes or No to the initial screening questions.

Screening Questions	Narrative
Does the policy or activity knowingly prevent us in anyway from meeting our statutory equality duties under the 2010 Equality Act?	No, all of the targets and measures within the Business Plan are compliant with the Equality Act 2010
Is there any evidence that any part of the proposed policy or activity could discriminate unlawfully, directly or indirectly, against particular equality groups?	No, all measures, targets and strategic priorities are compliant with the Equality Act 2010.
Is there any evidence that information about the policy or activity is not accessible to any equality groups?	No, the Business Plan will be published on Cherwell District Council's website. Cherwell District Council's priorities are driven by the Corporate Consultation programme and Budget Consultation process. Where there are known equality groups with low response rates the survey boosts sample sizes to ensure good response rates. There are also arrangements to consult with specific equalities groups, for example via the faith, disability and older people's forum.
Has the Council received any complaints about the policy or activity under review, in respect of equality issues?	No
Have there been any recommendations in this area arising from, for example, internal/external audits or scrutiny reports?	No
Will the proposed policy or activity have negative consequences for people we employ, partner or contract with?	The Business Plan highlights a financial strategy that delivers income generation through lower cost delivery models. This includes exploration between Cherwell District Council partnerships and other delivery models with regards to sharing or providing services at a reduced cost. Specific impact to employees, partners or contractors cannot be identified at this time but may become apparent throughout the year as business cases are developed. All service reconfigurations and/or potential

	redundancies will be undertaken in line with the council's human resources policy and with staff consultation.
This Strategy, Policy or Service Development has an impact on other council services i.e. Customer Services and those services have not yet been consulted.	No
Will there be a negative impact on any equality groups?	Due to on-going constraints in terms of Local Government Funding the Business Plan contains a target to secure £500,000 savings during the course of 2016/2017 Any initiatives that may have impact upon equality groups have will undergo the specific EIA process.
Is the proposed policy or activity likely to have a negative affect on our relations with certain equality groups or local community? If so please explain.	No, the EIA has not identified any specific objective or target within the business plan likely to have a negative effect on community relations.
There has been no consultation with equality groups about this policy or activity? Answer yes if you agree with this statement. If there has been consultation, please list the equality groups you have consulted with:	No specific consultation has taken place against the actual Business Plan for 2016/2017 however Cherwell District Council's priorities are driven by the Corporate Consultation Programme and Budget Consultation. Where surveys are undertaken, equalities groups with lower response rates are subject to 'sample boosting techniques' to ensure Cherwell District Council receives a reflective response from the whole community. Both reports are available to view on the Council's website
Has this assessment missed opportunities to promote equality of opportunity and positive attitudes?	No

Equality Impact Assessment

PART 2: STAGE 2 – IN DEPTH (FULL) ASSESSMENT

	EQUALITY DUTIES	OUTCOME
1	What evidence is there from stakeholders that different equality groups might have different needs, concerns and priorities in relation to issues addressed by the policy or activity (this includes the results of consultation with an involvement of different equality groups)?	The Business Plan underpins the creation of the Corporate Priorities. Cherwell District Council set their priorities by evidence gathered following the Corporate Consultation Programme.
2	How does the proposed policy or activity contribute towards meeting our strategic objective to encourage continual improvement in public services so that they meet the changing needs of diverse communities and provide fair access for all?	The detailed measures and targets within the Business Plan underpin Cherwell District Council's strategic priorities.
3	How does the policy or activity contribute to our duty to promote positively equality of opportunity?	<p>There are a variety of objectives within the Business Plan which have a positive impact:</p> <ul style="list-style-type: none"> • Commissioning of high quality financial and debt advice for vulnerable residents • Effective implementation of continued welfare reform and administration of benefits. • Continue to support skills development, apprenticeships and job clubs in order to keep local unemployment at historic low levels • Deliver and extend the Brighter Futures in Banbury programme to provide opportunities for some of the District's most disadvantaged people • Increase access to leisure and recreation opportunities through development and outreach work

4	Will it help eliminate unlawful discrimination or harassment in any way or encourage or hinder community relations?	The Business Plan outlines how Cherwell District Council will achieve its Corporate Priorities on a yearly basis. The community feed into this process via the Corporate Consultation process.
5	What evidence is there to suggest that the policy or activity could affect some equality groups differently – this is not just about numbers but the seriousness and degree of the adverse impact.	No
6	If there is an adverse impact, what amendments can be made to the policy or practice to mitigate or remove this negative impact?	No
7	If your activity is provided by a partner, private or voluntary sector organisation on a contract basis please list any arrangements have you made or plan to make to help ensure that these comply with equality.	N/A
8	How will it help ensure that information about this policy or activity is accessible to equality groups.	The Business Plan for 2016/2017 will be available on Cherwell District Council's website.
9	If this strategy, policy or service development impacts upon other services please list which services and what arrangements have been made.	N/A
10	Have you compared your policy or activity with similar local authorities, if so with what results?	The Business Plan is relevant to the local area so the content of this has not been compared to similar local authorities. The performance against the Business Plan is monitored and comparisons made.
11	Please list any consultation with equality groups in support of the above equality duties.	Covered as per the Corporate Consultation Process
12	Please list the equality groups you have consulted with.	Covered as per the Corporate Consultation Process.
13	Please list in your Improvement Plan any changes to your policy or activity that you have made, or you	Please see below action list.

	plan to make as a result of consultation with different equality groups.	
16	Who has agreed these recommendations?	To be agreed by the Cherwell DC Executive Committee.
17	How is it intended to monitor and report on the impact of this assessment?	Please see below action list
18	Please list any performance targets relating to equality that your policy or activity includes.	Performance targets will be identified via specific EIA's.
19	Please list any changes to your policy or activity that you have made or plan to make as a result of monitoring.	N/A
20	Please list any staff training issues on equality arising from this assessment, (and include this in your improvement plan).	N/A – however equalities e-learning is available to all staff as a refresher and is mandatory for all new employees to the Council as part of the council's training and development policy. Cherwell District Council Members will also receive a Fair and Aware briefing Session during 2016/2017
21	How do you plan to publicise the results of this assessment? Include this in the Improvement Plan.	EIA to be published on Cherwell District Council's website.

Notes:

1. The in-depth (full) assessment must consider all available data and research. This could include the results of employee or stakeholder surveys, the results of consultation, audits, service reviews, employment monitoring data, population data, research findings, and data collected through monitoring the implementation of the policy or activity and evaluations of projects/programmes, data about the performance of local services.

2. The assessment above must also state how the policy was assessed and the details of the methods of involvement of appropriate people, for example, staff networks, external stakeholders and equality groups.

Completed by: Caroline French
Role: Corporate Policy Officer
Date: completed: 21st January 2016

Declaration

I am satisfied that an In Depth (Full) Assessment has been undertaken.

I understand that this EIA is required by the Council and take responsibility for its completion and quality.

Countersigned by: Paul Sutton, Head of Finance & Procurement

A handwritten signature in black ink, appearing to read 'PS', with a long horizontal line extending to the right.

Date: 21 January 2016

Part 3 - Assessment of Potential Negative Impacts and Desired Positive Outcomes

Potential Negative Impact	Mitigation
Secure significant savings taking into account of the national changes to Local Government Funding	Due to on-going financial constraints within local government funding the Business Plan contains a target with regards to savings. The impact of any savings identified will be considered in year and subject to EIAs where appropriate.

Objective	Desired Positive Outcomes
Work to provide and support health and wellbeing across the District.	2016/2017 will see further successful delivery of the Brighter Futures project which aims to break the cycle of deprivation and address health inequalities across the district.
Work with partners to support financial inclusion and help local people into paid employment.	Commissioning of high quality financial and debt advice for vulnerable residents
Work with partners to support financial inclusion and help local people into paid employment.	Effective implementation of continued welfare reform and administration of benefits
Work with partners to support financial inclusion and help local people into paid employment.	Continue to support skills development, apprenticeships and job clubs in order to keep local unemployment at historic low levels
Provide support to the voluntary and community sector.	Increase access to leisure and recreation opportunities through development and outreach work

Cherwell District Council

Executive

1 February 2016

<p>Proposal for a Joint Customer Service Team with South Northamptonshire Council</p>
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Report of Director of Operational Delivery

This report is public

The appendix is exempt from publication by virtue of paragraphs 1, 2, 3 and 4 of part 1 of Schedule 12A of Local Government Act 1972.

Purpose of report

This report presents the final business case following consultation for a Joint Customer Services Team for Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Customer Service Team and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case in relation to non-staffing matters;
- 1.2 To note that the business case has been considered and approved on 14 January 2016 by the Joint Commissioning Committee with regard to staffing matters. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a joint Customer Service Team between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

2.0 Introduction

- 2.1 Following the adoption of a Business Case for Joint Working by CDC and SNC in February 2015 and the commitment to deliver the business case objectives as soon as is practicable, the two way transformation programme was reshaped to meet the needs of CDC and SNC.
- 2.2 Following the decision of CDC and SNC Councils in February 2015 to approve the final business case for developing the approach to joint working and the delivery of local authority services, all services at both Councils are now included on the policy framework for consideration for shared working.
- 2.3 This business case for a two way Joint Customer Services Team across CDC and SNC following the adoption of the business case in November 2015 is part of the on-going transformation programme across the two Councils.
- 2.4 The business case for a Joint Customer Service Team is only one element of a much wider transformation programme workstream. This workstream includes the technology that underpins the service, channel shift and business process change to ensure that as much of our customer contact activity, (across both Councils and all services) is undertaken online or through the customer contact centre.

3.0 Report Details

- 3.1 The draft business case for the Joint Customer Services Team was endorsed for consultation with staff by the Joint Commissioning Committee (JCC) on 16 November 2015 having been previously discussed and endorsed by the Transformation Joint Working Group. The full business case, has been amended in order to reflect some of the comments made as part of the staff consultation process, is attached as Appendix 1 to this report.

Proposal

- 3.2 The business case sets out the rationale for sharing a customer services resource which will deliver savings, facilitate improved customer access through channel shift and would allow additional partners to join in the future (either as part of a joint working partnership or as paying customers).
- 3.3 Combining the current Customer Services teams at CDC and SNC will provide an improved and strengthened service to assist the Councils in providing a high quality of service for business and residential customers, through a range of channels.
- 3.4 The vision for this joint operation is an effective and high performing customer contact team who deal with as many customer queries from all council service areas as is possible and appropriate. The delivery of this vision is a central part of the Councils' transformation programme and it will ensure further savings can be accessed through channel shift and effective use of customer service resources, including freeing up back office technical and specialist service professionals to undertake their roles. The team will also enable fluctuations in peak customer contact activity within each council and between both councils to be better managed.

- 3.5 Establishing the joint team will allow the Councils to begin a programme of consolidating, standardising and harmonising processes and procedures across all services which will allow as much first line customer contact as possible to be delivered either online or through the customer contact centre enabling the organisations to realise future savings.
- 3.6 The service is structured to both meet the strategic objectives of each Council and to address areas of common interest.

The work will focus around the themes below:

- **A high quality frontline customer contact service:** Frontline customer queries dealt with at the first point of contact and a ‘triage’ approach that quickly refers technical or complex queries to the relevant professional;
- **Channel Shift:** Substantial channel shift, to facilitate online customer service requests and transactions;
- **ICT Systems:** Technology to underpin this transformation.

4.0 Financial Case

- 4.1 The financial implications associated with the business case are set out in detail in Section 13 of the attached final business case.
- 4.2 The business case is not based on achieving savings through a reduction in Customer Service staffing levels alone as in the longer term savings will be driven by channel shift and identifying all staff and services within CDC and SNC Councils who have a customer interface function which can be relocated into the Customer Service team. However, by consolidating the current teams into a shared service the councils will see an initial cost saving of £61,000 as set out below:

Team	Council	2016/17
Joint Customer Service Team (Cost Savings)	CDC	£40,500 (4%)
	SNC	£20,500 (6%)
Total Savings	CDC/SNC	£61,000 (4.5%)

- 4.3 There will be some transition support required, particularly in SNC’s Forum Atrium function to ensure the team is fully operational from day one whilst the harmonisation of processes and systems is delivered. This means that SNC total saving in 2016/17 will be reduced by approximately £11,000.

5.0 HR Implications

- 5.1 The staffing implications relating to the proposal were considered and approved by the Joint Council Employee Engagement Committee (JCEEC) on 14 January 2016 and the Joint Commissioning Committee (JCC) also on 14 January 2016.

6.0 Decision making timetable

- 6.1 The JCC considered the staffing implications arising from this proposal and approved all recommendations.

The timetable and recommendations arising from the democratic process for both Councils is outlined in the table below:

Democratic process and decision

Date	Committee and Council	Decision
14.01.2016	JCEEC	Noted the staff consultation responses with no comment or proposed business case amendment for JCC.
14.01.2016	JCC	Approved the HR implications arising from the process including one request for voluntary redundancy and supported the business case with no change.
01.02.2016	CDC Executive	To be determined
08.02.2016	SNC Cabinet	To be determined

7 Conclusion and Reasons for Recommendations

- 7.1 The business case represents another milestone in the revised transformation programme across CDC and SNC.
- 7.2 A two-way customer services team with a standardised approach to delivery and performance management would allow customer contact demand to be measured and managed reliably across both councils, including increasing the amount of service transactions delivered online.

8 Consultation

- 8.1 Councillor George Reynolds, CDC Deputy Leader;
Councillor Rosie Herring, SNC Portfolio Holder for Customer Services.
All affected staff within the two Customer Service teams.
Union representatives from each council
Joint Council Employee Engagement Committee
Joint Commissioning Committee
Transformation Joint Working Group
JMT
Section 151 Officer
- 8.2 Consultation with the employees in scope of the proposed business case and the Unison representatives commenced on 17 November 2015 initially for a period of three weeks until 11 December 2015 in line with the Council's Joint Organisational Change Policy.

The consultation period included an initial meeting with all employees.

The full consultation log along with the answers provided was considered by the JCEEC and JCC prior to a decision being made on the staffing elements of the business case on 14 January 2016.

9.0 Alternative Options and Reasons for Rejection

- 9.1 The alternative options have been identified and considered as part of the business planning process. The reasons for each option being rejected are set out in Section 4.2 of the business case (exempt Appendix 1).

10.0 Financial and Resource Implications

- 10.1 The detailed financial implications are set out in section 13 of the business case. However in summary, the proposal will deliver a £61,000 (4.5%) saving on staffing costs per annum. The savings are achieved predominantly through moving to a single manager and removing temporary posts currently in place.
- 10.2 However, this is based on the inclusion of the Customer Services Improvement and Development Officer which is a new dedicated resource for supporting, shaping and developing opportunities for further customer service improvements. Excluding this additional investment, the proposal would deliver a 7.6% saving on staffing costs.
- 10.3 Based on a cost allocation model the proposal results in a saving of £40,500 for CDC and £20,500 for SNC. The cost allocation model is based on the anticipated level of resource required for the customer service demand in each Council.
- 10.4 During the consultation process, three members of staff requested that they be considered for voluntary redundancy. Two of the requests are from members of staff who are to be assimilated into the proposed structure and since the redundancies would not be in the interests of the service are not recommended for support.
- 10.5 The third request is from a member of staff who has been ring-fenced to a position which is perceived to be lower than their substantive post and could be at risk of redundancy through the implementation process. JCC considered that this voluntary redundancy would be in the best interests of the service and therefore agreed that it be accepted. The redundancy costs are included within the implementation costs as outlined in section 15 of the business case and should be split equally between the two Councils, with the costs being funded through earmarked reserves.

Comments checked by:

Paul Sutton, Head of Finance and Procurement, 01295 221634;

paul.sutton@cherwellandsouthnorthants.gov.uk

11.0 Legal Implications

- 11.1 As with all two way shared services this proposal, if implemented, will be covered by the Section 113 agreement (as amended) entered into between the two Councils.
- 11.2 Decisions regarding human resources cannot be made by CDC Executive or SNC Cabinet. Human resource elements of the business case are considered by the JCC. The business case must be approved by CDC Executive and SNC Cabinet in respect of non-staffing matters and by the JCC in respect of staffing matters before the Councils can be deemed to have approved the business case.
- 11.3 A redundancy situation arises where the requirement of the employing council for work of a particular kind to be undertaken are expected to cease or diminish as a result of the proposed changes.

Comments checked by:

Kevin Lane, Head of Law & Governance, 01295 221661,
kevin.lane@cherwellandsouthnorthants.gov.uk

12.0 Risk Implications

- 12.1 Section 14 of the draft business case sets out the risk implications.

The risks associated with the HR elements of the business case relate to the usual range of employment risks which will be considered by the JCEEC and JCC. The Councils have HR policies in place to ensure that the change is managed in line with best practice and the law which mitigates these risks as far as possible.

Comments checked by:

Claire Taylor, Business Transformation Manager, 01295 221563;
claire.taylor@cherwellandsouthnorthants.gov.uk

13.0 Equality Implications

- 13.1 An Equality Impact Assessment initial screening assessment has been carried out and it has been determined that the proposal does not have any adverse impact on equality groups and as a result a full impact assessment and associated action plan is not required.

Comments checked by:

Caroline French, Corporate Policy Officer, 01295 221586;
caroline.french@cherwellandsouthnorthants.gov.uk

14.0 Decision Information

Key Decision

Financial Threshold Met: Yes

Community Impact Threshold Met: No

Wards Affected

All wards

Links to Corporate Plan and Policy Framework

Sound Budgets and Customer Focused Council - Reduce the cost of providing our services through partnerships, joint working and other service delivery models and improve customer service through the use of technology and responding to customer feedback.

Lead Councillor

Councillor George Reynolds, Deputy Leader

Document Information

Appendix No	Title
1	Joint Customer Service Business Case – Exempt
Background Papers	
None	
Report Author	Ian Davies, Director of Operational Delivery
Contact Information	03000 030101 Ian.Davies@cherwellandsouthnorthants.gov.uk

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Cherwell District Council

Executive

1 February 2016

<p>Proposal for a Joint Public Protection Service with South Northamptonshire Council</p>
--

Report of Director of Operational Delivery

This report is public.

The appendix is exempt from publication by virtue of paragraphs 1, 2, 3 and 4 of Schedule 12A of Local Government Act 1972.

Purpose of report

This report presents the final business case following consultation for a Joint Public Protection Service across Cherwell District Council and South Northamptonshire Council (hereafter “Cherwell” or “CDC” and “South Northamptonshire” or “SNC” respectively).

The report recommends the arrangement of a two-way Joint Public Protection Service and in doing so seeks the Executive’s agreement for the non-staffing elements of the business case.

The proposal is part of the wider transformation programme across the two Councils.

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider the attached final business case and the consultation responses in relation to non-staffing matters.
- 1.2 To note that the business case has been considered and approved by the Joint Commissioning Committee with regard to staffing matters on 14 January 2016. This included consideration of consultation responses from affected staff and trade union representatives.
- 1.3 To approve and implement the proposed final business case to share a Joint Public Protection Service between CDC and SNC, subject to similar consideration and approval by SNC Cabinet on 8 February 2016.
- 1.4 To delegate to the Director of Operational Delivery in consultation with the Leader of the Council any non-significant amendment that may be required to the business case following the decision by SNC Cabinet.

2.0 Introduction

- 2.1 Following the adoption of a Business Case for Joint Working by CDC and SNC in February 2015 and the commitment to deliver the business case objectives as soon as is practicable, the two way transformation programme was reshaped to meet the needs of CDC and SNC.
- 2.2 Following the decision of CDC and SNC Councils in February 2015 to approve the final business case for developing the approach to joint working and the delivery of local authority services, all services at both Councils are now included on the policy framework for consideration for shared working.
- 2.3 This is one of a number of business cases for two way shared services across CDC and SNC to be considered following the adoption of the business case in February 2015 and is part of the on-going Transformation Programme across the two Councils.
- 2.4 This business case remodels the existing services at both councils into a new joint service and as a result delivers savings in excess of the guidance targets set out in the February 2015 business case.

3.0 Report Details

- 3.1 The draft business case for the Joint Public Protection Service was endorsed for consultation with staff by the Joint Commissioning Committee (JCC) on 16 November 2015 having been previously discussed and endorsed by the Transformation Joint Working Group. The final business case has been amended in order to reflect some of the comments made as part of the staff consultation process and is attached as Appendix 1 to this report.

Proposal

- 3.2 The business case sets out the rationale for establishing a joint Public Protection Service.
- 3.3 Combining the current Environmental Health and Public Protection teams at CDC and SNC will provide an improved service, designed to meet the statutory requirements of both councils whilst delivering significant savings.
- 3.4 Beyond fulfilling the statutory roles, the business case proposes a service that is designed to contribute to the “Better Business For All” agenda and in doing so, can maximise the commercial opportunities for the service.
- 3.5 By creating a joint Safer Communities team as part of the proposed structure, the existing SNC partnership with Daventry District Council is proposed to be replaced giving more service flexibility and improved direct control over important anti-social behaviour and community safety activities on a joint CDC and SNC basis.

4.0 Financial Case

- 4.1 The financial implications associated with the business case are set out in detail in Section 17, 18 and 19 of the attached final business case.
- 4.2 The proposal generates savings of £183,750 across both councils in a full year but requires some transitional funding for one temporary Environmental Health Officer post in the Health Protection and Compliance team for the first year only whilst the harmonisation of processes and systems are embedded to deliver the longer term cost efficiencies. This temporary resource will also provide additional resilience for the preparation for and some response to the planned growth in both Districts.

5.0 HR Implications

- 5.1 The staffing implications relating to the proposal were considered by the Joint Council Employee Engagement Committee (JCEEC) on 14 January 2016, and were duly endorsed, and by the JCC also on 14 January 2016 where the proposal was approved.

6.0 Decision making timetable

- 6.1 The JCC consideration of the staffing implications arising from this proposal were approved on 14 January 2016.

The timetable and recommendations arising from the democratic process for both Councils is outlined in the table below:

Democratic process and decision

Date	Committee and Council	Decision
14.01.2016	JCEEC	Endorsed
14.01.2016	JCC	Approved
01.02.2016	CDC Executive	To be determined
08.02.2016	SNC Cabinet	To be determined

7 Conclusion and Reasons for Recommendations

- 7.1 The business case represents a significant step in the revised transformation programme across CDC and SNC. The proposed joint service would provide realigned delivery teams designed to meet the statutory, commercial and shared agendas for each district.

8 Consultation

- 8.1 All affected staff within the two Public Protection and Environmental Health teams. Union representatives from each council

Councillor Tony Illot, Lead Member for Public Protection, Community Partnerships and Recreation
Joint Council Employee Engagement Committee
Joint Commissioning Committee
Transformation Joint Working Group
JMT
Section 151 Officer

- 8.2 Consultation with the employees in scope of the proposed business case and their the Unison representatives commenced on 17 November 2015 for a period of three weeks until 11 December 2015 in line with the Council's Joint Organisational Change Policy. The consultation period included two initial meetings, one at each council's main office, with all employees. The full consultation log along with the answers provided was considered by the JCEEC and the JCC prior to a decision being made on the staffing elements of the business case.

9 Financial and Resource Implications

- 9.1 The detailed financial implications are set out in section 17, 18 and 19 of the business case. However, in summary, the proposal will deliver a £183,750 net saving per annum (with a reduction for transitional funding for one temporary post for the first year only whilst the harmonisation of processes and systems are embedded to deliver the longer term cost efficiencies). The savings are achieved predominantly through removing currently vacant posts from the existing structure as a result of interim arrangements.
- 9.2 The gross savings represents a 12.5% reduction on current salary costs.
- 9.3 Based on the cost allocation model the proposal results in a saving of £129,268 for CDC and £54,479 for SNC. The cost allocation model is detailed in section 18.2 of the business case.
- 9.4 There could be redundancy or pay protection costs as a result of implementing the proposal. Implementation costs are outlined in section 17 of the business case and should be split equally between the two Councils, with the costs being funded through earmarked reserves

Comments checked by Paul Sutton, Head of Finance and Procurement, 01295 221634; paul.sutton@cherwellandsouthnorthants.gov.uk

10.0 Legal Implications

- 10.1 As with all two way shared services, this proposal, if implemented, will be covered by the Section 113 agreement (as amended) entered into between the two Councils.
- 10.2 Decisions regarding human resources cannot be made by CDC Executive or SNC Cabinet. Human resource elements of the business case are considered by the JCC. The business case must be approved by CDC Executive and SNC Cabinet in respect of non-staffing matters and by the JCC in respect of staffing matters before the Councils can be deemed to have approved the business case.

- 10.3 A redundancy situation arises where the requirement of the employing council for work of a particular kind to be undertaken are expected to cease or diminish as a result of the proposed changes.

Comments checked by Kevin Lane, Head of Law & Governance, 01295 221661, Kevin.Lane@cherwellandsouthnorthants.gov.uk

11.0 Risk Implications

- 11.1 Section 20 of the draft business case sets out the risk implications.

The risks associated with the HR elements of the business case relate to the usual range of employment risks which will be considered by the JCEEC and the JCC. The Councils have HR policies in place to ensure that the change is managed in line with best practice and the law which mitigates these risks as far as possible.

Comments checked by Claire Taylor, Business Transformation Manager, 01295 221563; claire.taylor@cherwellandsouthnorthants.gov.uk

12.0 Equality Implications

- 12.1 An Equality Impact Assessment initial screening assessment has been carried out and it has been determined that the proposal does not have any adverse impact on equality groups and as a result a full impact assessment and associated action plan is not required.

Comments checked by Caroline French, Corporate Policy Officer, 01295 221586 caroline.french@cherwellandsouthnorthants.gov.uk

13.0 Decision Information

Key Decision

Financial Threshold Met: Yes

Community Impact Threshold Met: No

Wards Affected

All wards

Links to Corporate Plan and Policy Framework

A District of Opportunity - Deliver high quality regulatory services that support the growth of the local economy.

Safe, Clean and Green - Work with partners to help ensure the District remains a low crime area, reducing fear of crime, tackling Anti-Social Behaviour and focussing on safeguarding our residents and businesses.

Lead Councillor

Councillor Tony Illot, Lead Member for Public Protection

Document Information

Appendix No	Title
1	Joint Public Protection Service Business Case - EXEMPT
Background Papers	
None	
Report Author	Ian Davies : Director of Operational Delivery
Contact Information	03000 030101 Ian.Davies@cherwellandsouthnorthants.gov.uk

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of the Local Government Act 1972.

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