

Public Document Pack

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 6 November 2017 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 Colin Clarke, Lead Member for Planning
Councillor Tony Ilott, Lead Member for Financial Management
Councillor Richard Mould, Lead Member for Performance Management
Councillor D M Pickford, Lead Member for Housing
Councillor Lynn Pratt, Lead Member for Estates and the Economy

Also Present: Councillor Barry Richards, representing the Labour Group
Councillor Jolanta Lis

Apologies for absence: Councillor John Donaldson, Lead Member for Housing
Councillor Mike Kerford-Byrnes, Lead Member for Change Management, Joint Working and ICT
Councillor Kieron Mallon, Lead Member for Public Protection and Community Services

Officers: Yvonne Rees, Chief Executive
Scott Barnes, Director of Strategy and Commissioning
Ian Davies, Director of Operational Delivery
Paul Sutton, Chief Finance Officer / Section 151 Officer
Adrian Colwell, Head of Strategic Planning and the Economy (for agenda items 8 and 9)
Andy Preston, Head of Development Management (for agenda item 10)
James Doble, Interim Assistant Director Transformational Governance / Monitoring Officer
Natasha Clark, Interim Democratic and Elections Manager

Declarations of Interest

10. Amendments to Graven Hill Phase 1 Local Development Order (Revision) 2017.

Scott Barnes, Declaration, as a non-Executive Director of Graven Hill Village Development Company and would leave the meeting for the duration of the item.

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

There were no petitions or requests to address the meeting.

65 **Urgent Business**

There were no items of urgent business.

66 **Minutes**

The minutes of the meeting held on 2 October 2017 were agreed as a correct record and signed by the Chairman.

67 **Chairman's Announcements**

There were no Chairman's announcements.

68 **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.

The Executive extended their thanks and commended the Planning Policy and Development Management teams for their on-going hard work on the Local Development Scheme.

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 One: 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 Two: 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.

69

Developer Contributions: Supplementary Planning Document (SPD)

The Head of Strategic Planning and the Economy submitted a report to seek Member endorsement for a four week public consultation on a Draft Developer Contributions Supplementary Planning Document (SPD).

Resolved

- (1) That the Draft Developer Contributions Supplementary Planning Document (SPD) be approved for a four week 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 Developer Contributions SPD before formal consultation commences.

Reasons

Once adopted and subject to consultation the Developer Contributions SPD will set out the package of contributions or obligations expected to come forward from development proposals to mitigate the impact of development and help fund infrastructure needed to support growth. It is not intended to provide all the funding needed but could help maximise resource income which would otherwise not be available.

Alternative options

Option 1: Not consulting on the proposed document

The current Draft Planning Obligations SPD (July 2011) is now out of date, it carries little weight in decision making and its continued use will potentially make it more difficult for the Council to secure S106 developer contributions in the future. Not progressing the new SPD will create uncertainty about the Council's requirements for developer contributions.

Option 2: Amending the proposed documents

The document proposed for consultation has been prepared having regard to national policy and guidance, the responses received to previous public consultation, informal engagement with key stakeholders, and updated development evidence. It is considered by officers that it presents an appropriate balance between ensuring that 'as a whole' the economic viability of development proposals is not detrimentally affected and the desire to fund infrastructure.

Proceeding to consultation will provide a further opportunity for stakeholders and members of the public to address matters formally and inform the preparation of document.

70

Cherwell Design Guide: Supplementary Planning Document

The Head of Development Management submitted a report to seek Member endorsement to consult the public for four weeks on the Cherwell Design Guide, Supplementary Planning Document (SPD), Masterplanning and architectural guidance for residential development (Design Guide)

The Cherwell Design Guide SPD formed part of the Council's Local Development Framework and its content would be subject to one formal consultation.

The Executive extended their thanks and commended the Conservation team for its on-going hard work on the Design Guide.

Resolved

- (1) That the Draft Cherwell Design Guide SPD (Design Guide) be approved for a four week public consultation.
- (2) That the Head of Development Management be authorised to make any necessary minor and presentational changes to the Design Guide before formal consultation commences.

Reasons

The Design Guide seeks to provide clear guidance on the design of the built environment to ensure that the detailed policies for high quality design set out in the Cherwell Local Plan are delivered. The document is a comprehensive guide covering an extensive list of design issues that should be considered in residential design / development.

The document proposed for consultation has been prepared having regard to national policy guidance and through informal engagement with key stakeholders. It is considered by Officers that the document presents guidance that provides an appropriate balance between high quality development and the viability of future development proposals.

Proceeding to consultation will provide a further opportunity for stakeholders and members of the public to address matters formally and inform the preparation of the document.

The Design Guide seeks to provide clear guidance on the design of the built environment to ensure that the detailed policies for high quality design set out in the Cherwell Local Plan are delivered. The document is a comprehensive guide covering an extensive list of design issues that should be considered in residential design / development.

The document proposed for consultation has been prepared having regard to national policy guidance and through informal engagement with key stakeholders. It is considered by Officers that the document presents guidance that provides an appropriate balance between high quality development and the viability of future development proposals.

Proceeding to consultation will provide a further opportunity for stakeholders and members of the public to address matters formally and inform the preparation of the document.

Alternative options

Option 1: Not consulting on the proposed documents

Officers consider that without proceeding with this consultation the Council will not be able to provide clear guidance to developers on the design standards of residential development expected by the council. Consultation will help ensure a robust and transparent process.

71

Amendments to Graven Hill Phase 1 Local Development Order (Revision) 2017

The Head of Development Management submitted a report to inform the Executive of the proposed revisions to the adopted Graven Hill Phase 1 Local Development Order (Revision) 2017 and to seek authority to adopt the draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017 following the expiry of the required consultation period and subject to no new material objections being received after the date of the Executive and up to the end of the consultation period.

Resolved

- (1) That the proposed revisions to the Graven Hill Phase 1 Local Development Order (Revision) 2017 be noted.
- (2) That the draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017 (annex to the Minutes as set out in the Minute Book) be approved.
- (3) That it be noted that the consultation process was currently being undertaken in respect of the draft LDO (Second Revision) 2017 and the comments raised to date be noted.
- (4) That the requirement to notify the Secretary of State of a decision to adopt a LDO as soon as practicable, and no later than 28 days after the Local Planning Authority has adopted the Order, be noted.
- (5) That agreement be given to adopt the draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017 following the expiry of the consultation period and subject to no new material objections being received.

Reasons

The draft Graven Hill Phase 1 Local Development Order (Second Revision) 2017, whilst covering an increased number of plots within phase 1 of the development, would facilitate and encourage self-build and custom build housing at Graven Hill by simplifying the planning process whilst providing certainty that individuality and variety in design would be supported within the parameters set by the Masterplan and Design Code already approved under the outline planning permission. The draft LDO 2017 is considered to remain effective in facilitating the delivery of custom build and self-build development at Graven Hill.

The consultation period is yet to expire, and Executive was provided with an update of the consultation responses received to date at the meeting. It is therefore recommended that providing that no new material objections are received to the revisions set out in this report and within the draft LDO 2017, on the expiry of the consultation period, authority is sought from Executive to agree, in consultation with the Lead Member, to adopt the draft LDO 2017 attached to this report and that the Secretary of State is notified of the decision to adopt the LDO in accordance with Article 38(11) of the Town and Country Planning (Development Management Procedure) Order 2015.

Alternative options

Option 1; Not to adopt the revised LDO. This option would mean that the existing LDO remains in place, which covers a maximum of 198 plots within phase 1 of the development. This restricted number of plots could lead to problems with the marketability of the development as the range of type and size of plots is reduced and this could impact on the rate of delivery of custom build and self-build units at Graven Hill.

72

Approval of Delegation - Management Restructure

The Chief Executive submitted a report to delegate the approval of the financial implications of management restructure business cases to the Joint Commissioning Committee.

Resolved

- (1) That agreement be given to agree to delegate the approval of the financial implications of management restructure business cases to the Joint Commissioning Committee, subject to a similar decision being made by South Northamptonshire Council.

Reasons

Approval of the financial implications of a restructure business case is an Executive function under the Local Government Act 2000. Any increased costs of the restructure for the current year can be met from within existing budgets and through an implementation budget from earmarked reserves. Future costs for 2018/19 will be included in the budget proposals. At this time the exact level of cost is not known pending agreement of a final management structure following consultation with affected staff. Given this, Executive is

requested to delegate approval of the financial implications of the restructure business case to the Joint Commissioning Committee to ensure that the restructure can be carried out in a timely manner.

Alternative options

Option 1: Not to delegate approval of the financial implications of the management restructure business case to Joint Commissioning Committee. This is not advised as it would cause delay to the implementation of the restructure which would not be in the interest of the councils.

73

Fleet and Vehicle Replacement Strategy

The Head of Environmental Services submitted a report to update the Executive on the operation of the Council vehicle fleet and to consider a vehicle replacement strategy to reduce whole life costs, develop income and minimise environmental impact through the introduction of telematics to reduce fuel usage and a move away from a purely diesel powered vehicle fleet.

Resolved

- (1) That the Fleet and Vehicle Replacement Strategy (annex to the Minutes as set out in the Minute Book) be approved.
- (2) That the introduction of telematics to reduce fuel usage be supported.
- (3) That the move away from a purely diesel powered vehicle fleet be supported.

Reasons

Although work has taken place to reduce diesel usage, vehicle telematics offer an opportunity to reduce usage even further. Telematics has been trialled on two vehicles for over a month and delivered more than 8% savings. Hence telematics can make a significant impact on reducing costs and emissions. The costs of such systems are small compared to the potential savings. If supported telematics should be installed from early 2018

Diesel vehicles can contribute to air quality issues. Recently there has been a lot of adverse publicity regarding diesel engine vehicles. Improvements in small vehicle technologies mean that the reliance on diesel engine car derived vans can be reduced. With around eight small vans to be replaced over the next twelve months it is possible that more electric vans can be acquired once the appropriate infrastructure of plug in points are installed and new models have an increase in overall range. The additional initial purchase costs of electric vans are more than matched by the reduction in fuel and maintenance costs.

Alternative options

Option 1: To support the proposed recommendations

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Option 2: To reject the proposed recommendations

Option 3: To ask officers to consider alternative improvements

The meeting ended at 6.53 pm

Chairman:

Date:

LDS November 2017

**CHERWELL DISTRICT COUNCIL
LOCAL DEVELOPMENT SCHEME
November 2017**



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1. Introduction

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

The LDS must specify:

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

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

This LDS revises that approved by the Council's Executive on 3 April 2017.

It updates the programme for the production of the Council's key planning policy documents following adoption of the Cherwell Local Plan 2011-2031 (Part 1) on 20 July 2015. Policy Bicester 13 (Gavray Drive) of the Local Plan was re-adopted on 19 December 2016 in accordance with a Court Order dated 19 February 2016 and an addendum to the Local Plan Inspector's report received on 18 May 2016.

Potential changes to plan-making legislation and national planning policy have been highlighted in the housing White Paper 'Fixing our Broken Housing Market' (February 2017) and in the consultation paper 'Planning for the right homes in the right places' (September 2017). The Government has also stated that it will publish revisions to the National Planning Policy Framework in Spring 2018. Consequently, the LDS will need to be kept under review and a further update may be required.

2. Existing Development Plan

As at 4 January 2016, the existing statutory Development Plan comprises the Cherwell Local Plan 2011-2031 (Part 1) adopted in July 2015 (incorporating the re-adopted Policy Bicester 13) and the saved policies of the adopted Cherwell Local Plan 1996 that have not been replaced by the new Local Plan Part 1 (see Appendix 7 of the adopted Local Plan). The Cherwell Local Plan 1996 was adopted in November 1996 and policies were saved from 27 September 2007. The Development Plan also includes the Hook Norton Neighbourhood Plan which was formally 'made' by the Council on 19 October 2015 and the Bloxham Neighbourhood Plan which was 'made' on 19 December 2016.

3. Non-Statutory Local Plan

The Council also has a Non-Statutory Cherwell Local Plan 2011. Originally produced as a replacement for the adopted Local Plan, the Plan was subject to first and second draft deposit stages and pre-inquiry changes were incorporated. However, the decision was taken by the Council to

discontinue work on the plan on the 13 December 2004 and withdraw it from the statutory local plan process before the Public Inquiry. To avoid a policy void the Non-Statutory Cherwell Local Plan 2011 was approved by the Council as interim planning policy for development control purposes on the 13 December 2004. Over time, its policies are being superseded by new planning documents.

4. Cherwell Local Plan Development Framework

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

- **Cherwell Local Plan 2011-2031 (Part 1)** – complete and adopted by the Council on 20 July 2015 (incorporating Policy Bicester 13 re-adopted on 19 December 2016). Comprises the main strategy document containing strategic development sites and policies and forms part of the statutory Development Plan.
- **Partial Review of Cherwell Local Plan 2011-2031 (Part 1)** - under preparation. Consultation took place on an Issues Paper from 29 January 2016 – 11 March 2016, on an Options Paper from 14 November 2016 – 9 January 2017 and on a Proposed Submission Document from 17 July 2017 to 10 October 2017. The Partial Review will contain a supplemental planning strategy and strategic development sites in order for the district to contribute in meeting the identified unmet housing needs of Oxford City. Upon adoption by the Council it will become part of the statutory Development Plan.
- **Cherwell Local Plan 2011 – 2031 (Part 2): Development Management Policies and Sites** – under preparation. A preliminary scoping consultation was undertaken in May 2015. Consultation took place on an Issues Paper from 29 January 2016 – 11 March 2016. Local Plan Part 2 will contain detailed planning policies for considering planning applications and non-strategic site allocations. Upon adoption by the Council it will become part of the statutory Development Plan.
- **Adopted Policies Map** – a map of Cherwell which illustrates geographically the application of the policies in the adopted Development Plan. An Interactive Adopted Policies Map is available on-line at www.cherwell.gov.uk.
- **Supplementary Planning Documents (SPDs)** – some complete and some in preparation or awaiting preparation. SPDs expand upon and provide further detail to policies in Development Plan Documents. They are statutory documents but do not form part of the Development Plan. The following SPDs have been, are being, or will be prepared:
 - North West Bicester SPD – adopted on 22 February 2016
 - Banbury Masterplan SPD – adopted on 19 December 2016
 - Kidlington Masterplan SPD – adopted on 19 December 2016
 - Developer Contributions SPD – under preparation
 - Bicester Masterplan SPD – under preparation
 - Banbury Canalside SPD - under preparation
 - Cherwell Design Guide – under preparation
 - Bolton Road Development Area, Banbury SPD – on hold
 - Sustainable Buildings in Cherwell SPD – to be prepared
- **Annual (or Authorities) Monitoring Reports (AMRs)** – produced each year to monitor progress in producing Local Development Documents and implementation of policies.

- **Statement of Community Involvement (SCI)** – sets out how communities and stakeholders can expect to be engaged in the preparation of planning documents and in the consideration of planning applications. A new SCI was consulted upon from 29 January to 11 March 2016 and adopted by the Council on 18 July 2016.
- **Community Infrastructure Levy (CIL) Charging Schedule** – work on a potential Levy commenced in February 2015. It comprises a schedule of charges for contributions to off-site infrastructure, payable by developers. Consultation on a preliminary charging schedule was undertaken from 12 February to 25 March 2016. A draft charging schedule was consulted upon from 14 November 2016 to 9 January 2017. On 7 February 2017, the Government published the housing white paper *Fixing our Broken Housing Market* in which it was announced, “*The Government will examine the options for reforming the system of developer contributions including ensuring direct benefit for communities, and will respond to the independent review and make an announcement at Autumn Budget 2017*” (para. 2.29). The independent review *A New Approach to Developer Contributions* (October 2016) has been published. Work on a potential CIL has been put on hold until there is more certainty about future changes to legislation and Government policy.

5. Neighbourhood Development Plans

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

In addition to the ‘made’ Hook Norton and Bloxham Neighbourhood Plans (see Section 2), the following Parishes presently either have designated Neighbourhood Areas, have made applications for an area to be designated or are actively preparing plans:

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

6. Programme for Local Development Documents & Future National Reforms

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

The Government has highlighted potential changes to the planning system in the recent housing White Paper ‘Fixing our Broken Housing Market’ (February 2017) and the consultation paper ‘Planning for the right homes in the right places’ (September 2017). Changes to the National Planning Policy Framework (NPPF) are expected in Spring 2018 which may affect plan-making and

how plans are programmed. The Oxfordshire Growth Board is considering how a Joint Spatial Plan might be prepared for the county and the work of the National Infrastructure Commission (NIC) (particularly in relation to the Oxford-Cambridge corridor) may also have implications for Local Authorities in this area. Consequently, a further update of the LDS may be needed early in 2018.

Schedule 6.1	Partial Review of the Cherwell Local Plan 2011-2031 (Part 1): Oxford's Unmet Housing Needs	
Subject Matter	Partial review of Part 1 of the adopted Cherwell Local Plan 2011-2031 to help meet the identified unmet housing needs from elsewhere in the Oxfordshire Housing Market Area and arising infrastructure requirements. Builds upon countywide joint working and follows the 'Post SHMA Strategic Work Programme' agreed by the [Shadow] Oxfordshire Growth Board on 20 November 2014. On 26 September 2016, the Oxfordshire Growth Board approved an apportionment of Oxford's unmet housing need (approximately 15,000 homes) to the Oxfordshire District Councils. Cherwell has been asked to accommodate an additional 4,400 homes (2011-2031).	
Geographical Area	Cherwell District	
Status	Development Plan Document (DPD)	
Timetable	Countywide working on identifying the unmet need and apportionment	Completed 26 September 2016
	Formal Commencement (adoption of Local Plan Part 1)	20 July 2015
	District Wide Issues Consultation (Regulation 18)	29 January 2016 – 11 March 2016
	District Wide Options Consultation (Regulation 18)	14 November 2016 – 9 January 2017
	Preparation of Proposed Submission DPD	January 2017 to July 2017
	Consultation on Proposed Submission DPD	17 July – 10 October 2017
	Submission (Regulation 22)	March 2018
	Examination (Regulation 24) (TBC)	March 2018 – October 2018
	Examination Hearings (Regulation 24) (TBC)	June – July 2018
	Receipt and Publication of the Inspector's Report (Regulation 25) (TBC)	October 2018
	Adoption (Regulation 26) (TBC)	November 2018
		Notes: Hearing dates and subsequent programme subject to confirmation from the Planning Inspectorate.
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy and Growth Strategy team; input from other Council services, neighbouring authorities and consultees; Programme Officer and Planning Inspectorate.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.2	Cherwell Local Plan 2011-2031 (Part 2): Development Management Policies and Sites	
Subject Matter	Detailed planning policies to assist implementation of strategic policies and the development management process. Identification and delivery of non-strategic development sites for housing, employment, open space and recreation, travelling communities and other land uses.	
Geographical Area	Cherwell District	
Status	Development Plan Document (DPD)	
Timetable	Initial District Wide Public Notification (Regulation 18)	May 2015
	District Wide Review of Previous Issues and Options Work and Preparation	April – December 2015
	District Wide Issues Consultation (Regulation 18)	January - March 2016
	District Wide Options Consultation (Regulation 18)	July - August 2018
	Preparation of Proposed Submission Plan	September 2018 – December 2018
	Consultation on Proposed Submission Plan	January – February 2019
	Submission (Regulation 22)	June 2019
	Examination (Regulation 24) (TBC)	June 2019 – January 2020
	Examination Hearings (Regulation 24) (TBC)	September - October 2019
	Receipt and Publication of the Inspector's Report (Regulation 25) (TBC)	January 2020
	Adoption (Regulation 26)	February 2020
		Notes: Hearing dates and subsequent programme subject to confirmation from the Planning Inspectorate
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy and Growth Strategy team; input from other Council services, neighbouring authorities and consultees; Programme Officer and Planning Inspectorate.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.3	Developer Contributions SPD	
Subject Matter	Reviews and updates the current draft Planning Obligations SPD in the light of the policies set out in the Local Plan (Part 1)	
Geographical Area	Cherwell District	
Status	SPD & Local Development Document (LDD)	
Timetable	Commencement / Preparation	February 2016 onwards
	Initial Consultation (Regulation 12)	On-going to July 2016

	Preparation of Draft SPD	June 2016 – October 2016
	Consultation on Draft SPD (Regulation 12/13)	14 November 2016 - 9 January 2017
	Further Consultation on Draft SPD (Regulation 12/13)	November/December 2017
	Preparation of Final SPD	January 2018
	Adoption (Regulation 14)	February 2018
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy and Growth Strategy team; Development Management Team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.4	Bicester Masterplan Supplementary Planning Document (SPD)	
Subject Matter	Builds upon and provides further detail to Local Plan policies for the town of Bicester.	
Geographical Area	Bicester	
Status	SPD & Local Development Document (LDD)	
	Re-commencement and preparation (Bicester Garden Town)	January 2016 onwards
	Initial Consultation (Regulation 12)	September & November 2016 January/February 2018
	Preparation of Draft SPD	November 2016 – December 2017
	Consultation (Regulation 12/13)	April/May 2018
	Preparation of Final SPD	May 2018 - July 2018
	Adoption (Regulation 14)	July 2018
	Notes: Masterplan re-commenced in view of Bicester Garden Town announcement.	
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy in conjunction with the Bicester Delivery Team. Regular reports to CDC Executive.	
Resources Required	Bicester Delivery Team, Planning Policy and Growth Strategy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.5	Cherwell Design Guide SPD	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the town of Bicester	
Geographical Area	Cherwell District	
Status	SPD & Local Development Document (LDD)	
Timetable	Commencement / Preparation	June 2016 onwards

	Initial Consultation (Regulation 12)	July & November 2016 February - March 2017 June 2017
	Preparation of Draft SPD	June 2016 – September 2017
	Consultation (Regulation 12/13)	November / December 2017
	Preparation of Final SPD	December 2017 – January 2018
	Adoption (Regulation 14)	February 2018
Management Arrangements	Overseen by Head of Development Management in conjunction with Head of Strategic Planning and the Economy	
Resources Required	Design and Conservation Team with support from Development Management & Planning Policy and Growth Strategy teams; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.6	Banbury Canalside Development Area Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the development area of Canalside, Banbury.	
Geographical Area	Canalside and Banbury town centre	
Status	SPD & Local Development Document (LDD)	
	Re-commencement & Preparation of 2nd Draft SPD (Following Local Plan adoption in July 2015)	July 2015 onwards
	Initial Consultation (Regulation 12)	December 2017
	Preparation of Draft SPD	January – March 2018
	Consultation (Regulation 12/13)	April/May 2018
	Preparation of Final SPD	May-June 2018
	Adoption (Regulation 14)	July 2018
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy and Growth Strategy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.7	Bolton Road Development Area Supplementary Planning Document (SPD)	
Subject Matter	Expands upon and provides further detail to Local Plan policies for the Development Area at Bolton Road, Banbury.	
Geographical Area	Bolton Road and Banbury town centre	

Status	SPD & Local Development Document (LDD)	
Timetable	Re-commencement & Preparation of 2nd Draft SPD	August 2018 onwards
	Initial Consultation (Regulation 12)	November/December 2018
	Preparation of Draft SPD	December 2018 – March 2018
	Consultation (Regulation 12/13)	April 2019
	Preparation of Final SPD	April-May 2019
	Adoption (Regulation 14)	June 2019
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Planning Policy and Growth Strategy team; input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	

Schedule 6.8	Sustainable Buildings in Cherwell Supplementary Planning Document	
Subject Matter	Expands upon and provides further detail to Local Plan (Part 1) policies for the environment and design.	
Geographical Area	Cherwell District	
Status	SPD & Local Development Document (LDD)	
Timetable	Commencement & Preparation	August 2018 onwards
	Initial Consultation (Regulation 12)	November/December 2018
	Preparation of Draft SPD	December 2018 – March 2018
	Consultation (Regulation 12/13)	April 2019
	Preparation of Final SPD	April-May 2019
	Adoption (Regulation 14)	June 2019
Management Arrangements	Overseen by Head of Service for Strategic Planning and the Economy. Regular reports to CDC Executive.	
Resources Required	Jointly produced by Planning Policy and Growth Strategy team; Design and Conservation team and Bicester Delivery Team, input from other Council services, neighbouring authorities and consultees.	
Monitoring and review mechanisms	Annual Monitoring Report	



DISTRICT COUNCIL
NORTH OXFORDSHIRE

Graven Hill Phase 1

Local Development Order (Second
Revision) 2017

DRAFT

Cherwell District Council, in exercise of the powers conferred on the Council as local planning authority by sections 61A-61D and Schedule 4A of The Town and Country Planning Act 1990 (as amended), and pursuant to Article 38 of The Town and Country Planning (Development Management Procedure) Order 2015 (the Procedure Order), makes the following revision of the Graven Hill Phase 1 Local Development Order (Revision) 2017:

Citation, commencement and application

1. (1) This Order may be cited as the Graven Hill Phase 1 Local Development Order (Second Revision) 2017 and comes into force on *dated to be inserted*;
- (2) From the date this Order comes into force, the Graven Hill Phase 1 Local Development Order (Revision) 2017 shall be treated as revised in accordance with the provisions of this Order.
- (3) This Order applies to the land at Graven Hill Bicester shaded Yellow and annotated as “Residential land covered by LDO” on the plan included as Schedule 1 to the Order.
- (4) Subject to the Council’s power to revoke this Order under section 61A(6) of the Act, this Order will remain in force until 15 December 2020.
- (5) If the Order is revoked or revised such that it ceases to grant planning permission in respect of a development that has commenced and has received confirmation of compliance under this Order, that development may be completed.
- (6) Nothing in this Order removes, cancels, or otherwise makes void the national permissions granted by The Town and Country Planning (General Permitted Development) (England) Order 2015 (the General Order).

Interpretation

2. (1) In this Order –

“access” has the same meaning as in the Procedure Order

“the Act” means The Town and Country Planning Act 1990 (as amended)

“appearance” has the same meaning as in the Procedure Order

“construction” means the carrying out of building or engineering operations in, on, over or under land and “construct” and “constructed” shall be construed accordingly

“completion” means that to all intents and purposes the dwellinghouse has been completed and is either occupied or capable of being occupied as a dwellinghouse, and “complete” and “completed” shall be construed accordingly

“the Council” means Cherwell District Council

“confirmation of compliance” means a formal written notification of the local planning authority confirming that a proposed development complies with the Masterplan and Design Code approved under the outline planning permission

“confirmation of compliance guidance note” means a document prepared; and if required, updated by the Local Planning Authority providing advice on the procedure for confirmation of compliance and information needed to support a confirmation of compliance application.

“custom build” and “self build” means the erection or construction by (a) individuals, (b) associations of individuals, or (c) persons or companies working with or for individuals or associations of individuals, of houses to be occupied as homes by those individuals, and “custom built” and “custom builder” and “self built” and “self builder” shall be construed accordingly

“developer” means a custom builder or self builder

“development” has the same meaning as in section 55 of the Act

“dwellinghouse” does not include a building containing one or more flats, or a flat contained within such a building

“erection” means the carrying out of operations to erect a structure or building on or over land

“General Order” means The Town and Country Planning (General Permitted Development) (England) Order 2015 and any subsequent amendment to that Order

“highway” has the same meaning as in the Highways Act 1980 (as amended)

“landscaping” has the same meaning as in the Procedure Order

“layout” has the same meaning as in the Procedure Order

“Masterplan and Design Code” means the master plan and design code originally approved under condition 26 of the outline planning permission, and any subsequent amendment of the masterplan and design code approved pursuant to an application under section 73 of the Act relating to that outline planning permission

“outline planning permission” means the planning permission dated 08 August 2014 granted by the Council pursuant to the application for outline planning permission dated 29 September 2011 and allocated reference number 11/01494/OUT, and any subsequent planning permission granted pursuant to

an application under section 73 of the Act relating to that outline planning permission

“the Procedure Order” means The Town and Country Planning (Development Management Procedure) (England) Order 2015 and any subsequent amendment to that Order

“scale” has the same meaning as in the Procedure Order

- (2) For the purposes of determining whether development complies with the Masterplan and Design Code -

“front boundary” means any boundary which is or would be forward of the principal elevation of a dwelling

“Gross Internal Area (GIA)” means the total enclosed internal floor area, above ground level, of a building measured within the external walls taking each floor into account and excluding the thickness of the external walls. The Gross Internal Area includes any integral garages and conservatories”

“maximum building height” means the height of the building when measured from the approved ground level (approved under the Masterplan and Design Code or other relevant condition of the outline permission) of the plot to the top of the highest part of the roof, excluding any external chimneys, flues, soil or vent pipes or other structures for renewable energy generation

“vehicle bay” means a vehicle bay for the parking of a single car, which measures a minimum of 2.5 metres by 5.5 metres.

Permitted development

3. (1) Reserved matters approval pursuant to the outline planning permission is hereby granted for the classes of development described as permitted development in Schedule 2.

(2) Any permission granted by paragraph (1) is subject to any relevant exception, limitation or condition specified in Schedule 2.

(3) Nothing in this Order permits development contrary to or without compliance with any condition imposed by the outline planning permission.

(4) The permission granted by Schedule 2 does not apply if—

(a) in the case of permission granted in connection with an existing building, the building operations involved in the construction of that building are unlawful;

(b) in the case of permission granted in connection with an existing use, that use is unlawful.

(5) The permission granted by Schedule 2 does not authorise any development which creates an obstruction to the view of persons using any highway used by vehicular traffic, so as to be likely to cause danger to such persons.

(6) Where a person uses electronic communications for making any application required to be made under any Class of Schedule 2, that person is taken to have agreed—

(a) to the use of electronic communications for all purposes relating to that person's application which are capable of being effected using such communications;

(b) that the address for the purpose of such communications is the address incorporated into, or otherwise logically associated with, that person's application; and

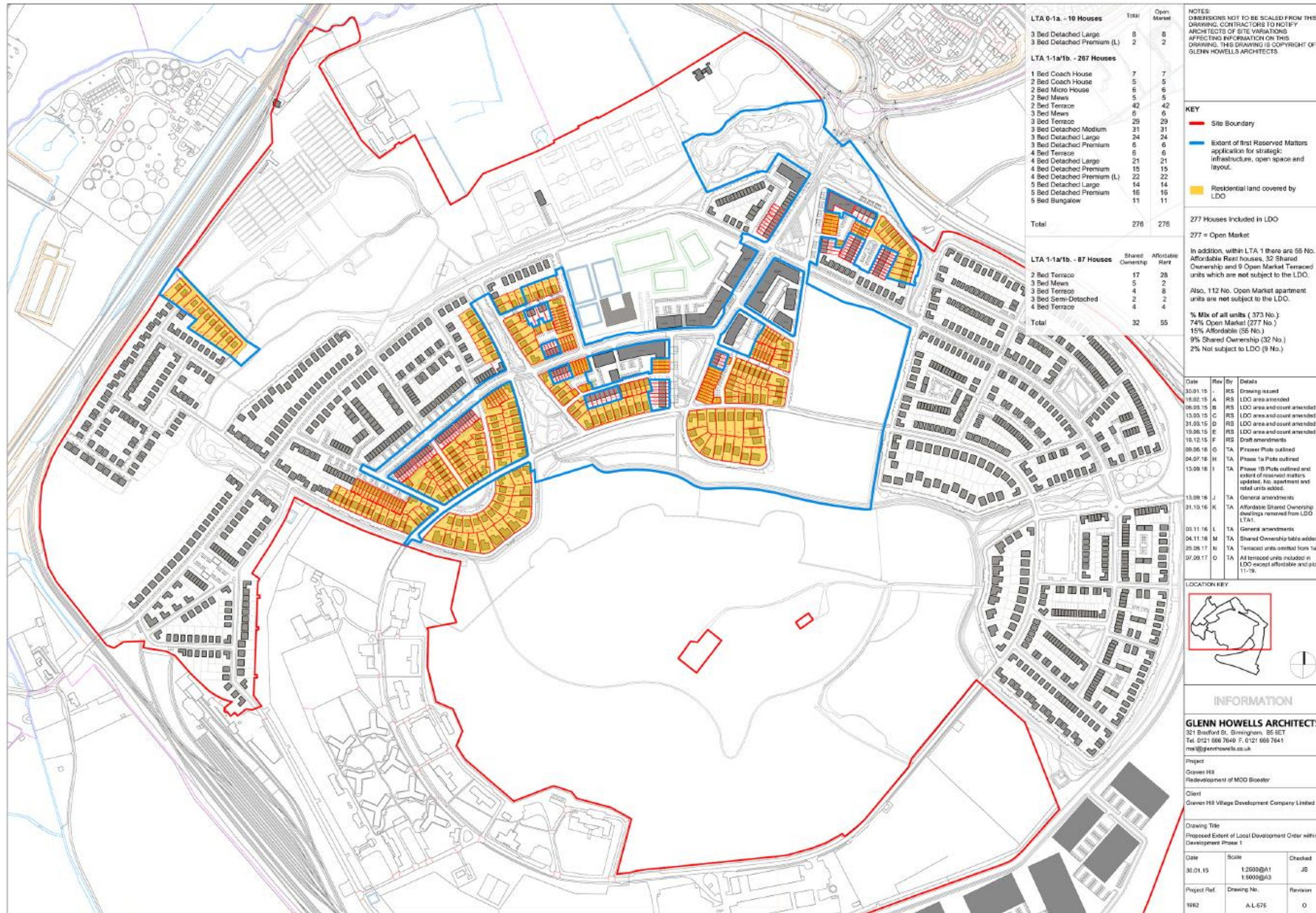
(c) that the deemed agreement under this paragraph subsists until that person gives notice in writing revoking the agreement (and such revocation is final and takes effect on a date specified by the person but not less than 7 days after the date on which the notice is given).

Adopted by Cherwell District Council on

The Common Seal of
Cherwell District Council
was affixed hereunto in
the presence of:

Authorised Signatory

Schedule 1 – Land to which this Order applies



Schedule 2 – Permitted Development

Class A – the erection or construction of a dwellinghouse

Development Permitted

A. The erection or construction of a dwellinghouse, including access and landscaping, pursuant to the outline planning permission

Development Not Permitted

A.1 Development is not permitted by Class A if –

- (a) In the case of a detached or semi-detached dwellinghouse, the dwellinghouse is not a custom build or self build dwellinghouse;
- (b) the dwellinghouse is to be erected or constructed on land that is not identified for development as a dwellinghouse in the Masterplan and Design Code approved under the outline planning permission; or
- (c) the dwellinghouse does not comply with the Masterplan and Design Code approved under the outline planning permission;
- (d) the dwellinghouse would include the construction or provision of a balcony or raised platform above ground floor level which would extend beyond a wall forming any side elevation or any rear elevation of the dwellinghouse

Conditions

A.2 Development is permitted by Class A subject to the following conditions –

- (a) Prior to development commencing, the developer must apply to the Local Planning Authority for a determination as to whether the development complies with the Masterplan and Design Code approved under the outline planning permission and the provisions of Schedule 3 of this Order apply in relation to that application
- (b) In the case of a dwellinghouse forming part of a terrace and that is not a custom build or self build dwellinghouse:
 - i) evidence that the whole of the terrace has been subject to a robust and realistic marketing exercise for custom build and self build development for a minimum period of 6 months shall be submitted to and approved by the Local Planning Authority as part of its determination under paragraph A.2(a); and
 - ii) at least one dwellinghouse within the terrace must be a custom build or self build dwellinghouse.
- (c) The principal elevation of the dwellinghouse must front a highway

- (d) Any upper-floor window located in a wall or roof slope forming a side elevation of the dwellinghouse and facing a boundary with a neighbouring dwellinghouse that has received either confirmation of compliance or planning permission must be —
- (i) obscure-glazed unless the window is more than 1.7 metres above the floor of the room in which the window is installed; and
 - (ii) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed
- (e) Any part of the dwellinghouse that would —
- (i) have more than a single storey; and
 - (ii) would be within 2 metres of the boundary with a neighbouring dwellinghouse that has received either confirmation of compliance or planning permission
- must not extend beyond the rear wall of the neighbouring dwellinghouse by more than 3 metres, or such other limit as is approved as part of the Design Code and Masterplan.
- (f) the height of any external chimney, flue, soil or vent pipe, or other structure for renewable energy generation, must not exceed the highest part of the roof of the dwellinghouse by 1 metre or more.
- (g) Any hard surface to be provided on land between a wall forming the principal elevation of the dwellinghouse and the highway must either be made of porous materials, or provision made to direct run-off water from the hard surface to a permeable or porous area or surface within the curtilage of the dwellinghouse
- (h) Development under Class A must be completed within a period of 3 years starting with the confirmation of compliance date

Class B – the enlargement, extension or alteration of a dwellinghouse

Development Permitted

B. The enlargement, extension or alteration of a dwellinghouse erected or constructed under Class A of this Order

Development Not Permitted

B.1 Development is not permitted by Class B if —

- (a) the enlargement, extension or alteration does not comply with the Masterplan and Design Code approved under the outline planning permission; or

- (b) the enlargement, extension or alteration would consist of or include the construction or provision of a balcony or raised platform, above ground floor level, which would extend beyond a wall forming a side elevation or rear elevation of a dwellinghouse

Conditions

B.2 Development is permitted by Class B subject to the following conditions –

- (a) Prior to development commencing, the developer must apply to the Local Planning Authority for a determination as to whether the development complies with the Masterplan and Design Code approved under the outline planning permission and the provisions of Schedule 3 of this Order apply in relation to that application
- (b) Any upper-floor window located in a wall or roof slope forming a side elevation of the dwellinghouse and facing a boundary with a neighbouring dwellinghouse that has received either confirmation of compliance or planning permission must be —
 - (i) obscure-glazed unless the window is more than 1.7 metres above the floor of the room in which the window is installed; and
 - (ii) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed
- (c) Any part of the enlargement, extension or alteration that would —
 - (i) have more than a single storey; and
 - (ii) would be within 2 metres of the boundary with a neighbouring dwellinghouse that has received either confirmation of compliance or planning permission

must not extend beyond the rear wall of the neighbouring dwellinghouse by more than 3 metres, or such other limit as is approved as part of the Design Code and Masterplan.
- (d) the height of any external chimney, flue, soil or vent pipe, or other structure for renewable energy generation, must not exceed the highest part of the roof of the dwellinghouse by 1 metre or more.

Class C – buildings etc incidental to the enjoyment of a dwellinghouse

Development Permitted

C. The provision within the curtilage of a dwellinghouse that is being erected or constructed under Class A of this Order of –

(a) any building or enclosure, swimming or other pool required for a purpose incidental to the enjoyment of the dwellinghouse as such; or

(b) a container used for domestic heating purposes for the storage of oil or liquid petroleum gas

Development Not Permitted

C.1 Development is not permitted by Class C if –

- (a) the dwellinghouse has been completed;
- (b) any of the following criteria would apply:
 - (i) the total area of ground covered by buildings, enclosures and containers within the curtilage (other than the dwellinghouse that is being erected or constructed) would exceed 50% of the total area of the curtilage (excluding the ground area of the dwellinghouse that is being erected or constructed);
 - (ii) any part of the building, enclosure, pool or container would be situated on land forward of a wall forming, or proposed to form, the principal elevation of the dwellinghouse that is being erected or constructed;
 - (iii) the building would have more than a single storey;
 - (iv) the height of the building, enclosure or container would exceed –
 - (i) 4 metres in the case of a building with a dual-pitched roof
 - (ii) 2.5 metres in the case of a building, enclosure or container within 2 metres of the boundary of the curtilage of the dwellinghouse, or
 - (iii) 3 metres in any other case;
 - (v) the height of the eaves of the building would exceed 2.5 metres;
 - (vi) it would include the construction or provision of a veranda, balcony or raised platform;
 - (vii) it relates to a dwellinghouse or a microwave antenna; or
 - (viii) the capacity of the container would exceed 3, 500 litres

Interpretation of Class C

C.3 For the purposes of Class C, “purpose incidental to the enjoyment of the dwellinghouse as such” includes the keeping of poultry, bees, pet animals, birds or other livestock for domestic needs or personal enjoyment of the occupants of the dwellinghouse

Schedule 3 – Procedure for Confirmation of Compliance under Schedule 2

(1) The following provisions apply where under this Order a developer is required to make an application to the Local Planning Authority for a determination as to whether the development complies with the Masterplan and Design Code approved under the outline planning permission.

(2) The application must be accompanied by—

- (a) a written description of the proposed development;
- (b) a plan indicating the location of the site in relation to neighbouring plots;
- (c) a plan or plans and documents showing the details of access, appearance, landscaping, layout, scale and Sustainable Construction Methods of the proposed development (advice on the details to be included on the proposed plans and documents can be found on the Confirmation of Compliance Guidance Note);
- (d) the developer's contact address, contact telephone number; and
- (e) the developer's email address if the developer is content to receive communications electronically

(3) The Local Planning Authority shall, as far as is practicable, determine an application submitted under sub-paragraph (2) within 28 days following the date on which the application was received by the Local Planning Authority.

(4) The local planning authority may refuse an application where, in the opinion of the Authority—

- (a) the proposed development does not comply with, or
- (b) the developer has provided insufficient information to enable the authority to establish whether the proposed development complies with,

any conditions, limitations or restrictions specified in this Order as being applicable to the development in question.

(5) Where the Local Planning Authority refuses an application under paragraph (3), for the purposes of section 78 (appeals) of the Act such a refusal is to be treated as a refusal of an application for approval.

(6) The development must not begin before the receipt by the applicant from the Local Planning Authority of a written notice of their determination that the development complies with the Masterplan and Design Code approved under the outline planning permission.

(7) The development must be carried out in accordance with the details provided in the application referred to in sub-paragraph (2) unless the Local Planning Authority and the developer agree a non-material amendment in writing. Advice on non-material amendments can be found within the Confirmation of Compliance Guidance Note.

DRAFT

CDC and SNC Fleet & Vehicle
Replacement Strategy
2018

Overview

The aim is to provide all Council departments who may require vehicles with up to date fit for purpose vehicles which provide the lowest whole life cost and minimise their impact on the environment.

This strategy sets out the general principals and processes regarding vehicles. The key principals are that vehicles must:

- Be fit for purpose. Vehicles must be fully capable of carrying out the demands placed upon them
- Deliver the lowest whole life cost. Vehicles may not always be acquired for the lowest initial cost but they must deliver the lowest whole life cost over the life of the vehicle
- Minimise the impact on the environment. Consideration must be given to minimise the impact on the environment through fuel consumption, exhaust emissions and other factors such as end of the life of the vehicle
- Safety of the driver, crew & the public. The vehicle must present the minimum H&S risk to our staff and members of the public.
- Present the Council in a positive & professional manner

The Councils fleet of vehicles is asset managed from purchase through to disposal. To do this a vehicle replacement programme exists. As soon as a vehicle is acquired it is given an estimated life and listed for replacement often some seven – ten years later. This plan is reviewed throughout the year and by November each year the replacement plan for the followed year is put forward with outline plans for all the following financial years.

The maintenance costs of the fleet are closely monitored throughout the life of the vehicles. They are split into parts and labour costs; benchmarked against similar vehicles in the fleet and against other organisations that use vehicles of a similar type for comparisons. A fleet management system called Key2 captures all maintenance information including costs

As the vehicles come to the end of their estimated life, they are inspected on an individual basis to assess whether the vehicle will last longer without incurring heavy maintenance costs. If so, the vehicle will be kept and the replacement programme adjusted accordingly.

Since 2004 Cherwell District Council (CDC) has purchased vehicles outright as opposed to leasing. This same decision was made for South Northamptonshire Council (SNC) in 2013. Purchasing offers much more flexibility than leasing as well as offering a lower cost of ownership. However this acquisition route of outright purchase will be reviewed when changes in the financial climate occur.

Appendix 1

An asset register exists for both Councils and is updated by the Fleet manager.

The vehicle fleet operates using two operating licences (O licence), one covers South Northamptonshire Council & one covers Cherwell District Council. The licence plays a range of requirements so that large commercial vehicles are operated in a safe manner. This includes maintenance inspections, records, driving hours, not overloading vehicles etc. Breaches of these requirements can result in the removal of the O licence.

Vehicles can have a big impact on the environment through fuel consumption, carbon dioxide and other exhaust emissions. In addition other elements of the vehicle such as tyres can impact adversely on the environment unless actively managed. The aim is to reduce the impact on the environment by purchase high specification vehicles, maintaining them to a high standard and encouraging our drivers to operate them in a responsible manner.

The waste industry is one of the most dangerous industries and unfortunately each year, across the country, a number of deaths and serious injuries occur. Many of these relate to members of the public or staff being struck by vehicles. Consequently safety systems to minimise this risk are a high priority. Other H&S risks such as slips, trips & falls are addressed by actions such as low level cabs in RCVs and level floors within the cabs.

One of the most visible signs of the two Councils are operational vehicles delivering services. Consequently it is important that the vehicles are presented & operated in a safe, professional manner

Fit for purpose & lowest whole life cost

Vehicle Replacement Programme

Vehicles are the essential tools for the operational departments. The selection of the right vehicle for the right job is critical. Since vehicles are expensive and expected to last many years careful consideration with the users on specifications and other requirements are vital. If the wrong vehicle were to be selected it will impact on the efficiency of operations for the whole life of the vehicle.

The vehicle replacement programme exists for 7-10 years and forecasts the vehicles required along with estimated purchase costs. This is reviewed constantly. In the autumn of each year the programme is reviewed with the vehicle users, the required operational need considered and the specification and likely cost looked at in detail.

The fleet management team are constantly looking at the market, looking at technological developments which can lower cost, improve productivity and increase safety.

Developments in recent years have included

- Improvements in emissions
- Reductions in fuel consumption
- Increased environmental & safety standards
- Vehicle weighing systems
- In cab technology
- New systems
- Camera systems

Vehicle Procurement

A specification is written after consulting with the users that require vehicles to ensure that fit for purpose vehicles are purchased with the correct equipment, systems and storage facilities.

This specification is then sent with procurement team input to the most advantageous purchasing routes. Usually this is either through the Council's own framework agreements (often jointly produced with Oxford City) or through National Framework agreements (ESPO, Procurement Partnership etc.)

All vehicles are procured to comply with public procurement regulations and the Council's own financial regulations to obtain best value for the Council. Other factors to consider when acquiring vehicles include environmental performance, health and safety, after sales service and potential final disposal income is also taken in to account when evaluating manufacturers tenders.

Roles and Responsibilities

Once vehicles are purchased; the individual departments have responsibilities to make sure that the users of the vehicles are appropriately briefed and more importantly trained on the operation of equipment. The treatment of a vehicle by its operators can have a major impact on its maintenance costs.

The training involves manufacturers demonstrating their equipment to a level that the operators understand and are comfortable with. Once this has been achieved; the operators are sent certificates stating familiarity with the equipment.

Other training involves drivers receiving a half day defensive driving course with a qualified instructor giving one to one tuition where theoretic knowledge and driving skills are assessed. A score and certificate is given to the driver and a report is given to the line manager.

Vehicle Disposal

Vehicles once they are beyond their economic life are disposed of at vehicle auctions. Some vehicles such as large mechanical sweepers have a strong market and have a good resale value. Others such as RCVs have a value of only £6-9k dependent on condition.

In the case of small vans the value is so low local sale via a sealed bid basis is often the most cost effective process.

All is in accordance with achieving best value for the asset, with the gained price forming the final part of the vehicles whole life costs.

Asset Register

An asset register is kept and updated by the fleet manager. This register gives a complete list of the fleet details to include make, registration, purchase date, purchase price, estimated replacement date, the service using the vehicle and the age of vehicle at the 1st of April each year. There is also a comments box for any additions and disposals for that year. The sheet is copied each year, updated to the current status (any disposals from previous year deleted from the current sheet) with the previous years being archived.

The asset register is easily maintained and is very effective.

Impact on the environment & safety of staff & the public

Vehicle Maintenance

The Council operates an in house maintenance team with workshops based at Thorpe Lane in Banbury with the emphasis on keeping vehicles legal, safe, and on the road as much as possible. The team of technicians are highly skilled in maintaining specialist vehicles with a diverse range of specialist equipment.

Besides having general maintenance skills many of the team have specialist knowledge on Dennis Eagle and Daf trucks, Johnston mechanical sweepers and Terberg bin lifting equipment. This specialist knowledge has led to less need to bring in specialist external service engineers.

Large Goods Vehicles (LGVs) must have a comprehensive safety mechanical inspection (6 weekly) which meets legal requirements for organisations that use such vehicles. Again this is completed at Thorpe Lane along with any other work.

In 2017 a maintenance facility opened at Tove depot in Towcester. Minor repairs and some inspections can now be carried out at Towcester rather than the need to bring the vehicle to the technician in Banbury

Increasingly the aim is to bring the technician to the vehicle rather than always bringing the vehicle to Thorpe Lane depot. If a new depot facility can be secured in Bicester the intention is to carry out increased maintenance in Bicester.

Breakdowns are catered for at roadside and some minor work will be carried out at the Bicester Depot. There are two fully equipped service vehicles to assist in this area.

All work is recorded and collated on a Fleet Management System (Key 2) from which reports of what costs have been spent on vehicle maintenance can be produced.

Environmental Impact

The Councils' vehicle fleet can have a big impact on the environment through exhaust emissions and carbon dioxide emissions.

The whole fleet at CDC use around 400,000 litres of fuel each year. The whole fleet at SNC use around 250,000 litres per year.

Fuel usage can be minimised by

- Designing collection routes efficiently
- Maintaining vehicles to a high standard
- Driver training
- Driver performance
- Purchasing fuel efficient vehicles
- Considering alternatively fuelled vehicles

Possible developments to reduce fuel consumption thereby saving cost, reducing carbon dioxide emissions and also reducing lower emissions of nitrogen dioxides include

Telematics – System which monitors driving performance and continually nudges the driver to drive in an economical manner with league tables of driver performance. This should produce a saving of around 8%

Night heater – Heating the cab & windows on cold mornings without having to have the main engine running. This will be for a low cost per vehicle and should save up to 4 litres/hour on winter mornings.

Moving to alternatively fuelled vehicles- Where technologically possible and financial viable moving away from diesel fuelled vehicles can be beneficial. Some car derived vans could be electric vans in the near future if the appropriate charging network is in place. Other options such as hybrid or hydrogen are also being monitored as new technologies enter the market. Moving up to 10 small car derived vans away from diesel engines could save each year more than 6000 litres of diesel, 15 tonnes of CO₂ and significant amounts of nitrogen dioxides

Health & Safety

The waste industry has a poor record for H&S. Across the country a number of fatalities or serious injuries occur. Many of these serious incidents are as a result of vehicles striking members of the public or crew members working around the vehicles. Often this is when large RCVs are reversing.

To reduce the risk camera systems, reversing warnings and procedures are used.

In addition to add H&S systems on RCVs include air conditioning to ensure the driver stays alert & comfortable to ensure high levels of concentration and awareness and cabs are low level to reduce the risk of slips, trips & falls

Present the Council in a positive & professional manner

The vehicles operated by the operational units are often the most visible sign of the Councils to members of the public.

Consequently vehicles must present the Councils in a positive and professional manner. Hence vehicles are kept clean and in a good condition. This has added benefits on ensuring the life of the vehicle is kept to a maximum and maintenance costs are kept low by crew taking ownership and responsibility for the vehicles.

The vehicles also present opportunities for promoting positive measures through panels which are on the side of the RCVs. These panels are removable and interchangeable and messages beyond recycling and environmental services can be promoted.