

Committee: Executive
Date: Monday 1 June 2015
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 - 8)

To confirm as a correct record the Minutes of the meeting held on 7 April 2015.

6. Chairman's Announcements

To receive communications from the Chairman.

7. Revision to Housing Allocation Scheme (as approved in November 2012) **6.35pm**
(Pages 9 - 74)

Report of Head of Regeneration and Housing

Purpose of report

To approve revisions to the Councils Allocation Scheme (as approved in November 2012)

Recommendations

The meeting is recommended:

- 1.1 To accept the revisions to the Housing Allocations Scheme.

8. Corporate Biodiversity Action Plan 2015/16 Protecting and Enhancing Cherwell's Natural Environment (Pages 75 - 104) **6.45pm**

Report of Interim Community Partnerships & Recreation Manager

Purpose of report

To seek approval of the 2015/15 Corporate Biodiversity Action Plan (BAP) (draft attached as Appendix 1 to this report)

Recommendations

The meeting is recommended

- 1.1 To approve the proposed Corporate Biodiversity Action Plan (BAP) 2015/16.

9. North West Bicester Supplementary Planning Document (SPD) **6.55pm**
(Pages 105 - 308)

Report of Head of Strategic Planning and the Economy

Purpose of report

To update the Executive on the progress in preparing a Supplementary Planning Document (SPD) for the North West Bicester strategic development identified in the modified Submission Cherwell Local Plan as Policy Bicester 1 and seek approval for the Draft North West Bicester SPD to be used as informal interim planning guidance in the determination of planning applications.

Recommendations

The meeting is recommended to:

- 1.1 Note the progress in preparing the North West Bicester SPD;
- 1.2 Agree the response to the representations received and resulting changes to the Draft SPD;
- 1.3 Approve the latest version of the Draft SPD to be used on an interim basis for development management purposes;
- 1.4 Note the further steps to complete the SPD as follows:
 - a) Consult on the revised Statement of Consultation
 - b) Consult the statutory consultation bodies on the SEA screening
- 1.5 Authorise the Head of Strategic Planning and the Economy to make any necessary minor amendments to the SPD to be made in consultation with the Lead Member for Planning.
- 1.6 Note the need for the final SPD to be presented to the Executive for formal adoption at a future meeting in the light of the Local Plan Inspector's Report and the cancellation of the Eco-towns PPS.

10. Performance Report 2014-2015 Quarter 4 / End of Year (Pages 309 - 340)

7.05pm

Report of Head of Transformation

Purpose of report

The purpose of this report is to provide information relating to quarter four of the annual performance year, for the period 1 January - 31 March 2015. The report also reflects end of year outturns as measured through the performance management framework.

Recommendations

The meeting is recommended:

- 1.1 To note that despite tough performance targets, a challenging economic environment, and on-going policy and organisational change, Cherwell District Council has met or made satisfactory progress on 96% of all the performance targets outlined in its performance management framework as detailed in paragraph in 3.1.
- 1.2 To note that any feedback on performance issues from Overview & Scrutiny Committee at its meeting on 2 June 2015 will be provided directly to The Leader.

11. Provisional 2014-15 Revenue and Capital Outturn Report **7.15pm**
(Pages 341 - 344)

*Appendix A to this report will follow as it is currently being reviewed and finalised *

Report of the Head of Finance & Procurement

Purpose of report

This report summarises the Council's provisional Revenue and Capital performance for the financial year 2014-2015 and reports on performance against the procurement action plan. The figures are still subject to further validation work to ensure compliance with statutory requirements and proper accounting practices.

Recommendations

Recommendations will be set out with the full report at Appendix A (to follow).

12. Exclusion of the Press and Public

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

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

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it 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 this item be considered in public.

Should Members decide not to make a decision 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 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.”

13. Leisure Contract (Pages 345 - 348) **7.25pm**

Exempt Report of Director of Community and Environment

(Meeting scheduled to close at 7.35pm)

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@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 Thursday 21 May 2015

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Cherwell District Council

Executive

Minutes of a meeting of the Executive held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 7 April 2015 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 Banbury Brighter Futures

Councillor Michael Gibbard, Lead Member for Planning

Councillor Tony Ilott, Lead Member for Clean and Green

Councillor Kieron Mallon, Lead Member for Banbury Developments, Performance and Communications

Councillor D M Pickford, Lead Member for Housing

Councillor Nicholas Turner, Lead Member for Joint Working and ICT

Also Present: Councillor Sean Woodcock, Leader of the Labour Group

Officers: Sue Smith, Chief Executive
Karen Curtin, Commercial Director (Bicester)
Martin Henry, Director of Resources / Section 151 Officer
Adrian Colwell, Head of Strategic Planning and the Economy
Kevin Lane, Head of Law and Governance / Monitoring Officer
Natasha Clark, Team Leader, Democratic and Elections

131 **Declarations of Interest**

There were no declarations of interest.

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

There were no petitions or requests to address the meeting.

133 **Urgent Business**

There were no items of urgent business.

134 **Minutes**

The minutes of the meeting held on 2 March 2015 were agreed as a correct record and signed by the Chairman.

135 **Chairman's Announcements**

The Chairman made the following announcement:

1. Under the Openness of Local Government Bodies Regulations 2014, 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.

136 **Joint ICT Business Development Strategy**

The Head of Joint ICT Business Services submitted a report to present the Joint ICT Business Development Strategy which sets out the vision and direction for the Joint ICT Business Service for Cherwell, South Northamptonshire and Stratford-on-Avon Councils.

Resolved

- (1) That the Joint ICT Business Development Strategy (annex to the Minutes as set out in the Minute Book) be approved.

Reasons

The Strategy sets a clear direction for the partnership in respect of harmonising and joining up all business areas shaped around the needs of customers and to maximise opportunities to reduce cost and increase income. To deliver it successfully requires an ICT Business service that is shaped towards delivering on the priorities identified in the Strategy. All three councils have already approved and implemented the Joint ICT Business Service staffing re-structure so the foundations are in place to fully exploit the opportunities that ICT offers in respect of new ways of working and to maximise efficiencies.

Alternative options

If the strategy is not adopted then the full range of efficiencies and cost savings identified in the business case may not be delivered so this is not recommended.

137 **Neighbourhood Planning: Application for the designation of a Neighbourhood Area for a Proposed 'Mid-Cherwell' Neighbourhood Plan**

The Head of Strategic Planning and the Economy submitted a report to consider the designation of a 'Mid-Cherwell' Neighbourhood Area comprising eleven parishes.

Resolved

- (1) That the formal designation of the specified 'Mid-Cherwell Neighbourhood Area' under Section 61G of The Town and Country Planning Act 1990 (as amended) 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

The area application presented would, if approved, result in the designation of a 'Mid-Cherwell' Neighbourhood Area comprising the parishes of Ardley with Fewcott, Kirtlington, Duns Tew, Lower Heyford, Middleton Stoney, Somerton, Steeple Aston, Middle Aston, North Aston, Fritwell and Upper Heyford. For the reasons set out in section 3 of this report it is considered that the specified area would be coherent logical, notwithstanding the challenges of producing a Neighbourhood Plan for such an extensive area and including the district's largest strategic development site – Former RAF Upper Heyford. The specified parishes represent a reasonable 'sphere of influence' on which to collectively base the plan, albeit with wider community and stakeholder consultation and potentially a much wider referendum being required.

The Council has a statutory duty to provide advice or assistance to a parish council, neighbourhood forum or community organisation that is producing a neighbourhood plan. The PPG advises that local planning authorities must be proactive in providing information to communities about neighbourhood planning and constructively engage with the community throughout the process.

The involvement of 11 Parish Councils and the district's largest strategic development site means that this Neighbourhood Plan process will particularly require the close involvement of officers and regular reports to the Joint Management Team and to Members.

Alternative options

Option 1 - to refuse to designate the proposed area, provide reasons and to designate an alternative area based on separately designating individual parishes

Option 2 - to refuse to designate the proposed area, provide reasons and to designate an alternative area based on removing the former RAF Upper Heyford site

Were the Executive minded to refuse the application, an alternative area would need to be designated. Designating individual parishes would, in this case, not provide for the collective working being proposed. Excluding the Former RAF Upper Heyford site from the Neighbourhood Area would still allow for a collective approach among the parishes but would remove the principal reason for the joint working. Local Plan Part 2 would provide an alternative mechanism for collective working but the application expresses the

local support for progressing a Neighbourhood Plan and the NPPF makes clear that local planning authorities should facilitate neighbourhood planning.

138

Neighbourhood Planning: Hook Norton Neighbourhood Plan Examiner's Report

The Head of Strategic Planning and the Economy submitted a report which presented the Neighbourhood Plan, the background to the Examination and the process followed. The report outlined the next stages in the process which included the holding of a referendum. On completion the Neighbourhood Plan would become part of the Development Plan and decisions on planning applications would then be made in accordance with the Plan.

Resolved

- (1) That the modifications to the Hook Norton Neighbourhood Plan in accordance with the Examiner's recommendations be approved, and the issue of a decision statement to that effect be authorised.
- (2) That all of the Examiner's recommendations and modifications to enable the Plan to proceed to a referendum be approved.
- (3) That the area for the referendum as recommended by the examiner to be the Hook Norton parish council area (which is the approved designated neighbourhood area) and that there will be no extension to the area be approved.

Reasons

The Hook Norton Neighbourhood Plan (HNNP) as recommended for modification by the Examiner would satisfy the basic conditions, the preparation has been in accordance with the legislation and it complies with the definition of a Neighbourhood Plan.

The Examiner's modifications involve additions and amendments which do not raise issues of major concern. The majority of the recommended modifications are intended to provide more clarity particularly in relation to compliance with the strategic policies of the submitted and examined Cherwell Local Plan. The HNNP as recommended for modification by the Examiner should therefore proceed to a referendum.

Alternative options

Option One: Not to approve some of the Examiners recommendations and to proceed to a referendum. Where a LPA proposes to make a decision that differs from the Examiner's recommendation then there would need to be another round of consultation including notifying all those on the consultation statement of the Parish Council. This would take more time and would have cost implications.

Option Two: Not to accept the examiner's report of recommendations and not to proceed to a referendum. This option can only be justified if the Examiner

recommends that the Plan should not proceed to a referendum, or the Council is not satisfied that the plan has met the procedural and legal requirements.

Option Three: To extend the area in which the referendum is to take place. Under the neighbourhood planning legislation the LPA cannot make a decision that differs from the Examiner's recommendation about the referendum area.

Option Four: To adopt the course of action proposed in this report. This is consistent with both the Hook Norton Neighbourhood Plan, the Examiners proposed modifications and the Regulations that apply to Neighbourhood Plans.

139

Connecting Oxfordshire: Local Transport Plan (LTP4) 2015-2031 Draft for Consultation

The Head of Strategic Planning and the Economy submitted a report to inform members of the consultation by Oxfordshire County Council on the Oxfordshire Local Transport Plan 4; to advise on the potential implications for Cherwell and ask for the endorsement of officers comments as the Cherwell District Council formal response to the consultation.

Resolved

- (1) That the content of LTP4 relevant to Cherwell be noted and the officers' comments as the Council's response to the consultation be endorsed. The officer response recommends general support but highlights a number of issues which need to be resolved.

Reasons

The draft LTP4 is expected to be adopted by summer 2015. While officers note and support the County Council's approach to prioritise and address areas of change in the County and the focus on managing sustainable modes of transport to manage transport demand, officers have a number of significant concerns that need to be addressed. In its current form draft LTP4 does not provide a comprehensive strategy which clearly sets out what the LTP4 is meant to comprise now and what it will cover in the future. It does not address transport implications required to inform Local Plan Part 2 (Development Management Policies, Non-Strategic allocations across the District including the rural areas) nor other land-use plans in the Local Development Scheme and emerging Neighbourhood Plans.

The LTP4 seems southern centric (apart from the Banbury Area Strategy), more could be done within LTP4 Volume 1 to reflect corridors and economic priorities in the northern part of Cherwell and connections outside the County boundaries.

The LTP4 approach to transport options does not clearly set out how the County Council intends to assess the specific options proposed and their social, economic and environmental impacts.

Without a clear program to finalise options and an implementation plan, it is unclear how the policy objectives for sustainable transport and specific transport initiatives will be delivered and how this is going to inform Cherwell's local plan process.

Alternative options

Option 1: Not to comment on the LTP4 consultation. The adoption of a LTP4 in its current form would reduce its effectiveness as a material consideration to be used when deciding planning applications and would not inform key land use decisions as part of forthcoming Local Development Documents in Cherwell.

Option 2: Object to LTP4. There may be scope to work with the County Council to address the shortcomings of the LTP4.

140

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

The Head of Strategic Planning and the Economy submitted a report to advise members on the commencement of work on Local Plan Part 2 and the project timetable.

Resolved

(1) That the report be noted.

Reasons

A Local Plan Part 2 is needed to ensure that non-strategic development provided for by the modified Submission Local Plan (Part 1) is appropriately planned and sustainably delivered. The Council's non-strategic allocations and its detailed development management policies are in need of review. This report is presented to ensure that the Executive is kept fully informed of the process and timetable for producing the Part 2 plan in the interest of ensuring that the plan is produced efficiently and in accordance with Council priorities.

Alternative options

Not applicable. This report is for noting only.

141

Community Infrastructure Levy (CIL) and Developer Contributions SPD

The Head of Strategic Planning and the Economy submitted a report to advise Members on the process and on-going work for the setting of a Community Infrastructure Levy (CIL) and on the preparation of a new Developer Contributions Supplementary Planning Document (SPD).

Resolved

(1) That the report be noted.

Reasons

The Council needs to consider the potential adoption of CIL, and an up-to-date Developer Contributions SPD needs to be prepared, in the interest of securing the delivery of infrastructure to support planned growth. This report is presented to ensure that the Executive is kept fully informed of the process and timetable for the two parallel projects in the interest of ensuring that the plan is produced efficiently and in accordance with Council priorities.

Alternative options

Not applicable. This report is for noting only.

142 **NW Bicester Apprenticeships Scheme**

The Commercial Director (Bicester) submitted a report to update the Executive on the successful outcome of a recent bid to OxLEP to support the NW Bicester Apprenticeship Scheme, in order that Cherwell District Council can receive the funding as the accountable body.

Resolved

- (1) That the report be noted and Cherwell District Council's role as accountable body for this grant award be approved.

Reasons

The Eco Bicester Team submitted a bid to OxLEP's City Deal Initiative in December 2014 for funding to support the set-up of the Apprenticeship Training Agency (ATA) and its early operation. The bid was successful and a £50,000 grant has been awarded by OxLEP, subject to the signing of a legal agreement which the Eco Bicester Team are in the processes of negotiating. The funding is anticipated to be awarded in April 2015 and needs to be spent over 2 years during 2015/2016 and 2016/2017.

The aim is to set up the ATA by summer 2015 so that it can be referred to in future S106 agreements attached to any consents for NW Bicester, as a preferred route to enable developers to deliver apprenticeships.

The £50,000 funding was bid for specifically to set up the ATA in the first year and then to fund its operation in the second year. CDC will be using the funding to carry out the necessary research and background work into the options for the ATA and to support the ATA becoming accredited by the Skills Funding Agency (SFA) so it can operate as a bone fide organisation. The actual setting up of the setting and registering it as a company will be carried out by a third party rather than CDC which is preferable in terms of minimising exposure of CDC to any associated risks. So although the funding will rest with CDC, it will be used to support a third party set up of the organisation.

There will be regular monitoring of the outcomes against the grant award with regular updates being given to the One Vision Steering Group.

Alternative options

Option 1: Not to accept the funding

143 **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, 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.

144 **Additional Capital bids for CCTV at Thorpe Lane Depot and Bodicote House**

The Head of Finance and Procurement submitted an exempt report relating to additional Capital bids for CCTV at Thorpe Lane Depot and Bodicote House.

Resolved

- (1) That the recommendation from the Budget Planning Committee on the 17 February 2015 for two additional 2015-16 capital bids (annex to the Minutes as set out in the Minute Book) be supported and Full Council be recommended to add them to the approved 2015-16 Capital Programme.

Reasons

This report provides the additional information as requested by the Budget Planning Committee at the meeting on 19 January 2015. Members of the Executive are asked to consider the recommendations.

Alternative options

To reject the current proposals and to make alternative recommendations or ask officers for further information.

The meeting ended at 7.35 pm

Chairman:

Date:

Cherwell District Council

Executive

1 June 2015

<p>Revision to Housing Allocation Scheme (as approved in November 2012)</p>
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Report of Head of Regeneration and Housing

This report is public

Purpose of report

To approve revisions to the Council's Allocation Scheme (as approved in November 2012)

1.0 Recommendations

The meeting is recommended:

- 1.1 To accept the revisions to the Housing Allocations Scheme.

2.0 Introduction

2.1 In November, 2012, the Council implemented a new and innovative Allocation Scheme taking account of the changes to legislation, namely the Localism Act 2011 and the new Allocation of Accommodation Code of Guidance developed as a consequence of that.

2.2 The new scheme met all of the Council's strategic priorities within its Housing Strategy 2012-17 not least:

- House our most vulnerable residents; and
- Prevent homelessness

2.3 The new Scheme saw a reduction in numbers able to access the Scheme due to the removal of those applicants who were not qualified, namely:

- Those who owned another property
- Those who had sufficient resources to meet their housing needs i.e. those with income, assets or capital exceeding £60,000
- Those who had no local connection with Cherwell

- Those who refused suitable offers of accommodation
- Those whose behaviour was unacceptable namely those with a history of rent arrears or behaviour which had they been a secure tenant the Council could have obtained possession; and
- Those without any recognised housing need within the terms of the reasonable preference categories set by legislation under s167 (2) Housing Act 1996.

2.4 As a consequence of these changes, the list significantly decreased by 2,454 applicants who fell into the above categories.

2.5 This enabled the Council to focus on those with the most housing need within Cherwell to ensure that they gained access to the social housing made available by our Registered Providers, formerly known as Housing Associations.

3.0 Report Details

3.1 Cherwell, as a district, is an extremely desirable place to live and as a result significant development of accommodation to meet the demand of those wishing to live in the District has been and is still being undertaken.

3.2 In order for development to be allowed, through the Planning Process, provision has to be made to the Local Authority through their Registered Provider partners for the development of affordable housing i.e. social housing.

3.3 Obviously it takes a long time to develop a scheme for planning purposes and therefore in terms of allocation and demand for accommodation, consideration is given to those being considered within the Allocation Scheme as part of the requirements for development at the planning stage. As demographics change and the Allocation Scheme alters this means (as we are experiencing), in Cherwell the demand for accommodation now, namely one and two bedroom general purpose units, does not match the current supply of new properties and voids becoming available.

3.4 As at 4 March 2015, there were 831 live applicants on the Housing Register and the table below sets out the current bedroom need:

Band	Bedroom Need				Total
	1	2	3	4	
1	74	17	6	1	98
2	171	244	79	25	519
3	144	56	12	2	214
Total	389	317	97	28	831

3.5 In terms of the one bedroom need, this is broken down further in terms of those requiring general purpose accommodation **210**, sheltered accommodation **140** and Extra Care accommodation **39**

3.6 Since the implementation of the new Allocation Scheme (December 2013), the tables below set out the number of social housing properties that have been made available to the Council to let via the Allocation Scheme as at 4 March 2015:

Bedroom size	1	2	3	4	Total
General Needs	96	173	124	14	407
Sheltered	66	19	1	0	86
Extra Care	19	28	0	0	47
Combined Total	181	220	125	14	540

3.7 Within this there have been several new developments which have required allocation to:

Scheme/bedroom	1	2	3	4
Conyger Fields, Steeple Aston	2	2	5	1
Murcott Road, Arncott	2	5	2	1
Oak Farm, Milcombe	0	4	2	0
Kingsmere, Bicester	1	8	4	0
Longford Park, Bodicote	0	12	5	0
Portland Road, Milcombe	2	5	0	0
Launton Road, Bicester	2	1	2	0
Weston on the Green	0	4	2	0
Broughton Road, Banbury	4	0	0	0
St Annes House, Banbury	5	0	0	0

3.8 Added to this within the next 12 months the following developments will be coming available for letting, namely:

Scheme/bedroom	1	2	3	4
Yew Tree Farm, Launton	0	6	4	0
Crouch Hill, Banbury	0	2	4	0
Chestnut Close, Launton	0	3	1	0
Kingsmere, Bicester	0	3	5	0
Springfield Farm, Ambrosden	13	0	0	0
Warwick Road, Banbury	4	18	0	0
Thornbury House, Kidlington	24	15	0	0
Coach House Mews, Bicester	0	12	0	0
Woodpiece Road, Arncott	0	3	0	0
Calthorpe House, Banbury	0	15	0	0
Upper Heyford	0	5	10	3
Eco Town,	6		8	0

Bicester				
Oxford Road, Bodicote	0	1	3	0

3.9 As a consequence of this and as agreed when the Allocation Scheme was approved the Council has reviewed the current Scheme to ensure that it meets not only the needs of the most vulnerable within the District but also the supply of accommodation that is coming available to ensure that we meet our nomination requirements, namely the percentage of void stock that registered providers have to give to the Council to let each year.

Findings from the review

3.10 The review found that the Council is meeting its target to ensure that only the most vulnerable residents within the District are being let social housing. As with the requirements of choice based lettings, applicants who are eligible and qualified to be part of the Scheme are able to bid for the accommodation they would prefer.

3.11 The review found that generally applicants are bidding for the properties and there does not appear too much of a problem in getting the properties let but in some circumstances due to the size, nature and/or location of the available accommodation, some properties are taking several cycles of the choice based lettings scheme to be let.

3.12 The review found that this appeared to be greatest in terms of extra care accommodation and three bedroom accommodation. In terms of the three and four bedroom accommodation the main reason for this is welfare reform which restricts applicants, particularly those on low income and benefits who require the assistance of Housing Benefit, from only being able to be considered for the property size that they are deemed to be required. For example a household with a boy and girl child would, pre welfare reform, have been considered for a three bedroom property but now this will be dependent on their age and whether they are able to share a bedroom.

3.13 The review also found that those who were placed in the highest bands, namely bands 1 and 2 may not be bidding for suitable accommodation as the ethos of any choice based lettings scheme is that applicants can choose where they would prefer to live.

3.14 As a result of these findings the following recommendations are made to tackle the potential issues with regard to meeting our nomination targets with Registered Providers over the next one to two years.

4.0 Conclusion and Reasons for Recommendations

There is a lack of supply of one and two bedroom accommodation to meet the need of the most vulnerable households within the district. The limited supply needs to be targeted towards the most vulnerable. There is an oversupply of larger accommodation, namely 3 and 4 bedroom properties, extra care accommodation and some sheltered accommodation. Measures need to be put in place to ensure that this oversupply, where possible, is met and let to those with a local connection to Cherwell to ensure that Registered Providers are not able to openly let them i.e.

to anyone in the country who would like to live in Cherwell through vehicles such as Rightmove and Zoopla.

1. Access to the Allocation Scheme be expanded to include those who are qualified but don't have a recognised housing need under s167(2) Housing Act 1996.

Research by the Council shows that of the 2,454 applicants who were previously removed from the Scheme, some 1,091 applicants are likely to fit into this category and the Council intends to contact all those previous applicants to determine whether they wish to be re-included within the new Scheme, as long as they qualify as per the qualification criteria set out above.

It is recommended that any applicants who fit into this category will be in a "Reserve Band" which will only be considered if there are no suitable applicants to meet the supply of accommodation, within Bands 1, 2 and 3.

2. Those who are given banding with Bands 1 and 2 will be time limited within that band to ensure that are bidding for suitable accommodation that becomes available within the District. It is recommended that the banding be awarded for 3 months and then be reviewed. This will enable officers to see whether applicants are actively bidding to reflect their housing need. It will be possible to extend the period in that band if no suitable properties have become available and the need for housing is still applicable.

When suitable properties become available, it is recommended that officers will contact appropriate applicants firstly to ensure that they are aware that a property is available and to encourage them to consider bidding for the same.

Where suitable properties are available and applicants are not actively seeking to resolve their housing need i.e. not bidding, then the banding will be removed and the applicant will be placed into the proposed Reserve Band.

3. Applicants, who are offered suitable accommodation within Bands 1 and 2, including the statutory homeless, and those who refused three consecutive offers within Band 3, will be disqualified from the Housing Register for 6 months. The purpose of this recommendation is to ensure that those in housing need actively consider appropriate accommodation that becomes available as well as addressing the issue of getting the supply of accommodation being made available to the Council let as quickly as possible i.e. negating properties having to go through several cycles before they are let.

5.0 Consultation

Consultation has taken place with partner Registered Provider, statutory and voluntary agencies and staff. Please see Appendix Three

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 to accept any revisions to Cherwell's Allocation Scheme 2012

7.0 Implications

Financial and Resource Implications

- 7.1 The changes proposed to Cherwell's Allocation Scheme can be implemented within existing budgets and using existing staff resources.

Comments checked by:
Paul Sutton, Head of Finance and Procurement,
Paul.Sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 The changes proposed to Cherwell's Allocation scheme will increase the opportunities for Cherwell residents to compete for social housing vacancies across the District in line with the legal framework which governs social housing lettings as set out in the Housing Act 1986 part V1.

Comments checked by:
Kevin Lane, Head of Law and Governance,
Kevin.Lane@cherwellandsouthnorthants.gov.uk

Risk

- 7.3 The changes proposed to Cherwell's Allocation Scheme will strengthen the Councils ability to ensure that all vacancies of social and affordable rented housing will be allocated to those in housing need within the District. This will be managed as part of the operation risk register within the team and escalate any risks as and when appropriate.

Comments checked by:
Louise Tustain, Acting Corporate Performance Manager, 01295 221786
Louise.Tustian2@Cherwell-DC.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact Threshold Met: Yes

Wards Affected

All

Links to Corporate Plan and Policy Framework

District of Opportunity
Thriving Communities

Lead Councillor

Councillor John Donaldson
Lead Member for Housing

Document Information

Appendix No	Title
Appendix 1	Revised Allocation Scheme
Appendix 2	Highlights of changes made to Allocation Scheme
Appendix 3	Consultation Details
Background Papers	
None	
Report Author	Marianne North, Housing Needs Manager
Contact Information	01295 227946 Marianne.north@cherwell-dc.gov.uk

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Cherwell District Council

Approved Allocation Scheme (Committee approval Nov 12)

Final Draft Version

DRAFT

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Introduction and Overview

Introduction

Cherwell District Council transferred its housing stock, which is now owned by Sanctuary Housing Group, through a Large Scale Voluntary Transfer (LSVT). Over 95% of all social housing in Cherwell is owned by partner Registered Providers (RPs). Therefore it is important to note that with the exception of a small number of units this Allocation Scheme relates primarily to housing owned by partner RPs. Please see Appendix 1 for a list of Cherwell's partner Registered Providers and how to contact them.

There is no statutory requirement to maintain a Housing Register. However the Council and its partners in the District believe there are significant benefits for the people of the District in maintaining a Housing Register that provides a single point of entry to all applicants. Subject to fulfilling the eligibility requirements anyone aged 16 or over is able to apply to Cherwell District Council for accommodation as long as they are eligible and qualify.

In Cherwell the demand for social housing is greater than the number of homes available. This Allocation Scheme describes how the Council prioritises housing applicants to ensure that those in greatest housing need, as described by the legal definition of Reasonable Preference in the Housing Act 1996, are given a head start to access available social housing, compared with those who have no housing need. Partner Registered Providers will also have allocation schemes and will assess applicants according to their own stated priorities.

This Allocation Scheme applies to:

- new applicants
- current applicants
- existing tenants of a Registered Provider in housing need who want to transfer either with their current landlord or to another Registered Provider

Cherwell District Council's Allocation Scheme sets out in detail who is and who is not eligible or qualified under the scheme and how this assessment is made. It also sets out how applicants can apply for and access housing and what service standards an applicant can expect.

The vast majority of the housing that we allocate under this Allocation Scheme is through a Choice Based Lettings system (www.cherwell-homechoice.org.uk) which allows applicants to view available properties and express interest by making bids.

Aims and objectives

The key objectives of this Allocation Scheme are to:

- provide housing applicants in Cherwell with a fair and transparent system by which they are prioritised for social housing
- help applicants most in housing need
- promote the development of sustainable mixed communities and neighbourhoods of choice
- encourage residents to access employment, education and training
- make efficient use of our resources and those of our partner Registered Providers

This Scheme is part of Cherwell's Housing Strategy 2012-17, which has six strategic priorities:

- Increase the supply and access to housing
- Develop financially inclusive, sustainable communities
- House our most vulnerable residents
- Ensure homes are safe, warm and well managed
- Prevent homelessness
- Maximise resources and be an investment ready district

We have designed the Allocation Scheme to meet all legal requirements and to support and contribute towards the objectives of Cherwell's Housing Strategy by promoting financially inclusive and sustainable Communities. The Housing Strategy can be found on the Council's website www.cherwell.gov.uk.

By 'affordable housing' we mean social rented, affordable rented and intermediate housing, provided to specified eligible households whose needs are not met in the market. It should meet the needs of eligible households, including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices. The Council's Housing Strategy and the ways in which we advise and assist home seekers on a whole range of housing options, including access to the private rented sector and low cost homeownership opportunities can be found on Cherwell District Council's website www.cherwell.gov.uk.

The legal context

Cherwell District Council's Allocation Scheme sits within a tight and complex legal framework of Part VI of the Housing Act 1996 (as amended). This section describes this legal framework.

The 1996 Housing Act (as amended by the 2002 Homelessness Act) requires local authorities to make all allocations and nominations in accordance with an Allocation Scheme. A summary of the Allocation Scheme must be published and made available free of charge to any person who asks for a copy. A summary of the Scheme and general principles is available through Cherwell District Council offices, partner Registered Providers' offices and on the Council's website. This document is the full version of the Scheme and is available for inspection at Cherwell District Council office Bodicote House.

The Housing Act 1996 (as amended) requires local authorities to give Reasonable Preference in their Allocation Scheme to people with high levels of assessed housing need. This includes homeless people, those who need to move on welfare or medical grounds, people living in unsatisfactory housing and those who would face hardship unless they moved to a particular locality within the local authority's area.

The Act also requires local authorities to state within the Scheme what its position is on offering applicants a choice of housing accommodation, or offering them the opportunity to express preference about the housing accommodation to be allocated to them.

This Allocation Scheme complies with the requirements of the Housing Act 1996 (as amended) and takes into account the code of guidance issued by Central Government's Communities and Local Government Department:

- *Allocation of Accommodation: guidance for local housing authorities in England* (June 2012)

The scheme is drafted and framed to ensure that it is compatible with the Council's equality duties including the duty to eliminate unlawful discrimination and to promote good relations between persons who share a relevant protected characteristic and those who do not. The protected characteristics are age, race, disability, sex, pregnancy and maternity, sexual orientation, religion or belief and gender reassignment.

This Scheme has considered:

- the Council's statutory obligations and discretion as to who is eligible for housing allocation
- the Council's statutory obligation to provide Reasonable Preference to certain categories of applicants set down by law i.e. those who must be given a 'head start' under the Council's Allocation Scheme
- the Council's statutory discretion to grant 'additional preference' and/or to determine priority between applicants with Reasonable Preference
- the general and specific statutory discretions the Council can exercise when allocating housing in support of its Housing Strategy
- the local flexibility offered through the Localism Act (2011)

Advice and assistance

The Council acknowledges that this Allocation Scheme requires the active participation of housing applicants and to reflect this, the Council aims to provide advice and assistance to ensure that no person is disadvantaged by the way the Scheme operates.

General information about the scheme will be made available as follows:

- information about the procedures for applying to the scheme and for applying for advertised vacancies
- information about how applicants are prioritised under this scheme
- how successful applicants will be selected
- rules on how properties will be advertised including bidding cycles and restrictive labelling
- information about review procedures
- information about the Registered Providers that have vacancies advertised through Choice Based Lettings as nominations

Applicants will also be provided with information regarding their own application which will include:

- what band they are awarded under this scheme
- what size properties they are entitled to bid for
- what information they need to supply in regard to verification and references and when this information will need to be provided

- if they are disqualified what they need to do to rectify this

Properties are advertised through the Choice Based Lettings scheme. In partnership with Registered Partners we endeavour for all advertisements to be as comprehensive as possible. The Choice Based Lettings Scheme promotes informed choices and expects to guide applicants to bid only for properties they can realistically expect to secure. Advertisements will include as many of the following as possible:

- location
- property type, size and floor level
- nature of tenancy on offer
- what type of heating it has and whether it has a heating charge payable that is not covered by housing benefit
- whether such things as a garden or parking are available with the property
- the amount of rent and any other charges that are payable
- photos of the property and links to guides about the local area

Applicants who have any difficulty reading or understanding this Allocation Scheme will be offered the following services:

- an interpretation service if their first language is not English
- signing if speech or hearing is impaired
- provision of documents in large print if an applicant is visually impaired
- an interview to explain the content of this document and information about where independent advice can be obtained about the Council's scheme

As there are likely to be many more applicants than properties available, the Council will also provide information about other housing options. This will include:

- advice on Registered Providers
- advice and help on renting in the private sector, if there are few social homes available in the areas where they wish to live
- advice on available low cost home ownership options
- advice on how welfare benefits, employment, education and training may improve their housing options
- Enhanced Housing Options Service – self-help tool via the website www.cherwell.gov.uk

Choice and constraints

Policy on Expressing Choice of Rehousing Area

The amount of choice that the Council is able to offer may be limited by the acute housing pressures it faces and responsibilities it has to some groups in housing need such as those found to be statutorily homeless. The Council believes that any applicant considered to be eligible under this Scheme should be able to express a preference over the type of property and the area in which they would like to live. However, applicants should be aware that the Council's ability to satisfy their expressed preference may be severely limited.

The majority of applicants will be able to bid using Choice Based Lettings (CBL) to apply for properties they have been assessed as eligible for across the district. There are some circumstances for which this might not always apply. For example auto bidding will be applied to homeless applicants owed a statutory duty by this authority from the date duty is accepted (see page 24) and or where additional priority awards are time-limited. These

exceptions are dealt with in more detail in the sections that deal with homelessness applications (see page 22) and time-limited priorities (see page 23)

The Council requests that the applicant states those areas where they believe they cannot live due to fear of violence, harassment or domestic abuse. The Council must be satisfied such factors exist and that it is necessary to allocate accordingly. This is to assist the Council in making more informed decisions. It will also help support workers who may be assisting an applicant to bid to know where not to express an interest in properties.

Priority Homeless Applicants

All statutory homeless households accepted as defined in Part VII of the Housing Act 1996 and owed a statutory duty by Cherwell District Council under section 190 (2), 193 (2) or 195 (2) of the 1996 Act (or under section 65 (2) or 68 (2) of the Housing Act 1985) will be placed on automatic bidding at the point duty is accepted.

Eligibility criteria, qualification and applications

Who can join the Housing Register?

Anyone can apply to join the Housing Register.

To be able to join the Housing Register the council will consider:

- whether someone is eligible to apply for housing?
- do they qualify under the scheme rules?

Young person under 18 years

Applicants aged 16 or 17 years old are assessed for supported accommodation where one or more of the following apply:

- accepted as homeless and in priority need under the Housing Act 1996, as amended by the Homelessness Act 2002
- over the age of 16 where a referral for assistance has been made by Social Services authorities under Section 27 of the Children Act 1989
- a young person who is deemed a relevant or eligible child under the Children (Leaving Care) Act 2000 as amended.
-

In each case, we will undertake a joint assessment with Social Services of the applicant's housing, care and support needs to ensure that adequate support is available.

Councillors, board members, employees and their close relatives

This Scheme is designed to ensure that Cherwell District Council (and any relevant organisation) is transparent and equitable when letting homes to staff, Councillors or board members and their relatives.

The Part VI Allocation Scheme is open to any eligible applicant and there are stringent checks in place that all applicants must follow.

Staff, board members, Council members and their relatives are treated as any other applicant and must be seen to not be gaining any advantage or any preferential treatment in the course of their application, nor shall they be disadvantaged. See Appendix 2

Who can and cannot be included on a housing application

The persons who can be included on a housing application must be members of the applicant's immediate family who normally live with the applicant. Any other person will only be included on an application if the Council is satisfied that it is reasonable for that person to live with the applicant. This will exclude lodgers or anyone subletting from the applicant. Anyone over 16 years included on an application as part of a household will also be included in the full assessment of the application including income, capital and assets.

For the purposes of this policy a child is defined as someone who is either under the age of 16 or who is still dependant on the applicant e.g. due to continuing education.

Who cannot be accepted onto the Housing Register

The Council can only allocate social housing accommodation to people who are eligible and qualify under this Allocation Scheme. The instances where we will refuse an application to join the Housing Register are:

Those not eligible

The following persons are not eligible:

- People who are "*subject to immigration control*" (unless they fall within a class prescribed by regulations made by the Secretary of State (section 160ZA(2))
- People who are not subject to immigration control, but are nevertheless prescribed by regulation as being "*persons from abroad*" (this may include British citizens who are not habitually resident in the UK)
- Any other person as prescribed by the Secretary of State

Those who are disqualified

Unacceptable behaviour

- Applicants (or a member of their household) who have been guilty of "unacceptable behaviour" and at the time of their application for housing they are still considered unsuitable to be a tenant by reason of that behaviour

Unacceptable behaviour is defined as behaviour which would, if an applicant or member of their household was a secure tenant, entitle a landlord to possession under any of the Grounds 1 to 7, Schedule 2 of the Housing Act 1985. Unacceptable behaviour can include:

- owing rent arrears of 8 weeks or more and/or failing to comply with a current or past tenancy agreement with a Council, Registered Provider or private landlord to such an extent that a Court would have granted a possession order had they been a secure tenant
- conviction for using premises for illegal or immoral purpose
- causing nuisance and annoyance to neighbours or visitors
- convicted of criminal offences in or near the home and still posing a threat to neighbours or the community
- being violent towards a partner or members of the family or anyone in neighbourhood

- obtaining a tenancy by deception, for example by giving untrue information
- paying money to illegally obtain a tenancy

In determining whether an applicant is disqualified due to unacceptable behaviour, the Council will consider:

- has the applicant or a member of the applicant's household been guilty of unacceptable behaviour?
- was the unacceptable behaviour serious enough to have entitled the landlord to have obtained an order for possession, had they been a secure tenant.
- at the time of the application, is the applicant still unsuitable to be a tenant by reason of that behaviour, or the behaviour of a member of his household?

Unacceptable behaviour will result in disqualification from the register determined by the council. An applicant can re-apply to the Housing Register at any time for their situation to be reviewed. To be admitted to the register they will need to provide proof any conviction is spent and evidence of a change of circumstances.

Applicants disqualified due to rent arrears can be reviewed at the request of the applicant once they can provide proof any arrears are reduced to less than 8 weeks.

Applicants can request a review of any disqualification decision made. See page 25 for review procedure.

All residents are able to access advice and assistance from the Housing Needs Team on other housing options, such as renting in the private sector or shared ownership.

Refusal of offers from the Housing Register

Applications will be disqualified for 6 months in cases where the following suitable offers have been refused:

- all Statutorily Homeless households who have refused 1 (one) suitable offer of accommodation and to whom duty has been discharged under Part VII of the Housing Act 1996
- Time limited priority applicants within Bands 1 and 2 who have refused one suitable offer of accommodation
- applicants who are not restricted in their bidding but have refused 3 consecutive suitable offers of accommodation

No local / district connection to Cherwell

In order to help meet increasing local housing needs the Council has chosen to restrict access to the Housing Register to people with a local/district connection to Cherwell and/or who are accepted as Statutorily Homeless by Cherwell District Council.

Applicants will need to meet at least one of the following criteria to be defined as having a local / district connection:

- have lived in the district for a period of at least 6 out of the last 12 months continuously prior to acceptance onto the Housing Register
- previously lived in the district for 3 out of the past 5 years
- contract of employment to work within the district
- immediate family members, who have lived in the district for at least 5 years, where there has been frequent contact, commitment and dependency immediately prior to the date of application

- have a special reason for needing to live in the area

The only exceptions to this are members of the Armed Forces and Reserve Forces as set out in the *Allocation of Accommodation: guidance for local housing authorities in England* (June 2012)

Close relatives are defined as parents, children, siblings, grandparents or grandchildren including step relatives, where there is evidence of frequent contact, commitment or dependency.

Applicants who do not have a local / district connection will not qualify for access to the Housing Register.

A district connection is **not** established where the applicant is:

- in prison within the district
- resident in a bail hostel or other such accommodation
- detained in the district under the Mental Health Act
- receiving specialist hospital treatment
- in occupation of a mobile home, caravan or motor caravan which is not placed on a residential site
- in occupation of a holiday letting this includes a permanent building, hotel or bed and breakfast accommodation for the purposes of a holiday
- those placed in temporary or private sector accommodation by other Housing Authorities

This list is not exhaustive

Homeowners/ sufficient financial resources

In recognition of the level of housing need in the district and the shortage of available properties, applicants who already own their own home (either freehold, leasehold, under mortgage or shared ownership) will not qualify for access to the Housing Register.

Applicants with a **household** income, capital or assets of £60,000 or over will be disqualified from joining the Housing Register. Such people will be offered advice on alternative housing options.

Older persons aged 55 plus, who wish to be considered for sheltered and extra care housing **only**, may qualify for the housing register.

Any lump sum received by a member of the Armed Forces as compensation for an injury or disability sustained on active service will be disregarded in such an affordability calculation.

How do I make an application?

Once accepted as eligible and qualified to join the Housing Register, your housing needs are assessed and you are placed in one of 3 bands. The bands are numbered 1-3 or reserve list. Applicants in Band 1 are assessed as having the most urgent need.

To apply to join the Housing Register applicants must complete a housing application form. Applicants can request an application form using any of the following methods:

- by telephone
- personal visit to the office

- by post
- by email
- by downloading a form from our website

Assisted completion of an application form is available for the housebound and those who request help.

Providing all relevant information is supplied when the application form is received, we aim to notify applicants of their banding within 20 working days from the date received in the office.

If we receive an incomplete application form or supporting information is not provided, the application will be suspended. We will contact you to request the information. If the information is not received within 28 days the application will be closed.

We will send out our information booklet 'Applying for a Home in Cherwell' along with each new application form. This is also available from our website www.cherwell.gov.uk

If you need any assistance please call the Council's Customer Service Team.

Each application will be assessed on its own merits and a decision regarding eligibility / disqualification will be made accordingly. Anyone subsequently made ineligible or disqualified from the Scheme will be provided with a full written explanation for the decision and will have a right of review of the decision. See page 25 which deals with the right to reviews of decisions.

The Banding Scheme

Cherwell District Council is required by law to determine the relative priority that housing applicants are awarded. This is particularly important when, as is the case in this District, the demand for social housing is greater than the availability of homes.

The law, as it applies to local housing authorities, requires that Reasonable Preference for housing must be given to those in the categories set out in the Housing Act 1996 (as amended). The statutory Reasonable Preference categories cover:

- All statutory homeless households as defined in Part VII of the Housing Act 1996
- People who are owed a duty by Cherwell District Council under section 190(2), 193(2) or 195(2) of the 1996 Act (or under section 65(2) or 68(2) of the Housing Act 1985)
- People occupying unsanitary, statutory overcrowded or otherwise unsatisfactory housing
- People who need to move on medical or welfare grounds (including ground relating to a disability)
- People who need to move to a particular locality within the district to avoid hardship to themselves or others

The Bands that make up the Scheme

The Structure of the Banding Scheme

Cherwell District Council operates a needs based banding scheme as described below. The bands are arranged to reflect housing need with the highest band indicating the

greatest need for housing. The scheme consists of three bands and a reserve list as summarised below:

Band 1 – **Urgent** need to move due to Reasonable Preference

Band 2 – **Significant** need to move due to Reasonable Preference

Band 3 – **Moderate** need to move due to Reasonable Preference

Reserve List – Qualified without recognised housing need within this Policy.

Please note that more detailed descriptions of the bands can be found in Appendix 4
A table showing the size of property households can apply for can be found on page 14.

Band 1 – Urgent need to move due to Reasonable Preference

Please note that applicants within this Band will have their priority time limited for 3 months subject to review.

- Hospital discharge
- Health or disability*
- Social, Welfare or Hardship**
- Abuse, Violence or Harassment
- Serious overcrowding
- Under-occupation of social tenancies in Cherwell District
- Injured Ex-Armed Forces
- Private Sector properties subject to Prohibition or Demolition Orders making property unsuitable for occupation
- Safeguarding children / vulnerable adults
- Elderly social housing tenants in Cherwell District who are willing to move to sheltered accommodation / extra care
- Release of adapted property in Cherwell District
- Approved Move on from Supported Accommodation
- Approved Move on from care

Band 2 – Significant need to move due to Reasonable Preference

Please note that applicants within this Band will have their priority time limited for 3 months subject to review.

- Statutory homeless households
- Health & disability*
- Social, Welfare or Hardship**
- Overcrowded according to bedroom standard
- Armed Forces with discharge date
- People at risk of homelessness and defined in priority need under the Housing Act 1996 (as amended)
- Unsatisfactory housing

Band 3 – Moderate Need to move due to Reasonable Preference

- Tied accommodation
- Agricultural workers
- Non priority homeless / intentionally homeless

Reserve List – Qualified without recognised housing need

Qualified without any recognised housing need within this Allocations Policy

Health & disability* - see matrix for Health and Disability – Appendix 5
 Social, Welfare or Hardship** - see matrix for Social, Welfare or Hardship – Appendix 6

Social and Welfare

Applicants with a need to move on social and welfare grounds will be required to provide supporting information and be assessed in line with the social and welfare matrix. See Appendix 6

Medical assessment and adapted homes

Applicants who have a medical need will be asked to complete a Medical Form, which will be assessed by the Council. See Appendix 7

Size of properties different households qualify to apply for

The *Allocation of Accommodation: guidance for local housing authorities in England* (June 2012) states that a bedroom shall be allocated to the following family members:

Adult couple
Any other single adult aged 21 or more
Pair of adolescents aged 10-20 of the same sex
Pair of children aged under 10 regardless of sex

Definition of Household types

Single person under 55	One person household with no resident children A woman who is less than 25 weeks pregnant
Couple	Married, Cohabiting, Civil Partnership & same sex couples without resident children or with a woman who is less than 25 weeks pregnant
Family	Single parent or couple (as defined above) with minimum of one dependent child, who lives with parent(s) as the main or principle home. A woman who is 25 weeks or more pregnant
Insecure Households	Separate households sharing accommodation with no formal rights to occupy
Older Persons	One person household and couples over 55 years
Other	Any other household group including friends, siblings and families with non-dependent children

The table below gives an indication of the bedroom entitlement for adults and children:

Household size	Number of bedrooms allowed
Single person under 35	Studio or 1 bedroom flat (if meet eligibility criteria)
Single person over 35	Studio or 1 bedroom flat
Adult Couple	1 bedroom
2 applicants not couple	2 bedrooms
Household with 1 child	2 bedrooms
Household with 2 children	2/3 bedrooms
Household with 3 children	3 bedrooms
Household with 4 children	3 bedrooms
Household with 5 children	3/4 bedrooms

See Table on page 14 to determine bedroom entitlement

Please note: people in receipt of benefits to pay their rent will only receive payment for property up to a maximum of 4 bedrooms.

Pregnant applicants - subject to proof of pregnancy at 25 weeks an application will be assessed to determine their minimum/maximum bedroom need. We will treat the expected child as the same sex as a sibling until born

Prohibition or demolition order

Band 1 is awarded if a statutory notice such as a prohibition or demolition order has been served which prohibits the property to remain occupied pending resolution.

Unsatisfactory housing

Band 2 is awarded where applicants existing housing is assessed against the Housing Health and Safety Rating System (HHSRS). In the most urgent cases an inspection is needed, the assessment is carried out by an Environmental Health Officer or other qualified officer.

A Category 1 Hazard is a defect where the consequences could include serious harm to applicants. For example, accommodation lacking; bathroom facilities, cooking facilities, electricity or a water supply.

Band 2 will not be awarded, if it is possible for repairs or other remedial action to be carried out within a reasonable timescale. Where a landlord has been served with an improvement notice but remedial work has not been carried out, we may decide to award priority at our discretion.

Overcrowding

Those overcrowded by two or more bedrooms will be granted Reasonable Preference and will be placed in Band 1. Those overcrowded by one bedroom will be granted Reasonable

Preference and will be placed in Band 2.

Extra room allowed for non-resident carers

Applicants with a disability or a long term health condition who have a non-resident carer may be entitled to an extra bedroom

To qualify for an extra bedroom they will need to show:

- they reasonably require overnight care and that this care is provided
- one or more persons regularly stay overnight to provide care
- there is a need for an extra bedroom that is used by a carer or carers for overnight stays as part of caring for the claimant or partner

A 'person who needs overnight care' is defined as someone who is:

- receiving Disability Living Allowance middle or higher rate care or Attendance Allowance

If they don't receive Disability Living Allowance or Attendance Allowance they must provide the Council with sufficient evidence to show that overnight care is required eg letter of confirmation from a medical practitioner

Cherwell District Council will measure overcrowding levels as directed by *Allocation of Accommodation: guidance for local housing authorities in England* (June 2012).

'Reasonable Preference' for property types is calculated according to housing benefit and bedroom tax rules

Children / access to children

For the purposes of this policy a child is defined as someone who is either under the age of 16 or who is still dependant on the applicant e.g. due to continuing education.

Where parents who do not live together, have shared care of their children the children will be treated as living with the parent who provides their main home and upon whom they are deemed to be dependant.

Fostering

Families undertaking long term fostering may be able to include foster children as part of their application to ensure that they are eligible for the appropriate sized property. Long term fostering is fostering for a period in excess of three years (not necessarily involving the same child or children). It is essential that written confirmation of the fostering arrangement is obtained from Social Services. Consideration will be given to this in assessing the application. Short term fostering is discounted.

NB: Although applicants can choose to apply for property larger than their needs so they can foster, the Welfare Reform Act states that foster children / carers can not be taken into account for payment for extra bedrooms when considering size of property applicants are eligible for, unless the foster children or carer are actually in residence at the property.

Move on from supported accommodation

Applicants will need to apply to join Cherwell's Housing Register at the time that they are ready to leave their current accommodation. Their application must be supported by their social worker or support worker who will confirm:

- they are ready to move
- they possess the knowledge and skills to maintain a tenancy successfully
- any support arrangements that will remain in place following departure from supported accommodation

All applicants will need to meet Cherwell local connection requirements. If supporting information is not supplied the application may be disqualified.

Allocations

Applying for social housing

Once applicants are accepted onto the Housing Register they can start applying for properties. The Council advertises all properties available through its nomination agreements with partner Registered Providers through its Choice Based Letting Scheme. The eligibility of bids received will be checked against the labelling used in the advertisement. Any ineligible bids will be discarded. Where properties are advertised the allocation of a property will be based on the priority of bids received, with Band 1 applicants having the highest priority.

What are 'Allocations' under this Scheme?

An 'allocation' of accommodation under this Scheme is the nomination of a person to be an Assured or an Assured Shorthold tenant of housing accommodation held by a Registered Provider (via the Council's Nomination Rights Agreement with the Registered Provider). Often the nomination will be that of a 'Starter Tenant' of the Registered Provider whereby the Registered Provider will grant an Assured Shorthold Tenancy for a set 'probationary' period (usually 12 months) and provided the tenant successfully completes the 'probationary' period the Registered Provider will grant an Assured Tenancy.

Exempt Allocations – Accommodation provided for lettings that is not covered by this Scheme

The following are not 'allocations' under this Scheme:

- an introductory / starter tenancy becoming a secure / assured tenancy
- provision of non secure temporary accommodation in discharge of any homelessness duty or power

Joint tenancies

This Allocation Scheme supports adult applicants wishing to sign as joint tenants should they choose to do so as long as both parties are eligible and qualify.

Choice Based Lettings Scheme

Statement on choice

Cherwell District Council is fully committed to the principle of enabling applicants to play a more active role in choosing accommodation in the social housing sector. We will seek to maximise customer choice whilst ensuring that those in the greatest housing need remain a priority for re-housing.

The Allocation Scheme:

- allows a broad range of applicants to be considered for accommodation
- gives applicants an unlimited choice of areas within the District
- allows applicants to consider a broad range of properties
- applies auto bidding and time limited priority to certain applications See page 23 and page 24
-

In summary an applicant accepted onto the Housing Register can apply for any property they are eligible to apply for, in any area where properties are advertised.

Overview

- empty properties are advertised weekly (6 working days)
- applicants apply for properties that meet their housing need
- applicants apply for up to three properties in any advertising cycle
- when the advertising cycle is complete shortlists are created from those who have applied and sorted into priority order as defined in the Allocation Scheme
- the applicant (normally the one at the top of the list) is selected and nominated to the landlord for a provisional offer to be made
- the landlord accepts or rejects the nomination
- the landlord offers the property to the successful applicant
- the applicant accepts or rejects the offer
- the results of shortlisting are published on our website and in the property newsletter

If the landlord rejects the nomination or the applicant rejects the offer, the property will either:

- be offered to the next suitable applicant on the shortlist or,
- be advertised in the next lettings cycle

How can I bid?

- using the website
- by phone

Automatic applications for properties

We will provide a service to apply (bid) automatically for properties at the applicant's request. This is particularly useful for elderly or vulnerable applicants who have no-one to act on their behalf.

Auto bidding will be applied to homeless applicants owed a statutory duty by this Authority from the date duty is accepted.

Priority order

Once the advertising period has closed the computer will automatically create a shortlist of applicants for each property into priority order. The successful applicant for each property will normally be the one who is eligible for the size and type of property being offered and who is in the highest band. Where there is more than one applicant in that band, priority will be by registration date.

However, we reserve the right not to offer the property to the person highest on the shortlist, if the property offers a better match with the needs of another high priority applicant. Shortlists will be created with the following priority order:

- **Applicant type** - but only if an applicant type preference is specified in the advert
- **Parish or village connection** – but only if a parish or village connection preference is specified in the advert
- **Level Access Accommodation** – but only if mobility preference is specified in the advert
- **Adapted Accommodation** – will always be used where a property is specifically adapted for the disabled with preference being given to those applicants who require the adaptations within the property.
- **Keyworker** – but only if keyworker preference is specified in the advert.
- **Band** – will always be used. The band order is: 1, 2,3 and Reserve list
- **District Connection** – will always be used
- **Size of household** -but only if a preference to larger families is specified in the advert
- **Date in Band** - to compare applicants within the same band
- **Employment, education and training** – but only as specified in the advert or local lettings plan

Keyworkers for the purpose of this Policy are defined as:

Being employed full or part time on a permanent contract (i.e. not agency staff) within the district as one of the following:

- ambulance staff who is also a paramedic
- a fully qualified nurse working in one of the District's NHS hospitals
- a fire fighter or police officer stationed in the District
- a teacher working in one of the district's Local Education Authority (LEA) maintained schools
- Probation or Prison officers stationed within the district

Key workers may apply before moving into the district subject to providing proof of employment offered and accepted with the start date.

Date order

Two dates are used to sort out the order of priority when deciding who to nominate for a property. These are:

- the Registration date – the date the application is received by the Council
- the Effective date - the date the application is assessed for Band 1, 2 or 3. (This will be the same as your Registration date if your application goes straight into Bands 1, 2 or 3)

This will ensure that those with the greatest need will have it met in the order in which it arose.

Where two applicants with the same effective date in the same band apply for the same property the applicant with the earliest registration date will be given priority for an offer of accommodation

If applicants move down from Band 1 to band 2 or band 3 they will retain their effective date from band 1

Applicants placed in the Reserve List will be ordered by their date of registration which will also be their effective date.

If applicants move down to Reserve List they will return to their registration date as their new effective date.

If applicants move up from Reserve List they will have a new effective date in the band they move into.

Direct match

It may be necessary to nominate a particular applicant to a particular property. For example a purpose built property designed for a disabled applicant. In such circumstances the property will be placed on the website and in property newsletters with an explanation about direct matches.

Accepted homeless households will be placed on auto bidding at the point homeless duty is accepted

Applicants given time limited priority in Bands 1 or 2 may also be placed on auto bidding and given a direct match. See page 23 on time limited priority bidding

Nominations

Subject to the rules set out in the Allocation Scheme we would normally nominate the applicant at the top of the shortlist, providing they meet the criteria specified in the advert and still qualify to be on Cherwell's Housing Register. If an applicant is successful for more than one property they will be contacted and asked to express a preference for the property they would like to be offered. Successful applicant's details will be forwarded to the Registered Provider. The Registered Provider makes the final decision on whether to accept the applicant.

Quota arrangements

Cherwell District Council groups applications in 3 categories:

- General Needs
- Transfers
- Statutorily Homeless

General register applicant

Applicants who have been accepted onto our Housing Register as being eligible and qualified to apply for social housing.

Transfer applicant

A transfer applicant is a secure tenant or an assured tenant of one of our partner Registered Providers who lives in our district and whose application has been accepted onto our Housing Register as being in housing need.

Statutorily Homeless applicant

Applicants found to be homeless, in a priority need group and where a duty to offer housing has been accepted under sections 193 or 195 of Part 7 of the Housing Act 1996.

Sometimes it will be necessary to give preference to particular types of applicant to meet local targets. Examples of quotas include:

- transfer applicants
- homeless applicants
- applicants in particular bands
- applicants in employment, education or training

As a guide we use the following quotas to ensure we nominate properties fairly between different types of applicants.

General needs	40% of which 1% to Keyworkers
Transfers	30%
Statutorily Homeless	30%

Cherwell District Council is keen to encourage applicants to seek employment, education or training. We will adopt a quota of 30% of total vacancies received each year to be allocated to applicants in employment, education or training.

Property adverts will clearly identify when priority is being given in this way.

Quota arrangements will be published annually on the website

What is restrictive labelling and how is it applied under this scheme?

This means that greater preference will be given to those who fulfil the criteria of the specified restrictive label

Cherwell District Council reserves the right to apply restrictive labelling to adverts in order to identify particular types of applicants, giving them preference to meet local targets.

Examples are:

- transfer applicants
- homeless applicants
- nature of tenure being offered
- Local Lettings Plan is in place
- disabled adapted properties
- employment, education and training
- sheltered
- extra care

Local Lettings Plans

The Council may from time to time agree a local lettings plan for specific areas or developments to reflect local circumstances. Any local letting plan will have regard to housing management considerations such as the social mix of tenants, density, age range and community stability.

Where a property is advertised in accordance with a Local Lettings Plan (LLP), the letting will be made to the applicant with the highest band and who meets the eligibility criteria of the LLP and also meets the entitlement rules around size eligibility.

Publication of results

The results of shortlisting are published on the website and in the latest edition of the property newsletter. The information provided can be used to help applicants decide which properties to apply for, by giving them a better idea how popular a particular property or area is and how long they would normally have to wait.

Applicants who have expressed an interest in the particular vacancy but are unsuccessful may request more personalised feedback on why they were unsuccessful.

The results show information about the shortlisting but no personal details. It cannot be assumed the person at the top of any list was the successful applicant.

Refusal of offers

In circumstances where an applicant has successfully bid but refused 3 suitable offers of accommodation their application will be closed and they will be disqualified from reapplying to join the register for 6 months. The exception to this rule is for statutory homeless households and refusal of their offer will result in the discharge of the Council's homelessness duty for which they will have a right of review under sections 202 and 204 of the Housing Act 1996 (as amended).

How we allocate to Statutory Homeless households under the scheme

This applies to Households for which the Council has accepted a statutory homeless duty under sections 193(2) or 195(2) of Part VII Housing Act 1996 (as amended). The Local Authority has a legal duty to secure accommodation for households who are homeless or at risk of becoming homeless (unless certain exceptions apply). The District Council and its partners will do all they can to prevent homelessness.

If this is not possible an assessment will be carried out by the Council's Housing Needs Team and if appropriate the statutory homeless household will be rehoused in accordance with the Allocation Scheme as it applies to homeless people.

Applicants found to be homeless, in a priority need group and where a duty to offer housing has been accepted under sections 193 or 195 of Part VII of the Housing Act 1996 will be awarded band 2.

If an applicant is assessed under Part VII of the Housing Act as intentionally homeless then the applicant will be placed in band 3 or if they satisfy the criteria for 'unacceptable behaviour' then the applicant will be deemed disqualified. (see page 9)

Applicants deemed homeless but non priority will be placed in Band 3.

It is recognised that social rented housing is not the only tenure available to accommodate statutorily homeless households and where appropriate they will be supported to secure a private tenancy. If an applicant already has an application for housing with the Council with a Reasonable Preference award, the original Reasonable Preference award date will stand even if a subsequent positive homeless decision is made about the applicant, although no extra priority will be awarded.

Choice and homelessness

Households for which the Council has accepted a statutory homeless duty under sections 193(2) or 195(2) of Part VII Housing Act 1996 (as amended) automatic bidding through the Cherwell Housing Register computer system will take place for up to 3 suitable offers per cycle (6 days). Properties that the Cherwell computer system bids on may be outside of the areas of choice that an applicant wishes to live in. Cherwell computer system will bid for the properties where the applicant will stand the best chance of being made an offer. There may be areas that are excluded by agreement that are unsuitable for an applicant and an offer will not be made in these areas. Such areas will be named on the household's housing application. Every effort will be made to place applicants where they would prefer to live but our main duty is to move them from inappropriate and costly temporary accommodation.

Time-limited priorities bidding

Applicants who are awarded priority for an urgent or significant need will be awarded this priority on a time-limited basis. This acknowledges the urgency of the situation, both for the applicant and for the Council. The initial time limit for Bands 1 and 2 will be three months from date of award until review.

Statutorily homeless applicants are dealt with separately. See how we allocate to Homeless households – page 22

A priority can be reviewed and cancelled at any time if the applicant's circumstances change.

All priorities will be monitored closely throughout their initial period. During this time we will expect applicants with a priority to bid for any suitable advertised properties. This means that applicants will sometimes need to compromise on their ideal choice of housing in order to achieve the urgent move they need. It will not always be possible to meet all their aspirations within the time available. The Council will offer support with making bids, including making bids on the applicant's behalf if they need this or if they are not making bids or are bidding unrealistically.

If the initial time-limit is reached and the applicant has not been rehoused the Council will review the priority and may cancel it. In conducting the review the Council will take into consideration the following factors:

- Have there been any properties advertised that would have met the person's need?
- If so, we will consider the reasons why they chose not to bid or investigate why they were unsuccessful.
- Do they have a specific need for property that has not been available in the time period and no other property will resolve their housing need, e.g. they have a disability and they need a ground floor property in a specific area so they can get family support?
- Have they received appropriate support and help in accessing the Choice Based Letting scheme?
- Do the person's circumstances remain the same or has the need for priority gone?

Having considered the above factors, the Council may upon review:

- extend the priority for a further period of 3 months
- place on auto bidding

The Council will effect a final offer by making a bid on behalf of the applicant and if successful offering the property to them. If the applicant refuses this offer their priority will be re-assessed and reviewed. Time-limited applicants who have already refused 1 (one) suitable offer will have their priority re-assessed and reviewed.

Auto bidding

Applicants are free to bid for their maximum number of suitable properties during a bidding cycle. If they fail to bid, Cherwell's computer system will bid for the properties where the applicant will stand the best chance of being made a nomination. When an application is placed on automatic bidding Cherwell's Housing Register computer system will place up to 3 bids per cycle (6 days) on suitable properties. Properties that the computer system bids on may be outside of the areas of choice that an applicant wishes to live in. There may be areas that are excluded by agreement that are unsuitable for an applicant and a nomination will not be made in these areas. Such areas will be named on the household's housing application.

Auto bidding will be applied to statutorily homeless households of this Authority from the date the homelessness duty is accepted.

Rural lettings schemes

The Council is keen to take account of factors which would contribute to sustaining rural communities whilst ensuring that we continue to give due weight to the reasonable preference categories required by legislation.

To enable this, the Council will set a target for the proportion of lettings in villages to be let to applicants with a local connection to the village where the letting occurs.

On the initial letting of properties on new social housing developments in rural areas which are not rural exception sites, a target of 50% of all lettings will be given first priority to applicants who have a connection with the village under the terms of the Section 106 agreement and/or a nominations agreement and have been accepted onto Cherwell's Housing Register. If there are no eligible applicants with a connection to the village the property will be offered to applicants from surrounding villages named in the nominations agreement for the scheme, followed by those in general housing need with a district connection.

On the re-letting of existing social housing properties in a village at least one in three will be to applicants who have a village connection under the terms of the Section 106 agreement and/or a nominations agreement and accepted onto Cherwell's Housing Register. If there are no eligible applicants from the village the property will be offered to applicants from surrounding villages named in the nominations agreement for the scheme, followed by those in general housing need with a district connection.

Should there be no local connection parameters detailed within a S106 or Nominations Agreement then the default assessment of local connection will be that as expressed within this Allocations Scheme detailed below.

Rural exception sites

These are developments which are outside the village boundary, which would not normally be given planning permission. The Council can grant planning permission as an exception only where there is a need for affordable housing, for local people who cannot afford market priced housing. It must remain affordable in perpetuity.

When affordable housing is built on rural exception sites, or planning obligations are attached to other affordable housing developments, there may be restrictions on the occupancy of these homes. These restrictions are intended to ensure that applicants with a village connection and in housing need as defined in the Allocation Scheme have first priority for nomination to any social rented properties.

This means that they must not only meet the eligibility / qualification criteria for joining the Housing Register but also the requirements negotiated with the original S106 agreement or nominations agreement for each individual site.

Should there be no local connection parameters detailed within the S106 or Nominations Agreement then the default assessment of local connection will be that expressed within the Allocations Scheme as detailed below.

Village or parish connection/Rural Lettings & Rural Exception Sites

Qualifying village or parish connections are that the applicant or joint applicant must:

- have lived in the village for the last 5 years
- be employed in the village for a minimum of fifteen hours per week and the employment is not of a short-term nature
- have 10 years previous residence in the village if not currently residing there
- be over 55 or with a disability requiring support on health grounds from close relatives currently living in the village
- have close relatives living in the village for a period of at least the last five years. (Close relatives are defined as parents, children, siblings, grandparents or grandchildren including step relatives, where there is evidence of frequent contact, commitment or dependency).

Where applicants have a strong connection with a particular village, we will ask them to detail this on their application. This will enable them to be actively considered for any housing development, which takes place in areas where they hold such a connection. If an applicant is successful, they will have to provide proof of their connection before they can be approved for the nomination.

We check village connections as specified in the section 106 agreement determined when planning permission is granted for a rural exception development to take place prior to making nominations to our partner Registered Providers.

Review Procedure

A request for review must be made in writing within 21 days of the applicant being notified of our decision. The Council will determine the review within 56 days of the request or such longer period as may be agreed with the applicant.

The review must be considered on the basis of policy, law and known fact at the date of review. When conducting the review, we will consider any representations, written or otherwise, made by the applicant or on the applicant's behalf and carry out the review on the basis of the known facts at the date of the review.

If further information is required, the review period within which the decision should be made may be extended by agreement with the applicant. Reviews will be carried out by a senior member of staff at Cherwell District Council or delegated to an appropriate organisation or officer who was not involved in the original decision.

If the applicant is still dissatisfied, a report is prepared for consideration by the Head of Regeneration and Housing.

In the event of an applicant still remaining aggrieved, the next step to be considered is a complaint via the Council's Corporate Complaints Procedure or to Local Government Ombudsman. Where it is decided to confirm the original decision on any issue against the interests of the applicant, we must also give our reasons

(Note: The Council's Allocation Scheme does not remove preference for 'unacceptable behaviour' but instead renders such applicants as disqualified to be from the Housing Register. As such the right to information pursuant to section 167(4A)(b) and related right to request a review under section 167(4A)(d) Housing Act 1996 (as amended) are not applicable in this Scheme and no applicant is prejudiced in relation to those statutory rights not being included herein.)

Homeless Applicants - Review of Suitability / Discharge of duty

Whether or not a Homeless applicant accepts an offer of accommodation made under the scheme, they have the right to request a review of the suitability of the accommodation they have been offered, under section 202 and section 204 of the Housing Act 1996 (as amended). Homeless applicants are therefore encouraged to accept the offer that has been made to them, even if they intend to request a review of its suitability. If the applicant has been accepted as being owed a statutory duty by the Council, this duty, subject to a right of review, will have ceased if the property is refused. In such circumstances the Council will discharge its duty to the applicant (who will have a right of review as stated above) and they will have to leave any temporary accommodation provided and make alternative accommodation arrangements.

What discretion is built into the scheme?

From time to time a situation may arise that is not predicted by this Allocation Scheme but the needs or circumstances are exceptional and significant. See Appendix 8

Equality and Diversity

Cherwell District Council operates an equality policy in housing and will abide by the requirements of the Equalities Act 2010.

This aims to ensure that no one is treated unfairly on the grounds of gender, race, colour, ethnic or national origin, religion, disability, marital status, sexual orientation or age.

We will treat everyone equally when considering them for housing. If an applicant feels they have not been treated fairly or feels they have been discriminated against, they should contact the Head of Regeneration and Housing, stating the grounds for their complaint.

Misleading or Fraudulent Information

Where there is suspicion or an allegation that a person has either provided false information or has withheld information, the application will be suspended during the investigation until an outcome is reached.

If the outcome of any investigation is that they did not provide false information or there was no withholding of information or such was not found to be withheld knowingly, then the application suspension will be lifted and reinstated to its previous position within the Scheme meaning that the relevant applicant should not suffer prejudice.

If the Council discovers an applicant directly, or through a person acting on his or her behalf, has given false information or deliberately withheld required information we will consider legal action. A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 5 on the standard scale (£5,000). The Council will disqualify the applicant from the Housing Register.

Ground 5 in Schedule 2 of the Housing Act 1985 (as amended by Section 146 of the 1996 Act) enables a landlord to seek possession of a tenancy which it has granted as a result of a false statement by the tenant or a person acting at the tenant's instigation.

Administrative process (see Appendix 9)

Which includes a full explanation and details of:

- Annual review of applications
- Confidentiality
- Information sharing
- Data protection

How serious offenders are dealt with under this scheme

At the time of registration, an applicant is asked if they or anyone who will be residing with them has a conviction of a criminal offence or anti-social behaviour order. See Appendix 10

How sheltered and extra care housing is dealt with under the scheme

As a general rule, only applicants with a proven support need are considered for sheltered accommodation. They will also need to meet any additional eligibility criteria specified by the landlord. See Appendix 11

Shared ownership / low cost home ownership

Allocation of shared ownership properties available in Cherwell is dealt with by the zone agent Radian

Radian Tel: 0845 604 11 22

Radian, Collins House, Bishopstoke Road, Eastleigh, Hants, SO50 6AD

<http://www.helptobuysouth.co.uk>

NB: It is no longer a requirement to be on the Housing Register to be considered for shared ownership, you can apply directly to Radian.

Build!®Project

Build!® is a registered trademark for the development of self build opportunities in Cherwell. This project is to develop self build opportunities across the district and is still under development. A separate assessment will need to be undertaken to access properties developed through the Build project. Any social rented tenancies developed through Build!® project will be advertised and allocated through Choice Based Lettings. See Appendix 12

Mutual exchange

Homeswapper

We have agreed in principle to encourage our partner Registered Providers to participate in Homeswapper, a national mutual exchange website. Most do so already and where a Register Provider does participate there is no cost to their tenants. It has the advantage of having substantial coverage across our region and elsewhere.

Anyone finding a tenant to swap with must gain the approval of their landlord to proceed to do so

List of Partner Registered Providers and how to contact them

HA	Add1	Add2	Add3	Postcode	Phone
A2Dominion Housing Group Ltd	The Point	37 North Wharf Road	London	W2 1BD	020 8840 6262
Ability Housing Association	The Coach House	Gresham Road	Staines	TW18 2AE	01784 490910
Advance Housing	2 Witan Way	Witney	Oxfordshire	OX28 6FH	01993 772885
Anchor Housing Association	2 nd Floor	25 Bedford Street	London	WC2E 9ES	020 7759 9100
BPHA	Pilgrims House	Horne Lane	Bedford	MK40 1NY	0330 100 0272
Bromford Housing	1 Exchange Court	Brabourne Avenue	Wolverhampton	WV10 6AU	0330 1234 034
Catalyst Housing	Ealing Gateway	26-30 Uxbridge Road	Ealing, London	W5 2AU	020 8832 3334
Dorchester	23 Berkeley Square	London		W1J 6HE	020 7665 6624
English Rural Housing Association	Hall House, 9 Graphite Square	Vauxhall Walk	London	SE11 5EE	020 7820 7930
Greensquare Group	244 Barns Road	Oxford		OX4 3RW	01865 773000
Hanover Housing	Hanover House	1 Bridge Road	Staines	TW18 4TB	01784 446000
Housing 21	The Triangle	Baring Road	Beaconsfield	HP9 2NA	03701 924000
Lambeth Living	Hambrook House	Porden Road	London	SW2 1RP	020 7926 3497
L&Q Housing	Osborn House	Osborn Terrace	London	SE3 9DR	0844 406 9000
Methodist Housing Association	Epworth House	Stuart Street	Derby	DE1 2EQ	01332 296200
Paradigm Housing	1 Glory Park Avenue	Wooburn Green	Bucks	HP10 0DF	01494 830846
Sanctuary Housing	Bodicote House	White Post Road	Bodicote, Banbury	OX15 4AA	0800 131 3348
SOHA	Royal Scot 99 Station	Didcot		OX11 7NN	01235 515900
Sovereign Housing	Woodlands	90 Bartholomew Street	Newbury	RG14 5EE	01635 572220
Stonewater	Jephson House	Narrowboat Way	Brierley Hill	DY5 1UF	
Thames Valley Housing	Premier House	52 London Road	Twickenham	TW1 3RP	020 8607 0898
<i>Waterloo Housing Group</i>	1700 Solihull Parkway	Birmingham Business Park	Solihull	B37 7YD	0800 435 016

Councillors, board members, employees and their close relatives

This Scheme is designed to ensure that Cherwell District Council (and any relevant organisation) is transparent and equitable when letting homes to staff Councillors or Board Members and their relatives.

The Part VI Allocation Scheme is open to any eligible applicant and there are stringent checks in place that all applicants must follow.

Staff, Board Members, Council Members and their relatives are treated as any other applicant and must be seen to not be gaining any advantage or any preferential treatment in the course of their application, nor shall they be disadvantaged.

Therefore, the following procedure must be undertaken to ensure that any letting can be subject to a high level of scrutiny:

- The staff member who is applying for housing must have no direct input into any decisions regarding their rehousing. This includes not inputting the original application onto the Housing Management system or adding any priority at any time onto the application
- Staff members must also not have any involvement in the inputting of the application or awarding of priority for any relative
- Applications should be clearly marked on the housing management system that the application is that of a staff member, Board Member, Council Members or relative
- When such an applicant has bid for a property and is showing at the top of a queue, the details of the offer must be scrutinised and signed off by the Cherwell District Council Housing Needs Manager

If an offer of a property is to be made to an officer at Head of Service level or above then the offer must be countersigned by the Head of Regeneration and Housing

Sufficient financial resources

Applicants who have financial income, capital or assets which are large enough to provide access to other forms of tenure to meet their housing need will not qualify to join the Housing Register but will be offered advice on alternative housing options.

The Council considers £60,000 total income, capital or assets to be sufficient financial resource to buy a home or pay market rent in our District. The price of suitable housing will vary according to the household's needs and location within the district.

Applicants with assets above this level will not be eligible to join the Housing Register

The Council will also take into account any previous disposals of assets; income, capital or savings when calculating the financial resources available which will include disposals for nil (for example, transfer of ownership) or below market rate value.

Applicants will be asked to provide evidence of their income, savings and assets in order to verify the affordability assessment. If applicants fail to provide sufficient evidence then their application cannot be assessed and will not progress further.

Where applicants are assessed as not having sufficient financial resources, their application will be assessed according to the banding scheme.

If an assessment has to be made, for example on medical grounds, consideration is given to the following:

- whether the applicant can sell their current home
- the expected equity after the proposed sale of the property
- the applicant's current financial circumstances and commitments
- whether the applicant is eligible for a mortgage
- the supply of private rented accommodation suitable for the applicant's specific needs
- whether the applicant's housing need can be met in the private sector, taking into consideration the cost of housing in the District

If applicants demonstrate a need for alternative accommodation and they have 'insufficient resources' to secure that alternative accommodation they are placed in the band appropriate to their housing need. If information is not supplied about resources applicants will not be assessed and will not progress further.

A need for alternative accommodation might include:

- medical conditions
- disability
- frailty
- serious disrepair
- possession action
- acute financial hardship

Anyone subsequently ineligible or disqualified from the Scheme will be provided with a full written explanation for the decision and will have a right of review of the decision. Please see page 25 which deals with the right to reviews of decisions.

Description of bands

Band 1: Urgent Need to Move due to Reasonable Preference	Examples of Qualifying Circumstances / Summary of Criteria
Hospital discharge	Those who have somewhere to live on leaving hospital but it is unsuitable for their medical needs and cannot be made suitable through adaptations due to cost, structural difficulties or the property cannot be adapted within a reasonable amount of time. Where the impact is assessed as being urgent the applicant may be awarded Band 1. Those who have nowhere at all to live when they leave hospital may qualify for Band 1 if the need to move is urgent and all other reasonable housing options have been explored.
Health or disability See health and disability matrix	An applicant's condition is life-limiting, life threatening or restricted day-by-day by Disability – see Health and Disability Matrix Band 1 (Appendix 5) and the accommodation directly affects their condition.
Social, Welfare and Hardship See social, welfare and hardship matrix	<ul style="list-style-type: none"> ▪ Threat to life ▪ Emergency cases due to fire, flood or other disaster ▪ Exceptional need not covered elsewhere in the scheme ▪ Exceptional circumstances as directed by Head of Regeneration and Housing (Appendix 6)
Abuse, Violence or Harassment	High risk victims of domestic abuse, subject a MARAC (Multi Agency Risk Assessment Conference) will be eligible for additional preference as part of an agreed safety plan and will be placed in Band 1.
Serious Overcrowding	Band 1 priority is awarded to those applicant households who occupy accommodation which is 2 or more bedrooms smaller than that for which the household is eligible. An award will not be recognised where applicants have moved themselves into an overcrowded situation.
Under-occupation of social tenancies in Cherwell District	Registered Provider tenants who under-occupy properties and who need or are willing to move to a dwelling with fewer bedrooms than they already occupy are placed in Band 1.

Ex Armed Forces Personnel who have sustained serious injury, medical condition or disability during service Existing or former members of the reserve forces who are suffering from a serious injury, illness or disability which is wholly or partly attributed to their service	Any applicant who needs to move to suitable adapted accommodation because of a serious injury, medical condition or disability which he or she, or a member of their household, has sustained as a result of service in the UK Armed Forces. This award only applies where the applicant's current accommodation does not meet the requirements of the occupants in terms of adaptations.
Private Sector properties subject to prohibition or demolition order	Prohibition or demolition order granted preventing occupation of whole dwelling
Safeguarding Children / Vulnerable Adults	Serious threat to the well-being of a child / adult and their accommodation is a contributory factor to the risk. These are cases where a move is required to mitigate the risk to the child as confirmed by a Senior Manager in Children's Services / Adult Service or equivalent subject to a Child / Adult Protection Conference and agreed by the Housing Needs Manager.
Elderly social housing tenants in Cherwell District who are willing to move to sheltered accommodation	Elderly applicants who will be releasing general needs housing.
Release of adapted property	Where a tenant does not require the adaptations in their current home and will therefore be releasing an adapted property by moving and there is a suitable applicant queuing for the adapted property which will be released through a move. This award is valid if the applicant still requires adaptations provided the adaptations required are different from those in their current home.
Approved Move On from Supported Housing	An applicant is ready to move to independent settled housing on the recommendation of the support worker and can demonstrate that they have acquired the necessary skills to live independently which meets the Council's requirements. Ongoing support needs have been assessed and, where appropriate, a support plan is in place.
Approved Move on form Care	Applicants will be awarded this category on accordance with protocols between the Housing service and the County Council's Children's service department. Applicants must be former relevant child as defined by the Children's Leaving care Act 2002 and be a young person at risk

Band 2 Significant Need to Move – Reasonable Preference	Examples of Qualifying Circumstances / Summary of Criteria
Statutory Homeless Households	All accepted statutory homeless people as defined in Part VII of the Housing Act 1996 and are owed a duty under section, 193(2) or 195(2) of the 1996 Act (or under section 65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by Cherwell District Council under section 192(3).
Health and Disability See health and disability matrix	See Health and Disability Matrix Band 2 (see Appendix 5) There is an identified significant effect on the health or well-being of an applicant or a member of their household as a consequence of their housing situation.
Social, Welfare and Hardship See social, welfare and hardship matrix	<ul style="list-style-type: none"> ▪ There is a significant need to move in order to receive / give essential care and support ▪ The applicant or a member of their household has a physical or learning disability ▪ Take up employment, education or training – documentary evidence required ▪ Foster care <p>To be eligible for this award documentary evidence will be required.</p>
Overcrowded	Applicants overcrowded by 1 bedroom calculated according to the bedroom standard (see tables on pages 14 & 15)
Armed Forces with Discharge date <ul style="list-style-type: none"> • Those who are currently serving in the regular forces or who were serving in the regular forces at any time in the 5 years preceding their application for an allocation of social housing OR • bereaved spouses or civil partners of those serving in the regular forces where (i)the bereaved spouse or civil partner has recently ceased, or will cease to be entitled to reside in Ministry of Defence accommodation following the death of their spouse or civil partner, and (ii)the death was wholly or partly attributable to their service 	Armed Forces applicants are awarded Band 2, 12 months prior to their official discharge date – documentary evidence will be required.

People at risk of homelessness	Those deemed at risk of homelessness and in apparent priority need as evidenced by the Housing Needs Team. This will be reviewed as part of ongoing case work every 28 days.
Unsatisfactory Housing	Where the property is assessed against the Housing Health & Safety Rating System (HHSRS) and the defects cannot be remedied in a reasonable timescale. Assessment is carried out by an Environmental Health Officer or other qualified Officer

Band 3: Moderate Need to Move due to Reasonable Preference	Examples of Qualifying Circumstances / Summary of Criteria
Tied Accommodation	<p>Applicants living in tied accommodation relating to their employment, and who have received formal notice of termination of their employment and tenancy through no fault of their own.</p> <p>Band 3 will only be given where there is clear documentary evidence that the employer is terminating the employment and the use of the accommodation within 12 months.</p> <p>Examples of such applicants include:</p> <ul style="list-style-type: none"> • school caretakers • wardens of sheltered schemes
Agricultural workers	<p>We will grant Band 3 to displaced agricultural workers for accommodation according to the requirements of the Rent (Agriculture) Act 1976. In reaching a decision on whether an applicant is to be prioritised for housing on these grounds, the Council will need to be satisfied that:</p> <ul style="list-style-type: none"> • the dwelling from which the agricultural worker is being displaced is needed to accommodate another agricultural worker and the farmer cannot provide suitable alternative accommodation for the displaced worker • the displaced worker needs re-housing in the interests of efficient agriculture • the farm is sold and the property will no longer be available <p>The Council will take advice from the Agricultural Dwelling-House Advisory Committee (ADHAC) in all these respects.</p>
Non priority homeless / intentionally homeless - People who are not owed a duty by Cherwell District Council under section 190 (2), 193 (2) or 195 (2) of the 1996 Act (or under section 65 (2) or 68 (2) of the Housing Act 1985)	<p>People as defined in Part VII of the Housing Act 1996 who are found to be homeless but not in priority need or intentionally homeless</p> <p>People who are formally assessed by Cherwell District Council as of No Fixed Abode</p>
Health & disability - moderate	See matrix – Appendix 5
Social, Welfare or Hardship - moderate	See matrix – Appendix 6

Reserve List: Qualified without recognised housing need within this policy	Examples of Qualifying Circumstances / Summary of Criteria
Applicants who are eligible and qualify under the rules of the Scheme	Those who do not qualify for bands 1, 2, 3

THIS IS NOT AN EXHAUSTIVE LIST

Health and disability matrix

All applicants need to complete a Cherwell District Council medical form.

This matrix sets out the guidelines for assessing the housing need of an applicant, or a member of their household, where there is reason to believe their health is being adversely affected by their current housing circumstances. In all cases the assessment will focus on the extent to which existing housing exacerbates the problems being experienced and the extent to which these problems could be alleviated by a move to alternative more suitable accommodation.

The assessment will be made based on the evidence gathered from the applicant, occupational therapists and other health and social care professionals. Account will also be taken of whether the resultant housing problem has already been dealt with elsewhere in the Allocation Scheme, for example where additional priority has already been awarded for overcrowding and this is the source of the medical issues.

Health and disability matrix

Band 1 - urgent	Band 2 - Significant	Band 3 - moderate
<ul style="list-style-type: none"> ▪ Where an applicant's condition is life-limiting and rehousing is required to provide a basis for the provision of suitable care ▪ The applicant's condition is life threatening and the applicant's existing accommodation is a major contributory factor, for example, where an applicant has identified significant mental health problems which are exacerbated by their accommodation ▪ Disabled people who have restricted or limited mobility and are limited by their accommodation and unable to carry out day to day activities or have difficulties accessing facilities inside and outside of their accommodation and require rehousing into accommodation suitable for their use ▪ Hospital discharge with no suitable accommodation available 	<ul style="list-style-type: none"> ▪ There is an identified serious effect on the health or well-being of an applicant or a member of their household while they continue to live in their current accommodation but it does not cause serious barriers to day to day activity or their life is not at risk due to their current housing. ▪ Mental illness or disorder ▪ Chronic or progressive medical conditions eg MS, HIV/AIDS ▪ Infirmity due to old age ▪ Need for adapted housing and/or extra facilities, bedroom or bathroom ▪ Need for improved heating ▪ Need for ground floor accommodation ▪ Need to move following hospitalisation or long term care or to access medical treatment 	<ul style="list-style-type: none"> ▪ there is risk of deterioration in the health of the applicant or a member of their household which will make it difficult for them to manage their existing home at some point in the future

Band 1 - urgent	Band 2 - Significant	Band 3 - moderate
	<p>The Council will take into account information provided by one or more of the following:</p> <ul style="list-style-type: none"> • An applicant's GP or consultant • Social Services • Occupational Therapist • Age Concern or any other voluntary sector organisation representing the applicant 	

Social, Welfare and Hardship assessment matrix

This matrix sets out the guidelines for assessing an applicant, or a member of their household's housing need, where there is reason to believe they have exceptional social, welfare and hardship circumstances, *not covered elsewhere in the Allocation Scheme*, where it would be considered appropriate to recognise additional priority for an applicant to move.

Band 1 - urgent	Band 2 - significant	Band 3 - moderate
<ul style="list-style-type: none"> ▪ Threat to life ▪ Emergency cases due to fire, flood or other disaster ▪ Exceptional need not covered elsewhere in the scheme ▪ Exceptional circumstances as directed by Head of Regeneration and Housing 	<ul style="list-style-type: none"> ▪ There is an significant need to move in order to receive / give essential care and support ▪ The applicant or a member of their household has a physical or learning disability which is significantly impacted by their current housing ▪ Behavioural difficulties ▪ Need for sheltered housing ▪ Need to move to take up employment, education or training – documentary evidence required ▪ There is an significant need to move to provide foster care <p>To be eligible for this award you will need to provide documentary evidence</p>	<ul style="list-style-type: none"> ▪ The existing home moderately limits the care and support that can be provided to the applicant or someone in their household ▪ The environment around the home has moderate detrimental effect on the quality of life of the household ▪ Financial Hardship Current Accommodation is Financially unsustainable and cannot be resolved.

How medical assessment and adapted homes are dealt with under the scheme

Adaptations

Properties which are adapted or which are suitable for adaptation or which are otherwise potentially suitable for applicants with a disability, where other accommodation may create barriers for a disabled applicant or for other special reasons may be allocated directly to the most appropriate applicant and outside any strict order. Specially adapted properties may also be labelled so that only applicants who meet specific criteria may bid. This may, depending on the characteristics of the property, include cases where a ground floor flat is available and an applicant with very high priority requires such accommodation. Rather than select an applicant with general needs to the property the Council reserves the right to allocate to a high priority applicant in need of such accommodation.

Medical Assessment

Applicants who have a medical need will be asked to complete a Medical Form, which will be assessed by the Council. Applicants will only be offered additional preference if their current housing has a negative impact on the applicant's health or condition.

The criteria to be considered relate to the extent that the health of an applicant, or an immediate member of the applicant's household, will significantly improve by a move to alternative accommodation. The assessment is not based on the seriousness of an applicant's condition, but is solely based on the impact of their current housing on that condition and whether this would improve significantly through a move to alternative housing.

In circumstances where more than one member of the household suffers from a medical condition, the Council will take the needs of the entire household into account when making a decision.

Following assessment, the Council will decide whether or not to award priority on the basis of the information provided in the medical form and where appropriate, any additional information from the GP, hospital, or consultant.

What discretion is built into the scheme?

Management Discretion

As far as it is possible, the Council will use the banding system and registration date (See page 12) within the band to prioritise applications for accommodation. At times this will also incorporate restrictive labelling of properties through Choice Based Lettings and Local Lettings Plans to ensure that the Council is meeting its statutory obligations and helping to achieve the outcomes of Cherwell District Council's Housing Strategy.

From time to time a situation may arise that is not predicted by this Allocation Scheme but the needs or circumstances are exceptional and significant.

Where a case is considered exceptional but the applicant does not meet any of the Reasonable Preference criteria or it is felt that a higher banding than the one awarded is more appropriate then the Housing Needs Manager / Head of Regeneration and Housing of the District Council reserves the right to override this scheme and allow an applicant to have a higher priority than they would be entitled to under the Scheme. These cases should be few in number and will be closely monitored and identified in reporting on the annual lettings plan to ensure that the duty to achieve Reasonable Preference overall is not compromised.

Such cases will qualify for Reasonable Preference and will be granted additional preference and placed at the top of Band 1, irrespective of waiting time and made a direct offer of accommodation if all other housing options have been explored.

The Head of Regeneration and Housing can also be used to block an allocation in circumstances not predicted by this scheme but where the Council is satisfied someone has unfairly taken advantage of the scheme to the detriment of those in housing need. Again, these cases will be monitored and are expected to be few in number.

Administrative Processes

Review of Applications

Annual review of applications

In order to keep the Housing Register up to date all applications are subject to an annual review. The review is intended to ensure the applicant still wishes to be considered for accommodation and that the most up to date information about their housing circumstances is held.

Applicants who fail to respond to either the review or reminder letter within 28 days will have their application closed.

Confidentiality - information sharing agreement

Any information provided as part of the application process is treated in the strictest confidence and in accordance with current data protection legislation.

Sharing confidential personal information

Personal information obtained from or about an applicant registered on the Allocation Scheme, will only be used in ways that the applicant reasonably expects in order to process their application.

Privacy and confidentiality will be respected and information will normally be shared only with the applicant's implied or express consent to deliver the service they are seeking, to verify information in order to assess eligibility and priority and to answer enquiries from elected representatives and/or authorised agents acting on behalf of the applicant. This will include the sharing of information with members of the District Housing Register Partnership. (see Partner Registered Providers Appendix 1)

Data protection and information sharing

All information held is subject to the Data Protection Act 1998. The Council will seek the express consent of applicants joining the Allocation Scheme to share personal information about the applicant, and any member of their household.

Information sharing without consent

Information may be shared about the individual and their history irrespective of whether their consent has been obtained in exceptional circumstances which will include:

- In accordance with the provisions of the Crime and Disorder Act 1998 (section 115)
- Where there is a serious threat to the other party's staff or contractors
- Where information is relevant to the management or support duties of the proposed landlord or support organisation to ensure the health and safety of the applicant, a member of his or her household, or a member of staff

False statements or withheld information

It is a criminal offence for applicants and/or anyone providing information to this Scheme to knowingly or recklessly make false statements or knowingly withhold reasonably requested information relevant to their application (s171 Housing Act 1996). This includes but is not limited to information requested on the housing registration form, in response to correspondence at the renewal of the application, or relating to any other review of the application. An offence is also committed if a third party provides false information whether or not on the instigation of the applicant. This would apply at any stage of the application process.

Applicants who withhold or supply false information will be disqualified for up to 5 years.

Monitoring and evaluation

To ensure that the Allocation Scheme fully meets its aims and objectives it will be monitored and evaluated on a yearly basis. The Council reserves the right to make amendments to the Scheme to reflect changing circumstances within the District. Any major amendments will be consulted upon with all relevant stakeholders before implementation.

Housing Options

We give all applicants information on other housing options that may be available to them, to assist the applicant in making a reasonable choice as to their best prospect of securing suitable accommodation. This includes information on:

- low cost home ownership
- private sector rented property
- mutual exchanges

This list is not exhaustive.

How serious offenders are dealt with under this scheme

Cherwell District Council, along with other agencies will make an assessment of the risk to the community of any applicant who has been convicted of an offence and is considered to present a significant risk to potential neighbours and/or communities.

At the time of registration, an applicant is asked if they or anyone who will be residing with them has a conviction of a criminal offence or anti-social behaviour order.

The Criminal Justice Act 2003 (“CJA 2003”) provides for the establishment of Multi-Agency Public Protection Arrangements (“MAPPA”) in each of the 42 criminal justice areas in England and Wales. These are designed to protect the public, including previous victims of crime, from serious harm by sexual and violent offenders. They require the local criminal justice agencies and other bodies dealing with offenders to work together in partnership in dealing with these offenders.

The Responsible Authority is the primary agency for MAPPA. This is the police, prison and Probation Trust in each area, working together. The Responsible Authority has a duty to ensure that the risks posed by specified sexual and violent offenders are assessed and managed appropriately. Housing departments have a duty to co-operate with the Responsible Authority in this task.

Applicants subject to MAPPA arrangements can apply for properties in the normal way. If successful, the Responsible Authority will decide if the property is a suitable allocation for the individual.

Applicants have the right to request a review – see page 25

Anti-social behaviour

Some of these applicants with a history of anti-social behaviour will be assessed as disqualified for rehousing due to evidence of past unacceptable behaviour that would warrant an outright possession order through the courts. In such cases, these applicants will be treated as disqualified.

Dependant on the severity and/or nature of the anti-social behaviour and or criminal behaviour applicants may be disqualified for a number of years although reviewed on an annual basis. (see Disqualification rules on page 9)

How sheltered and extra care housing is dealt with under the scheme

Sheltered housing

As a general rule, only applicants with a proven support need are considered for sheltered accommodation. They will also need to meet the eligibility criteria specified by the landlord. Applicants also need to be eligible for housing as per the published Allocation Scheme of Cherwell.

Therefore restrictive labelling (see page 21) will be applied to vacancies advertised through Choice Based Lettings. It is a condition of all tenancies in sheltered housing schemes that tenants agree to take the Care Line and Warden Service. Separate charges are made for these services on top of the rent.

Extra Care Housing

Cherwell District Council has nomination rights to some schemes in the district. Extra care housing is to provide older people with their own home and tenancy within a support and care environment ensuring that appropriate personal and housing support are available as required. A tenant may move into a scheme with no or low needs but can access further care as and when the needs arises as they get older or more frail. Extra Care Housing can remove the need for Residential Care for older people in many cases.

People who have assessed care needs will have them provided for by either a Personal Care Support Team who are based on site 24 hours a day and will be able to give care to tenants when this is required or a support team of their choice. The team will be able to adapt a person's care plan to suit their changing needs.

An Extra Care scheme should contain a balance of needs – it is not a residential care home. Any scheme needs to have a vibrant and active feel to it – and therefore the balance of care and support needs is key to a successful Extra Care environment. There is no exact formula to create this environment and the allocations panel will have to take a number of things into consideration when offering a property. These factors include individual circumstances, available care hours, existing needs and numbers of tenants with dementia in the Scheme etc.

All applicants will be registered and assessed for rehousing in line with Cherwell District Council's Allocation Scheme and be eligible to access Social Housing.

To be eligible for Extra Care schemes all potential tenants must:

- Be over 55 years of age or meet the eligibility criteria specified by the landlord
- Be eligible for housing as per the published Allocation Scheme of Cherwell District Council
- Be assessed by the Extra Care Scheme Manager for support that is provided Applicants must be deemed suitable for the Extra Care Scheme and that they do not have support needs that are unable to be met or would be detrimental to the scheme itself or other tenants

- Be prepared to agree to the Extra Care Scheme tenancy agreement
- Be made aware of the costs of moving into the Extra Care Scheme before a letting is carried out. This is especially in regard to care costs where these will be not covered by Housing Benefit.

Residents in the Scheme will be offered the opportunity to have their care provided by the contracted care provider.

It should be noted that for couples where one partner is below 55 years of age the couple may be granted a tenancy but it will be a sole tenancy only in the name of the person who is over 55 and therefore meets the criteria above. The younger partner would not be granted succession to the tenancy unless the partner meets the criteria detailed above, at the point at which an application for succession is made.

Extra Care Housing Allocations Panel

The Extra Care Housing Allocations Panel will require an up to date social care assessment in an appropriate format outlining the prospective tenant's housing and social care needs and a medical/social history to enable the panel to arrive at an informed decision as regards whether their needs can be met within the scheme.

The Allocations Panel comprises of:

- A Scheme Manager
- The Rehousing Manager
- A representative of Adult Social Care

When considering a referral for an applicant with care needs the panel will take into account as a minimum:

- the housing and support need of the applicant
- care hours required and the balance of needs within the scheme
- which property size is most appropriate for the applicant, taking into account the size of property in which the applicant has expressed as a preference
- whether the applicant has a local connection to the area

An allocation will only be made via this Panel. The panel will meet whenever a vacancy arises.

A potential tenant must also undertake a pre-offer interview with the Scheme Manager and be shown the facilities at the scheme to ensure that all parties are comfortable with the responsibilities and expectations of a tenancy within an Extra Care Housing scheme. This also gives the prospective tenants an opportunity to find out more about the scheme and to make an informed decision about moving. On completion of a successful Scheme visit a tenancy is offered and paperwork completed by the Scheme Manager.

If this visit raises issues as to the suitability of a tenancy, every step will be taken to resolve the situation in discussion with all parties. A further assessment or Panel discussion may be requested or further housing related support may be necessary.

If identified issues cannot be resolved (or resolved within an agreed timescale with the provider), the tenancy will be offered to the next suitable person identified by the Panel or Rehousing Officer – again subject to a successful home or scheme visit.

The Extra Care Scheme Manager will inform all applicants refused an offer of a tenancy and will give reasons for the decision. An appeals process can be invoked where any party wishes to dispute the decision reached by the Allocation Panel.

Property type and size

All applicants are eligible for a one or two bedroom property and are invited to express their preference. However, the final decision on the size of property allocated to the applicant will be made by the Panel, taking into account the applicant's preference and the government's new guidance on bedroom allowance.

Supported Accommodation

Size and type of property for which applicants are eligible

Supported housing will be available only for applicants who are eligible for that particular type of accommodation and the related support. For example, some supported housing is provided exclusively for people with learning difficulties, or for young people leaving care. Where accommodation is available only for applicants who satisfy such special criteria, this will be clearly labelled on advertisements placed on the Choice Based Lettings website.

Please refer to page 14 to see the size of property for which applicants are eligible for.

Where applicants require larger accommodation on health grounds, this will be considered on a case by case basis, taking into account the advice of a qualified medical advisor and the government's new guidance on bedroom allowance.

Including a Carer in the application

A carer is someone who, with or without payment, provides help and support to a partner, relative, friend or neighbour, who would not manage without their help. This could be due to age, physical or mental health, addiction, or disability. In all cases the carer must have been identified by the applicant as the person who is primarily responsible for providing them with care and has the need to live with them or near them.

Even if an applicant is in receipt of Carer's Allowance it may not be necessary for the carer to reside with them. An application to include a carer in a housing application will be considered if the carer has been assessed by Social Care and Health as needing to provide overnight support and cannot reasonably be expected to share a bedroom. In these circumstances the applicant must provide supporting evidence from other agencies e.g. Adult Social Care or a health professional.

In some limited circumstances it may be possible to consider cases where the carer is not in receipt of Carer's Allowance. Under these circumstances it will still be necessary for the applicant to demonstrate that the person looked after is in receipt of one of the following benefits:

- Disability Living Allowance – paid at either the middle or higher rate for personal care.
- Attendance Allowance
- Constant Attendance Allowance
- Disablement Benefit

What is the Build!® project?

Cherwell District Council has launched a self-build project, providing an alternative source of affordable housing. The principle is essentially that members of the public could be involved in building their own homes, as a community or independently to some degree or other, and would in return benefit from lower rents or purchase prices and perhaps a home design more in line with their needs. The initial project aims to provide 250 homes in the Cherwell District through a combination of self-build, part self-build and final finish, through new-build and renovation of long-term empty homes, by the end of the 2014/15 financial year.

Do I need to have skills or experience?

Certain schemes such as 'self-build housing scheme' will need professional experience and skills which we hope to procure through fellow Build!® applicants, local contractors and local suppliers. However it is feasible that groups of people with a range of skills could decide to work together on a number of properties, benefiting from each other's handy-work and economies of scale in procuring additional services. Build!® will also seek to provide training to individuals who wish to take part in self-build projects but lack the basic skills to do so, giving them opportunities to learn and apply skills in tasks on Build!® homes.

What are the build options?

- **Self-finish** - this will involve the participant completing some internal work such as fitting kitchens and bathrooms; decoration and finishes to internal walls, ceilings and floors; installing internal doors and architraves; completing external landscaping. This may include former empty properties and new-builds.
- **Watertight shell** - the building will be completed to the point where it is watertight but internal structures such as partition walls will need to be added, plumbing and wiring installed etc.
- **Serviced plot** - a plot of land with all services supplied up to its boundary, including electricity, gas, sewerage, roads and so on. Detailed planning permission will be in place for prospective buyers to build their home from scratch. This may involve them doing the work themselves, buying a 'kit home' or commissioning a builder to build the home on their behalf.

What are the possible tenures?

Homes will be available to buy on:

- shared ownership
- shared equity
- to rent at 60 to 80 per cent of open market value (depending on the level of involvement)
- open market sale - those intending to buy their own home. Cherwell will also be able to signpost them to mortgages specifically tailored for self-build.

Complaints

An applicant who is not satisfied with the service that they receive may register a complaint with the Council's Complaint procedure by telephone, e-mail or in person. All complaints will be acknowledged and investigated.

How to complain

If you have a complaint, please use one of the following methods to contact us:

- Complete the compliment/comment/complaint form available from the website
- Visit one of our offices in Bicester, Kidlington, Bodicote, Banbury
- Write to Complaints, Customer Service Centre, Cherwell District Council, Bodicote House, Bodicote, Banbury OX15 4AA
- e-mail complaints@cherwell-dc.gov.uk

Your complaint should include your details, information about what went wrong and what you want us to do about it.

Definition of Terms

Allocation	<ul style="list-style-type: none"> • The selection process by which a person becomes a secure or introductory tenant of housing accommodation held by a housing authority <i>or</i> • The nomination process by which a person becomes an assured or assured shorthold tenant of housing accommodation held by a Registered Provider.
Children	Are defined as dependents, in a household, under the age of 16 or who is still dependant on the applicant e.g. due to continuing education
Choice Based Lettings	The advert based system that we used so that applicants on our Housing Register can apply for properties. Applicants are assessed, properties are advertised and applicants apply for them
Disabled adapted properties	Disabled adapted properties are properties that have been specially built or adapted for people with disabilities
Effective date	Date used to prioritise applications in a band
General needs properties	General needs properties are suitable for applicants who do not have a need for sheltered accommodation or specially built or adapted properties. They include bedsitters and house, flats and maisonettes of any size
General register applicant	Applicants who have been accepted onto our Housing Register as being eligible to apply for social housing
Homeless applicant	Applicants found to be homeless, in a priority need group and where a duty to offer housing has been accepted under sections 193 or 195 of Part 7 of the Housing Act 1996
Housing Register	The Housing Register is the waiting list administered by Cherwell District Council on behalf of our partner Registered

	Providers.
Joint Applicants	<p>Joint applicants may be:</p> <ul style="list-style-type: none"> • married couples • partners living together • others who wish to set up home together
Approved Move-on	Applicants who have been assessed by a support worker as ready to move-on from supported accommodation where Cherwell have an agreed move-on protocol
Nomination agreement	A legal agreement between the Council and the registered provider which states how applicants will be nominated for vacancies by the Council, the number of vacancies that must be offered to the Council for nomination and any special priorities such as village or local connection
Registration date	The date the Housing application was received
Registered Provider (RP)	A Registered Provider; the official name for housing associations, housing co-operatives and housing companies that are registered with the Housing Corporation Association
Secure tenancy	Tenancies granted by local authorities whenever granted and tenancies granted by Registered Providers before 15 January 1989
Sheltered housing	Sheltered housing is housing with visiting or residential staff
Social housing	Affordable housing that you rent or part rent / buy from a council or Registered Provider
Tied accommodation	Accommodation provided for and subject to employment
Transfer applicant	A transfer applicant is a secure tenant or an assured tenant of one of our partner RPs who lives in our district and whose application has been accepted onto our Housing Register

Changes to Cherwell District Council's Approved Allocations Scheme March 2015

This document is designed to highlight the proposed changes to Cherwell District Council's approved Allocations Scheme. It is intended that these changes will help to support more people to join the housing register and allow people with a connection to the districts villages be considered for properties that become available with criteria to be let with a connection to the village or surrounding area. The changes will also assist us to make best use of all vacancies of all rented social housing arising in Cherwell including those expected from new developments to be let as quickly as possible. This will assist our partner Registered Providers and will ensure they are let to local people.

Eligibility criteria, qualification and applications – Page 8

We have introduced changes to the eligibility criteria to join the housing register. We have expanded the criteria to include those who don't have a recognised housing need under section 167 (2) of the Housing Act 1996.

Changes to time limited priority and refusal of offers – Page 10 & 23

We have introduced fixed periods and penalties for those awarded high bands (1 or 2) that are vulnerable and refusing suitable offers of accommodation.

Contract of employment to work in the District - Page 10

To work within the district has been added to the allocations scheme to ensure that we meet the needs of those working within the Cherwell District instead of just those whose headquarters are within the Cherwell boundaries.

Reserve List – Page 13 & 37

We have introduced a 'Reserve list' where all applicants who are considered to be eligible and qualify to join the housing register can be placed on the register to be considered for appropriate vacancies not accepted by those vulnerable cases placed in Bands 1, 2 or 3 as appropriate.

Acknowledgement of Pregnancy at 25 weeks pregnant – Page 15

Upon evidence that an applicant is 25 weeks pregnant an allocation of a bedroom will be awarded. If the household already have one or more children, the baby will be considered to be the same sex as its sibling.

Move of from supported accommodation – Page 16

Applicants that are considered ready to move-on from supported accommodation will be awarded band 1 upon satisfactory information to demonstrate that they possess the skills and knowledge to live independently. This has been introduced to help people move out of this type of accommodation quickly.

Percentage of Allocations – Page 21

Percentages have been adjusted to reduce the number of properties that can be allocated to homeless accepted cases and an increase in the number for general needs applicants. Within the general needs category we have also introduced an allocation of 1% for key workers as defined on page 19.

Financial Hardship – Page 40

The introduction to the social, welfare and hardship matrix of 'Financial Hardship' . This has been introduced to allow for priority to be awarded where it can be demonstrated that an applicant's current home is unsustainable and cannot be resolved through budgeting advice or changes in finances.

Consultation Report - Revision to the Councils Allocations Scheme (as approved in November 2012)

Who was consulted?

A variety of stakeholders have been consulted on the proposed changes including, Registered Providers, Elected Members, Parish Councils and details were also placed on the consultation portal. All partner agencies were also made aware of the proposed changes through our partnership meetings.

How were the consulted?

Consultation was conducted by a combination of email and via Cherwell's website. Copies of the Allocations Scheme with the proposed changes along with a crib sheet explaining the changes in greater detail were provided to all to allow for a clear understanding of the proposed changes and how this will be implemented (if approved).

What was the feedback?

Feedback has generally been very positive.

Registered Providers have welcomed and are in support of the changes being proposed. In particular they have been pleased to see the introduction of a reserve list which will help develop a pool of prospective tenants for vacant properties. Following the introduction of the existing scheme there have been some instances where Cherwell have been unable to provide a nomination to a Registered Provider. The introduction of Financial Hardship under social and welfare has also been seen to be a welcome addition due to the welfare reforms seen in recent years.

Parish Councils – a number of parish councils responded to the consultation. They continue to express a desire to ensure that properties within their parishes are made available to those people who have a connection with the parish. The introduction of a reserve list will help to support this by allowing a greater number of people onto the register with connections to the parishes who can be considered for properties within the parish.

Elected Members – all members received details of the proposed changes. The comments received were positive and welcomed the addition of a reserve list to allow more people on the register and greater priority for people with a parish connection to be given opportunities to remain in the village.

Cherwell Staff have also been fully briefed and involved in the process of developing the proposed changes. They have also provided comments for the consultation which have been welcomed to help support the new scheme.

Consultees' list –

Registered Providers

- A2Dominion
- Ability Housing
- Advance Housing
- Anchor
- Bromford
- English Rural Housing Association
- Green Square
- Hanover
- Housing and Care 21
- Oxford City
- Paradigm Housing
- Sanctuary
- SOHA
- Sovereign
- Stonewater
- TVHA

Councillors

- All members (before election on 7 May 2015)

Consultation Portal

- A variety of other partner agencies included on the consultation mailing list. The consultation was also promoted via Facebook and Twitter to generate as much awareness as possible.

Parish Councils

- Adderbury
- Ardley and Fewcott
- Banbury Town Council
- Begbrook
- Blackthorn
- Bloxham
- Bourton
- Bucknell
- Charlton-on-Otmoor
- Claydon with Clattercote
- Cropredy
- Drayton
- Epwell
- Finmere
- Fritwell
- Gosford and Water Eaton
- Hanwell
- Hethe
- Horley
- Hornton-cum-Studley
- Kidlington
- Launton
- Merton
- Middleton Stoney
- Milton
- Mollington
- Noke
- North Newington
- Piddington
- Shenington with Alkerton
- Shutford
- Sibford Gower
- Souldern
- Steeple Aston
- Stratton Audley
- Tadmarton
- Wardington
- Weston-on-the-Green
- Wroxton
- Ambrosden
- Arncott
- Barford St John and Barford St Michael
- Bicester Town Council
- Bletchington
- Bodicote
- Broughton
- Caversfield
- Cherwell District Council Chesterton
- Cottisford
- Deddington
- Duns Tew
- Fencott and Murcott
- Fringford
- Godington
- Hampton Gay and Poyle
- Hardwick and Tusmore
- Hook Norton
- Hornton
- Islip
- Kirtlington
- Lower Heyford
- Middle Aston
- Milcombe
- Mixbury
- Newton Purcell and Shelswell
- North Aston
- Oddington
- Prescote
- Shipton-on-Cherwell and Thrupp
- Sibford Ferris
- Somerton
- South Newington
- Stoke Lyne
- Swalcliffe
- Upper Heyford
- Wendlebury
- Wiggington
- Yarnton

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Cherwell District Council

Executive

1 June 2015

Corporate Biodiversity Action Plan 2015/16 Protecting and Enhancing Cherwell's Natural Environment

Report of Interim Community Partnerships & Recreation Manager

This report is public

Purpose of report

To seek approval of the 2015/15 Corporate Biodiversity Action Plan (BAP) (draft attached as Appendix 1 to this report)

1.0 Recommendations

The meeting is recommended

- 1.1 To approve the proposed Corporate Biodiversity Action Plan (BAP) 2015/16

2.0 Introduction

- 2.1 Delivery of a Corporate BAP is a specific objective in The Council's Business Plan 2015/16: "Deliver the Council's Biodiversity Action Plan "Protecting and Enhancing Cherwell's Natural Environment"
- 2.2 The purpose of the Corporate BAP is to demonstrate that the Council complies with its obligations under European and national legislation, as well as the requirements of the National Planning Policy Framework (NPPF), relating to important wildlife sites, habitats and species.
- 2.3 Protecting and improving biodiversity as well as good quality connected green spaces are essential elements of sustainable development.
- 2.4 The Corporate BAP includes aims, actions and targets relating to many of the Council's services, most importantly the Local Plan and the planning application process.

3.0 Report Details

- 3.1 The Corporate BAP includes aims, actions and targets which are divided into a number of main themes. Achievement highlights are listed below under 3.2; and the

proposed key objectives for 2015/16 under 3.3. Both the key objectives and achievement highlights are expanded upon in the full BAP document (Appendix 1)

3.2 2014/15 achievement highlights -

- The Submission Cherwell Local Plan Part 1 (as modified February 2015) includes robust policies relating to biodiversity and the natural environment
- 535 planning applications were assessed in 2014/15 by the Council's Ecology Officer with regard to relevant biodiversity legislation and planning policy (78% increase from 2013/14).
- An updated and improved digital dataset illustrating the habitat resource of the whole District is now available for use as an evidence base – in partnership with the Thames Valley Environmental Records Centre (TVERC)
- The NW Bicester development is the first development in the District that has used the DEFRA metric to demonstrate how the scheme can achieve net bio diversity gain. As part of this, the need for an offsite compensation scheme relating to loss of farmland bird habitat was identified and has been agreed
- Cherwell Build has included swift and bat boxes in many of its projects
- The Cherwell Swift Conservation Project has gathered information about nesting sites in the majority of Cherwell parishes in partnership with local people. This is used in the assessment of planning applications to help protect these sites and install additional provision
- Bat box projects have been established in Kirtlington Quarry and Grimsbury Wood – in partnership with the Berks, Bucks & Oxon Wildlife Trust (BBOWT)
- Staff and funding support were given to the successful 2014 Oxfordshire Goes Wild event held at Bure Park School in Bicester – in partnership with Wild Oxfordshire
- At least 13 primary school biodiversity visits were subsidised in 2014/15 at Warriner School Farm. A number of these schools had not previously been regular visitors to the Farm.

3.3 Proposed key objectives for 2015/16 and beyond -

- Consider the need for inclusion of additional development management policies on the natural environment in Local Plan Part 2 to supplement Policies ESD10 (protection and enhancement of the natural environment), ESD11 (Conservation Target Areas) and ESD18 (Green Infrastructure) in Local Plan Part 1
- Develop detailed planning guidance to supplement Local Plan policies on the natural environment as part of the Sustainable Buildings SPD
- The Council's Ecology Officer (0.3fte.) will attempt to assess and advise on all planning applications that may impact on important habitats and species. However, a 78% increase in the number of such planning applications from 2013/14 to 2014/15 indicates the need to review the amount of resource required to support this process.
- An updated digital dataset relating to District Wildlife Sites will be provided to improve the Council's evidence base – in partnership with TVERC
- British Standard 42020 (a code of practice for biodiversity in planning and development published in 2013) will be worked towards starting with a review of the Council's development management validation checklist and standard biodiversity planning conditions
- Cherwell Build will continue to consult with the Cherwell Swift Conservation Project to secure provision for swifts within its projects
- Delivery of biodiversity improvements and access associated with the development of Cherwell Country Park – through working with the Environment

Agency, the local Wildlife Trust, RSPB and other stakeholders. This proposed Country Park is adjacent to the Banbury retail park development and will provide opportunities for local residents and visitors to access and enjoy nature

- Conservation Target Areas will be reviewed and updated to improve the Council's evidence base – in partnership with Wild Oxfordshire
- A bat box project will be established in Daedas Wood near Deddington – in partnership with BBOWT
- Further primary school biodiversity visits will be subsidised at Warriner School Farm and this provision will be expanded to include youth groups

3.3 The delivery of the Corporate BAP relies heavily on partnership work with a number of environmental organisations. The Council supports five main environmental organisations with annual funding in accordance with service level agreements. These organisations provide progress reports during and at the end of each year which are published on the Council's natural environment webpages.

3.3.1 The Thames Valley Environmental Records Centre supplies high quality, up to date habitat, species and site data that is required as an evidence base for the Local Plan process and for the ecological assessment of planning applications. TVERC's service involves intensive mapping work using aerial photography and survey work to assess habitat condition. TVERC also reports on Local Plan indicators, information which is required for the Council's Annual Monitoring Report. 2015/16 service charge - £7,843

3.3.2 Wild Oxfordshire co-ordinates the Oxfordshire Local Nature Partnership; champions the natural environment through continuing engagement with Local Enterprise Partnerships (LEPs) and is currently contributing to a County/LEP Environment and Economic Investment Plan; leads on partnership work to maintain and improve the District's Conservation Target Areas which are used as a planning focus for biodiversity improvement; and delivers 'Biodiversity and Planning' related talks to local communities. 2015/16 service charge - £2,000

3.3.3 BBOWT provides land management advice to Local Wildlife Site (LWS) owners/managers. LWSs are sites of substantive nature conservation value or geological interest which are protected by planning policy. The advice helps to improve site value and maintain the robustness of the LWS designation. This is important as LWS designation is a constraint in the planning process. 2015/16 service charge - £5,000

3.3.4 RSPB provides land management advice to landowners/managers within the Cherwell and Ray river valleys on wetland habitat creation, restoration and maintenance. Such habitat is a national priority which supports birds and other wildlife which are national priority species. 015/16 service charge - £2,000

3.3.5 A successful programme of primary school visits about the importance of the natural environment as a food source, for its health benefits and for its intrinsic value was delivered in 2014/15 by Warriner School Farm. This will be expanded in 2015/16 to include youth group visits such as cubs, brownies and youth clubs. 2015/16 service charge - £1,500

4.0 Conclusion and Reasons for Recommendations

- 4.1 The annual Corporate BAP provides a framework of aims, actions and targets, the delivery of which ensures that the Council complies with both legislative and planning policy requirements relating to important wildlife sites, habitats and species and good quality connected green spaces.

5.0 Consultation

None

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 reject the Corporate BAP 2015/16 – but the Council would not be able to demonstrate that it is meeting biodiversity legislation and planning policy requirements.

Option 2: To amend the Corporate BAP 2014/15

7.0 Implications

Financial and Resource Implications

- 7.1 Delivery of the 2015/2016 Corporate BAP will be contained within existing Revenue Estimates. Further consideration is being given to the best means of supporting the increased demand for ecology advice for relevant planning applications.

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

Legal Implications

- 7.2 There are statutory requirements that the Council must meet and which are set out in the Natural Environment and Rural Communities Act 2006 and related legislation, including a duty under Part 3 of the 2006 Act to have regard, so far as is consistent with the proper exercise of its functions, to the purpose of conserving biodiversity. An annual Corporate Biodiversity Action Plan should enable the Council to demonstrate that these requirements are being met. Failure to do so will leave the Council open to challenge.

Comments checked by Richard Hawtin, Team Leader, Non-contentious Business, 01295 221695, richard.hawtin@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

The **Council's Business Plan 2015/16** includes the objective: "Deliver the Council's Biodiversity Action Plan "Protecting and Enhancing Cherwell's Natural Environment" under its second strategic priority "Cherwell: safe, green, clean".

The **Submission Cherwell Local Plan (2011-2031)** includes policies specifically relating to Protecting and Enhancing Biodiversity & the Natural Environment (ESD 10), Conservation Target Areas (ESD 11) and Green Infrastructure (ESD 18)

The **2010 Sustainable Community Strategy** reports that the quality of the natural environment is one of the features that the people in Cherwell value most; and includes priority actions for biodiversity under its third ambition "Connected and Protected – our infrastructure and environment in 2030" –

- SCS3.9f - Link in with existing Biodiversity Action Plans and support the active encouragement of the protection and enhancement of the natural environment.
- SCS3.10b - Work to protect our environment and biodiversity by supporting farmers, land owners, volunteers and local businesses.
- SCS3.LB2 – Bicester – to demonstrate exemplary environmental and social practice in managing growth.
- SCS3.LR4 – Rural – Supporting rural land managers to adapt to the impacts of climate change.

Lead Councillor

Councillor George Reynolds, Deputy Leader

Document Information

Appendix No	Title
Appendix 1	DRAFT Corporate Biodiversity Action Plan 2015/16
Background Papers	
None	
Report Author	Sue Marchand, Countryside and Conservation Officer
Contact Information	01295 221707 Sue.marchand@cherwell-dc.gov.uk

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Protecting and Enhancing Cherwell's Natural Environment

Draft Corporate Biodiversity Action Plan

2015-2016



Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Photograph acknowledgements:

- Front cover - Nesting swifts – credit 'Swift Conservation'
- Page 3
Peacock Butterfly - credit Neil Rowntree, BBOWT
Rotary Ditcher, Lapwing Landscapes Project – credit Charlotte Kinnear, RSPB Swift – credit Margers Martinsons
Bluebell Wood – credit David Rees
- Page 4 - Daedas Wood Bat Box Project – credit Paul Jarczewski (Woodland Trust)
- Page 9 – Reedbed at Otmoor – credit Colin Wilkinson (RSPB)
- Page 12 – Pond Dipping, Warriner School Farm – credit Beverley James

**PROTECTING AND ENHANCING CHERWELL'S NATURAL ENVIRONMENT
CORPORATE BIODIVERSITY ACTION PLAN
2015-2016**

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Corporate Vision

To work with partners to protect and enhance Cherwell's natural environment for its intrinsic value; the services it provides; the wellbeing and enjoyment of people; and the economic prosperity that it brings.

Biodiversity

Biodiversity is a term used to describe the variety of life, including all plants, animals, their habitats and the natural systems that support them. A healthy and stable natural environment is vitally important to economic prosperity and the District's desirability as a place to live, work and visit.

Cherwell's biodiversity resource has value for agriculture and timber production and provides the basis for many tourism and recreational activities. Fertile soils, clean water, carbon storage and flood prevention are all crucial services provided by the natural environment. There is also substantial evidence that access to nature can make a major contribution to improving people's health and well-being.

Electronic Document

This document is designed to be read online. Clear links are made to the Natural Environment pages of the Council's website for further information. As much of this online information is subject to change, the most recent publication date will always be given – see www.cherwell.gov.uk/naturalenvironment

Hard copies of this document can be provided by contacting the Council's Countryside and Conservation Officer on 01295 221707



Daeda's Wood Bat Box Project

1. BACKGROUND

1.1 INTRODUCTION

The purpose of the Corporate Biodiversity Action Plan (BAP) is to demonstrate how the Council complies with its obligations relating to important wildlife sites, habitats and species under European and national legislation as well as the National Planning Policy Framework (NPPF),

It also sets out how the Council will fulfil its duty under the Natural Environment and Rural Communities (NERC) Act 2006. Section 40 of this Act states that -

“Every public body must, in exercising its functions, have regard, so far as it is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity”

The Corporate BAP is reviewed and updated annually.

1.2 BIODIVERSITY STRATEGIES

Biodiversity 2020 is a national strategy for England’s wildlife and ecosystem services which was published in 2011. It sets out the Government’s ambition to halt overall loss of England’s biodiversity by 2020, support healthy well-functioning ecosystems and establish coherent ecological networks, with more and better places for nature for the benefit of wildlife and people. A summary of this document emphasises the importance of local conservation projects to the delivery of the national strategy's outcomes (see downloads at www.cherwell.gov.uk/naturalenvironment)

The Oxfordshire Biodiversity Action Plan is based on Conservation Target Areas (CTAs) in the County. The CTAs include the most important areas for priority habitats and provide a focus for where conservation efforts can be most effective. The CTAs are currently being updated as part of a new Oxfordshire Biodiversity 2020 Strategy. This is being led by Wild Oxfordshire, an organisation that co-ordinates the County’s Local Nature Partnership.

1.3 BIODIVERSITY LEGISLATION AND POLICY

Protecting and enhancing biodiversity has become a cross cutting issue with strong links to all other sustainable development issues. Important wildlife and environmental **legislation** applies directly to local government, most notably the duties under the NERC Act 2006 and the Conservation Regulations 2010, particularly relating to European protected species.

There has also been rapid change in **policy drivers** for biodiversity action over the last few years with the publication of the Natural Environment White Paper, the National Planning Policy Framework, the Water Framework Directive and guidance relating to biodiversity offsetting.

Also, guidance on conserving biodiversity in a changing climate has emphasised the need to manage land on a landscape scale to improve ecological networks, rather than just protecting special sites which are unlikely to sustain wildlife in the long term.

Guidance relating to biodiversity legislation and planning policy, and how these apply to important sites, habitats and species, is available in a comprehensive document “Biodiversity and Planning in Oxfordshire” This is available under downloads at www.cherwell.gov.uk/naturalenvironment

1.4 BIODIVERSITY AND THE PLANNING PROCESS

Biodiversity is an important consideration in the planning process and must be integrated from an early stage into the design of any development. Development can have negative impacts on biodiversity (net loss) which can be significant and lead to the decline of important habitats and species in the District. Development can also have positive impacts for biodiversity (net gain), especially for sites where there is little wildlife, by integrating new habitats into buildings and adjacent spaces.

The **Cherwell Local Plan**, once adopted, will set the broad planning framework for meeting the future needs of the District. It includes detailed biodiversity, conservation target area and green infrastructure policies. All policies in the Submission Local Plan relating to the natural environment can be seen in downloads at www.cherwell.gov.uk/naturalenvironment

The National Planning Policy Framework (NPPF) took full effect in March 2013. It sets out the Government's planning policies for England and how they should be applied. It is described as a key part of the Government's reforms to make the planning system less complex and more accessible, to protect the environment and to promote sustainable growth. The NPPF includes three dimensions to sustainable development which the planning system needs to perform – economic, social and environmental. The environmental role is described as “contributing to protecting and enhancing our natural, built and historic environment; and, as part of this, helping to improve biodiversity, use natural resources prudently, minimise waste and pollution, and mitigate and adapt to climate change including moving to a low carbon economy” (para 7).

Section 11 (paras 109-125) is entitled ‘Conserving and enhancing the natural environment’ and includes reference to providing net gains for biodiversity where possible, protection and enhancement of networks of biodiversity and green infrastructure, promoting priority habitats and species and the importance of ecosystem services and soils. To view this full section, see downloads at www.cherwell.gov.uk/naturalenvironment

There is an emphasis within the new framework on local planning authorities creating local policy and guidance which both reflects the NPPF and, at the same time, the needs and priorities of their communities. Neighbourhood planning legislation came into effect in April 2012 which aims to give communities more control over the development of their local area. Local planning authorities must provide support to help people produce their neighbourhood development plan. Some draft guidance has been produced to advise on biodiversity and neighbourhood planning (see downloads at www.cherwell.gov.uk/naturalenvironment)

British Standard 42020 is a code of practice for biodiversity in planning and development. It requires integration of biodiversity into all stages of the planning process from before application for permission to construction. Relevant Council Officers attended an introductory workshop in September 2014; and the review of the validation checklist and planning conditions relating to biodiversity is a specific target in this document (see Section 8, Action 1.2.1, page 16).

2. NATURAL ENVIRONMENT WHITE PAPER

2.1 **'The Natural Choice'**, the first White Paper on the natural environment in 20 years, aims to improve the quality of the natural environment across England, halt the decline in habitats and species, and strengthen the connection between people and nature. The proposals are directly linked to comprehensive research that shows the strong economic arguments for safeguarding and enhancing the natural environment. The Department of the Environment, Food and Rural Affairs (DEFRA) has published a briefing note explaining the implications of the White Paper for local authorities – (see downloads at www.cherwell.gov.uk/naturalenvironment).

2.2 **Key issues** within the Natural Environment White Paper include -

2.2.1 **Local Nature Partnerships (LNPs)** – encouraging new and existing local partnerships to integrate action, and work with local authorities to identify opportunities to protect and improve nature at a local level. There is a duty for local authorities to co-operate with all recognized LNPs

*Oxfordshire's Local Nature Partnership is co-ordinated by **Wild Oxfordshire**. Its role is to help the local area to manage the natural environment as a system and to embed its value in local decisions for the benefit of nature, people and the economy. Wild Oxfordshire is facilitating a successful partnership with three main areas of focus – sustainable land management, green economic growth and quality of life/local health and wellbeing.*

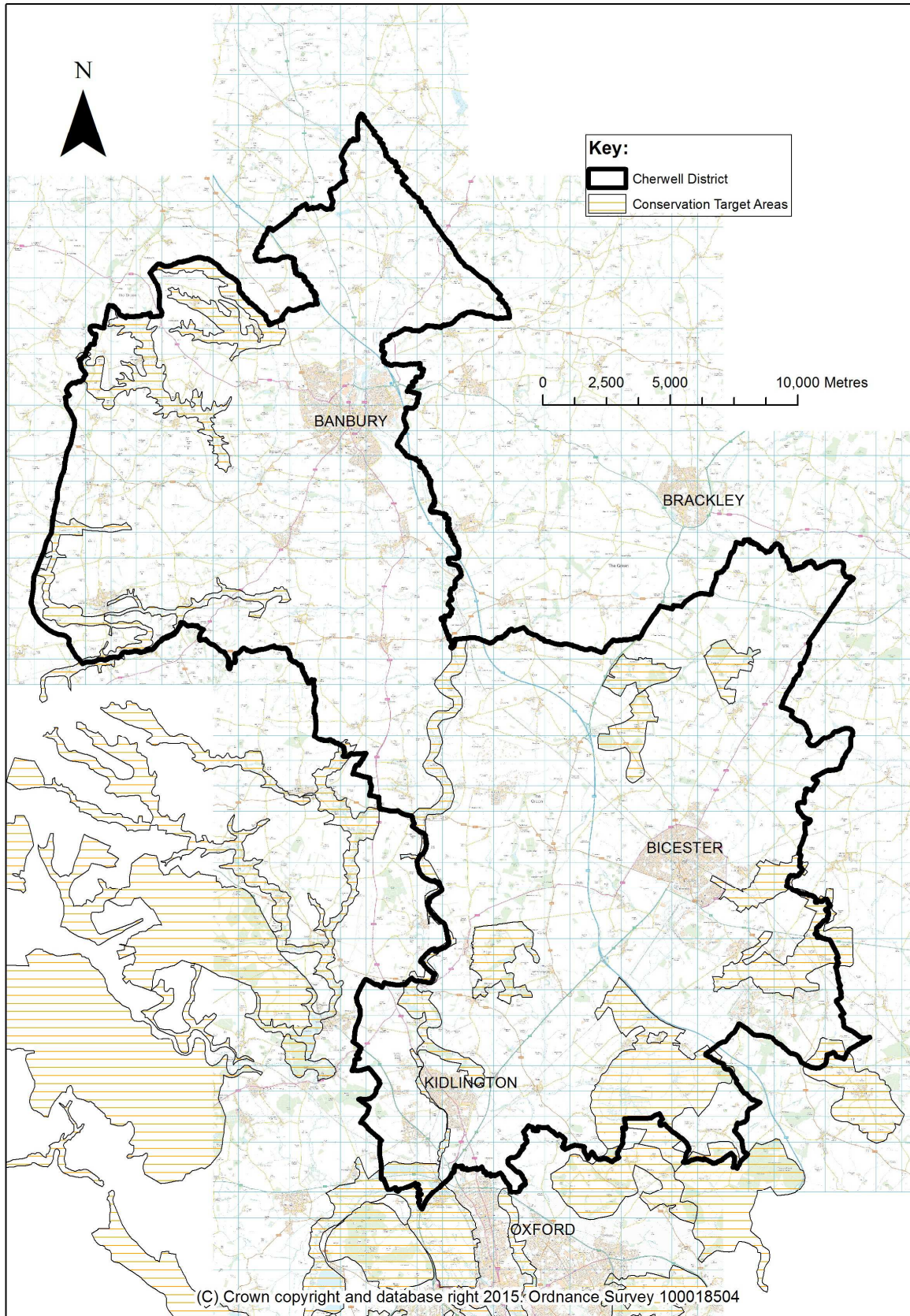
2.2.2 **Nature Improvement Areas (NIAs)** – encouraging local partnerships to set up Nature Improvement Areas where there are significant opportunities to enhance and reconnect nature

Although none of the proposals relating to Oxfordshire went forward as one of the 12 NIA pilot projects, priority areas - Conservation Target Areas (CTAs) - have already been identified in the County (see Figure 1). Wild Oxfordshire co-ordinates the CTA project and most of the environmental organisations that CDC supports contribute to the maintenance, restoration and creation of priority habitats within CTAs. See Section 4 of this document for more information about the Council's biodiversity partners.

2.2.3 **Biodiversity Offsetting** – defined as a proposed approach to compensate for habitats and species lost to development in one area, with the creation, enhancement or restoration of habitat in another. Under this system, any negative impacts on the natural environment would then be compensated for, or 'offset', by developers. The Government published a Green Paper on biodiversity offsetting in September 2013. The results of various pilot schemes are yet to be published

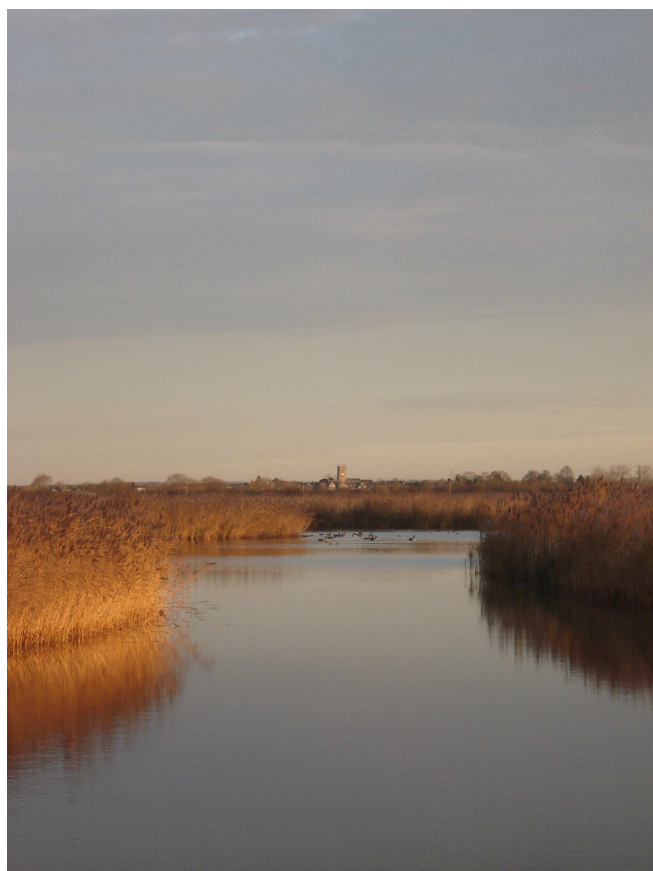
The NW Bicester ecotown is the first development in the District that has used the DEFRA metric to demonstrate how the scheme can achieve net biodiversity gain. As part of this, the need for an offsite compensation scheme relating to loss of farmland bird habitat was identified and has been agreed

Figure 1 – Conservation Target Areas (May 2015)



3. CHERWELL'S BIODIVERSITY RESOURCE

- 3.1 The Cherwell District contains many areas of high ecological value including sites of international and national importance. The District is also home to many legally protected species as well as priority species and habitats. Much of this biodiversity resource is mapped by the Thames Valley Environmental Records Centre so that it can be used as an information source by local authorities and conservation organisations. This biodiversity resource mapping within the District is illustrated in Figure 2.
- 3.2 Conservation Target Areas (CTAs) have been identified which include some of the most important areas for biodiversity in the District and provide a focus for coordinated action (see Figure 1). This focus is now being integrated with a river catchment based approach, led by the Environment Agency and aimed at improving water quality to meet the requirements of the Water Framework Directive. More information about the 'Oxfordshire Biodiversity Action Plan and CTAs' can be found in downloads at www.cherwell.gov.uk/naturaleenvironment
- 3.3 Cherwell's biodiversity resource is also part of its Green Infrastructure (see Figure 3). Green Infrastructure (GI) consists of the network of accessible multifunctional green space in both urban and rural settings and delivers both environmental and social benefits. Such benefits include conserving and enhancing biodiversity as well as improving the health and wellbeing of people and the economy. Conservation Target Areas form an important component of the green infrastructure network of the District. Securing adequate green infrastructure is an important component of achieving sustainable communities.



Reedbed at Otmoor

Figure 2 – Biodiversity Resource (August 2014)

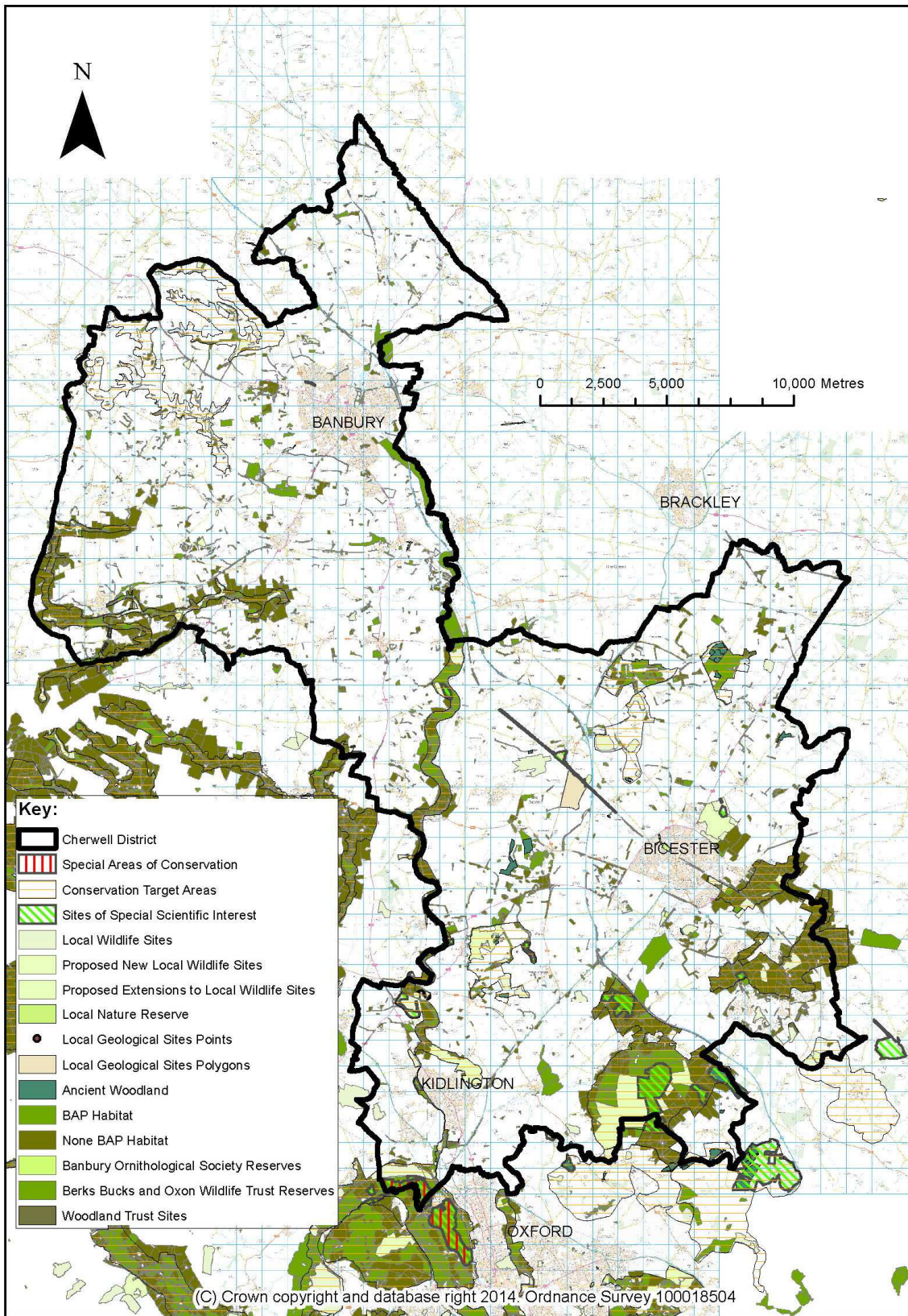
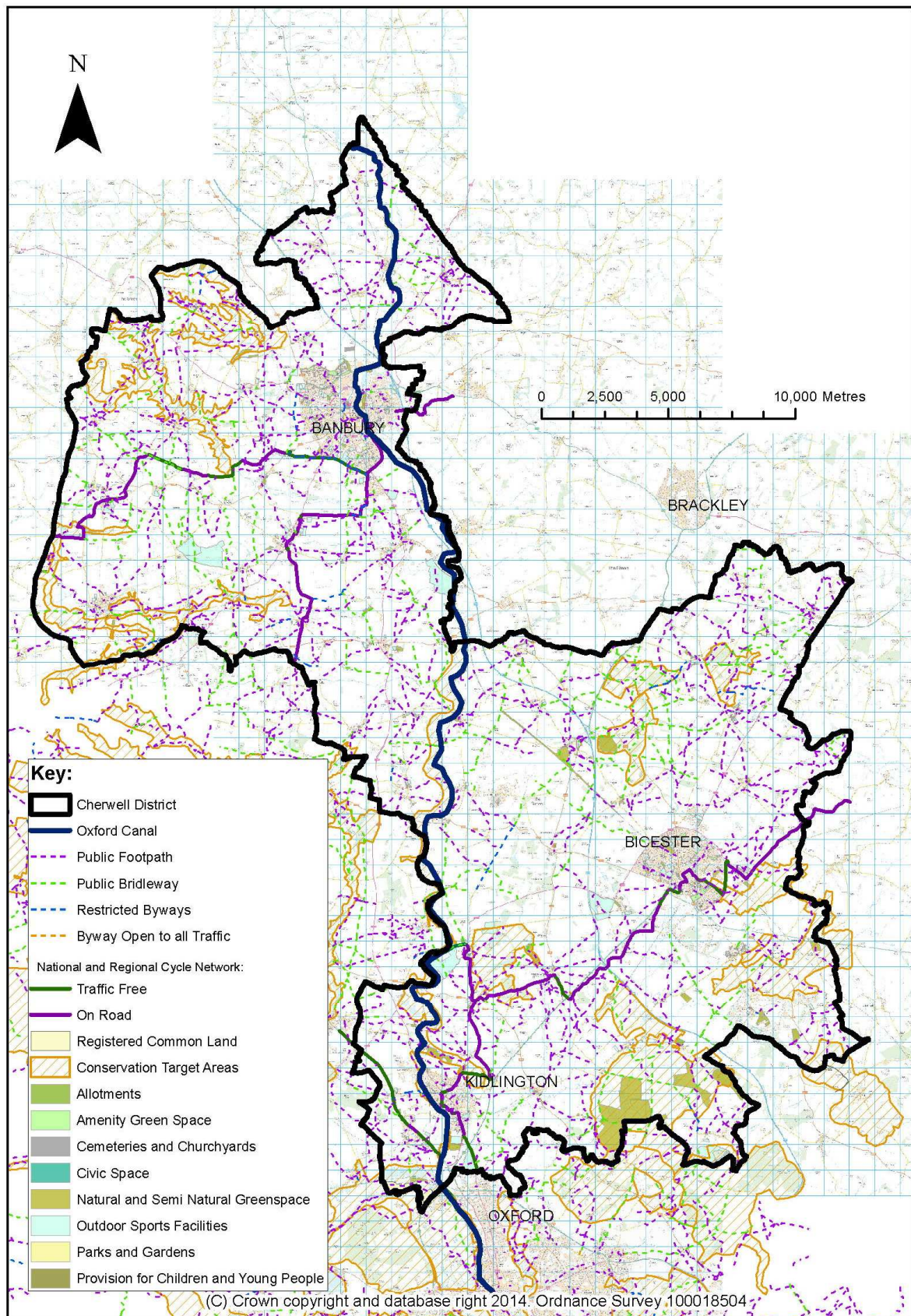


Figure 3 – Green Infrastructure (August 2014)



4. BIODIVERSITY PARTNERS

- 4.1 The delivery of the Corporate BAP relies heavily on partnership work. The Council supports five main environmental organisations with annual funding in accordance with service level agreements. These organisations provide progress reports during and at the end of each year which are published on the Council's biodiversity partners webpage – see www.cherwell.gov.uk/naturaleenvironment
- 4.2 **The Thames Valley Environmental Records Centre (TVERC)** supplies high quality, up to date habitat, species and site data that is required as an evidence base for the Local Plan process and for the ecological assessment of planning applications. TVERC's service involves intensive mapping work using aerial photography and survey work to assess habitat condition. TVERC also reports on Local Plan indicators, information which is required for the Council's Annual Monitoring Report.
- 4.3 **Wild Oxfordshire** co-ordinates the Oxfordshire Local Nature Partnership; champions the natural environment through continuing engagement with Local Enterprise Partnerships (LEPs) and is currently contributing to a County/LEP Strategic Environment and Economic Investment Plan; leads on partnership work to maintain and improve the District's Conservation Target Areas which are used as a planning focus for biodiversity improvement; and delivers 'Biodiversity and Planning' related talks to local communities.
- 4.4 **Berks, Bucks & Oxon Wildlife Trust (BBOWT)** provides land management advice to Local Wildlife Site (LWS) owners/managers. LWSs are sites of substantive nature conservation value or geological interest which are protected by planning policy. The advice helps to improve site value and maintain the robustness of the LWS designation. This is important as LWS designation is a constraint in the planning process.
- 4.5 **RSPB** provides land management advice to landowners/managers within the Cherwell and Ray river valleys on wetland habitat creation, restoration and maintenance. Such habitat is a national priority which supports birds and other wildlife which are national priority species.
- 4.6 A successful programme of primary school visits about the importance of the natural environment as a food source, for its health benefits and for its intrinsic value was delivered in 2014/15 by **Warriner School Farm**. This will be expanded in 2015/16 to include youth group visits such as cubs, brownies and youth clubs.



Pond dipping, Warriner School Farm

5. CHERWELL PLANS, PRIORITIES AND STRATEGIES

- 5.1 The **Council's Business Plan 2015/16** includes the delivery of a Corporate BAP as a specific objective - "Deliver the Council's Biodiversity Action Plan "Protecting and Enhancing Cherwell's Natural Environment"
- 5.2 The **Submission Cherwell Local Plan Part 1** (as modified February 2015) includes policies specifically relating to biodiversity, green infrastructure and Conservation Target Areas.
- 5.3 **Local Plan Part 2** will include additional policies and planning guidance to supplement Local Plan Part 1 policies. The **2010 Sustainable Community Strategy** reports that the quality of the natural environment is one of the features that the people in Cherwell value most; and includes priority actions for biodiversity under its third ambition "Connected and protected – our infrastructure and environment in 2030"

SCS3.9f - Link in with existing Biodiversity Action Plans and support the active encouragement of the protection and enhancement of the natural environment

SCS3.10b - Work to protect our environment and biodiversity by supporting farmers, land owners, volunteers and local businesses

SCS3.LB2 – Bicester – to demonstrate exemplary environmental and social practice in managing growth

SCS3.LR4 – Rural – Supporting rural land managers to adapt to the impacts of climate change

- 5.4 The **2012 Low Carbon Environmental Strategy** recognises the important role that the natural environment plays in capturing and storing carbon, therefore reducing the amount being added to atmospheric CO2 concentrations which are causing climate to change.

6. CORPORATE BAP DELIVERY

- 6.1 To reflect all these expectations and evolving issues, the Council's approach to protecting and enhancing biodiversity within the Cherwell District is summarised below:
 - An annual Corporate Biodiversity Action Plan (BAP) will be produced to set out and monitor the Council's compliance with the NERC Act Duty and other legislative and policy requirements
 - A review of the previous year's Corporate BAP will be included within the current year's Action Plan
 - The Council's key policies relating to biodiversity will be included in the Local Plan and relevant Council Strategies
 - The Oxfordshire Biodiversity Action Plan (and the evolving Oxfordshire Biodiversity 2020 Strategy), delivered through the Conservation Target Area project, will be supported through the funding of a number of partner organisations
 - Wild Oxfordshire (co-ordinator of Oxfordshire's Local Nature Partnership) will be a key partner and relevant projects will be supported.

7. 2014-2015 REVIEW

Aims, actions and targets are divided into **five main themes**. Highlights and some areas of limited progress are listed below and expanded on within the Action Plan tables which follow on the next page.

7.1 Planning and Sustainable Development

a) Planning Policy

- Submission Cherwell Local Plan Part 1 (as modified February 2015) includes robust policies relating to biodiversity, green infrastructure and
- Conservation Target Areas
- Updated and improved digital dataset illustrating the habitat resource of the whole District is now available as an evidence base

b) Development Control

- 535 planning applications assessed in 2014/15 by Ecology Officer (78% increase from 2013/14)
- NW Bicester ecotown development is the first in the District to use a DEFRA metric to demonstrate how the scheme can achieve net biodiversity gain. The need for an offsite compensation scheme relating to loss of farmland bird habitat has been identified, agreed but not yet secured
- British Standard 42020 workshop organised in partnership with Wild Oxfordshire – involved 6 CDC Officers plus planners/ecologists from BBOWT, West Oxfordshire District Council, Warwickshire County Council and South Northants District Council

c) Council Strategies and Services

- No Council or LSP strategies published requiring biodiversity policies

7.2 Land and buildings management

- Wet grassland habitat for lapwing, snipe, curlew and redshank has been restored through providing management advice to local farmers in the Ray and Cherwell Valleys (in partnership with RSPB)
- A second bat box project has been established in Grimsbury Wood (the first was established in Kirtlington Quarry in 2012)

7.3 Council owned and managed land/buildings

- Cherwell Build has included swift and bat boxes in many of its projects
- Progress is being made on the improved management of priority habitat at Enslow Marsh (leased by CDC from the Canal & Rivers Trust)
- Assessment of the tower at Trow Pool (owned by CDC) for provision of artificial nesting sites not yet achieved

7.4 Green Infrastructure

- Conservation Target Areas continue to be the focus of partnership work. See biodiversity partners' progress reports – www.cherwell.gov.uk/naturalenvironment

7.5 Health, Wellbeing, Economy and Education

- £31,000 has been confirmed for a project based in Spiceball Park in Banbury from the Environment Agency Catchment Restoration Fund
- Staff and funding support were given to the successful 2014 Oxfordshire Goes Wild event held at Bure Park school in Bicester.

8. 2015-2016 AIMS, ACTIONS AND TARGETS

Some actions and targets have changed from the 2014-2015 Corporate Biodiversity Action Plan. Where this is the case, the 2014/15 actions and/or targets have been specified and reviewed in the last column of the tables below.

Theme 1: Planning and Sustainable Development

(a) Planning Policy Context

- Conserving and enhancing biodiversity are important elements of sustainable development. The Submission Local Plan includes strategic policies relating to ecology and biodiversity, green infrastructure and conservation target areas that will help ensure sustainable development.
- The National Planning Policy Framework (NPPF) indicates that planning authorities should enhance as well as protect biodiversity and, where possible, provide net gain. The importance of ecosystem services and soils are also specifically noted (Para 109)
- The NPPF recognises the importance of good evidence and data for decision-making (Paras 167 and 188-192).

Aim	2015-2016 Action	Measure/Target	2014-2015 Review
1.1 Ensure protection, management and opportunities for enhancement and extension of biodiversity are taken into account in the preparation and implementation of the Local Plan	1.1.1 Include policies and proposals relating to biodiversity, green infrastructure (GI) and Conservation Target Areas (CTAs) in all relevant Local Plan documents	<p>Policies/proposals to be included in the Cherwell Local Plan</p> <p>Supplementary planning guidance relating to biodiversity to be included in all relevant Development Plan Documents (DPDs) and Supplementary Planning Documents (SPDs)</p>	<p><i>Relevant policies included in the Submission Local Plan Part 1 (as modified February 2015)</i></p> <p><i>Work on these planning documents will be progressed in 2015/16, including Local Plan Part 2 and the Sustainable Buildings in Cherwell SPD</i></p>
	1.1.2 Support the provision of high quality, up to date biodiversity information and evidence required by the Local Plan process through funding biodiversity partners	<p>Collation, analysis and supply of data from TVERC associated with Annual Monitoring Report (AMR)</p> <p>Supply of ecological constraint GIS layers from TVERC required for planning projects and site assessments</p>	<p><i>TVERC data supplied in October for the AMR</i></p> <p><i>TVERC data supplied in July 2014 (swifts, protected/notable species and BAP habitats as part of whole District mapping project), January 2015 (BAP habitats and whole District mapping project), February 2015 (protected/notable species) and March 2015 (Local Wildlife Sites and Local Geological Sites).</i></p>

Aim	2015-2016 Action	Measure/Target	2014-2015 Review
1.1 contd Ensure protection, management and opportunities for enhancement and extension of biodiversity are taken into account in the preparation and implementation of the Local Plan	1.1.2 contd Support the provision of high quality, up to date biodiversity information and evidence required by the Local Plan process through funding biodiversity partners	TVERC to deliver District Wildlife Sites Project 2015 (sites identified in 2013 mapping project) New target for 2015/16 Wild Oxfordshire to review and update Conservation Target Area boundaries New target for 2015/16 BBOWT to provide Single Data List report (LWS Project) associated with AMR New target for 2015/16	2014/15 target <i>Supply of an updated and improved digital dataset illustrating the habitat resource of the District</i> 2014/15 update <i>Final report and data received in July 2014.</i>

(b) Development Management Context

- Where it is likely that a proposal will impact on any protected or priority species, designated site, important habitat or other biodiversity feature, appropriate surveys and reports will need to be provided with any planning application.
- British Standard (BS) 42020 has been recently developed to provide clear guidance to ensure that actions and decisions taken at each stage of the planning process are informed by sufficient and appropriate ecological information.

Aim	2015-2016 Action	Measure/Target	2014-15 Review
1.2 Incorporate biodiversity management into each stage of the planning process	1.2.1 Work towards achieving British Standard 42020 – a code of practice for biodiversity in planning and development	Review validation checklist and biodiversity planning conditions	2014/15 target <i>Establish a protocol relating to ecology and planning consultations</i> 2014/15 update <i>First opportunity will be to review validation checklist and planning conditions in 2015</i>
1.3 A net gain in biodiversity will be sought when considering proposals for development by protecting, managing, enhancing and extending existing resources	1.3.1 Screen all planning applications with regard to their impact on important sites, habitats and species	Ecology Officer to be consulted whenever important sites, habitats and species are affected	<i>Planning application checklist which includes all protected sites, habitats and species and some additional constraint information (eg swifts, District Wildlife Sites) is used by all Registration Officers</i>

<p>1.3 contd A net gain in biodiversity will be sought when considering proposals for development by protecting, managing, enhancing and extending existing resources</p>	<p>1.3.2 Assess planning applications that impact upon important sites, habitats and species with regard to relevant biodiversity legislation/policy</p>	<p>Comments to be sent to relevant Planning Officer within required timescale</p> <p>Assessment to be made of need for additional staff resource</p> <p>New target for 2015/16</p>	<p><i>535 planning applications have been assessed by the Council's Ecology Officer with regard to relevant biodiversity legislation/policy</i></p>
	<p>1.3.3 Assess the impact of the NW Bicester ecotown on important sites, habitats and species with regard to relevant biodiversity legislation/policy</p>	<p>Secure biodiversity net gain</p> <p>Ensure that all planning applications accord with relevant development requirements and principles set out in the draft NW Bicester SPD</p> <p>New target for 2015/16</p>	<p>2014/15 target <i>Play an active role in the Landscape/Green Infrastructure (GI) workstream's contribution to masterplanning of the wider site</i></p> <p>2014/15 update <i>Supported the Biodiversity Working Group in its contribution to masterplanning of the wider site</i></p> <p>2014/15 target <i>Biodiversity Strategy/Ecology and Landscape Management Plan (ELMP) for the wider site to be provided</i></p> <p>2014/15 update <i>A Biodiversity Strategy has been provided (Appendix 6J of Environmental Statement, August 2014). ELMPs will be required as part of each planning application relating to the wider site</i></p> <p>2014/15 target <i>Ensure that all relevant surveys for the exemplar development and wider site are sufficiently current</i></p> <p>2014/15 update <i>Walkover surveys were carried out relating to the exemplar development prior to commencement to ensure original surveys remained appropriate. For the wider site, further survey work may be required</i></p> <p><i>DEFRA metric used to demonstrate how to achieve net gain. This has identified the need for an offsite compensation scheme relating to loss of farmland bird habitat but this has yet to be secured</i></p>

<p>1.3 contd A net gain in biodiversity will be sought when considering proposals for development by protecting, managing, enhancing and extending existing resources</p>		<p>Ensure that all planning applications include relevant ecological surveys that are sufficiently current New target for 2015/16</p>	
	<p>1.3.4 Support the provision of high quality, up to date biodiversity information required by development control through funding of biodiversity partners</p>	<p>Annual supply of ecological constraint GIS layers from TVERC</p> <p>TVERC to deliver District Wildlife Sites Project 2015 (sites identified in 2013 mapping project) New target for 2015/16</p> <p>Wild Oxfordshire to review and update Conservation Target Area boundaries New target for 2015/16</p>	<p><i>TVERC data supplied in July 2014 (swifts, protected/notable species and BAP habitats as part of whole District mapping project), February 2015 (protected/notable species) and March 2015 (Local Wildlife Sites and Local Geological Sites).</i></p> <p>2014/15 target <i>Supply of an updated and improved digital dataset illustrating the habitat resource of the District</i></p> <p>2014/15 update <i>Final report and data received in July 2014.</i></p>
	<p>1.3.5 Provide information/training for officers and members on new and updated legislation, policy and issues relating to important sites, habitats and species</p>	<p>Promote internal training and provide information about relevant external training, co-ordinating attendance as and when required</p> <p>Provide legislative and planning policy updates as and when required</p> <p>Update natural environment web pages and maintain as a source of biodiversity information</p>	<p><i>British Standard 42020 workshop organised in partnership with Wild Oxfordshire – involved 6 CDC Officers plus planners/ecologists from BBOWT, WODC, Warwicks CC and South Northants DC</i></p> <p><i>Publicised new and updated “Biodiversity and Planning in Oxfordshire” guidance (produced by OCC, BBOWT & TVERC)</i></p> <p><i>Web pages updated throughout the year to include 2014/15 Corporate BAP, key information relating to legislation and planning policy and biodiversity partners’ reports – see www.cherwell.gov.uk/naturalenvironment</i></p>

(c) Council services and strategies context

In accordance with the NERC Act Duty, biodiversity protection and enhancement should be extended through all relevant Council services, the Council's range of strategies and the Local Strategic Partnership (LSP)

Aim	2015-2016 Action	Measure/Target	2014-15 Review
<p>1.4 Maximise opportunities for biodiversity through improvements to services and relevant strategies</p>	<p>1.4.1 Seek ways of improving Council services with regard to biodiversity</p>	<p>Establish a Cherwell Green Business Award through Economic Development New target for 2015/16</p>	<p>2014/15 target <i>Establish improved links with the Eco-Bicester team</i> 2014/15 update <i>The team organised a successful stall at Oxfordshire Goes Wild at Bure Park School</i></p>
	<p>1.4.2 Include and/or update policies relating to biodiversity and the natural environment in any relevant strategies</p>	<p>Biodiversity policies to be included in any relevant strategies published in 2015-2016</p>	<p><i>No relevant strategies published</i></p>
	<p>1.4.3 Provide appropriate information to the LSP Board</p>	<p>Wild Oxfordshire to present its engagement work with Local Enterprise Partnerships to the LSP Board New target for 2015/16</p>	

Theme 2: Land and buildings management

There are various ways that the Council can influence the management of land and property for wildlife throughout the District.

Aim	2015-2016 Action	Measure/Target	2014-15 Review
2.1 Support environmental organisations that manage, or provide advice on the management of, land in the District	2.1.1 Continue to fund the Royal Society for the Protection of Birds (RSPB) and the Berks, Bucks and Oxon Wildlife Trust (BBOWT)	Organisations to provide a report twice a year to demonstrate delivery of land management/land management advice in accordance with funding agreements Support conservation projects in the active Conservation Target Areas of the District – the Ray and Cherwell Valleys	<i>Satisfactory interim and end of year reports received. Available to view on the Council's website www.cherwell.gov.uk/naturalenvironment</i> <i>Contributed to Catchment Restoration Fund project development – £31,000 has been confirmed for project based on Spiceball Park in Banbury</i>
2.2 Support local communities to fulfil their biodiversity obligations and to improve management of land and buildings for habitats and species	2.2.1 Support local projects that involve land/building management for important habitats and species 2.2.2 Support Wild Oxfordshire to deliver biodiversity information to local communities 2.2.3 Support BBOWT and the Woodland Trust with bat box project in Daedas Wood New target for 2015/16	Support three local projects Deliver five local talks Provide 16 bat boxes	<ul style="list-style-type: none"> • <i>Continuing support for Cherwell Swift Conservation Project</i> • <i>Advice given to Banbury Community Action Group – successful TOE2 funding application for community orchard</i> • <i>Advice given to Tadmerton Parish Council - survey and management of local woodland site</i> <p><i>Five talks delivered in 2014/15?</i></p> <p>2014/15 target <i>Support Banbury Ornithological Society with bat box project in Grimsbury Wood</i> 2014/15 update <i>10 bat boxes were donated to the project</i></p>
2.3 Secure improved management for habitats/ species as part of new build/refurbishment	2.3.1 Provide guidance on biodiversity and the built environment	Biodiversity guidance to be included in Sustainable Buildings in Cherwell Supplementary Planning Document (SPD)	<i>Work on this planning document will progress in 2015/16</i>

Theme 3: Council owned and managed land and buildings

The Council has specific responsibility for maintaining and enhancing biodiversity on its own estate and on sites that it manages.

Aim	2015-2016 Action	Measure/Target	2014-2015 Review
3.1 Secure improved management of parks and open spaces for habitats and species	<p>3.1.1 Encourage protected and priority habitats and species at appropriate sites</p> <p>3.1.2 Work in partnership with others to deliver biodiversity improvements associated with the development of Cherwell Country Park</p>	<p>Assess suitability of Trow Pool tower for provision of artificial nesting sites</p> <p>Work in partnership with the Local Wildlife Sites Restoration project to improve Enslow Marsh</p> <p>Commission surveys and liaise with stakeholders with a view to improving biodiversity</p>	<p><i>Not achieved. Site visit to be arranged with Cherwell Swifts Project and Oxfordshire Bat Group</i></p> <p><i>Some small scale management works are planned for summer 2015 involving the Oxford Conservation Volunteers and the Kidlington fire crew</i></p> <p><i>Project has not progressed. Purchase of the northern field is still being negotiated with the Environment Agency</i></p>
3.2 Secure improved management of buildings and associated external environments for habitats and species	3.2.1 Encourage protected and priority species at appropriate sites	<p>Monitor wildflower meadow at Bodicote House with a view to plantings at other sites if successful</p> <p>Continue to work with the Cherwell Build team to improve biodiversity protection and enhancement within its projects</p> <p>New target for 2015/16</p>	<p><i>Assessment to be made about successful establishment in summer 2015.</i></p> <p>2014/15 target <i>Erect bird boxes in the grounds of Bodicote House</i></p> <p>2015/16 update <i>Bird boxes erected in March 2015</i></p> <p>2014/15 target <i>Consider creating additional wetland habitat adjacent to the Bodicote House pond to improve water quality</i></p> <p>2014/15 update <i>Considered too ambitious. Request to facilities management for the interceptors between the car park and the pond to be cleared out on a more frequent basis to minimise potential runoff pollution</i></p>

Theme 4: Green Infrastructure

- Green infrastructure comprises the network of accessible multifunctional green space in both rural and urban areas. Protecting and enhancing biodiversity is a key benefit resulting from the provision of high quality, connected open space.
- Nature conservation has traditionally focused on the protection of special sites such as SSSIs and Local Wildlife Sites. However, isolated reserves are unlikely to be able to sustain wildlife in the longterm and connectivity is crucial. Sites will need to be buffered, extended and linked if wildlife is to be able to adapt to climate change. Habitat fragmentation should be avoided as plants and animals need large, functional areas or networks which give them room to adapt, resilience to change and the opportunity to spread.
- Conservation Target Areas (CTAs) are an important component of the GI network in the Cherwell District. They include some of the most important areas for biodiversity and provide a focus for co-ordinated action.

Aim	2015-2016 Action	Measure/Target	2014-15 Review
4.1 Support the establishment and development of GI through implementation of relevant policies	4.1.1 Ensure new development meets local and qualitative standards of open space provision to form a multi-functional and resilient network	Progress GI work within the District New target for 2015/16	
4.2 Support the establishment and development of ecological networks through delivery of the Conservation Target Area (CTA) project.	4.2.1 Continue to fund the environmental organisations that coordinate and deliver the CTA Project	Organisations to provide a report twice a year to demonstrate that they are working towards the development of ecological networks in accordance with funding agreements	<i>Satisfactory interim and end of year reports received from Wild Oxfordshire, RSPB and BBOWT. Available to view on the Council's website - www.cherwell.gov.uk/biodiversitypartners</i>
4.3 Support the establishment and development of GI through contribution to a County Strategy	4.3.1 Work in partnership to deliver a County GI Strategy	Limited progress to date. Planned completion of Strategy by March 2017	2014/15 target <i>Assist the mitigation of climate change through tree/woodland initiatives - Support community woodland sites with management advice and work to produce woodfuel as a local and renewable energy resource</i> 2014/15 update <i>This has not been possible without the support of an external woodland management organisation</i>

Theme 5: Health, Wellbeing, Economy and Education

- The value of the natural environment for the health and wellbeing of both people and the economy is well recognised. A Nature and Wellbeing Green paper has been prepared by the Wildlife Trusts and RSPB which sets out the evidence showing how much people need nature for their mental and physical health; and how important natural capital is to the economy.
- Biodiversity conservation should not just be left to land managers and nature conservation organisations. It needs to involve many sectors of society and people in all walks of life. Public understanding and education are vital.
- An Oxfordshire Local Nature Partnership (Wild Oxfordshire) is now well established. It has brought together a multi sector partnership which is raising awareness of the social and economic benefits of a healthy natural environment and initiating and working on relevant projects.

Aim	2015-2016 Action	Measure/Target	2014-15 Review
5.1 Work in partnership with others to link action to improve the natural environment with social and economic priorities	<p>5.2.1 Support and contribute to Wild Oxfordshire's work</p> <p>5.2.2 Facilitate involvement of appropriate Officers with the SEEIP (Strategic Environment & Economic Investment Plan) New target for 2015/16</p>	<p>Provide support for the "Health and Natural Environment" strategic project</p> <p>Appropriate Officers to attend workshops in May and June</p>	<p>2014/15 target <i>Provide support for "Oxfordshire Goes Wild" event in Bicester</i></p> <p>2014/15 update <i>Funding and staff support given to this successful wildlife event in September based at Bure Park Primary School</i></p>
5.2 Support and promote initiatives to encourage involvement in the natural environment and improve public understanding of biodiversity	<p>5.3.1 Engage young people through promotion of conservation activities in/with schools and organised groups</p> <p>5.3.2 Engage Parish Councils and interested groups/individuals through provision of information</p> <p>5.3.3 Produce publicity material</p>	<p>Support Warriner School Farm to provide subsidised school and youth group visits</p> <p>Send 'Nature Conservation News' to all Parish Councils and local groups annually</p> <p>Maintain web pages. Use Cherwell Link for promotion</p>	<p><i>Over 13 primary school biodiversity visits were supported, a number of which had not previously been regular visitors to the Farm</i></p> <p><i>Nature Conservation News circulated to all Parish Councils in May; and TVERC training programme circulated to all Parish Councils in March 2015. Creation of community and parish biodiversity guidance webpage in October 2014</i></p> <p><i>Web pages updated regularly – biodiversity partners reports, annual swifts report and annual Corporate BAP. Cherwell Build article in Spring 2015 Cherwell Link</i></p>

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Cherwell District Council

Executive

1 June 2015

<p>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 progress in preparing a Supplementary Planning Document (SPD) for the North West Bicester strategic development identified in the modified Submission Cherwell Local Plan as Policy Bicester 1 and seek approval for the Draft North West Bicester SPD to be used as informal interim planning guidance in the determination of planning applications.

1.0 Recommendations

The meeting is recommended to:

- 1.1 Note the progress in preparing the North West Bicester SPD;
- 1.2 Agree the response to the representations received and resulting changes to the Draft SPD;
- 1.3 Approve the latest version of the Draft SPD to be used on an interim basis for development management purposes;
- 1.4 Note the further steps to complete the SPD as follows:
 - a) Consult on the revised Statement of Consultation
 - b) Consult the statutory consultation bodies on the SEA screening
- 1.5 Authorise the Head of Strategic Planning and the Economy to make any necessary minor amendments to the SPD to be made in consultation with the Lead Member for Planning.
- 1.6 Note the need for the final SPD to be presented to the Executive for formal adoption at a future meeting in the light of the Local Plan Inspector's Report and the cancellation of the Eco-towns PPS.

2.0 Introduction

- 2.1 The North West Bicester strategic development site is identified in Policy Bicester 1 of the modified Submission Cherwell Local Plan. It comprises 390 hectares (approximately 965 acres) of land and has been identified as an eco-development following its inclusion in 2009 in the Eco-towns Planning Policy Statement (PPS). In March 2015 the Eco-towns PPS was cancelled by the Government, however, the policies remain for the North West Bicester site until the Cherwell Local Plan is adopted.
- 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 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 and that in exceptional circumstances a Strategic Environmental Assessment may be required, if the SPD is likely to have significant environmental effects that have not already been assessed as part of the 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. In order to assist in delivery of successful schemes through the planning process, the Council's Bicester Delivery Team has prepared guidance (the Draft SPD) for applicants, developers and landowners preparing proposals and submissions for planning applications. The SPD also sets out a planning framework to develop proposals from the masterplanning stage to submission of detailed planning applications and implementation.
- 2.4 **Submission Cherwell Local Plan (as Proposed to be Modified)**
- 2.5 A SPD must not conflict with the adopted development plan. Policy Bicester 1 of the modified Submission Cherwell Local Plan sets out the proposed development standards for North West Bicester. Further guidance on the approach to design and sustainable construction in Cherwell will be set out in a separate Sustainable Buildings in Cherwell SPD.
- 2.6 Following the Local Plan Examination Hearings in December 2014, the Inspector's Report is expected to be received by the Council in May 2015 and will need to be considered before the Local Plan can be adopted. As the SPD expands upon Policy Bicester 1 of the Plan, the Inspector's Report will be relevant to its completion and the SPD cannot be formally adopted by the Council until after adoption of the Local Plan. The Delivery Team, working with the Planning Policy Team, will therefore consider the Inspector's recommendations in preparing the final 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) 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 a 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.
- 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 draft SPD would 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 and reserved matters applications. As a published draft it has already been a material consideration in considering application 1.
- 2.16 **Sustainability Appraisal/ Strategic Environmental Assessment**
- 2.17 The basis for Strategic Environmental Assessments 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 modified Submission Cherwell Local Plan). The North West Bicester SPD has been produced to be in general conformity with the new Local Plan and benefits from the Plan's SA/SEA process. However, the SEA screening opinion requires formal consultation with the Environment Agency, Natural England and Historic England in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004.

2.19 At the time of writing the previous report, it was considered that a SEA would be required. The previous advice to the Executive has been reviewed. The Draft SPD relies on the Local Plan SA and on further review by officers it is considered that it is unlikely there are any significant effects that have not been assessed by the Local Plan SA/SEA.

2.20 A screening process has been followed in preparing the SPD and the Draft SPD makes reference to the Local Plan integrated SA and SEA process. An SEA screening statement will be prepared on the basis that an SEA is unlikely to be required for the SPD. The Environment Agency, Historic England and Natural England will be consulted on the SEA screening in accordance with The Environmental Assessment for Plans and Programmes Regulation 2004 (Regulation 9). Any consequential changes resulting from amendments to the SPD will be reviewed with the consultation bodies.

2.21 **Further work**

2.22 In order to progress the SPD the following tasks need to be completed:

2.22.1 Consideration of the Local Plan Inspector's report, the revocation of the Eco-Towns supplement to former PPS1 and consequential changes to SPD and SEA process;

2.22.2 Consultation on the SEA Screening with the Environment Agency, Natural England and Historic England and making the screening statement publicly available;

2.22.3 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.

2.23 The timescales for completing the SPD are set out below:

2.23.1 June 2015 – (i) consider Draft SPD in light of Inspector's Report (ii) consider Draft SPD in light of the revocation of Eco-Towns Supplement to former PPS1(iii) complete SEA screening procedures (iv)consult on the revised Statement of Consultation and accompanying SPD

2.23.2 July/August 2015 – Make any necessary minor changes to the SPD in consultation with the Lead Member for Planning (or report back to the Executive if substantive changes are required)

2.23.3 July-September 2015 – planning applications to Planning Committee

2.23.4 September 2015 – formally adopt SPD subject to the adoption of the Cherwell Local Plan

3.0 Report Details

3.1 Since the previous report in November 2014, the SPD together with its Statement of Consultation has been out to consultation, the Cherwell Local Plan Examination Hearings have been concluded and the Eco-towns Planning Policy Statement has been cancelled for all areas except North West Bicester (until such time as the Cherwell Local Plan is adopted).

3.2 This section sets out the current position in terms of the progress towards adopting the SPD as additional policy to support the determination of future applications on the North West Bicester strategic development site.

3.3 Consultation Undertaken

3.4 Consultation on the Draft SPD was carried out as part of the preparation of the Draft SPD between 3rd December 2014 and 20th February 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.

3.5 Consultation responses were received from a range of statutory consultees and local residents. In total, 44 individuals and bodies responded with detailed comments, queries and suggested amendments. These have been reviewed and considered by officers with some of the responses forming the basis of amendments to the SPD. The changes have been incorporated into a revised version of the SPD which is contained in Appendix 1 with a summary of the consultation responses, officer comment and proposed changes contained in Appendix 2. In summary, the main issues raised through the consultation exercise are:

- The principle of development
- The location and distribution of land uses within the site
- Infrastructure provision and delivery
- Specific comments on the development principles particularly relating to:
- transport, movement and access – including comments on the proposed highway improvements
- employment issues, particularly relating to the proposed business park
- green space and biodiversity

3.7 The SPD is supported by a Statement of Consultation summarising the consultation carried out in the preparation of the North West Bicester masterplan and how it has informed the preparation of the SPD through the issues and options stage. A copy of the updated Statement of Consultation is contained in Appendix 2 and sets out how the responses from the consultation exercise have been taken into account in the preparation of the final SPD.

3.8 Next Steps

3.9 The Local Plan Examination Hearings concluded in December 2014 and the Inspector's Report is expected to be received at the end of May. If the Local Plan is found to be sound, the Council will be asked to consider the Inspector's recommendations and the final Local Plan as soon as possible.

3.10 Revocation of the Eco-towns PPS

- 3.11 It is proposed to review the SPD in the light of the Inspector's Report and Government's cancellation of the Eco-towns PPS for North West Bicester. The SPD contains references to the Eco-towns PPS which will be revised in preparing the final SPD to ensure consistency with the Local Plan once it is adopted. For example, the Development Principles lead with the relevant Eco-towns standards. These will be incorporated into the text and included in an Appendix in the final SPD.
- 3.12 It is recommended the SPD will be used as informal planning guidance as it cannot be formally adopted until the Cherwell Local Plan is adopted.
- 3.14 In summary, work on the SPD will continue to progress in accordance with the Local Development Scheme and planning programme for North West Bicester. Completion of the following tasks will be required before the SPD is adopted:
- Formal consultation and publicity of a Strategic Environmental Assessment screening report setting out the Council's formal screening opinion;
 - Further review of the SPD and consultation to take account of the Local Plan Inspector's Report and cancellation of the Eco-towns PPS;
 - An update and further consultation on the Statement of Consultation
 - Finalising the SPD following the consultation
- 3.15 It is anticipated that the further work is likely to take a further 12 weeks to complete. In the meantime, the recommendation for approval for development management purposes is required to give added weight to the SPD in the determination of planning applications on the site.

4.0 Conclusion and Reasons for Recommendations

- 4.1 This report sets out the current position on the preparation of the North West Bicester SPD. The consultation on the Draft SPD has not identified any fundamental issues. It is recommended that the Council use the SPD as informal interim guidance in guiding the preparation and determination of planning applications prior to its formal adoption. In order to complete the SPD and progress it towards adoption, the report has identified areas of work which require further attention including the formal SEA screening opinion, Statement of Consultation and further review of the document following confirmation that the Eco-town PPS is to be cancelled. It is proposed to report back to the Executive with a further update following the receipt of the Inspector's Report should this raise new issues that have not already been considered in the production of the draft SPD.
- 4.2 The Executive is recommended to note the progress that has been made with the SPD, approve the draft SPD as amended for development management purposes and authorise officers to carry out further consultation on the SEA and Statement of Consultation. Officers will consult with the Lead Member for Planning on any further minor amendments. The Executive's formal adoption of the SPD will be sought following adoption of the Local Plan.

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 NW Bicester SPD and rely only on the Submission Cherwell Local Plan Policy Bicester 1 (as Proposed to be Modified) – rejected given the general support for the policies in the SPD, and its role in guiding the preparation of planning applications and as informal detailed guidance in determining planning applications.

Option 2: To await the adoption of the Local Plan before continuing to progress the preparation of the SPD – rejected due to the timescales involved and the necessity for informal planning guidance when determining the outline planning applications in 2015.

7.0 Implications

Financial and Resource Implications

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

Comments checked by:

Martin Henry, Director of Resources, 0300 003 0102
martin.henry@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:

Ross Chambers, Solicitor, 01295 221690,
ross.chambers@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Key Decision

Financial Threshold Met: No

Community Impact 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	Interim Draft North West Bicester Supplementary Planning Document
2	Statement of Consultation including Summary of consultation responses, officer response and proposed changes
Background Papers	
None	
Report Author	Andrew Bowe, Implementation Officer
Contact Information	01295 221842 andrew.bowe@cherwell-dc.gov.uk

North West Bicester Supplementary Planning Document

INTERIM DRAFT

May 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 NW Bicester will make a significant contribution to meeting the District's need for more homes and jobs as set out in the 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 is 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
Lead Member for Planning

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1.0 Introduction

- 1.1 This Supplementary Planning Document (SPD) expands upon Policy Bicester 1 of the Cherwell Local Plan. 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 (NW Bicester). It will be formally adopted upon adoption of the Local Plan.
- 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 a 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

- 1.3 In 2009, the site at NW Bicester was identified as having potential as an eco-town location in the Eco-towns Planning Policy Statement. It has subsequently been included in the Council's development Strategy as Policy Bicester 1 of the emerging Cherwell Local Plan. Cherwell District Council (CDC) has worked with Oxfordshire County Council (OCC), 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). In December 2014 the Government awarded Bicester Garden Town status.
- 1.4 This work has primarily focussed on creating an attractive development delivering the standards in the Eco-towns PPS but has also included wider objectives in delivering a town-wide approach to sustainable development and the transition to a low carbon community. 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, local centre and primary school. In March 2014, a masterplan and supporting vision documents was submitted to CDC 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 and supporting economic baseline report
 - 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

Masterplan framework plan, green infrastructure plan and movement and access framework

- 1.5 A second application was approved in March 2014 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). 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 CDC. 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 CDC.

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:
- a spatial framework plan which should inform further masterplanning of the site;
 - 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 will be used as a material consideration in determining planning applications on the NW Bicester site. In addition, it will aid the submission of successful planning applications and infrastructure delivery. The Council will progress the SPD as informal Council policy to be adopted once the Cherwell Local Plan is adopted. The timetable for preparing the SPD is summarised in Figure 1.

- 1.12 It should be read in conjunction with the National Planning Guidance including the National Planning Policy Framework, the Eco-towns Planning Policy Statement (PPS), the development plan comprising the adopted Cherwell Local Plan which continues to be the starting point for decision making and other guidance relating to large-scale sustainable development. It is expected that design codes will be developed as part of the planning process.

Fig. 1 Supplementary Planning Document timetable

Fig. 2 Supplementary Planning Document structure chart

Strategic Environmental Assessment and Sustainability Appraisal

- 1.13 A sustainability appraisal has been produced during the preparation of the Cherwell Local Plan. The Local Plan has been subject to an integrated Sustainability Appraisal (SA) and Strategic Environmental Appraisal (SEA) process in line with the requirements of European and national law. The law requires that at some point in the drafting of the Local Plan an assessment of its environmental effects is carried out and an SA report is written and consulted on.
- 1.14 The 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 NW Bicester site, is available from the following web site www.cherwell.gov.uk

Planning Policy, National Planning Policy and guidance

National Planning Policy Framework (NPPF) March 2012

- 1.15 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.
- 1.16 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 (July 2009)

- 1.17 The Planning Policy Statement (PPS) set out Government's objectives for sustainable development in the form of large-scale development providing more homes while responding to the impact of climate change. It was cancelled in March 2014 following the introduction of the NPPF although the policies for North West Bicester remain until an up to date Local Plan is in place. 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. A list of the Eco towns principles that are consistent with the emerging Local Plan policies is contained in the Appendices.

Local Planning Policy

Cherwell Local Plan, 2011-2031

- 1.18 The Cherwell Local Plan (CLP) 2011-2031 sets out district-wide strategic objectives and policies. Proposed Modifications to the Cherwell Local Plan 2011-2031 were submitted to the secretary of State in October 2014 following the suspension of the Local Plan Examination in June 2014. The Proposed Modifications take account of the Oxfordshire Strategic Housing Market Assessment 2014 (SHMA).
- 1.19 The CLP includes policies and proposals maps showing the strategic development sites. Figure 3 shows the Local Plan policies map for Bicester including Bicester (Bicester 1).
- 1.20 Policy Bicester 1 sets out the Council's strategic policy and development standards for the eco town development at NW 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 emerging Local Plan policies.
- 1.21 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.
- 1.22 The SPD must be consistent with the policies of the Local Plan and will align with the timescale for adoption as set out in Appendix 1 of the Cherwell Local Development Scheme (October 2014).
- 1.23 The examination into the Cherwell Local Plan concluded on 23rd December 2014 and the Inspector's Report is expected in late May 2015. The Local Development Scheme sets out the timescale for the preparation of the North West Bicester SPD.

As the text is not a Submission document the Submission Local Plan (January 2014) and the Proposed Modifications (August and October 2014) should be relied on as the primary sources.

Oxfordshire Local Transport Plan 2011-2030 (LTP3)

- 1.24 The Local Transport Plan was approved in 2012. It focusses on attracting and supporting economic growth and investment, delivering transport infrastructure, tackling congestion and improving health.

Oxfordshire Local Transport Plan 4 (LTP4)

- 1.25 Since LTP3 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, in 2014/15 Oxfordshire County Council (OCC) will be developing a new Local Transport Plan.
- 1.26 OCC is reviewing its 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. 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

1.27 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 submitted to CDC in March and May 2014 which have informed the preparation of the SPD.

Fig. 3 Bicester context plan CLP proposals map

2.0 Site context

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

Site location

2.2 The site is located on land north of Howes Lane and Lords Lane (A4095) in Bicester. Figure 4 shows the location of the site.

It is approximately 1.5km from the town centre. The villages of Bucknell and Caversfield are located to the north and east of the site respectively. To the south east of the site, the area is predominantly residential and characterised by modern housing estates. The land to the south west is being developed as the South West Bicester Local Plan allocation marketed as “Kingsmere”.

The site is located between three radial routes out of Bicester to the north west which provide links to Banbury, Bucknell and Middleton Stoney. 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 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.

Fig. 4 Site location plan

Fig. 5 Historical map of Bicester 1885

Site boundary

2.5 The boundary is defined on the CLP Bicester 1 map which is reproduced in Appendix x.

Site area

2.6 The site area is 390 hectares as defined by CLP Policy Bicester 1.

Site history

2.7 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 Lovelynch House is shown on local maps.

2.8 The 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.

- 2.9 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 NW Bicester as a potential eco-town location in 2009 a planning application for a first phase was submitted in November 2010.

Fig. 6 Landscape character area

Site features

- 2.10 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.
- 2.11 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.
- 2.12 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.
- 2.13 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

- 2.14 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".

- 2.15 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.
- 2.16 As part of the local landscape impact assessment process for the NW 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

- 2.17 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

- 2.18 Section 6 of the SER (Volume 1) refers to ecology. A copy is available on the CDC website. Existing hedgerows and woodland, together with the streams crossing the site, are important habitats which form the basis of wildlife corridors in the NW 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

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

Fig. 7 Homes South of Lords Lane

- 2.20 Middleton Stoney Road forms the western edge and the interface with Bignell Park, a 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

- 2.21 An archaeological assessment concluded that the site is located within an area that has remained undeveloped since the 19th 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.
- 2.22 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.
- 2.23 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

- 2.24 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 line 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.

- 2.25 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.
- 2.26 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.

Fig. 8 Topography

Fig. 9 Flood risk

Fig. 10 Walking accessibility from Bicester town station

Topography and hydrology

- 2.27 The topography of the site slopes gently upwards from south-east to north-west with elevations ranging from around 97mAOD to 80mAOD.
- 2.28 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.

Site constraints and opportunities

- 2.29 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 according to the assessment.
- 2.30 The railway line divides the site into two distinct areas which will have to be connected.
- 2.31 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.
- 2.32 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.

- 2.33 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.

- 2.34 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. 11 Site analysis plan

3.0 Vision and objectives

- 3.1 The vision for NW Bicester has been guided to a large extent by the Eco-towns Planning Policy Statement (PPS) and taken forward in the emerging Cherwell Local Plan and the Bicester Masterplan Consultation Draft.
- 3.2 The Cherwell Local Plan sets out the vision for Bicester in 2031 and the strategy for delivering the 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 vision reflects the Eco Bicester One Shared Vision 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 (Fig12) sets out the aims and ambitions for the whole town which the Bicester Masterplan develops and extends. The proposals for North West Bicester will act as the catalyst for the transition to a more sustainable community ensuring that households and Individuals are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living.

Fig. 12 Eco Bicester 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, 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-development meeting the challenges that such development poses as set out in the emerging CLP.
- 3.7 The SPD has taken key elements from the North West Bicester masterplan and vision documents submitted by developers, A2Dominion in 2014. The masterplan will be incorporated into the Final SPD as a framework masterplan. Figure 13 shows the interim masterplan framework which is indicative the masterplan framework is confirmed. A full list of the vision documents supporting the masterplan is contained in appendix I. 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 framework 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-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 and local facilities within easy reach of the town centre and countryside. In doing so it will meet, and wherever possible exceed, the eco-town standards and policies of the CLP, creating an exemplar of truly sustainable development.
- 3.10 Infrastructure requirements will be future-proofed so that the development can adapt to changes in the future. 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.

Fig. 13 North West Bicester Spatial Framework: Land use

4.0 Development principles

- 4.1 This section sets out the key development principles for the site. It considers the Eco-town standards set out in the PPS, the principles set out in CLP Policy Bicester 1, the North West Bicester Masterplan and spatial framework plan.
- 4.2 It explores the eco-town principles further and breaks 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.
- 4.3 As such it provides an understanding of how the spatial framework and masterplanning principles should be incorporated into the preparation of planning applications.
- 4.4 Applicants are expected to consider the principles and parameters set out in this section, expecting them to be met 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.
- 4.5 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.

Development Principle 1 – Developing the spatial framework.

Relevant eco towns policy ET20 Masterplanning

Masterplanning underpins the Eco town standards and the PPS (ET20) states,

“All eco-town planning applications should include an overall masterplan and supporting documentation to demonstrate how the eco-town standards will be achieved.”

Relevant CLP Policy Bicester 1

Policy Bicester 1 states *“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”.*

REQUIREMENT - Masterplanning

- 4.6 Cherwell District Council is committed to ensuring comprehensive development through the masterplanning of the site comprising land in multiple ownerships. In order to ensure a comprehensive development, all planning applications will be required to be in accordance with the framework masterplan for the site. The masterplan below is to be used as the interim masterplan framework and is indicative until the final masterplan framework is confirmed

[MOVE NW BICESTER MASTERPLAN- MASTERPLAN FRAMEWORK FROM BIMP6 01 REVA FROM APPENDIX I]

IMPLEMENTATION

- 4.7 The masterplan 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 It is supported by surveys and technical information.

4.9 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..

4.10 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.

4.11 CABE Design Review will be encouraged of all schemes to ensure high quality design. Design Review has been used in masterplanning the site (most recently in May 2014) and Phase 1 exemplar proposals and will be continued throughout the development.

Development Requirement 1 - Developing the masterplan.

The masterplan should achieve BREEAM Communities “Excellent”. For more information go to www.breeam.org. In order to ensure comprehensive development through planning applications should be consistent with the masterplan and mindful of the masterplan as 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.

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)

Development Principle 2 – "True" zero carbon development

Relevant PPS Eco-town standard - ET7

The definition of zero carbon in eco-towns 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.

CLP Policy Bicester 1

Development Description: A new zero carbon (as defined in the Eco-towns Supplement to PPS1) mixed use development including 6,000 homes will be developed on land identified at North West Bicester.

Utilities – Utilities and infrastructure which allow for zero carbon 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 Zero Carbon (see PPS definition) water neutral development is sought. Development proposals will demonstrate how these requirements will be met. Off site improvements to the utilities may be required.

REQUIREMENT

- 4.12 The concept of zero carbon development is set out clearly in the Eco-towns PPS and has been embedded into Council strategies and policy ever since. CLP 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.

IMPLEMENTATION

- 4.13 Work to date indicates a mixture of low carbon district heating and photovoltaic (PV) 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.
- 4.14 The approach to energy and carbon dioxide reduction is set out in the masterplan energy strategy and summarised below:
- Provide 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

- 4.15 Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings. PV panels currently appear to provide the most viable solution as set out in the energy strategy supporting the masterplan.
- 4.16 Orientation and design of buildings will be expected to take account of the potential to install solar panels.

- 4.17 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.
- 4.18 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 overshading/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.
- 4.19 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

- 4.20 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 Draft Master Plan 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

- 4.21 The feasibility of a local heat network for Bicester as a whole is being investigated by CDC and BioRegional funded by the Department for Energy and Climate Change (DECC) Heat Network Delivery Unit (HNDU). 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

- 4.22 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 Requirements 2 - Zero carbon development

Development at NW Bicester must achieve zero carbon emissions as defined in the PPS and this SPD.

Each full and outline application will need to be supported by an energy strategy and comply with the definition of zero carbon development as described in the Eco-towns PPS.

The energy strategy 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 be 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 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.

Development Principle 3 - Climate Change Adaptation

Relevant Eco town standard -
ET8 Climate Change Adaptation

Development proposals should create sustainable communities resilient to and appropriate for climate change. They should be planned to minimise future vulnerability in a changing climate. 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

Relevant CLP Policy ESD1 Mitigating and adapting to climate change.

Policy Bicester 1 Key site and place shaping principles

All new buildings designed to incorporate best practice on tackling overheating, taking account of the latest UKCP climate predictions.

REQUIREMENT

- 4.23 The Eco-towns PPS 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.
- 4.24 Policy ESD1 of the CLP and supporting text provides more detail on the anticipated effect of climate change in the District.
- 4.25 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).
- 4.26 There is increasing recognition that reducing carbon emissions is important in reducing and adapting to the impacts of climate change.
- 4.27 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.

- 4.28 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.

IMPLEMENTATION

- 4.29 The PPS and CLP both make reference to climate change adaptation and mitigation measures. They set out clear requirements to be met by proposals for development in planning applications. The draft 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.
- 4.30 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.
- 4.31 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.
- 4.32 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 Requirements 3 -Climate Change Adaptation

Planning applications will be required to:

- incorporate best practice on tackling overheating
- 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 – NW Bicester Eco development by Hyder Consulting Limited.

Development Principle 4 - Homes

Relevant eco-towns PPS standard ET 9 – Homes

Relevant CLP Policy ESD3 – Sustainable Construction Policy Bicester 1

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.

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.

REQUIREMENT

- 4.33 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.
- 4.34 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.
- 4.35 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.
- 4.36 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.
- 4.37 The development will provide a range of house types and sizes to meet local needs and create a sustainable community.
- 4.38 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.

IMPLEMENTATION

- 4.39 The Draft masterplan identifies the areas of residential development within the site and sets out to create sustainable neighbourhoods.
- 4.40 Housing areas are in accessible locations in terms of local services and jobs.
- 4.41 Masterplanning and detailed layouts should ensure homes are located within 800 metres along the shortest walking route of primary schools.
- 4.42 Homes should be set in a strong landscape framework.
- 4.43 Proposals should develop the work carried out by OBU, Hyder, BioRegional and A2D on designing homes for future climate change.
- 4.44 The concept of “homezones” has been established by the exemplar first phase community streets. The concept should be carried through into subsequent phases of development. Implementation of the concept through masterplanning should create safe, accessible neighbourhood streets and facilitate the creation of a successful community.

4.45 Home designs will encourage more sustainable ways of living for example through:

- Space for recycling facilities and composting facilities,
- gardens and food production
- gardens for 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 and
- **provision for electric vehicle charging points**
- smart home design that uses technology to manage appliances and energy use.

DEVELOPMENT REQUIREMENTS 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
- Daylighting parameters for all residential properties should achieve both Average Daylight Factor (ADF) credits under Hea 1 of CSH as follows:
 - "Kitchens must achieve a minimum Average Daylight Factor of at least 2%
 - All living rooms, dining rooms and studies (including any room designated as a home office under Ene 9 – Home Office) must achieve a minimum Average Daylight Factor of at least 1.5%"
- provide gardens for food production and biodiversity

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.

REQUIREMENT

4.46 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.

IMPLEMENTATION

4.47 The masterplan economic strategy is expected to deliver homeworking targets for the site. The 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.

Development Principle 5 – Employment

Relevant Eco-towns standard ET10 Employment

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 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

Relevant CLP Policy Bicester 1

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 (approx. 1000 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 1000 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 including an action plan 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.

The CLP is also accompanied by an evidence-base which should be referred to in preparing proposals for employment uses on the NW Bicester site

REQUIREMENT

- 4.48 A fundamental requirement of the eco-towns PPS is to ensure that development provides job opportunities and facilities to support the delivery of new communities. The vision for employment is to deliver a mixed use development and ensure that unsustainable commuter trips are kept to a minimum. It requires the preparation of an economic strategy based on baseline information and evidence to identify target sectors for economic growth and linkages with other economies in the area.
- 4.49 Other employment opportunities and facilities should be provided on the eco development and in 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.
- 4.50 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 NW Bicester. However, the challenge will be to provide the estimated 4,600 jobs identified in the masterplan economic strategy.
- 4.51 Larger scale commercial development within the proposed business park comprising general industrial uses (within Classes B1 (b) &(c) and B2 of the Uses Classes Order) and storage and distribution (within Class B8 of the Use Classes Order) with office use (Class B1a) is proposed by the CLP.

IMPLEMENTATION

- 4.52 The masterplan and spatial framework plan identify 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 NW Bicester and an action plan. Employment opportunities should be provided on-site and meet the skills of local residents.
- 4.53 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.
- 4.54 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.

- 4.55 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.
- 4.56 The existing Avonbury Business Park could be extended to create commercial use and frontage along the realigned Howes Lane.
- 4.57 Land between the realigned Bucknell Road and Lords Lane adjacent to the local centre is identified for commercial uses.
- 4.58 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.
- 4.59 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 REQUIREMENTS 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
 - be consistent with the masterplan 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 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.

Development Principle 6 – Transport, Movement and Access Relevant eco-towns standard ET11

Relevant CLP Policy SLE1,

Policy Bicester 1

- 4.60 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”*. A Draft Sustainable Transport Strategy for Bicester has been prepared setting 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.
- 4.61 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. The PPS sets targets for trips originating from NW Bicester and 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.
- 4.62 Travel and mobility are part of our everyday lives. The PPS states *“Travel in eco-towns should support people’s desire for mobility whilst achieving the goal of low carbon living.”* Proposals for NW Bicester should support this. 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.
- 4.63 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.
- 4.64 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.
- 4.65 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.

response that enhances existing access and connections and seeks to improve/ remove barriers to movement on and off-site.

- 4.67 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.
- 4.68 It is crucial proposed developments integrate fully with existing developments and communities in Bicester by making new connections, while improving existing ones.
- 4.69 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.

IMPLEMENTATION

- 4.70 The Draft masterplan sets out a framework for movement and access within the site. It includes a street hierarchy and indicative layout of primary streets. This requires further work to ensure the street design and layout is legible.
- 4.71 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.
- 4.72 The Draft masterplan seeks to employ principles of filtered permeability and walkable neighbourhoods. These principles should be developed further in detailed planning proposals
- 4.73 Masterplanning has provided 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 spatial framework plan 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.
 - Indicative strategic accesses and primary streets are shown on the spatial framework plan.

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 MfS 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;

Development Principle 6(a) – Sustainable Transport - Modal Share and Containment.

The PPS at paragraph ET11.2 states “planning applications should include travel plans which demonstrate 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 to at least 60 per cent over time.”

Policy SLE4 of the emerging CLP states “the Council will support the implementation of the proposals in the Movement Strategies and the Local Transport Plan to deliver key connections, to support modal shift and to support more sustainable locations for employment and housing growth.”

- 4.74 Baseline information on mode share of trips is available from the Bicester Household Travel Diary Data (2007, 2010). The results of the Travel Behaviour Survey carried out by OCC in late 2010 showed 69 per cent of total trips in Bicester were made by car and 31 per cent by non-car modes.
- 4.75 Mode share varies by distance with many of the shortest journeys in Bicester already made by non-car modes (78 per cent) whereas longer journey (more than 3km) are mostly by car (86 percent including car passengers)
- 4.76 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.

REQUIREMENT

- 4.77 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.

- 4.78 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.
- 4.79 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.
- 4.80 The transport system should be planned to ensure that all homes and key services have access to non-car modes of transport.
- 4.81 Car sharing and car clubs should be an important element in supporting reduced car ownership and use.
- 4.82 Streets and spaces should not be dominated by parking and innovative layouts and management should be used where appropriate.
- 4.83 Parking requirements will need to be sensitively addressed.

IMPLEMENTATION

- 4.84 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.
- 4.85 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.
- 4.86 The target level of containment is for at least 35 per cent of trips to be within NW Bicester and 60 per cent to be within Bicester as a whole, that is, 40 per cent or less travelling outside of Bicester. This compares to an estimated 25 per cent at present within neighbourhoods and 56 per cent 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.
- 4.87 Masterplanning has sought to incorporate 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;

- 4.88 The draft masterplan seeks to facilitate the overall modal share by non-car modes set out in the PPS eco-town standards. 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 NW Bicester; increasing cycling trips from 4 per cent to 10 per cent and bus trips from 5 to 10 per cent. Walking, cycling and bus trips also include journeys to the railway stations as part of longer journeys by public transport.
- 4.89 The spatial planning framework in Appendix IV shows the accessibility of key destinations and connections between the areas of the site.

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

Masterplanning should include land use mixes that maximise the containment of trips within the NW Bicester development and limit the need for vehicular travel.

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.
- Set out how they will deliver:
 - High containment of trips within the town;
 - enhanced bus services from NW Bicester into and around Bicester;
 - Additional bus priority measures;
 - street plans to discourage car movement;
 - Travel awareness plans (individualised 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 and 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 NW 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

REQUIREMENT

- 4.90 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.

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

PPS Reference – Paragraph ET 11.3

The PPS states at the above reference that “where an eco-town is close to an existing higher order settlement, planning applications should also demonstrate options for ensuring that key connections around the eco-town do not become congested as a result of the development.”

Howes Lane/Lords Lane

- 4.91 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.
- 4.92 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.

REQUIREMENT - Bucknell Road realignment

- 4.93 The masterplanning of the site provides an opportunity to improve Bucknell Road and address issues of road safety and local access to Bucknell village. 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).
- 4.94 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.
- 4.95 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.

REQUIREMENT - Howes Lane realignment

- 4.96 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.

- 4.97 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 CLP.
- 4.98 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.

IMPLEMENTATION - Bucknell Road

- 4.99 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.
- 4.100 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.
- 4.101 The spatial framework plan shows a downgraded and diverted Bucknell Road providing a sustainable transport route through the masterplan area and into town.

IMPLEMENTATION - Howes Lane

- 4.102 The Draft masterplan and spatial framework plan 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.
- 4.103 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.
- 4.104 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.

- 4.105 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.
- 4.106 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.
- 4.107 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.
- 4.108 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.
- 4.109 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.

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

- 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.

Development Principle 6(d) – Public transport

REQUIREMENT

- 4.110 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. Any public transport service needs to be fast reliable, affordable and direct.

4.111 The Draft 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 NW Bicester site. The bus route will use the primary street network for the most part.

IMPLEMENTATION

4.112 The Draft 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.

4.113 NW 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.

4.114 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.

Development Principle 7 - Healthy lifestyles

ET12.1 states “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. Development proposals should be designed and planned to support healthy and sustainable environments and enable residents to make healthy choices easily.”

CLP Policy BSC 8 – Securing Health and Well Being

CLP Policy Bicester1 – Key site specific design and place shaping principles

REQUIREMENT

4.115 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.

4.116 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.

4.117 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

- 4.118 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.
- 4.119 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.
- 4.120 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.
 - 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/>)

IMPLEMENTATION

- 4.121 The masterplanning of the site and in particular design of the neighbourhoods will be key to the delivery of the healthy lifestyles principle

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 masterplanning and 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.

Development Principle 8 - Local services

Relevant eco-towns standard ET13 Planning applications should include a good level of provision of services within the NW 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

CLP Policy Bicester 1

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 surgeries to the south of the site and a dental surgery.

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 1000 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.

REQUIREMENT

4.122

They 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.

IMPLEMENTATION

4.123 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.

4.124 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 employment 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.

- 4.125 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 Requirements 8 - Local services

The Council will seek to ensure facilities are provided to meet the needs of local residents. Planning applications should include a good level of provision of services within the NW 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 XX.

Development Principle 9 - Green infrastructure and landscape

Relevant PPS eco-towns standards ET 14 and ET15

CLP Policy Bicester 1

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 links 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 infrastructure including green space and meet the requirements of Policy BSC11.

REQUIREMENT

- 4.126 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.

- 4.127 Proposals at NW 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.
- 4.128 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.
- 4.129 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.

IMPLEMENTATION

- 4.130 The majority of green space in the Draft 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.
- 4.131 Other areas of green space provide the landscape framework for the master plan and opportunities to deliver green infrastructure. The Draft masterplan proposes a green infrastructure framework retaining existing landscape features such as trees, hedgerows and woodland.
- 4.132 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.
- 4.133 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 masterplanning. (see appendix I)

Development requirements 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 BSCII.

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.

Fig. 14 North West Bicester Spatial Framework: Landscape

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

REQUIREMENT

- 4.131 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. Quote: *"Big trees provide big benefits, small trees provide small benefits"*

IMPLEMENTATION

- 4.132 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.
- 4.133 Ensuring planting is in the correct locations and allow for the integration of the trees into a 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

REQUIREMENT

- 4.134 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.

IMPLEMENTATION

- 4.135 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 Requirements 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.

Development Principle 9 (c) – Hedgerows and Stream corridors

REQUIREMENT

- 4.136 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.
- 4.137 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.
- 4.138 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.

In order to strengthen and enhance the value of the landscape, natural buffer zones will be created. (see Appendix I) 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.

IMPLEMENTATION

- 4.139 The Draft Masterplan and Spatial Framework use the existing field boundaries and hedgerows to give the masterplan 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 Draft 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.

Development Requirement 9 (C) – Hedgerows 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.

Dark Buffers

Connectivity between habitats and ecosystems must be planned and protected. The resilience of the ecosystems in and around NW 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 NW 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.

Development Principle 9 (d) - Sports pitches

PPS ET14

CLP Policy Bicester 1

Infrastructure needs

GI- 40% of the total gross site area will comprise green space. This should include sports pitches.

BSC10 Open Space, Outdoor Sport and Recreation Provision

REQUIREMENT

- 4.140 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.

IMPLEMENTATION

4.141 The Spatial Framework 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 annotated on the Draft Masterplan as a “Sports Pitch”.

Development Requirements 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/>

Development Principle 9 (e) – Biodiversity

Relevant PPS eco-towns standard ET16

Relevant Cherwell Local Plan Policies:

Bicester 1 - Key site specific design and place making principles

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.

ESD10 - Protection and enhancement of biodiversity and the natural environment.

REQUIREMENT

4.142 The PPS requires eco-towns to demonstrate a net gain in local biodiversity and a strategy for conserving and enhancing local biodiversity for planning applications.

4.143 The CLP Policy ESD10 requires preservation and enhancement of habitats and species on site.

4.144 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.

IMPLEMENTATION

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

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.

Development Principle 10 - Water

Relevant Eco-town standard ET17

Paragraphs ET17.1 to ET 17.5 set out the standards for water in the PPS. Annex B of the PSS also refers to Water neutrality as set out below:

“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. Relevant Local Plan Policy Bicester 1

Utilities – Utilities and infrastructure which allow for water neutrality on the site. The approach shall be set out in 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. Off site improvements to the utilities may be required.

REQUIREMENT

- 4.146 The PPS 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 (equating to Level 6 of the CSH) proposals will be required to meet a water efficiency target of 80 litres per person per day. 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.

4.147 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.

IMPLEMENTATION

4.148 The Draft 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 NW Bicester development include:

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

4.149 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.

4.150 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 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
- Incorporate SUDS designed to maximise the opportunities for biodiversity..

Development Principle 11 - Flood risk management

Relevant eco-towns standard ET18

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.

REQUIREMENT

4.151 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 NW 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.

IMPLEMENTATION

4.152 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.

4.153 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.

4.154 Natural drainage systems and runoff rates no higher than greenfield rates will be required to reduce the risk of flooding and maintain groundwater levels.

4.155 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

Development Principle 12 – Waste

Relevant PPS eco-towns standard ET19

ET19 states:

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.

CLP Policy Bicester 1

Waste Infrastructure – The provision of facilities to reduce waste to include at least 1 bring site per 1000 population 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.

REQUIREMENT

4.156 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.

4.157 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.

- 4.158 Under ET19.1 of the PPS, 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 NW 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.
- 4.159 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.
- 4.160 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.
- 4.161 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 of at least:
- 65% of household waste by 2020,
 - 70% of household waste by 2025,
- 4.162 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. To meet the PPS requirements development proposals should achieve at least 70% reuse and recycling

IMPLEMENTATION

- 4.163 Cherwell District Council has produced guidance on bin storage in residential developments.
- 4.164 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 Requirement 12 - Waste

Planning applications should include a Sustainable Waste and Resources Plan (SWRP)

The 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.

Development Principle 13 – Community and governance

Relevant eco-towns standard ET22

A long term approach is necessary to ensure the new development retains its integrity 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 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.
- (f) Seek to achieve a seamless approach across the site in terms of community led activities and facilities.

CLP Policy

Policy Bicester 1

Requires the masterplan and planning applications to include:

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.

REQUIREMENT

4.165 NW 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.

IMPLEMENTATION

4.166 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 NW 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 NW 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 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.

Development Principle 14 - cultural wellbeing

A Cultural Wellbeing Strategy has been prepared in draft. It focusses on making NW Bicester a culturally vibrant place through a high quality design and community engagement. This does not preclude the provision of public art, providing it is integral to achieving high quality design 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.

REQUIREMENT

4.167 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...’

IMPLEMENTATION

4.168 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 well-being.

Development Requirement 14 - cultural wellbeing

Cultural wellbeing activities should complement and support the vision and aims of the NW 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, creating artworks to inform people and raise awareness about nature and its processes, and/or about environmental issues through participatory art projects;
- Encouraging environmentally sustainable 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 the creation of artworks 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

- 5.1 This section relates to the specific design and place shaping principles in the CLP including streets, green infrastructure, and public realm. These principles are seen 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 spatial framework 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 incorporates buildings in a quality landscape setting.

Design principles

- 5.3 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 NW 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

- 5.4 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.
- 5.5 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.
- 5.6 Planning applications will need to consider heights and how these vary across different site conditions.

Character and setting

- 5.7 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

- 5.8 Development should be outward facing, with attractive edges and perimeter blocks; and take advantage of passive overlooking

Building design and Street Scene

- 5.9 Buildings should be designed to enliven the street scene through the creation of street frontages and entrances.
- 5.10 Ground floor windows fronting onto the street should be employed to provide activity, at regular intervals.

Development Principle - Commercial development – design

- 5.11 Non-residential buildings should be designed to be BREEAM very good with the capability of meeting BREEAM Excellent on occupation of 50% of development.
- 5.12 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.
- 5.13 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.
- 5.14 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

Character areas

- 5.15 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.
- 5.16 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.
- 5.17 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.
- 5.18 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

- 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 as defined in the PPS and eco town standards;
 - 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 (Ref PPS p2); 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

- 6.4 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

- 6.5 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 Developing the Spatial Framework.

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;

Aboricultural report

Cultural Strategy;

Monitoring Plan

Indicative masterplan in accordance with the NW 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.

Transition

- 6.6 Eco town standard ET21 sets out the transition process for eco-towns. It requires planning applications to support this by setting out, *“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”*. It goes on to set out other requirements for planning applications.

Consultation and engagement

- 6.7 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

- 6.8 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.
- 6.9 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

- 6.10 Reserved Matters 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

- 6.11 CLP 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.
- 6.12 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
 - 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

- 6.13 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

6.14 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

6.15 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

6.16 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 NW Bicester SPD:

Masterplan Vision and Objectives

Masterplan Framework (Drawing No. BIMP6 01revA)

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

porting habitat with natural play

supporting habitat with natural play

4.6m wide foot and cycleway

Retained Hedgerows (hedgerow buffers and dark corridor hedgerow buffers)

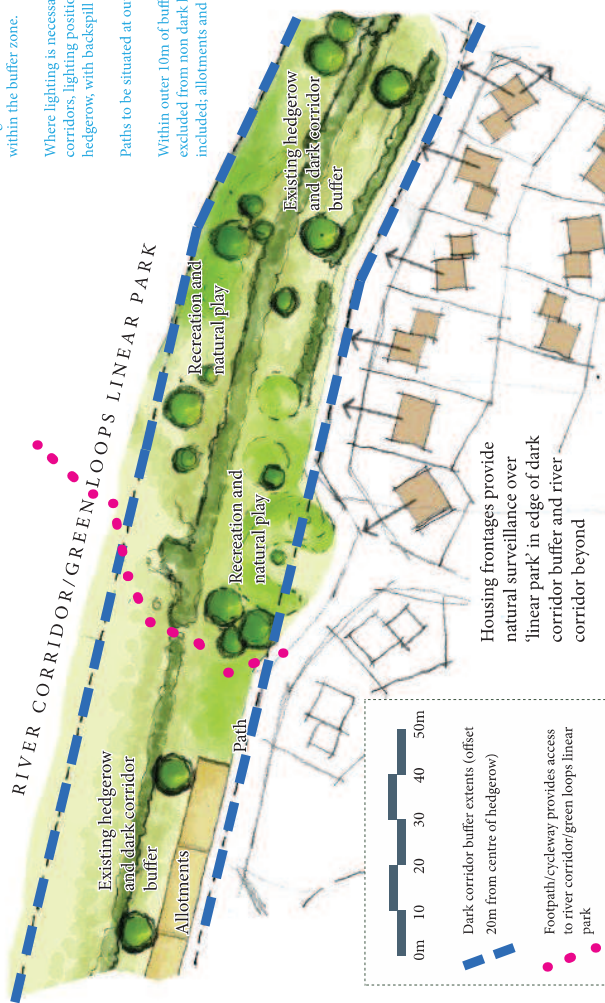
Dark Corridor Buffer
(20m buffer each side of hedgerow)

Hedgerows within dark corridors have **no lighting** within the buffer zone.

Where lighting is necessary in areas adjacent to dark corridors, lighting positioned facing **away** from hedgerow, with backspill limited.

Paths to be situated at outside edge of buffer.

Within outer 10m of buffer, activity/elements excluded from non dark hedgerow buffers may be included; allotments and formal play equipment.



Retained Hedgerows

Maximising the retention of existing hedgerows is an important aspect of the biodiversity net gain strategy. They are also a key characteristic of Bicester's landscape pattern, and can beneficially contribute to the compartmentalisation of the development plots.

By bringing the existing hedgerows into better management and supplementing the hedgerow habitat with adjacent complementary habitats the overall hedgerow corridors can be significantly enhanced. The supporting habitat, or 'buffer', should be a minimum of 10m either side of the hedgerow.

Some lengths of hedgerow will form part of the longer 'dark corridors' identified for commuting bats (see section 3 and Figure 4). Dark corridors should reserve a minimum of 20m either side of the hedgerow as 'buffer' to development. Both 10m and 20m 'buffer zone' examples are provided on sample area Figures 8 to 10.

The sample areas and design principles shown illustrate treatment at the interface of hedgerows and their associated 'buffer zones' with proposed housing. Hedgerows are kept within the public domain.

Biodiversity

The hedgerow buffers would support long-grass habitat to maintain and enhance the value of these features for invertebrates. Some buffers would be sown with a native plant mix that would be flower-rich in order to be visually appealing to the local residents. New habitats of value to the hedgerows fauna that would be created within the hedgerow buffers include wildflower-rich grassland, species-rich scrub, trees and tall grassland swales. Where it is proposed to provide a pedestrian/cycle route within the hedgerow buffer there would be at least 6m from the centre of the hedge to the edge of the leisure route. This would ensure that the biodiversity value of the hedgerows is maintained. Notwithstanding this the area potentially occupied by the cycle/pedestrian routes has been excluded from the net gain calculation using the Defra metric. Use of the metric has revealed that the green infrastructure associated with the Masterplan would deliver an increase in biodiversity and therefore a net gain in biodiversity.

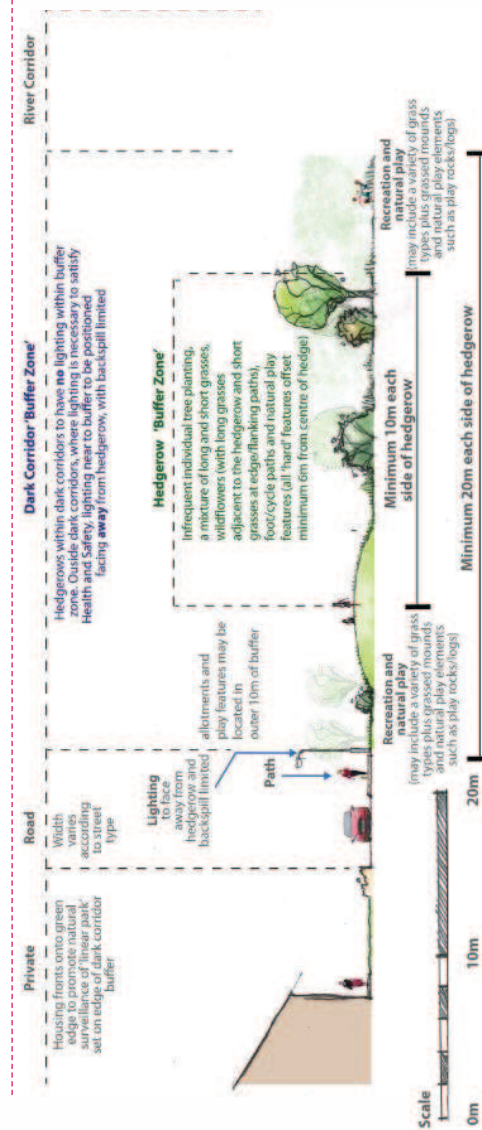
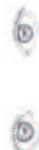
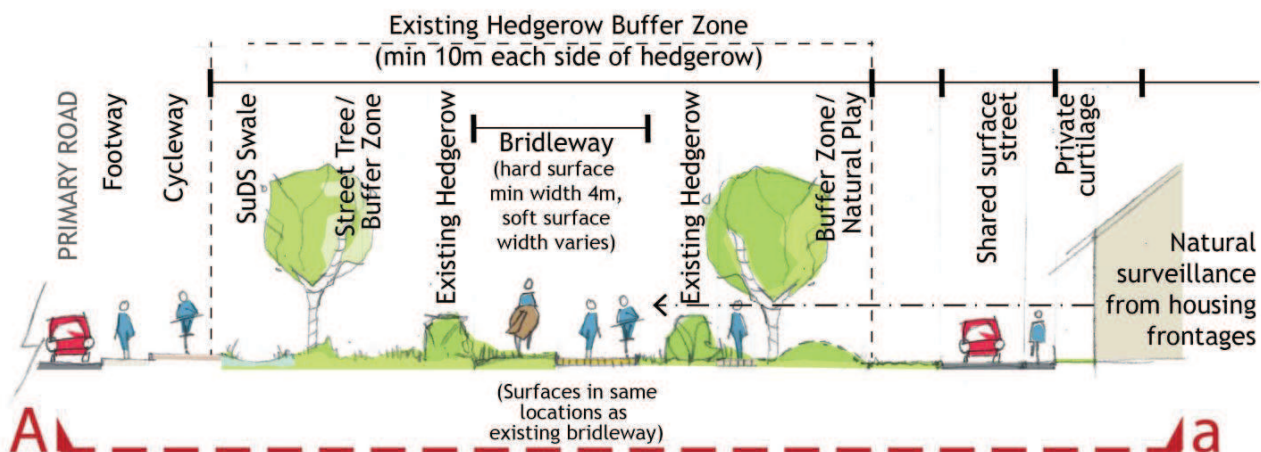
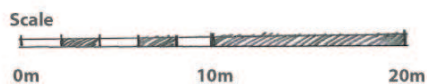


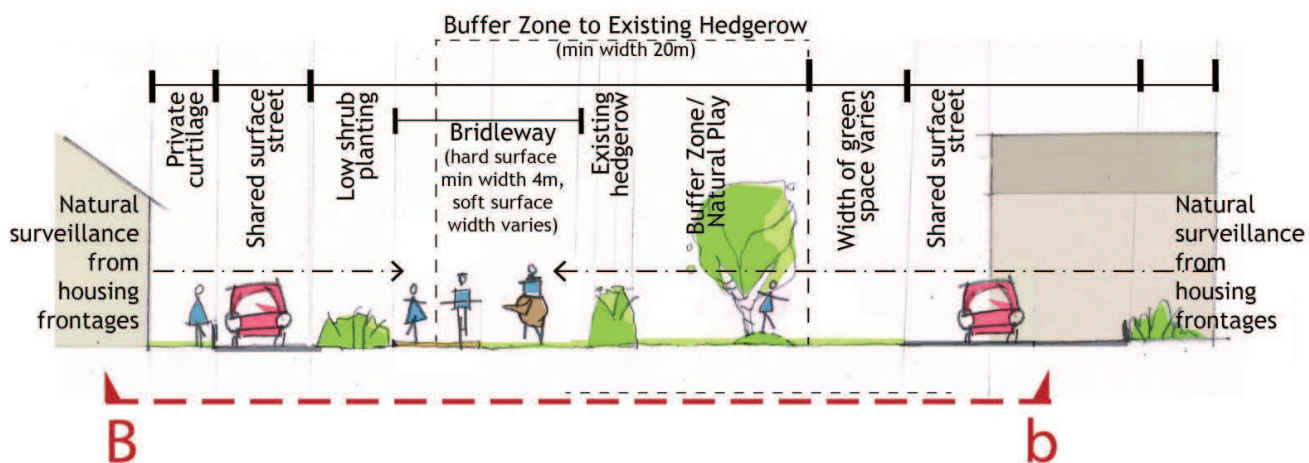
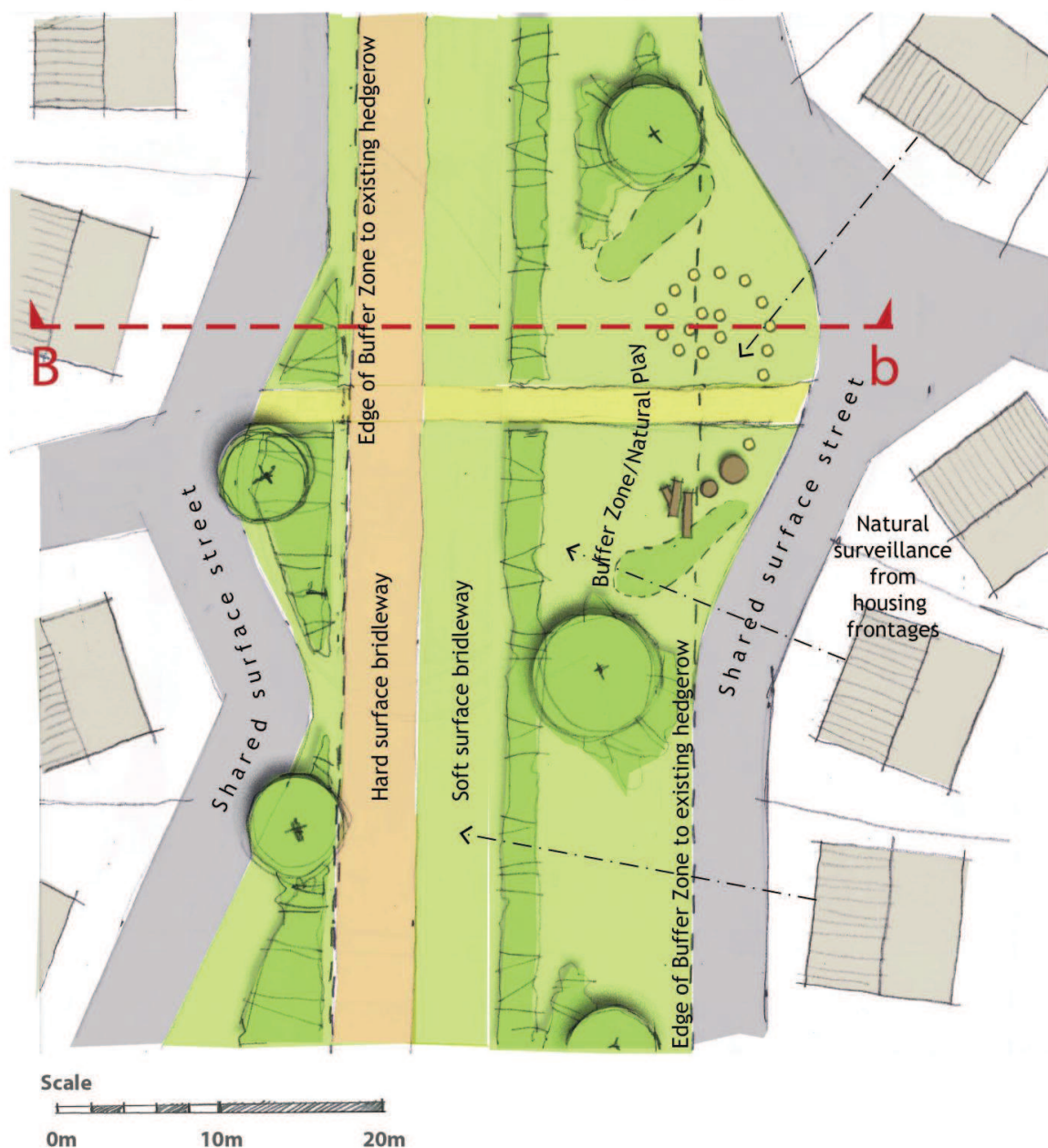
Figure 8 - 20m (dark corridor) hedgerow buffer design principles - sketch plan and section

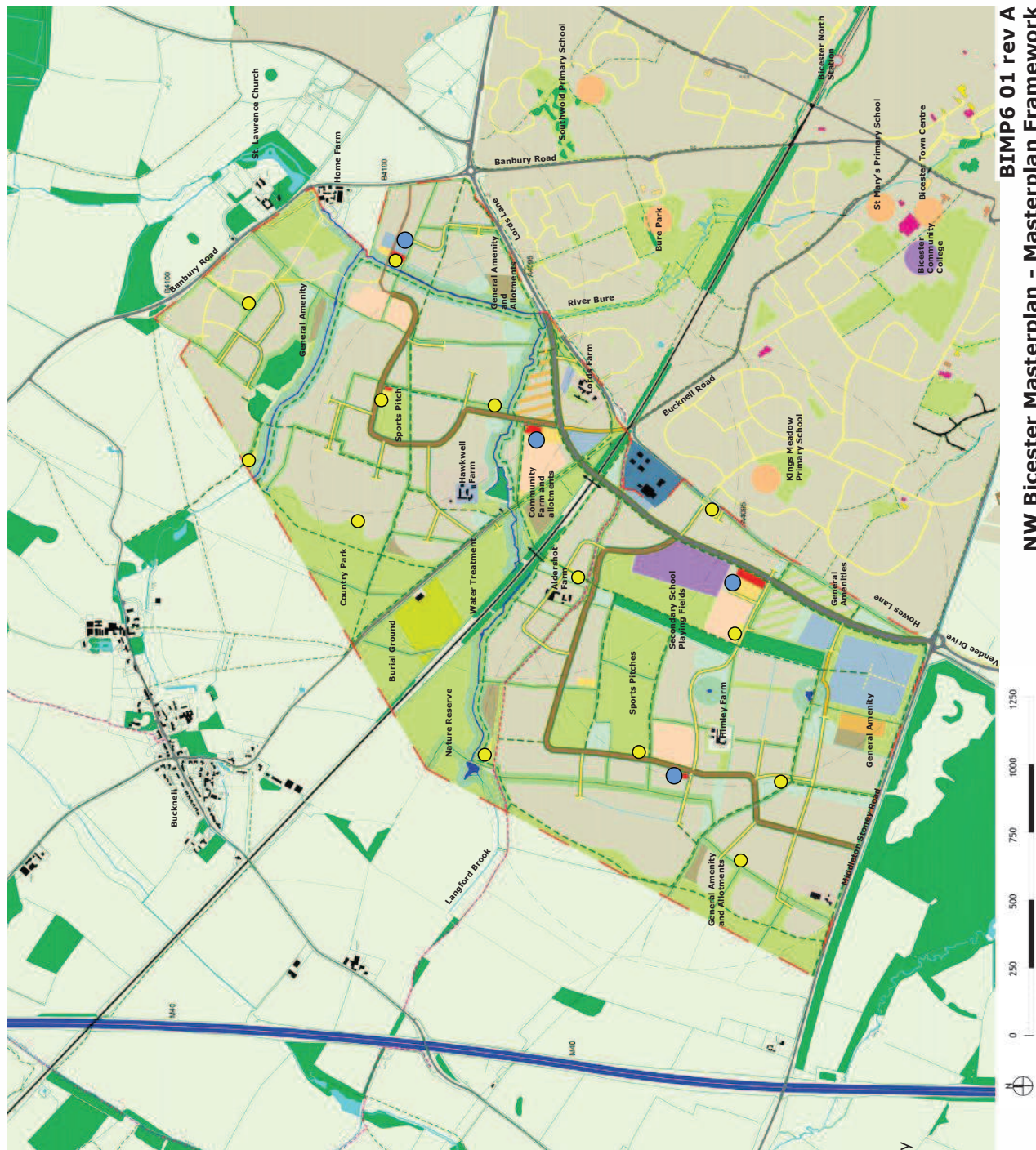


Bridleway - Roadside with existing hedgerows



Bridleway - Residential with existing hedgerow





BIMP6 01 rev A
NW Bicester Masterplan - Masterplan Framework

FARRELLS

- 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

Appendix North West Bicester Masterplan

Issues and Options Consultation

Questionnaire and comments for online consultation portal

18th June to 24th July 2014

Introduction

In completing the responses to the following questions, please try to think about the long term issues for Bicester and imagine how the town and proposed developments will look in 10, 20 or 30 years time. Try to imagine you are a resident of the town in the future. This should allow you to consider your responses and think about the town as a whole rather than just focussing on issues that affect you personally.

(PLEASE NOTE THE NUMBER OF RESPONSES IS SHOWN IN BRACKETS)

1. The Masterplan vision and objectives is to create an attractive eco-town that integrates with the existing town and provides local homes, jobs, schools, local facilities, recreational and natural space for biodiversity. The new buildings and place will be designed to meet the effects of future climate change including extreme weather events and reduce energy and water use.

Which of the following things is important to you? Please tick all that are relevant

- Providing more homes in Bicester (3)
- Providing jobs on the eco town site as part of a mixed use development (5)
- Reducing carbon footprint, carbon emissions and environmental impact in construction and use of the buildings (6)
- Providing local services and facilities such as schools and shops while supporting the existing town centre (0)
- Integrating the new development with the existing town (2)
- Improving the Howes Lane and Lords Lane local road network for walking and cycling links and public transport from the new development to key destinations in the town (0)
- Reducing pollution and emissions from transport (0)
- Attracting new residents to the town and building a new community for existing residents to enjoy through participation and development of a new community-led management organisation (0)
- More sustainable use of resources, for example water efficiency and waste reduction (3)
- Providing space for play, nature and biodiversity (5)
- Designing a place that encourages healthy lifestyles through for example, local food production, walking and cycling to school and work and other places within the town (4)

2. The Draft masterplan sets out a framework for the use of land across the site, including areas for the homes and extra care facilities for older people, employment areas, land set aside for faith related uses, shops, schools, open space and play areas, community meeting places, doctors surgery, sports facilities, roads and infrastructure.

Do you support the broad distribution of land uses across the site?

- Yes (8)
- No (4)

If "no" please explain why

Uses green fields rather than brown field sites

It's a building site on a massive scale with very few Eco credentials

Not enough new facilities and resources to compensate Bicester residents for disruption caused by the construction work.

It is important to integrate this with the rest of the wider community. It will create a potentially isolated community.

Banbury Road to town centre route has a cycle route but this leads to the main road/path close to the town centre.

3. The masterplan seeks development that minimises the use of energy and water and reduces carbon and waste. The proposals aim to provide zero carbon development whereby over a year the net carbon dioxide emissions from all energy use within the buildings on the eco town site as a whole are zero or below. The aim is also to reduce the cost of running the homes and minimise the impact on the environment.

Do you support this aim?

- Yes (10)
- No (2)

Please explain why

Building extra homes is not eco-friendly on green field sites.

Not achievable

The masterplan seeks to reduce the amount of carbon to address the impacts of climate change

Do you see this as an important issue?

- Yes (10)
- No (3)

Please explain why

Use brownfield sites and more sustainable locations

History has shown that you won't beat nature, however much you try. You cannot plan something you have no knowledge about.

If this is an important issue why is it only being proposed for the NW Bicester development? If the council believed it to be an important issue then the same principles should also be applied to the Kingsmere development.

4. The energy strategy continues to investigate reducing energy consumption while introducing various technologies for supplying power and heat. The following technologies are proposed please indicate which technologies you would support:

- Solar power from roof installed solar panels and tiles (12)
- Heat and power from local energy centres generated from gas and biomass boilers (6)
- SMART grid technology, ways in which energy generated on site can be stored, balanced and used most efficiently, (8)
- Wind power (6)
- Waste heat from Ardley energy from waste plant (9)

4 (a) Do you support the aims of the energy strategy set out above?

- Yes (10)
- No (3)

If no please explain

Aims do not go far enough, either in scope or ambition. Technology used might be better but return to the grid (electricity) not adequately planned.

Not convinced wind power is cost-effective.

Partly support this as good to see a reduction in energy consumption. Does cost for installing solar panels and technologies provide cost saving on energy and over what period.

Do not support energy centres. Don't see how this will work. Don't like being tied into a set source for energy or a set supplier.

5. The aim is for one job to be created for every house built. This could be a job on the site or elsewhere in the town. It means job opportunities as part of the development in shops, schools, business areas, financial and professional services, offices, restaurants and cafes and home working. The Economic Strategy prepared for the developers has identified the following opportunities:

An Eco Business Centre as part of the first phase Local Centre

Business Park including large and small industrial units

Offices both within the Eco Business Centre, within the local centres and Business Park

Homeworking

Do you think the proposals being developed provide the right types of jobs to meet the employment requirements? For example, do you think the approach to providing jobs on the site is the right mix of businesses and jobs in the right place?

- Yes (5)
- No (8)

Please explain why

Rather see EXISTING land in Bicester used for jobs, such as the Launton and Telford Rd sites to integrate into old Bicester to get there. Attract diverse businesses isn't going to be easy. You can't magic jobs from nowhere.

No evidence that residents will want to work close to home just because it's there.

Bicester needs major investment in jobs. Think big and long term. Make Graven Hill and possibly Arncoff into another Milton Park (Didcot). Bicester near to Oxford for engineering and hi tech industries to be created, not just distribution warehouses. Valour Bruce factory site in Launton Road remains vacant and in disrepair. Bicester deserves better than just becoming a dormitory town for Oxford & London.

Not enough support for manufacturing jobs

Proposals not outlined in full, e.g. where business centre and business park will be,

if the phone and data communications will be adequate to support home workers and home businesses.

No guarantee people will work locally, in these planned areas, or commute creating more traffic issues and pollution, or even driving to London or Oxford.

Too great an emphasis on home working in model. Need to attract businesses to the town. Very little industrial development land available - other than NW Bicester.

Told initially that a factory to build the houses would be one of the first units to be built and create a large number of jobs- why has this not been highlighted in plan? Has it been dropped?

Need campaign to interest local residents in new ways of working and new forms of employment (even though the Eco-Village will obviously attract new people to the area too).

Need to work with 'Bicester Vision', Chamber of Commerce and Parish Council to present the new employment opportunities to people in the town, as well as potential employers. .

Need connections with Bicester's secondary schools. Bicester kids stay local, but don't seek employment in new sectors

Not enough 'big' companies attracted to Bicester. A lot of people who live in Bicester travel to work, partly due to the town's location close to the M40 and also with good rail links to London and Birmingham.

Good idea to have more jobs locally for people who live in Bicester

Needs to be some bigger companies that come to the town (and not just low-income retail jobs).

Difficult to generate and keep suitable jobs for those living on site.

Cannot see development being any different from other estates. People will commute to their job

6. Construction of the development at NW Bicester will take over 20 years. Opportunities for training and apprenticeships are being considered for local people in construction during the development of the site.

Do you support the provision of training and apprenticeships in construction as part of the development?

- Yes (13)
- No (1)

If no...

Disruption to get this estate built is not worth it.

Excellent - we need so much more of this kind of investment in the UK, needs to be energetically sold to the local community

7. Locations have been identified for facilities like local shops, health facilities, community halls, schools, land set aside for faith related uses, sports facilities and extra care housing for older people. Consideration has been given to distance from the homes and passing trade for Local centres with a strong community focus, located close to the schools, sports pitches and bus routes. These will provide a mix of uses including offices. The increased population will also support improved facilities in the existing town including the new library, indoor sport, community hospital, social services, emergency services and cultural facilities.

Do you think the locations identified for the local facilities are in the right location?

- Yes (8)
- No (3)

Don't know (2)

Are there any facilities not currently provided that you think should be?

Cannot create a community, communities develop. Increased population will not support the facilities, they will stretch them

What are they and why do you think they are needed?

Who can say until it's built?

Howes Lane cannot become part of NWB planned urban development. It must remain the vital link in creating a ring road around north Bicester. Even more important with the East/West rail link level crossing closings on the southern bypass link. Perhaps The developers of NWB should pay to sort out the junction under the Bucknell Road railway bridge.

8. Work is progressing on a community-led local management organisation. It will potentially own and manage the public areas and community buildings. A local organisation would complement existing democratic structures and allow the new residents to directly make decisions on the management and maintenance of community facilities, as well as having an endowed asset base to generate income and reinvest. It could eventually have a Board to make decisions and be made up of newcomers, as well the

existing Bicester community, stakeholders. The main reasons for doing this are:

- To help create a sense of community and identity
- Anticipated constraints on public spending - the Council is keen to explore alternative solutions to how the upkeep of facilities and open space is funded.
- A long term approach to supporting the new community and its arrangements for managing facilities.

Do you think a local community- led management organisation will help to build the new community?

- Yes (10)
- No (2)

If you lived at NW Bicester would you want to get involved in the community-led management organisation?

- Yes (4)
- No (8)

Do you agree with this approach to community building?

- Yes (10)
- No (2)

Please explain why or provide any additional comments

Communities develop over time. Community led management organisations are a fob, a shame, lip service to democracy, an excuse to misdirect people, a front to hide away those controlling the puppet strings, full of self-interested parties be they councillors or those who cannot get there moment of power any other way. These organisations also butt against the wishes of local democracy all too often, just like you looking to put this estate in a green field area against the wishes of people locally.

But they will need to know what organisations already exist and get support from other similar groups, such as at Kingsmere, Bure Park & Langford Village.

My impression of these types of schemes is they will typically be led a few 'keen' people and not necessarily for the benefit of all.

9. The aim is to create a place where a wide range of homes and opportunities to meet housing demand can be provided. For example, new neighbourhoods will be developed to the highest standards of sustainability and provide opportunities for older people needing extra care and vulnerable groups. The design of the new homes needs to be flexible, for example through internal layouts that allow adaptation as lifestyles change and enable homeworking.

Which of the following do you think should be included in new homes?

- Flexible internal layout (7)
- Ability to extend the property in the future (4)
- Homes with a variety of inside and outside rooms, winter gardens, patios, atria, balconies, conservatories that blur the distinction between the internal and the external spaces; (4)
- 'Green' homes including gardens big enough for summer houses, offices, studios etc. with enough space not to trouble the neighbours; (8)
- Space for recycling provision; (7)
- High speed broadband to allow for home working, education, smart management systems etc. (10)
- Homes designed to be comfortable with good levels of day lighting and low energy costs. (10)
- Materials from renewable sources and locally produced (6)

Do you support the approach to the development of new homes on the site?

- Yes (10)
- No (3)

If no....

Bicester needs more affordable homes, and given the number of active retired, singles, couples without children etc. the Kingsmere estate is going to provide enough houses for the next 10 years or so, what is needed is smaller homes which could be well laid out flats to house those households which are one or two people. Homes do not have to be houses, Therefore if you were to be truly eco you would make the most of this chance and increase the population density to be housed. Presently you are planning to build on green fields, have a population in nice houses with gardens and home studios which will not be affordable for most. It is clear you are only interested in profit rather than community.

Whilst I have no issues with new houses being built in the area I still fail to understand the real benefit of the 'eco-town' development. This is a new development which I assume aims to be revolutionary where in fact all new developments should instead be evolutionary. There should be main elements such as cycling/bus routes, energy efficient schemes delivered for all new housing developments, not just a few. The approach also suggests the creation of a new community which will seem isolated from the rest of Bicester.

I believe this development was forced on Bicester by Cherwell DC and agreed by Government before much consultation with the residents of Bicester. The development is too large for the overall size of Bicester and doesn't seem to add anything significant to the infrastructure and roads needed to support the whole town.

10. As the town grows, traffic will also increase. Transport studies and strategies aim to positively address the impact of increased traffic. The proposed realignment of Howes Lane seeks to ensure integration of the new development with the rest of the town. It also addresses the railway line crossing. The aim is to create safe streets that encourage walking and cycling. The layout and design will seek to reduce the dominance of car parking. Walking, cycling and public transport should take precedence over trips by car. Electric and low emission vehicles are also likely to have a role to play.

Please indicate which of at the following measures you support to reduce the impact of cars:

- Realigning Howes Lane - a new road link replacing the Howes Lane/Lords Land/Bicknell Road existing roundabout (7)
- Walking and cycling routes provided throughout the development linking with existing routes (10)
- Electric cars and low emission vehicles (3)
- Traffic calming to reduce the impact of cars in existing residential areas (2)
- Restriction on through traffic in existing residential areas (0)
- Junction improvements to the existing local highway network to keep traffic flowing (10)
- Improved bus services (8)

Do you support measures to deliver sustainable transport and the approach that reduces need to travel?

- Yes (6)
- No (6)

Have we got the sustainable transport measures right?

Please provide any additional comments

Support measures to deliver sustainable transport etc. but not what SPD describes it as. "realigning" Howes Lane would be destroying the established by pass / ring road.

realignment looks to convenience customers and inconvenience industry and those who already live here. Putting profit before community.

Residents of north Bicester deserve free movement of traffic. Extra residents of NWB will create massive demand.

CDC cannot let NWB upset the traffic flow around north Bicester. What role has OCC in deciding on the road layout?

Lords Lane & Howes Lane are part of the Bicester Ring Road and should not be changed into a slower road system which will create more problems and pollution.

Need dual carriageways to enable smoother traffic flows. Agree that Bucknell Rd railway bridge junction needs action

Difficult to reduce impact of cars through any of SPD measures. Good to see improved cycle and bus routes that service the town.

Cycle routes are okay but need improvement near town centre - not considered during town redevelopment, or proposed planning for Bicester Village/Tesco.

Current bus services to Bure Park are useless. The S5 bus travels to most places in Bicester but not up the Banbury Road.

The 22/23 service runs around the town, due to the route taken it is actually quicker (and cheaper) to walk the Banbury Road.

S5 buses might travel closer to Bure Park if they take in the new development.

Totally against Howes Lane realignment and proposals for Shakespeare Drive and Bucknell Road.

Town needs a FAST ring road to divert traffic trying to avoid Bicester Village or make its way north without using the motorway at J9.

Not convinced it works

De-regulated bus market is not sympathetic to positive social initiatives. Support the cycle routes, but need improvements to the cycle network in Bicester.

Problem with people cycling inconsiderately on the pavement, some pavements are designated as shared territory between cyclists and cars - needs attention.

11. The new development will be part of Bicester. Opportunities have been identified for footpaths, cycle routes and open spaces to join the new development to the existing town such as extending the green link from Bure Park. Facilities have been located so they could be used by existing residents but would not compete with existing facilities in the town.

Do the proposals integrate well with the surroundings?

- Yes (8)
- No (2)

Have the right routes been identified?

- Yes (4)
- No (6)

Please provide additional comments

Leave Howes Lane alone. It is there for all, not to be "realigned" for your convenience!

Not sure what the green link from Bure Park is, but to avoid disruption to existing roads cycle/footpaths should be on bridges or under-passes.

What happened to the monorail?

Howes Lane should not be turned into a green lane or cycle track.

There should be a tram link from NW Bicester to Bicester North Station and

Tram link to Bicester Town Station/Town Centre, Bicester Village, a retail development from the new Tesco to Bicester Avenue, and the proposed Park & Ride. (Trams powered by electricity are superior to buses and cause less road traffic.) Regret that Chiltern Railways realigned filled original platform which could be used for a tram link.

The lack of existing links in the rest of Bicester is an issue. Please identify safe cycle routes directly from the new development into the town centre.

Should be discussions with Chiltern Railways re integration with town transport development for mutual benefits - e.g. Phase I linking Bicester North & Bicester Town Stations and Bicester Village.

Can you suggest ways of improving integration with the existing town? For example, do you think the proposals create good links to the town, are there any links missed from the plans?

- Yes (10)
- No (1)

If not, please provide details of how the masterplan could be improved.

12. The Draft masterplan proposes much of the area on the outer edge of the site for a country park, nature reserve and open space. Links to existing footpaths are shown.

Do you support this use of land at the edge of the site?

- Don't know (8)
- No (4)

If no.....

Either maximise use or leave it be.

40% seems too high when land is at a premium. The more land we take from agriculture the more intensive farming needs to become to ensure we can feed the population. This seems to be ignored by all concerned these days.

Not sure about country park/play area next to a burial ground. Lack of burial ground in Bicester excuse to get more burial ground space as part of the development. Find somewhere else for a burial ground.

Not sure about the sports pitches as already loads in town. What we need is an improved indoor sports facility, with badminton, tennis and squash courts especially.

13. 40% of the land is set aside as green space for sports pitches, a country park, play areas, allotments, burial ground, nature reserve and community farm. Existing hedges are to be retained to support biodiversity.

Is the open space in the right place and is it being used for the right mix of uses?

- Yes (5)
- No 4

If no...

Poor ideology and planning behind the thinking of the plan.

Wrong principles for wrong place at wrong time. Wait for the CDC local plans rather than steam rolling this through.

Not read the document, so can't comment.

I don't understand the question

Which uses do you think are most important to provide for?

- Sustainable urban drainage systems, for flood management and urban cooling (5)
- Habitat creation to support wildlife (4)
- Sports pitches (5)
- Play and recreation areas (5)
- Allotments (5)
- Walking and cycling routes (3)

14. Section 6 of the Vision documents sets out the key elements and proposals for the Draft masterplan largely based on existing landscape features. It is likely these will form the basis of the design section and character area analysis in the Draft Supplementary Planning Documents masterplan.

Do you think the components of the spatial framework plan are clearly identified and provide sufficient detail to understand the key design principles?

- Yes (7)
- No (4)

15. It is proposed to design the development as a series of neighbourhoods each with a distinct character. These character areas would vary to reflect their location on the site, for example by being developed to reflect the rural edge or natural areas or as urban areas where they are close to facilities.

Which of the following do you think is important to reflect in the character areas?

- The area of the site the neighbourhood is adjacent to, for example local facilities or green space (5)
- Landscape and natural features such as trees and hedgerows (5)
- Reflecting traditional buildings in the area (3)
- Use of sustainable materials (1)
- Design to minimise energy use and maximise renewable energy (3)
- Mix and type of houses (4)
- Non-residential uses (2)

Finally, if you would like to find out more about North West Bicester and the Eco Bicester projects, please provide your email address in the box below.

Appendix III

Draft NW 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 Cherwell Local Plan (Proposed Modifications version August 2014)

Policy Bicester 1 which provides the local planning policy context for the NW 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 reserved matters applications and full applications on the NW 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 NW Bicester a culturally vibrant place through a marriage of high quality design with community engagement. This does not preclude the provision of public art, providing it is integral to achieving high quality design across the site.

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

- 1) Activities that 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 that 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 activities should complement and support the vision and aims of the NW 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, creating artworks to inform people and raise awareness about nature and its processes, and/or about environmental issues through participatory art projects;
- 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 the creation of artwork/s 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:

CDC will seek to embed cultural wellbeing in the site's development in the following way:

- Broadly, each outline consent for the site will be accompanied by a S106 agreement which will contain clauses to require cultural wellbeing elements to be incorporated into areas of site infrastructure (e.g. landscape, schools etc) and for a public artist to be commissioned to manage how the public are engaged on this.
- Specifically, each S106 agreement will require an overarching Cultural Wellbeing Statement covering the area coterminous to that of the outline consent, to be submitted to and approved in writing by CDC prior to the submission of reserved matter applications. This Statement will contain detailed proposals to support the cultural enrichment of the site. Ideally Cultural Wellbeing Statements should include a mixture of projects where cultural elements are integrated into 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.
- Each reserved matters consent will contain conditions or incorporate an agreement to secure the approach set out in the approved Cultural Wellbeing Statement, providing CDC is satisfied with what is being proposed.
- In respect of full applications on the site, Cherwell District Council will require all such submissions to be accompanied by a Cultural Wellbeing Statement, the outcomes from which will be secured by S106 agreement or condition as appropriate.

Each Cultural Wellbeing Statement should set out a clear route to how its proposals can be implemented throughout the site. CDC will expect each Cultural Wellbeing Statement to contain realistic and achievable proposals which 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.

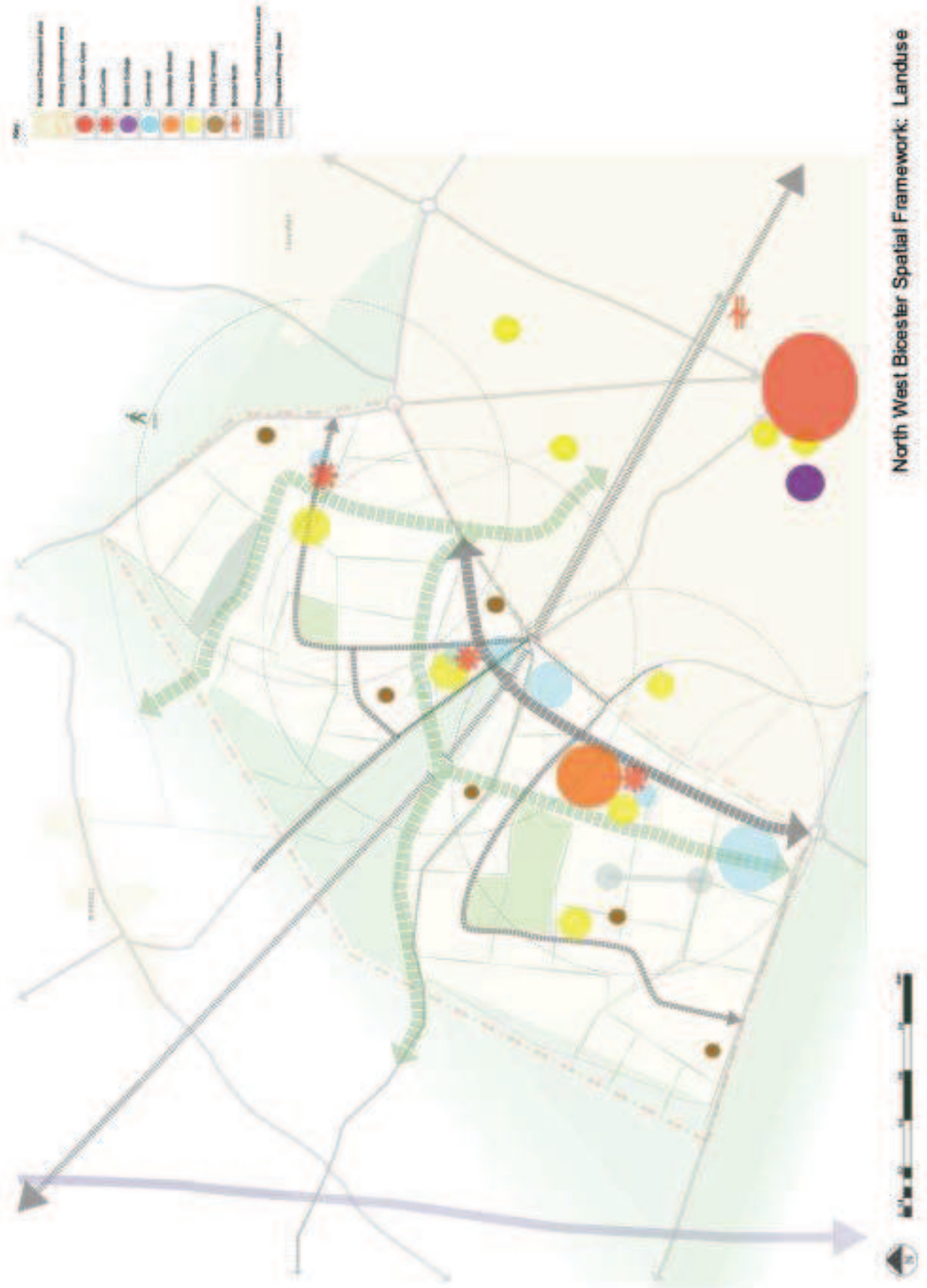
Further advice:

For further advice on appropriate organisations that can help applicants in drawing up initiatives to include in their Cultural Wellbeing Statements, and for information on public artists who are experienced in community engagement on art projects, 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 IV





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North West Bicester

Interim Draft Supplementary Planning

Document

Statement of Consultation

May 2015

Introduction

This statement of consultation sets out the persons Cherwell District Council has consulted when preparing the supplementary planning document for North West (NW) Bicester.

Purpose and Background

The Town and Country Planning (Local Planning) Regulations 2012 ("The Regulations") requires local authorities to prepare a statement setting out:

Regulation 12 relates to public participation and states:

"Before a local planning authority adopt a supplementary planning document it must -

(a) prepare a statement setting out -

(i)

The persons the local planning authority consulted when preparing the supplementary planning document;

(ii)

A summary of the main issues raised by those persons; and

(iii)

How those issues have been addressed in the supplementary planning document, and (b) for the purpose of making representations under Regulation 13, make copies of that statement and supplementary planning document available in accordance with Regulation 35, together with details of -

(i) the date by which representations must be made (being not less than 4 weeks from the date the local planning authority complies with this paragraph) and

(ii) the address to which they must be sent"

Regulation 13 relates to representations on supplementary planning documents

Regulation 35 is also relevant as it refers to the availability of local plan documents.

This statement sets out details of the consultation that has taken place to date which has informed the development and refinement of the Supplementary Planning Document (SPD). It provides details of the initial consultation that has taken place during the preparation of the draft SPD, including details of how, when and with who this consultation took place; the main issues that were raised and how they have been addressed. It also sets out details of the formal public consultation, including who was consulted, and how these comments have been addressed in the final version of the SPD that will be adopted in the future.

The Planning and Compulsory Purchase Act 2004 enables SPDs to be prepared to expand upon existing planning policy. The preparation of an SPD is not a statutory requirement, but a decision for the local planning authority based upon demands for further information to assist in helping to bring forward sustainable development. In this case, Cherwell District Council considers it necessary to prepare a SPD to guide the preparation of planning applications for the North West Bicester strategic development site due to the particular challenges faced by this large scale eco-development. The SPD provides a user-friendly guide to assist applicants in making better planning applications; to aid infrastructure delivery; and to help the general public and other stakeholders to gain a better understanding of the Council's commitment to delivering a high quality comprehensive development to high environmental standards.

The SPD does not create new policy, but expands upon Cherwell District Council's emerging planning policies relating to the North West Bicester strategic allocation as set out in the modified Submission Cherwell Local Plan Policy Bicester 1. Once adopted, the SPD will be a material consideration in the determination of planning applications alongside other development plan policies.

The SPD relates closely to emerging Cherwell Local Plan policies, as well as the Eco-towns Planning Policy Statement. In addition, various consultations have taken place in the preparation of the North West Bicester masterplan led by the private sector developers of the site, A2Dominion Limited. These consultations and the responses are summarised in a Statement of Consultation report dated 21st March 2014 (a copy is available at www.ecobicester.org.uk)

Comments received on the preparation of these documents have fed into the development of the SPD. In addition, informal external consultation was undertaken in during 2014/15 as part of the drafting of the SPD.

The SPD was prepared by the Eco Bicester Project Team comprising officers of Cherwell District Council, Oxfordshire County Council and Bicester Town Council. This followed the preparation of a Draft Masterplan by developers and promoters of the site.

Workstreams

A series of workstreams were set up to progress the masterplanning of the North West Bicester site from 2010 onwards. In preparing the North West Bicester masterplan representatives of partner organisations and agencies were involved including the Environment Agency, Highways Agency, BioRegional, the Berkshire Buckinghamshire and Oxfordshire Wildlife Trust and Natural England.

Members of the Eco Bicester Strategic Delivery Board comprising representatives of the three tiers of local government, government departments and agencies (Department of Communities and Local Government, Homes and Community Agency and Environment Agency) local business and community representatives were also notified throughout the consultation.

Draft North West Bicester Masterplan and Vision Documents– consultation, 2013

A Draft Masterplan was prepared during 2013 and resulted in a public exhibition in December 2013. A summary of the consultation carried out by A2Dominion in progressing the masterplanning is set out below. The masterplan is supported by a Statement of Community Involvement Report dated 21st March 2014. The document provides a chronological account of the consultation activity carried out during the development of the masterplan and

the activity A2Dominion proposes to complete in the future.

Prior to consultation taking place on the draft masterplan proposals, a community engagement programme was shared with CDC officers setting out the intended approach, methodology and key activities. As part of the initial engagement, A2Dominion initiated three stakeholder workshops prior to wider public consultation. The workshops took place on 10 April 2013, 22 July 2013 and 25 September 2013. Following feedback received during the stakeholder workshop in September 2013, a dedicated drop-in event was organised for local residents focussing primarily on the proposed realignment of Howes Lane. The event was held at the West Bicester Community Centre on 9 November 2013. A total of 261 residents including 11 local businesses were invited to attend the event. A total of 66 residents attended.

A public exhibition of the draft masterplan was held on Friday 6 December 2013 between 2pm and 8pm and Saturday 7 December 2013 between 10am and 4pm. The exhibition was held in Unit 3, Crown Walk, in Bicester town centre. The public sessions were preceded by a dedicated stakeholder event on Thursday 5 December 2013 between 3pm and 8pm with invites sent to the following persons:

- CDC: Executive members, lead officers, political group leaders, local ward members, planning committee members
- OCC: Cabinet members, lead officers, political group leaders
- Eco Bicester Strategic Delivery Board members
- Bicester Town Council
- Caversfied Parish Council
- Bucknell Parish Council
- Chesterton Parish Council
- Middleton Stoney Parish Council
- Sir Tony Baldry MP
- Community groups

- Local media
- Initial Management Board (IMB) members
- Primary and secondary schools
- Health service providers and agencies
- Faith Groups
- Hard to reach groups and associations.

It is estimated that 430 people attended the public exhibition.

During the consultation access to a telephone enquiry line was offered to those who wished to find out more about the proposals and a project website provide further information (www.nwbicester.co.uk)

A community invite newsletter was sent to 15,000 homes in the vicinity of the NW Bicester site on 22 November 2013.

In March 2014, the A2Dominion Draft Masterplan was submitted to CDC for comment. In May 2014, the draft masterplan was submitted to CDC together with other “vision documents” supporting the masterplan proposals for NW Bicester. These documents were used as the basis of an Issues and Option consultation as part of the first stage in preparing an SPD for the site.

The consultation took place between

18 June and 24 July 2014 using the council’s online consultation portal. It was publicised on the council’s website and in the local press and a public exhibition took place in the Bicester Pop-in Centre on Manorsfield Road in the town centre. The Draft SPD includes a summary of the consultation questionnaire and responses.

The responses to the issues and options were used to inform the preparation of the Draft SPD. Copies of the Draft SPD were made available in the Council offices at Bodicote House and Linkpoint offices in Banbury, Bicester and Kidlington. In addition the document was also available at Bicester Town Council and local libraries. Section 1 of the document sets out details of where to view the Draft SPD.

North West Bicester SPD consultation, 2014

Issues and Options

Following the consultation carried out in 2013 and the submission by A2Domion of the North West Bicester Draft masterplan and supporting documents, Cherwell District Council carried out a consultation exercise to seek the views on the Draft Masterplan and supporting documents as the basis for the SPD. The Draft masterplan and supporting documents were used as the basis of the consultation at the issues and options stage. The Cherwell District Council online consultation portal was used to carry out a five week consultation from 18th June to 24th July 2014. A summary of the representations received and how they were addressed in the preparation of the SPD is contained in the table in Appendix 1.

A public exhibition on the masterplan issues and options was held at the Bicester Pop-in Centre in Bicester town centre on 10th and 11th July 2015 between 12.00pm and 7.00pm. It provided visual material and information boards to assist attendees in making comments on the issues and options for the SPD. Officers were present to guide visitors to the exhibition and answer queries relating to the SPD. The consultation events were publicised on the Cherwell District Council website, social media and in the local press. A summary of the consultation responses was included as an appendix to the Draft SPD and is contained in Appendix 2.

The online questionnaire included 15 questions to assist in identifying the important issues and options for the SPD. There was general support for reducing the environmental impact of development, and providing more local jobs and sustainable homes. The responses and structure of the questionnaire are reflected in the structure of the questionnaire with the important issues included in the vision and objectives section of the SPD.

The Draft masterplan was supported by 75% of respondents and included in the Appendix to the Draft SPD. It is proposed that the Final SPD uses an updated version of the masterplan as the framework for planning applications. In terms of the response to questions on energy issues, the consultation received positive feedback and reassurance that those completing the questionnaire supported the aims.

The response to employment issues was less positive which may be explained by some local opposition to proposals for a business park in the south east corner of the site as set out in the Local Plan policy and a recent outline planning application for the site. The Draft SPD seeks to clarify the requirement for the business park through the masterplan and development principles making reference to the North West Bicester economic strategy. There was almost unanimous support for the provision of training and apprenticeships in construction as part of the development and this has been included in the Draft SPD as part of the Draft Heads of Terms for Section 106 agreements in the Delivery Section. Similarly, there was support for the establishment of a local community-led management organisation.

On transport issues, the realignment of Howes Lane as part of the strategic links around the town was supported together with sustainable transport measures including walking and cycling routes and improved bus services. These have all been included in the Draft SPD Transport Sections although there were also comments relating to the need for a fast ring road for the town and increased capacity and new infrastructure. The requirement for the highway improvements is set out in the Draft SPD which is supported by the masterplan and Cherwell Local Plan transport evidence base. Other consultation responses and comments from the questionnaire have been used to inform the development principles on green infrastructure, design and

character areas in the Draft SPD.

In preparing the North West Bicester SPD, the CDC Bicester Delivery team consulted the following persons at the Issues and Options stage.

Name	Organisation
Lisa Michelson	OCC
David Flavin	OCC
Jacqui Cox	OCC
Sally Coble	Environment Agency
Patrick Blake	Highways Agency
Michael Lightwing	Network Rail
Susan MacKrell	Bicester Town Council
Vicktor Keeble	Chesterton Parish Council
Parish Clerk	Bucknell Parish Council
Parish Clerk	Caversfield Parish Council
Mark Dickenson	Thames Water
Jayne Taylor	Thames Valley Police
Penny Silverwood	Berks Bucks and Oxon Wildlife Trust (BBOWT)
Raymond Cole	Sport England
	Oxfordshire Playing Fields Association
	Oxfordshire Clinical Commissioning Group
Placi Espejo	Bicester Vision
Ben Jackson	Bicester Chamber of Commerce
Nigel Tipple	Oxfordshire Local Enterprise Partnership (OXLEP)
Daniel	South East Midlands Local Enterprise Partnership (SEMLEP)
CDC	CDC
Tim Screen	Landscape
Jon Brewin	Aboriculture
Ian Upstone	Environmental Services
Ian Upstone	Waste and Recycling
Gary Owens	Strategic Housing
Clare Mitchell	Urban Design
Nicola Riley	Sport and Recreation
Charlotte Watkins	Ecology

Sue Marchand	Biodiversity
Sean Gregory	Environmental Protection
Kevin Larnar	Urban and rural communities
Rob Lowther	Noise and anti-social behaviour
Kevin Lane	Legal and Democratic

Draft SPD

A further more extensive consultation with key stakeholders including those previously consulted at the issues and options stage. As with the Issues and Options consultation the SPD consultation was publicised on the Cherwell District Council website and Eco Bicester website, in the local press and on social media. In addition, those persons and bodies on the Eco Bicester newsletter mailing list and Cherwell Local Plan database were notified via post and/or email. An initial six week consultation from 3rd December 2015 was extended until 20th February 2015 during which time the Draft SPD was made available for viewing on-line at www.cherwell.gov.uk/localdevelopmentframework and at the following locations in accordance with Regulation 12.

- Cherwell District Council Offices, Bodicote House, Bodicote, Banbury, OX15 4AA
- Banbury Library, Marlborough Road, Banbury, OX16 5DB
- Neithrop Library, Community Centre, Woodgreen Avenue, Banbury OX16 0AT
- Bicester Town Council, The Garth, Launton Road, Bicester, OX26 6PS
- Bicester Library, Old Place Yard, Bicester OX26 6AH
- Kidlington Library, Ron Groves House, 23 Oxford Road, Kidlington, OX5 2BP
- Mobile Library Services
Copies will be available on the North, Central and West Mobile Library Services.
- Banbury Linkpoint, 43 Castle Quay, Banbury, Oxfordshire, OX15 5UW
-

Bicester Linkpoint, 38 Market Square, Bicester, Oxfordshire, OX26 6AL

- Kidlington Linkpoint, Exeter Hall, Oxford Road, Kidlington, Oxon

Consultation responses were received from a range of statutory consultees and local residents. In total, 44 individuals and bodies responded with detailed comments, queries and suggested amendments. These have been reviewed and considered by officers with some of the responses forming the basis of amendments to the SPD. The changes have been incorporated into a revised version of the SPD which will be presented for approval to the Cherwell District Council Executive meeting on 1st June 2015. A summary of the consultation responses, officer comment and proposed changes contained in Appendix 3. In summary, the main issues raised through the consultation exercise are:

- The principle of development
- The location and distribution of land uses within the site
- Infrastructure provision and delivery
- Specific comments on the development principles particularly relating to:
 - transport, movement and access – including comments on the proposed highway improvements
 - employment issues, particularly relating to the proposed business park
 - green space and biodiversity

Summary and Conclusion

This statement of consultation supports the SPD and sets out the persons Cherwell District Council has consulted when preparing the North West Bicester SPD. It has been prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.

The SPD consultation has been extensive and has informed the preparation of the Final document. It was followed previous consultation on the North West Bicester masterplan carried out by A2Dominion.

Throughout the preparation of the SPD, a wide range of individuals, stakeholders and other bodies have had the opportunity to make comments on the emerging planning document and the comments received have been used in shaping the final version of the report. The consultation exercise has been comprehensive and together with the consultation by the developers, has had a significant influence on the masterplan and the subsequent development principles in the SPD. As such it reflects the approach to eco-development in Bicester through involvement of the local community in shaping the place where they live.

Appendix 1 – summary of issues and options consultation responses and officer response

Ref. No.	Body/ Person Consulted	Comments	Issues	CDC response	Action in addressing the comments in the SPD
1	Chesterton Parish Council-Transport	Chesterton Parish Council welcomes CDC’s presence at one of its Council Meetings to discuss the Planning Document once it is finalised Main comment: An ‘overriding concern’ related to traffic	<ul style="list-style-type: none"> - Howe’s Lane which will become congested with through traffic - The proximity of a secondary school, community building, health centre and business park adjacent to the new Howe’s Lane 	Delivering a strategic perimeter road is critical to the delivery of the masterplan and it has been agreed through transport modelling and assessment that the predicted volumes of traffic can be accommodated by the realignment of Howes Lane	Include principles on transport, movement and access in Draft SPD

2	Sport England - Sports Provision	<p>The residents of North West Bicester will generate demand for sporting provision. The masterplan, therefore, must include the extension of sports facilities – either onsite or the extension of existing sports facilities offsite</p> <p>Sport England is pleased to note that the Masterplan Framework includes a sports pitch and secondary school playing fields</p>	<ul style="list-style-type: none"> - Sport England are worried that a singular sports pitch onsite will be unsustainable in the long term and more provision will be needed - If new sporting facilities are not adequate then pressure may be placed upon existing facilities - The level and nature of sports facilities required should be based upon robust evidence, e.g. an up-to-date Sports Facility Strategy or a Playing Pitch Strategy - Sport England's Sports Facility Calculator can also help: http://www.sportengland.org/facilities-planning/planning-for-sport/planning-tools-and-guidance/sports-facility-calculator/ 	Sports England's comments are welcomed	Include policy on sports pitches and requirements in the Draft SPD
3	Middleton Stoney Parish Council -	<p>Saddened by the increase in homes from 5000 – 6000 but recognise development forms a fundamental part of the Cherwell Local Plan. Aim is to mitigate against negative impacts that may affect the community</p> <p>Uncertain where total funding will come from</p> <p>The impact of increased</p>	- Scale of development and funding	Comments are welcomed and will be addressed in the Draft SPD but to some extent are more relevant to the Cherwell Local Plan and Eco Bicester One Shared Vision. In response to specific issues: The realignment of Howes Lane is a fundamental	Consider and review comments in preparing the Draft SPD.

		<p>traffic in Middleton Stoney is a cause for concern</p> <ul style="list-style-type: none"> - Concerned that employment will be located outside Bicester itself - Is aim to reduce car trips to 50% a realistic target? - A New Howe's Lane would be rendered useless for traffic to bypass Bicester due to a single carriageway and lower speed limit. The location of industrial and office units next to Howe's Lane is also an issue - Loss of agricultural land is seen as an issue, especially as DEFRA is highlighting the need for increased food production <p>Middleton Stoney Parish Council urges planning authorities 'to do all in their power to mitigate such impacts to preserve the quality of life' in existing communities</p>		<p>requirement of the masterplan</p>	
4	Oxfordshire County Council	<p>Oxfordshire County Council (OCC) comments upon:</p> <p>Traffic:</p> <p>The location of bus stops within the new development should be designed within 400 metres of local facilities (centres, schools etc.)</p> <p>The requirements of Primary and Secondary Schools:</p>	<p>Traffic:</p> <ul style="list-style-type: none"> - Howe's Lane is a strategic road that is key to Bicester's economy and future growth - There are no bus stops on the Middleton Stoney Road for the existing bus service from Heyford to stop at 	<p>Officers of the Eco Bicester Project Team have worked with colleagues at OCC on the preparation of the North West Bicester masterplan and will continue to involve officers in the preparation of the SPD to ensure that issues and comments are</p>	<p>Consider and review comments in preparing the Draft SPD specifically relating to infrastructure and delivery. The supporting documents to the Draft masterplan</p>

		<p>The council provided detailed lists on pages 6 and 7 of the Council's response</p> <p>The Fire Service: The way the fire service is currently structured (with fire-fighters being called from their work place) means that increased traffic congestion would negatively affect the response of the fire team. Therefore the council suggests a change to a Day Crewing duty system.</p> <p>Ecology: It is essential to conduct ecological monitoring and seek advice from a Countryside Officer</p> <p>Local Members' views</p>	<p>Schools:</p> <ul style="list-style-type: none"> - The location of the Secondary School adjacent to the realigned Howe's Lane raises a number of issues - School playing fields adjacent to a main road could equal a demand for acoustic fencing. It would be better to have housing blocks between the road and the playing fields. <p>Issues raised by local members:</p> <ul style="list-style-type: none"> - The 'downgrading' of Howe's Land to a residential estate road - Concern over a lack of adequate cycleways and footpath provision throughout Bicester <p>OCC specifically mentioned the types of trees that can be planted adjacent to roads and has attached a document detailing appropriate species</p>	taken into account	<p>include ecological surveys.</p> <p>Tree planting is addressed in the Draft SPD which also includes policies, requirements and principles on green infrastructure.</p>
5	Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT)	<p>The Masterplan needs to demonstrate that a net gain in biodiversity on the NW Bicester site would be delivered</p> <p>The EIAs for individual applications should assess the impacts on Priority Habitats and Species. The</p>	<p>Masterplanning</p> <p>Net gain in biodiversity</p> <p>A Sensitive Lighting Scheme</p> <p>Flower-rich grassland should be included in the Green Loops Linear Park</p>	The comments are welcomed and reflect some of the discussion as part of the green infrastructure and landscape workstream	Comments were considered in preparing the Draft SPD and fed into Development Principles and requirements for masterplanning, biodiversity and green infrastructure

		<p>effect of lighting and the need for wildlife corridors must be considered</p> <p>A Sensitive Directional Lighting Scheme should be implemented to ensure additional lighting does not impact retained green corridors</p> <p>The Masterplan should include 'Dark corridors' and the enhancement of hedgerows</p> <p>The Wildlife Trust is pleased with the proposal for the Village Green and Green Loops Linear Park. However, in the latter case, they suggest long-grass habitat should be complimented by flower-rich grassland</p>			
6	Environment Agency	<p>The design of Eco-towns should take into full account the impact upon local eco-systems.</p> <p>Development should mitigate against negative impacts on biodiversity and maximise the opportunity to enhance the local environment</p> <p>The Masterplan could use waste heat from the Ardley Energy Waste Facility to heat new homes and other facilities</p> <p>The Masterplan can be used to achieve the Water Neutrality Strategy. It is</p>	<p>Climate Change and its potential impact on the natural and built environment must be considered if future issues are to be mitigated against</p>	<p>The Environment Agency has been involved in the masterplanning of the site as part of a workstream covering water, waste and energy. When considering the content of the SPD for the North West Bicester Eco Site: waste heat, water efficiency and the enhancement of the local environment have been included in the development principles.</p>	<p>The comments have been taken into account in drafting the development principles in the Draft SPD</p>

		important to ensure high standards of water efficiency in buildings and to reuse neighbourhood water			
7	Bicester Town Council	BTC supports the Masterplan but has specific concerns BTC is pleased to see the provision of a burial ground in the Masterplan and hopes it will be of adequate size Road traffic movements need to be carefully considered and could become a growing problem	- There is a concern that eco principles could be watered down by national demands for further housing numbers - The increase in housing numbers from 5000 to 6000 has led to concern that the 40% green open space could be compromised BTC hopes to continue to be involved in the Masterplan's development and over the entirety of the project	The eco town standards are set out in the Eco towns Planning Policy Statement which has been embedded in the SPD. Similarly, the Draft masterplan demonstrates that 40% green space can be accommodated within the site boundary. Bicester Town Council will continue to be involved through further consultations and as a member of the Bicester Strategic Delivery Board.	The SPD ensures that the eco principles are strengthened and explained further in the development principles.

Appendix 2 – Summary of Issues and Options consultation

North West Bicester Masterplan Questionnaire and comments for online consultation portal 18th June to 24th July 2014

Introduction

In completing the responses to the following questions, please try to think about the long term issues for Bicester and imagine how the town and proposed developments will look in 10, 20 or 30 years time. Try to imagine you are a resident of the town in the future. This should allow you to consider your responses and think about the town as a whole rather than just focussing on issues that affect you personally.

(PLEASE NOTE THE NUMBER OF RESPONSES IS SHOWN IN BRACKETS)

1. The Masterplan vision and objectives is to create an attractive eco-town that integrates with the existing town and provides local homes, jobs, schools, local facilities, recreational and natural space for biodiversity. The new buildings and place will be designed to meet the effects of future climate change including extreme weather events and reduce energy and water use.

Which of the following things is important to you? Please tick all that are relevant

Providing more homes in Bicester (3)

Providing jobs on the eco town site as part of a mixed use development (5)

Reducing carbon footprint, carbon emissions and environmental impact in construction and use of the buildings (6)

Providing local services and facilities such as schools and shops while supporting the existing town centre (0)

Integrating the new development with the existing town (2)

Improving the Howes Lane and Lords Lane local road network for walking and cycling links and public transport from the new development to key destinations in the town (0)

Reducing pollution and emissions from transport (0)

Attracting new residents to the town and building a new community for existing residents to enjoy through participation and development of a new community-led management organisation (0)

More sustainable use of resources, for example water efficiency and waste reduction (3)

Providing space for play, nature and biodiversity (5)

Designing a place that encourages healthy lifestyles through for example, local food production, walking and cycling to school and work and other places within the town (4)

2. The Draft masterplan sets out a framework for the use of land across the site, including areas for the homes and extra care facilities for older people, employment areas, land set aside for faith related uses, shops, schools, open space and play areas, community meeting places, doctors surgery, sports facilities, roads and infrastructure.

Do you support the broad distribution of land uses across the site?

Yes (8)

No (4)

If "no" please explain why

Uses green fields rather than brown field sites

It's a building site on a massive scale with very few Eco credentials

Not enough new facilities and resources to compensate Bicester residents for disruption caused by the construction work.

It is important to integrate this with the rest of the wider community. It will create a potentially isolated community.

Banbury Road to town centre route has a cycle route but this leads to the main road/path close to the town centre.

3. The masterplan seeks development that minimises the use of energy and water and reduces carbon and waste. The proposals aim to provide zero carbon development whereby over a year the net carbon dioxide emissions from all energy use within the buildings on the eco town site as a whole are zero or below. The aim is also to reduce the cost of running the homes and minimise the impact on the environment.

Do you support this aim?

Yes (10)

No (2)

Please explain why

Building extra homes is not eco-friendly on green field sites.

Not achievable

The masterplan seeks to reduce the amount of carbon to address the impacts of climate change

Do you see this as an important issue?

Yes (10)

No (3)

Please explain why

Use brownfield sites and more sustainable locations

History has shown that you won't beat nature, however much you try. You cannot plan something you have no knowledge about.

If this is an important issue why is it only being proposed for the NW Bicester development? If the council believed it to be an important issue then the same principles should also be applied to the Kingsmere development.

4. The energy strategy continues to investigate reducing energy consumption while introducing various technologies for supplying power and heat. The following technologies are proposed please indicate which technologies you would support:

- Solar power from roof installed solar panels and tiles (12)

- Heat and power from local energy centres generated from gas and biomass boilers (6)

- SMART grid technology, ways in which energy generated on site can be stored, balanced and used most efficiently, (8)
- Wind power (6)
- Waste heat from Ardley energy from waste plant (9)

4 (a) Do you support the aims of the energy strategy set out above?

Yes (10)

No (3)

If no please explain

Aims do not go far enough, either in scope or ambition. Technology used might be better but return to the grid (electricity) not adequately planned.

Not convinced wind power is cost-effective.

Partly support this as good to see a reduction in energy consumption. Does cost for installing solar panels and technologies provide cost saving on energy and over what period.

Do not support energy centres. Don't see how this will work. Don't like being tied into a set source for energy or a set supplier.

5. The aim is for one job to be created for every house built. This could be a job on the site or elsewhere in the town. It means job opportunities as part of the development in shops, schools, business areas, financial and professional services, offices, restaurants and cafes and home working. The Economic Strategy prepared for the developers has identified the following opportunities:

An Eco Business Centre as part of the first phase Local Centre

Business Park including large and small industrial units

Offices both within the Eco Business Centre, within the local centres and Business Park

Homeworking

Do you think the proposals being developed provide the right types of jobs to meet the employment requirements? For example, do you think the approach to providing jobs on the site is the right mix of businesses and jobs in the right place?

Yes (5)

No (8)

Please explain why

Rather see EXISTING land in Bicester used for jobs, such as the Launton and Telford Rd sites to integrate into old Bicester to get there. Attract diverse businesses isn't going to be easy. You can't magic jobs from nowhere.

No evidence that residents will want to work close to home just because it's there.

Bicester needs major investment in jobs. Think big and long term. Make Graven Hill and possibly Arcott into another Milton Park (Didcot). Bicester near to Oxford for engineering and hi tech industries to be created, not just distribution warehouses. Valour Bruce factory site in Launton Road remains vacant and in disrepair. Bicester deserves better than just becoming a dormitory town for Oxford & London.

Not enough support for manufacturing jobs

Proposals not outlined in full, e.g. where business centre and business park will be,

if the phone and data communications will be adequate to support home workers and home businesses.

No guarantee people will work locally, in these planned areas, or commute creating more traffic issues and pollution, or even driving to London or Oxford.

Too great an emphasis on home working in model. Need to attract businesses to the town. Very little industrial development land available - other than NW Bicester.

Told initially that a factory to build the houses would be one of the first units to be built and create a large number of jobs- why has this not been highlighted in plan? Has it been dropped?

Need campaign to interest local residents in new ways of working and new forms of employment (even though the Eco-Village will obviously attract new people to the area too).

Need to work with 'Bicester Vision', Chamber of Commerce and Parish Council to present the new employment opportunities to people in the town, as well as potential employers. .

Need connections with Bicester's secondary schools. Bicester kids stay local, but don't seek employment in new sectors

Not enough 'big' companies attracted to Bicester. A lot of people who live in Bicester travel to work, partly due to the town's location close to the M40 and also with good rail links to London and Birmingham.

Good idea to have more jobs locally for people who live in Bicester

Needs to be some bigger companies that come to the town (and not just low-income retail jobs).

Difficult to generate and keep suitable jobs for those living on site.

Cannot see development being any different from other estates. People will commute to their job

6. Construction of the development at NW Bicester will take over 20 years. Opportunities for training and apprenticeships are being considered for local people in construction during the development of the site.

Do you support the provision of training and apprenticeships in construction as part of the development?

Yes (13)

No (1)

If no...

Disruption to get this estate built is not worth it.

Excellent - we need so much more of this kind of investment in the UK, needs to be energetically sold to the local community

7. Locations have been identified for facilities like local shops, health facilities, community halls, schools, land set aside for faith related uses, sports facilities and extra care housing for older people. Consideration has been given to distance from the homes and passing trade for Local centres with a strong community focus, located close to the schools, sports pitches and bus routes. These will provide a mix of uses including offices. The increased population will also support improved facilities in the existing town including the new library, indoor sport, community hospital, social services, emergency services and cultural facilities.

Do you think the locations identified for the local facilities are in the right location?

Yes 8

No 3

Don't know 2

Are there any facilities not currently provided that you think should be?

Cannot create a community, communities develop. Increased population will not support the facilities, they will stretch them

What are they and why do you think they are needed?

Who can say until it's built?

Howes Lane cannot become part of NWB planned urban development. It must remain the vital link in creating a ring road around north Bicester. Even more important with the East/West rail link level crossing closings on the southern bypass link. Perhaps The developers of NWB should pay to sort out the junction under the Bucknell Road railway bridge.

8. Work is progressing on a community-led local management organisation. It will potentially own and manage the public areas and community buildings. A local organisation would complement existing democratic structures and allow the new residents to directly make decisions on the management and maintenance of community facilities, as well as having an endowed asset base to generate income and reinvest. It could eventually have a Board to make decisions and be made up of newcomers, as well the existing Bicester community, stakeholders. The main reasons for doing this are:

- To help create a sense of community and identity
- Anticipated constraints on public spending - the Council is keen to explore alternative solutions to how the upkeep of facilities and open space is funded.
- A long term approach to supporting the new community and its arrangements for managing facilities.

Do you think a local community- led management organisation will help to build the new community?

Yes (10)

No (2)

If you lived at NW Bicester would you want to get involved in the community-led management organisation?

Yes (4)

No (8)

Do you agree with this approach to community building?

Yes (10)

No (2)

Please explain why or provide any additional comments

Communities develop over time. Community led management organisations are a fob, a shame, lip service to democracy, an excuse to misdirect people, a front to hide away those controlling the puppet strings, full of self-interested parties be they councillors or those who cannot get there moment of power any other way. These organisations also butt against the wishes of local democracy all too often, just like you looking to put this estate in a green field area against the wishes of people locally.

But they will need to know what organisations already exist and get support from other similar groups, such as at Kingsmere, Bure Park & Langford Village.

My impression of these types of schemes is they will typically be led a few 'keen' people and not necessarily for the benefit of all.

8. The aim is to create a place where a wide range of homes and opportunities to meet housing demand can be provided. For example, new neighbourhoods will be developed to the highest standards of sustainability and provide opportunities for older people needing extra care and vulnerable groups. The design of the new homes needs to be flexible, for example through internal layouts that allow adaptation as lifestyles change and enable homeworking.

Which of the following do you think should be included in new homes?

-Flexible internal layout 7

-Ability to extend the property in the future 4

- Homes with a variety of inside and outside rooms, winter gardens, patios, atria, balconies, conservatories that blur the distinction between the internal and the external spaces; 4

- 'Green' homes including gardens big enough for summer houses, offices, studios etc. with enough space not to trouble the neighbours; 8

- Space for recycling provision; 7

- High speed broadband to allow for home working, education, smart management systems etc. 10

- Homes designed to be comfortable with good levels of day lighting and low energy costs. 10

- Materials from renewable sources and locally produced 6

Do you support the approach to the development of new homes on the site?

Yes (10)

No (3)

If no....

Bicester needs more affordable homes, and given the number of active retired, singles, couples without children etc. the Kingsmere estate is going to provide enough houses for the next 10 years or so, what is needed is smaller homes which could be well laid out flats to house those households which are one or two people. Homes do not have to be houses, Therefore if you were to be truly eco you would make the most of this chance and increase the population density to be housed. Presently you are planning to build on green fields, have a population in nice houses with gardens and home studios which will not be affordable for most. It is clear you are only interested in profit rather than community.

Whilst I have no issues with new houses being built in the area I still fail to understand the real benefit of the 'eco-town' development. This is a new development which I assume aims to be revolutionary where in fact all new developments should instead be evolutionary. There should be main elements such as cycling/bus routes, energy efficient schemes delivered for all new housing developments, not just a few. The approach also suggests the creation of a new community which will seem isolated from the rest of Bicester.

I believe this development was forced on Bicester by Cherwell DC and agreed by Government before much consultation with the residents of Bicester. The development is too large for the overall size of Bicester and doesn't seem to add anything significant to the infrastructure and roads needed to support the whole town.

9. As the town grows, traffic will also increase. Transport studies and strategies aim to positively address the impact of increased traffic. The proposed realignment of Howes Lane seeks to ensure integration of the new development with the rest of the town. It also addresses the railway line crossing. The aim is to create safe streets that encourage walking and cycling. The layout and design will seek to reduce the dominance of car parking. Walking, cycling and public transport should take precedence over trips by car. Electric and low emission vehicles are also likely to have a role to play.

Please indicate which of at the following measures you support to reduce the impact of cars:

- Realigning Howes Lane - a new road link replacing the Howes Lane/Lords Land/Bicknell Road existing roundabout 7

- Walking and cycling routes provided throughout the development linking with existing routes 10
- Electric cars and low emission vehicles 3
- Traffic calming to reduce the impact of cars in existing residential areas 2
- Restriction on through traffic in existing residential areas 0
- Junction improvements to the existing local highway network to keep traffic flowing 10
- Improved bus services 8

Do you support measures to deliver sustainable transport and the approach that reduces need to travel?

Yes (6)

No (6)

Have we got the sustainable transport measures right?

Please provide any additional comments

Support measures to deliver sustainable transport etc. but not what SPD describes it as. "realigning" Howes Lane would be destroying the established by pass / ring road. realignment looks to convenience customers and inconvenience industry and those who already live here. Putting profit before community.

No realigning of Howes Lane. Let NWB create its urban boulevard within the boundaries of its development. Residents of north Bicester deserve free movement of traffic. Extra residents of NWB will create massive demand.

CDC cannot let NWB upset the traffic flow around north Bicester. What role has OCC in deciding on the road layout?

Lords Lane & Howes Lane are part of the Bicester Ring Road and should not be changed into a slower road system which will create more problems and pollution.

Need dual carriageways to enable smoother traffic flows. Agree that Bucknell Rd railway bridge junction needs action

Difficult to reduce impact of cars through any of SPD measures. Good to see improved cycle and bus routes that service the town.

Cycle routes are okay but need improvement near town centre - not considered during town redevelopment, or proposed planning for Bicester Village/Tesco.

Current bus services to Bure Park are useless. The S5 bus travels to most places in Bicester but not up the Banbury Road.

The 22/23 service runs around the town, due to the route taken it is actually quicker (and cheaper) to walk the Banbury Road.

S5 buses might travel closer to Bure Park if the take in the new development.

Totally against Howes Lane realignment and proposals for Shakespeare Drive and Bucknell Road.

Town needs a FAST ring road to divert traffic trying to avoid Bicester Village or make its way north without using the motorway at J9.

Not convinced it works

De-regulated bus market is not sympathetic to positive social initiatives. Support the cycle routes, but need improvements to the cycle network in Bicester.

Problem with people cycling inconsiderately on the pavement, some pavements are designated as shared territory between cyclists and cars - needs attention.

10. The new development will be part of Bicester. Opportunities have been identified for footpaths, cycle routes and open spaces to join the new development to the existing town such as extending the green link from Bure Park. Facilities have been located so they could be used by existing residents but would not compete with existing facilities in the town.

Do the proposals integrate well with the surroundings?

Yes (8)

No (2)

Have the right routes been identified?

Yes (4)

No (6)

Please provide additional comments

Leave Howes Lane alone. It is there for all, not to be "realigned" for your convenience!

Not sure what the green link from Bure Park is, but to avoid disruption to existing roads cycle/footpaths should be on bridges or under-passes.

What happened to the monorail?

Howes Lane should not be turned into a green lane or cycle track.

There should be a tram link from NW Bicester to Bicester North Station and

Tram link to Bicester Town Station/Town Centre, Bicester Village, a retail development from the new Tesco to Bicester Avenue, and the proposed Park & Ride. (Trams powered by electricity are superior to buses and cause less road traffic.)Regret that Chiltern Railways realigned filled original platform which could be used for a tram link.

The lack of existing links in the rest of Bicester is an issue. Please identify safe cycle routes directly from the new development into the town centre.

Should be discussions with Chiltern Railways re integration with town transport development for mutual benefits - e.g. Phase 1 linking Bicester North & Bicester Town Stations and Bicester Village.

Can you suggest ways of improving integration with the existing town? For example, do you think the proposals create good links to the town, are there any links missed from the plans?

Yes (10)

No (1)

If not, please provide details of how the masterplan could be improved.

11. The Draft masterplan proposes much of the area on the outer edge of the site for a country park, nature reserve and open space. Links to existing footpaths are shown.

Do you support this use of land at the edge of the site?

Don't know (8)

No (4)

If no.....

Either maximise use or leave it be.

40% seems too high when land is at a premium. The more land we take from agriculture the more intensive farming needs to become to ensure we can feed the population. This seems to be ignored by all concerned these days.

Not sure about country park/play area next to a burial ground. Lack of burial ground in Bicester excuse to get more burial ground space as part of the development. Find somewhere else for a burial ground.

Not sure about the sports pitches as already loads in town. What we need is an improved indoor sports facility, with badminton, tennis and squash courts especially.

12. 40% of the land is set aside as green space for sports pitches, a country park, play areas, allotments, burial ground, nature reserve and community farm. Existing hedges are to be retained to support biodiversity.

Is the open space in the right place and is it being used for the right mix of uses?

Yes (5)

No 4

If no...

Poor ideology and planning behind the thinking of the plan.

Wrong principles for wrong place at wrong time. Wait for the CDC local plans rather than steam rolling this through.

Not read the document, so can't comment.

I don't understand the question

Which uses do you think are most important to provide for?

Sustainable urban drainage systems, for flood management and urban cooling 5

Habitat creation to support wildlife 4

Sports pitches (5)

Play and recreation areas (5)

Allotments (5)

Walking and cycling routes (3)

13. Section 6 of the Vision documents sets out the key elements and proposals for the Draft masterplan largely based on existing landscape features. It is likely these will form the basis of the design section and character area analysis in the Draft Supplementary Planning Documents masterplan.

Do you think the components of the spatial framework plan are clearly identified and provide sufficient detail to understand the key design principles?

Yes (7)

No (4)

14. It is proposed to design the development as a series of neighbourhoods each with a distinct character. These character areas would vary to reflect their location on the site, for example by being developed to reflect the rural edge or natural areas or as urban areas where they are close to facilities.

Which of the following do you think is important to reflect in the character areas?

The area of the site the neighbourhood is adjacent to, for example local facilities or green space (5)

Landscape and natural features such as trees and hedgerows (5)

Reflecting traditional buildings in the area (3)

Use of sustainable materials (1)

Design to minimise energy use and maximise renewable energy (3)

Mix and type of houses (4)

Non-residential uses (2)

Finally, if you would like to find out more about North West Bicester and the Eco Bicester projects, please provide your email address in the box below.

Appendix 3 – Summary of representations on the Draft North West Bicester SPD and officer response

Person/Consultation Body	SPD Reference	Issue	CDC officer response	Proposed change
Mr J W Hutt	Development Principle 6 (c) – Strategic highway improvements Paras 4.94-4.95, 4.99-4.101, 4.105-4.112 Development requirement 6 (c)	Howes Lane should remain local access to Shakespeare Drive	The proposals integrate the existing Howes Lane into the new development. It is proposed that a short section will provide access to the Avonbury Business Park and Shakespeare Drive. The detailed urban design and masterplanning, as planning applications are prepared, will develop proposals for Howes Lane which may include use within development plots as green infrastructure including allotments and cycle paths	None
Mr J W Hutt	DP8 – Local Services page 37 paras 4.122-4.125 DR8 – Local Services	Build the facilities (health services etc.) in time to match the extra residents over 20 years	Improved health facilities have been developed in the town. The proposed local centres will include health facilities such as dentists, pharmacies and doctor’s surgeries. The phasing of delivery will ensure that facilities are provided to support the new homes.	Add: <i>“The Council will seek to ensure facilities are provided to meet the needs of residents.”</i>

Mr J Cartmell	DP6 (a) – Sustainable transport – modal shift	Buses will cause congestion and pollution	Buses will provide an alternative to travel by private car and as such take up less road space when carrying high numbers of passengers. Modern buses are low emission vehicles and part of the sustainable transport strategy. Highway improvements will be designed to minimise congestion and the eco-town proposals are required to not increase congestion on the existing highway network.	None
Mr J Cartmell	DP6(b) Electric and low emissions vehicles	Eco-town requires electric vehicles preferably trams. Feasibility of electric trams should be explored.	Electric vehicles will play an important role in the transport mix although proposals for trams are not be feasible in the SPD.	None
Tracey Matthews	DP9 – GI and landscape p 39. Para 4.130	Country park should be located centrally within the development	Masterplanning has identified the rural edge of the site to be the most appropriate location for the country park where it includes links to the wider countryside and also a buffer to the development.	None
Tracey Matthews	DP5 – Employment, para 4.51, DR 5 - Employment	New industrial units are not needed when Launton Road, Telford Road etc. units are vacant. Use existing industrial areas	Paras 4.48 to 4.51 include the requirement for employment of the site as part of the mix of uses on the site. The need for employment uses on site is recognised as an eco-town principle to support mixed use development and reduce the need to travel.	None
Tracey Matthews	DP8 – Local Services p 37 paras 4.122-	New schools should be built in advance of homes	Paragraph 6.4 refers to infrastructure provision. The construction of schools will be phased to meet the demand for places as the town grows and is being developed with the Education	Schools will be provided in a timely manner to support the delivery of new homes on the site.

	4.125 DR8 – Local Services and delivery section 6.0		Authority.	
Mr D Clayton	Development Principle 6 (c) – Strategic highway improvements (page 33) Paras 4.94-4.112 Development requirement 6 (c)	Lords Lane and Howes Lane are part of the Ring Road and should not be changed to a slower road. Need a bypass to allow the free flow of traffic around the town. Plans are idealistic. Insufficient parking and roads for fast through traffic	Lords Lane and Howes Lane will remain a strategic route. Vehicles will be required to travel at reduced speeds in order to allow other road users to cross the road safely including school children and local residents travelling by foot and bike. Modelling has shown the road will allow for the free flow of traffic.	No change
Mr D Clayton	Development Principle 6 (c) – Strategic highway improvements	Bicester Village is a major success for the local and UK Economy. Road networks won't carry the increased traffic from development. Car usage will increase and impact has not been thought through. Transport/– 6,000 homes = 9k-10k extra cars. Car is the primary transport mode	Planning applications should ensure that key connections around the town do not become congested. Bicester Village is in the process of implementing highway improvements to accommodate the predicted increase in vehicles on the highway. Modelling has shown the road proposals for North West Bicester are acceptable. Measures to encourage sustainable travel are to	No change

	(page 33) Paras 4.94- 4.112 Developm ent requirem ent 6 (c)		be promoted.	
Middleton Stoney Parish Council	DP5 – Employment, para 4.51, DR 5 – Employment page 26	Jobs – unrealistic 4,600 jobs will employ local residents	It is important to provide a mix of employment uses so that unsustainable commuter trips are reduced. Economic strategies supporting the masterplan and subsequent planning applications will support the provision of local jobs.	No change
Middleton Stoney Parish Council	Developm ent Principle 6 (c) – Strategic highway improvements p 33 Paras 4.94- 4.112 Developm ent requirem ent 6 (c)	Traffic impact on surrounding villages	The masterplanning and transport planning has assessed the impact on surrounding villages and seeks to minimise rat running but encouraging vehicles to use the strategic highway network.	No change

Middleton Stoney Parish Council	Para 2.4 page 9	Para 2.4 – appears to suggest main access to M40 should be along the B430 via Middleton Stoney. Access to M40 – SPD should state that main access is via J9 M40	Address site context wording. Check function of Middleton Stoney Road in transport assessments.	Amend paragraph 2.4 reference to access to the M40 via the B430
Middleton Stoney Parish Council	Development Principle 6 (c) – Strategic highway improvements p 33 Paras 4.94-4.112 Development requirement 6 (c)	14/01968/F application fails to provide a strategic link	The application referred to relates to a proposal for a strategic link road to be provided through the site.	No change
Middleton Stoney Parish Council	Development Principle 6 (c) – Strategic highway improvements p 33 Paras 4.94-4.112 Development requirement	Urban boulevard concept is flawed. Need a semi-fast perimeter orbital road with speed limit of 40/50mph. Consider widening existing road (Howes Lane).	The proposed realignment of Howes Lane has been developed through the masterplanning of the site based on transport modelling that demonstrates the proposal will accommodate predicted traffic flows.	No change

	ent 6 (c)			
Highways Agency	Transport modelling	Support use of OCC's Bicester Saturn Model to assess growth of NW Bicester. There is an ongoing revalidation exercise to make the model WebTag compliant which will include Bicester Eco town development. This exercise will form an important evidence base for the SPD and further inform any subsequent policies contained in the SPD. We are supportive of this approach and recommend an assessment of the impacts from proposed growth is undertaken at M40 J9 and J10	Support is welcomed. Transport modelling has assessed the impact of the development proposals on M40 junction 9	No change
Highways Agency	General comment	Welcome further information regarding the validation for the SRN once revalidation exercise is complete	Noted	No change
Highways Agency	DR 6 p29 DR6 (a) p30	Support DR6 and DR6 (a) – Travel Plans and recommend promoters of development seek opportunities to encourage trips outside of the peak periods during both the construction and operational phases of development. This would be through the proposed Travel Plan and a Construction Management Plan to support proposals.	Support is welcomed	No change
CDC Arboricultural Officer	Page 12: Para 2.19 –	Requested amendments and additions – “These features provide many benefits to foraging and commuting.... –	Accept changes to SPD for clarification. Insert: <u>“These features provide many benefits to foraging and commuting....”</u>	Changes to SPD to reflect amended wording
CDC	Page 22: 'Develop	Requested amendment “Urban cooling through Green Infrastructure (for example, the use of	Accept inclusion of “green streets” in wording of DR3 and it supports the principle of creating	Accept amendment and

	ment Req. 3'	green space <u>and the incorporation of green streets)</u>	green connections and a net gain in biodiversity.	update text
Arboricultural Officer	Page 22: 'Develop ment Req. 3'	Requested amendment "Providing additional sustainability, economic or well-being benefits (e.g. <u>rainwater harvesting</u> , using drainage techniques that increase biodiversity or....."	The development requirement does not currently include rainwater harvesting and could therefore be amended.	Accept amendment and update text
CDC	Page 24: Para 4.45 –	<u>"connectivity of rainwater harvesting systems to residential gardens and adjacent green street features"</u>	Accept amendment and update text	Accept amendment and update text
Arboricultural Officer	Page 39: Para 4.126 –	"Green space <u>and Green Infrastructure</u> will be a distinguishing....."	Accept amendment and update text	Accept amendment and update text
CDC Arboricultural Officer	Page 39: Para 4.127 –	"Proposals at NW Bicester should create new urban places connected by green space <u>and green corridors</u> utilising the existing....."	Accept amendment and update text	Accept amendment and update text
CDC Arboricultural Officer	Page 40: 'Develop ment Req. 9'	"The expectation is for frontages to be designed onto green spaces <u>with design consideration towards natural surveillance and ensuring landscaping schemes are not compromised</u> ".	Accept amendment and update text	Accept amendment and update text
CDC Arboricultural Officer	Page 41: Para 4.131 –	Additional comment - <u>"Emphasis should be placed upon the planting of larger tree species (oak, plane, lime, hornbeam etc.) within the street scene to ensure greater benefits are returned to the environment and community. Quote - "Big trees provide big benefits – small trees provide small benefits"</u>	Accept amendment and update text	Accept amendment and update text
CDC Arboricultural	Page 41: Page 41: Developm	"Where planning applications include proposals for tree planting <u>in or adjacent to hard surface</u>	Accept amendment and update text	Accept amendment and update text

Officer	ent Req 9(a –	<u>areas</u> the provision.....”		
CDC Arboricultural Officer	Page 41: Developm ent Req 9(a –	<u>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.</u>	Accept amendment and update text	Accept amendment and update text
CDC Arboricultural Officer	Page 43: Developm ent Requirem ent 9 (c)	“Hedgerow loss should be minimised <u>and mitigated for</u> and existing hedges retained.....”	Accept amendment and update text	Accept amendment and update text
Framptons Planning	DP5 – Employment, para 4.51, DR 5 – Employment page 26	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 with an eco-town. It is considered a somewhat elitist proposition, as expressed by some participants at the Examination, that employment within Class B8 – logistics sector – is inconsistent with the aspirations for an eco-town.	The wording in the SPD reflects the economic strategy for NW Bicester which includes logistics (Use Class B8). The NW Bicester masterplan includes the opportunity for larger premises.	No change
Framptons Planning	DP5 – Employment, para 4.51, DR 5 – Employment page 26	The SPD should properly 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. Consideration only has to be given to electronic retailing to realise that the days of a	The Local Plan policy Bicester 1 identifies approximately 1,000 jobs to be provided on B use class land on the site within the plan period. The use classes identified are B1 with limited B2 and B8 and it is anticipated that the business park in 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. The masterplan supports employment which	No change

		warehouse providing employment to a few people in “brown coats” has long gone. It is bizarre for such a vision for NW Bicester as a pioneering eco-development which will establish a new sustainable community, the understanding of business sectors is so archaic. The modern logistics sector should be fully embraced with the objective to create “a genuine mixed-use community”. The prevailing perception in the SPD that employment in the logistics sector is a “low value, bad job” and is not wanted in this development should be roundly dispensed with.	could include the logistics sector.	
Framptons Planning	DP5 – Employment, para 4.51, DR 5 – Employment page 26	The prevailing perception in the SPD that employment within the logistics sector is a “low value, bad job” and is not wanted in this development should be dispensed with.	Noted. The North West Bicester economic strategy recognises the important role that logistics plays in the local economy.	No change
Framptons Planning	Development Principle 6 (c) – Strategic highway improvements (page 33) Paras 4.94-	The Council is aware that the main developer of housing at Bicester 1 (A2D) is supportive of Albion Land seeking the provision of flexible use classes at the business park. A2D recognises the adverse implications for the delivery of infrastructure if the SPD frustrates the delivery of employment development that responds to market demands.	Noted	No change

	4.112 Developm ent requirem ent 6 (c)			
Framptons Planning	Para 4.52 page 27	Para 4.52 states <i>“Employment opportunities should be provided on site and meet the skills of local residents.”</i> This is an admirable and sensible objective towards implementation.	Support is welcomed.	No change
Framptons Planning	Para 4.53 page 27	Para 4.53 suggests some understanding of the market demands of the logistics sector. The second and third sentences should be amended to read: <i>“Large scale commercial development in this area has been 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 office accommodation. Business uses may include offices and research and development.”</i>	The SPD recognises the opportunity the site provides for high quality commercial development including offices, however, the wording of this paragraph could be amended for clarification. Accept amendment.	Amend paragraph 4.53
Framptons Planning	Para 4.54 page 27	Para 4.54 states that it <i>“is estimated that over 2,000 jobs could be provided in the business park.”</i> Policy Bicester 1 anticipates the allocation will generate between <i>“700 and 1000 jobs”</i> . This assumption is more realistic – in response to market signals and to achieve jobs early in the Plan period. Para 4.54 should be amended accordingly	The masterplan economic strategy identifies up to 2,000 jobs within the business park but the SPD does not refer to the Local Plan estimated job numbers. The paragraph should be amended to clarify the Local Plan policy as follows: <i>“It is estimated in the NW Bicester masterplan economic strategy.....with the Local plan policy anticipating the business park generating between 700 and 1,000 jobs early in the Plan</i>	Amend paragraph 4.54 to include Local Plan jobs created figure.

			<i>period</i> ".	
Framptons Planning	Para 4.101 page 33	Para 4.101 states in part: <i>Development should provide an appropriate interface with Howes Lane by sensitively responding to the scale, massing and height of existing development.</i> " The submitted masterplan proposed the realignment of Howes Lane, and the siting of the employment development that respects the housing development that backs on to Howes Lane. The employment development in the masterplan has already responded to the existing two storey housing.	Noted. The SPD sets out the context to the proposed strategic route and realignment of Howes Lane	No change
Framptons Planning	DR5	DR5 states that planning applications should <i>"demonstrate access to at least one new opportunity per new home on site and within Bicester"</i> 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. The Requirement should be deleted.	This statement is taken from the Eco-towns PPS and remains a key element of the economic strategy as set out in the Action Plan. Off-site employment opportunities exist in Bicester and it is the job of the economic strategies that will support individual planning applications to demonstrate how access to employment opportunities in the town will be facilitated, for example making them accessible from the site by sustainable transport modes.	No change
Framptons Planning	DR5	DR5 states applications <i>"should pursue target sectors of the high value logistics, manufacturing (including performance engineering) and low carbon companies"</i> is welcomed. This requirement emphasises the need for the restricted employment uses to be omitted and the Uses Classes stated as being flexible.	Support is welcomed.	No change
Framptons	DP6 (c)	Infrastructure cannot be delivered unless a satisfactory planning permission can be secured	Noted	No change

Planning		that enables Albion Land to bring forward employment and housing development as proposed. The contractual arrangements between Albion Land and the landowners do not allow for the parts of the site to be released for infrastructure in the absence of an implementable planning permission for both developments.		
Framptons Planning	Policy Bicester 1	The restricted limitations on land use in Policy Bicester 1 frustrate the delivery of jobs early in the Plan period and the arrangements for the delivery of wider infrastructure.	Noted – the SPD expands the Bicester 1 Policy and builds on it. The policy and SPD focus on the sectors identified in the North West Bicester economic strategy and particularly employment uses that are appropriate as part of a mixed use development given the proximity of residential areas to the proposed business park.	No change
Framptons Planning	Para 5.1 page 52	At para 5.1 it is stated: <i>“They [these principles] are therefore the starting point for planning applications.”</i> It is essential that the principles are reasonable in the context of the objectives for NW Bicester and do not frustrate the delivery of the development.	Noted	No change
Framptons Planning	Para 5.3 page 52	Para 5.3 sets out a range of design principles for which the comments below are made in the context of the employment site:	Noted – see response to individual comments below	See below
Framptons Planning	Para 5.3 page 52	Adaptability – allowing buildings to change use or serve a different purpose is welcomed. However this principle is not facilitated by the restrictive use for the commercial buildings on the main employment site provided for by	Support is welcomed. The CLP Policy allows B1 with limited B2 and B8 uses therefore allowing some flexibility.	No change

		Bicester 1.		
Framptons Planning	Para 5.4 page 53	Building heights – the SPD allows for taller buildings up to 20m “along the strategic routes” – which presumably includes the realigned Howes Lane. The height of the proposed business park is required to relate to “ <i>the residential neighbourhood to the south of Howes Lane.</i> ” The development is a suburban two storey development of about 9m in height – where building volume is as important as floor area. The submitted masterplan has safeguarded a spatial separation between the existing housing on Howes Lane and the proposed business park with buildings up to 16.75m in height. There is no cogent planning argument for restricting the height of the building below this height.	Need to clarify the reference to strategic routes to include Howes Lane and Lords Lane in terms of building heights along strategic routes.	Follow up
Framptons Planning	Para 5.11	Commercial Development design - Para 5.11 is inconsistent with the provisions of Policy Bicester 1 in seeking to introduce a restriction that BREEAM excellent will be reached “ <i>on occupation of 50% of development.</i> ” Achieving BREEAM Excellent depends on the occupiers requirements and should not be imposed on the entire development. This provision again acts as a deterrent to the delivery of jobs on and infrastructure for NW Bicester.	The CLP seeks BREEAM very good for non-residential buildings with the capability of achieving BREEAM excellent. The PPS sets out a definition for zero carbon development which is referred to as “true zero carbon development” in the masterplan documents. The SPD seeks to achieve the highest possible quality for non-residential buildings in terms of design and sustainable construction as an incentive for attracting target employment sectors to the site.	No change
Framptons Planning	Para 6.16	Para 6.16 states: “ <i>Developers will be expected to work collaboratively to deliver the infrastructure.</i> ” Such arrangements are already being discussed between Albion Land and A2D. A2D acknowledges that it is essential Albion	Noted	No change

		<p>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 the market demand, Albion Land is not able to deliver infrastructure for the wider development in isolation. 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 that implementable planning permissions are issued to enable development, including infrastructure, to be delivered. In short form, the delivery of infrastructure is dependent on the obtaining of 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 permission which enables investment to be undertaken in infrastructure.</p>		
Framptons Planning	Policy Bicester 1	Further negotiations between Albion Land and CDC/OCC are invited in order to bring forward the main employment area in Policy Bicester 1 and to enable infrastructure to be made available.	Noted	No change
Thames Water Utilities Limited	DP10	Support in principle	Support is welcomed	No change
Thames Water Utilities Limited	DR10 – Water - Water	Within the document a Water Cycle Study (WCS) is mentioned in 2 contexts. The WCS which forms part of the evidence base	The SPD refers to Water Cycle <i>Strategies in the context of</i> the masterplan and requires similar strategies to be prepared in support of individual	No change

	cycle study, page 47	supporting the SPD and a WCS which developers are expected to submit alongside any planning application. It is considered that the latter would be best called a water usage study or a drainage strategy so as to distinguish between the two.	planning applications setting out detailed proposals based on the overarching WCS and building on its principles.	
Thames Water Utilities Limited	DP10	<p>Supporting text briefly mentions the issue of sewerage network capacity. However it is felt that this topic is not covered in enough detail. As standard in a SPD which covers more conventional development, Thames Water would request a specific section on sewerage capacity infrastructure which would look to include the wording below:</p> <p><u>“It is essential that developers demonstrate that adequate water supply and sewerage infrastructure capacity exists both on site and off site to serve the development and that is would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing water and sewerage infrastructure. Where there is a capacity problem and no improvements are programmed by the water company, then the developer needs to contact the water company to agree what improvements are required and how they will be funded prior to any occupation of the development.”</u></p> <p>However, with the innovative and sustainable</p>	CDC to work with Thames Water to agree the wording relating to sewerage network capacity.	Agree wording with Thames Water

		technologies proposed to be implemented within the North West Bicester area it is felt that the above wording would not be suitable. As such Thames Water would like to work with the council to agree specific wording which would sufficiently cover the issue.		
Thames Water Utilities Limited	DR10	Should be broadened to include sewerage infrastructure. As such a fourth bullet point should be included: <u>“d) Demonstrate that adequate sewerage infrastructure capacity exists both on and off the site to serve the development and that would not lead to problems for existing users.</u> Due to the unconventional objectives of the SPD Thames Water would like to work closely with the council to develop a SPD which meets the council requirements and which is robust in ensuring that there are no adverse impacts on Thames Water infrastructure.	The suggested amendment is welcomed and agreed with the following minor amendment for clarification. “d) Demonstrate that adequate sewerage infrastructure capacity exists both on and <u>or</u> off the site to serve the development and that would not lead to problems for existing users.	Insert fourth bullet point as suggested. Add fourth bullet point
BBOWT	DR 9(e) Page 45	Strongly support this inclusion of this principle. Some amendments are needed as follows: <u>“Biodiversity mitigation and enhancement should be incorporated into the development proposals to provide a net biodiversity gain”</u> as this is a requirement (see 4.142) then the work “should” should be amended to read “must”.	Support is welcomed and wording should be amended accordingly with the following minor change. “Biodiversity mitigation and enhancement should <u>shall</u> be incorporated into the development proposals to provide a net biodiversity gain”	Amend as suggested
BBOWT	DR 9(e)	It is not possible to mitigate for the impact of farmland birds on the site, and as such it has been agreed in the NW Bicester Masterplan (see page 23 of the NW Bicester Masterplan	Agreed - the wording should be amended as follows by the addition of a sentence with a minor change to replace “must” with “shall”: <u>“Biodiversity mitigation and enhancement must</u>	Amend wording

		<p>Green Infrastructure and Landscape Strategy, May 2014) and the NW Bicester Biodiversity Strategy (see pages 2, 3, 5, 6, 12, 14 of the NW Bicester Eco development Biodiversity Strategy Appendix 6J, August 2014) that a net gain in biodiversity can only be achieved through off-site compensation for farmland birds. As this is a site-wide impact, all developments within the eco-town should be expected to contribute to this mitigation. Therefore, the wording should be amended as follows by the addition of a sentence:</p> <p><u>“Biodiversity mitigation and enhancement must be incorporated into the development proposals to provide a net biodiversity gain. As such it is not possible to mitigate for the impact on farmland birds on the site, offsite mitigation measures should be provided and all applications within the masterplan area should contribute to the provision of off-site mitigation.</u>”</p>	<p>shall <u>be incorporated into the development proposals to provide a net biodiversity gain. As such it is not possible to mitigate for the impact on farmland birds on the site, offsite mitigation measures should be provided and all applications within the masterplan area should contribute to the provision of off-site mitigation.</u></p>	
BBOWT	DR 9 (e)	<p>“Proposals should consider opportunities for biodiversity gains within the built environment, for example, through wildflower, shrub and fruit tree planting, bird, bat and insect boxes and the inclusion of green roofs” – suggest this is reworded as follows:</p> <p><u>“Proposals must demonstrate inclusion of biodiversity gains within the built environment, for example through wildflower, shrub and fruit tree planting, bird, bat and insect boxes and the inclusion of green roofs.”</u></p>	<p>The proposed wording strengthens the requirement for biodiversity and should replace the Draft text as follows:</p> <p><u>“Proposals must demonstrate inclusion of biodiversity gains within the built environment, for example through wildflower, shrub and fruit tree planting, bird, bat and insect boxes and the inclusion of green roofs.”</u></p>	Amend wording accordingly

BBOWT	DR 9 (e)	<i>“A biodiversity strategy shall accompany planning applications” (note there is a typo, amend to “accompany”).</i>	Noted	Correct typo
BBOWT	DR 9 (e)	Whilst we welcome the reference to the need for a Biodiversity Strategy to be submitted with each application, this should state that this is the biodiversity strategy that is approved for the whole BW Bicester Eco-town site, as the whole site needs to be considered comprehensively, not taking a piecemeal approach to individual developments,. This should also include the text “all planning applications” to make clear that outline, reserved matters and full applications should include the Biodiversity Strategy.	Each application should include a biodiversity strategy in accordance with the overarching strategy accompanying the A2Dominion masterplan. This comment is consistent with the work on biodiversity to support the masterplan and should therefore to accommodate it this sentence should be amended from: “A biodiversity strategy shall accompany planning applications” to <u>“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.”</u>	Amend wording
BBOWT	DR9 (e)	The principle of using an accepted metric (e.g. the DEFRA metric to demonstrate numerically that a net gain in biodiversity is being achieved has been agreed in: 1) NW Bicester Eco Development Biodiversity Strategy Appendix 6J August 2014 (pages 21-35) 2) NW Bicester Eco Development Achieving a Net Gain in Biodiversity January 2014 (pages 16-27) To accommodate the above this sentence should be amended from: <i>“A biodiversity</i>	This comment is consistent with the work on biodiversity to support the masterplan and should therefore to accommodate it this sentence should be amended from: “A biodiversity strategy shall accompany planning applications” to <u>“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.”</u>	Amend wording accordingly to DR9 (e)

		<p>strategy shall accompany planning applications” to <u>“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.”</u></p>		
BBOWT	DR 9 (e)	<p>The nature reserve, country park and other biodiversity enhancements are all necessary to ensure that the NW Bicester eco-town delivers a net gain in biodiversity. If the masterplan site is not considered as a whole, individual applications may result in a net loss in biodiversity, failing to conform to NPPF (paras 9,109 and 118), local planning policies and the objectives of this draft SPD. To ensure this, the following sentence should be added to Development Requirement 9 (e) Biodiversity:</p> <p><u>“All new development within the NW Bicester Eco-town must be in line with the “NW Bicester Masterplan – Green Infrastructure and Landscape Strategy – May 2014” which forms part of the masterplan SPD.”</u></p> <p>Such an inclusion would be supported by Development Principle 1 on page 18.</p>	<p>Agreed. The nature reserve, country park and other biodiversity enhancements are all necessary to ensure that the NW Bicester eco-town delivers a net gain in biodiversity. If the masterplan site is not considered as a whole, individual applications may result in a net loss in biodiversity, failing to conform to NPPF (paras 9,109 and 118), local planning policies and the objectives of this draft SPD. To ensure this, the following sentence should be added to Development Requirement 9 (e) Biodiversity:</p> <p><u>“All new development within the NW Bicester site must be in line with the “NW Bicester Masterplan – Green Infrastructure and Landscape Strategy – May 2014” which forms part of the masterplan SPD.”</u></p> <p>Such an inclusion would be supported by Development Principle 1 on page 18.</p>	Amend DR9 (e)
BBOWT	DR 9 (e)	<p>Appropriate management and monitoring is crucial to whether the NW Bicester Eco-town succeeds in delivering a net gain in biodiversity. The public areas of the site would need to be managed for biodiversity in perpetuity to avoid the loss of potential benefits from the mitigation and enhancement measures.</p>	<p>Agreed with minor change to wording. Appropriate management and monitoring is crucial to whether the NW Bicester Eco-town succeeds in delivering a net gain in biodiversity. The public areas of the site would need to be managed for biodiversity in perpetuity to avoid the loss of potential benefits from the mitigation</p>	Insert suggested wording

		<p>Ecological monitoring is important to ensure that the management is successful in meeting its objectives for biodiversity and to enable remedial action to be identified if necessary. The principle of including a Landscape and Habitats Management Plan, with details of a monitoring programme, has been established on pages 36 to 37 of the NW Bicester Eco Development Biodiversity Strategy Appendix 6J August 2014. Therefore the following text should be included in the Development Requirement 9 (e) Biodiversity:</p> <p><u>“A detailed Landscape and Habitats Management Plan, including a comprehensive ecological monitoring programme, must accompany all reserved matters and full planning applications.”</u></p>	<p>and enhancement measures. Ecological monitoring is important to ensure that the management is successful in meeting its objectives for biodiversity and to enable remedial action to be identified if necessary. The principle of including a Landscape and Habitats Management Plan, with details of a monitoring programme, has been established on pages 36 to 37 of the NW Bicester Eco Development Biodiversity Strategy Appendix 6J August 2014. Therefore the following text should be included in the Development Requirement 9 (e) Biodiversity:</p> <p><u>“A detailed Landscape and Habitats Management Plan, including a comprehensive ecological monitoring programme, must accompany all reserved matters and full planning applications.”</u></p>	
BBOWT	Paras 4.142 – 4.145 Page 45	4.143 should be amended to “protection and enhancement” which is the wording in the Cherwell Local Plan	CLP Policy Bicester 1 refers to “preservation” whereas CLP Policy ESD10 refers to “protection”. The SPD should reflect the local plan policies and therefore “protection” should be included in para 4.143.	Amend para 4.143 to include reference to “protection”
BBOWT	Para 4.144	4.144 should include reference to other key habitats which are essential in order to ensure a net gain in biodiversity. The principle of the creation of these has already been established in the three documents mentioned in respect to 4.145 below. This could be achieved by adding the following sentence after “ <i>The aim is to ensure greater Biodiversity across the site once the development is complete.</i> ”	Agreed. 4.144 should include reference to other key habitats which are essential in order to ensure a net gain in biodiversity. The principle of the creation of these has already been established in the three documents mentioned in respect to 4.145 below. This could be achieved by adding the following sentence after “ <i>The aim is to ensure greater Biodiversity across the site once the development is complete.</i> ”	Accept amendment and update text

		<u>“Habitats to be created in a nature reserve, country park and other green spaces include species-rich grasslands, wetlands, broadleaved woodland and hedgerows.”</u>	<u>“Habitats to be created in a nature reserve, country park and other green spaces include species-rich grasslands, wetlands, broadleaved woodland and hedgerows.”</u>	
BBOWT	4.145	<p>4.145 reference should be made to the following existing documents:</p> <p>NW Bicester eco Development Biodiversity Strategy Appendix 6J August 2014</p> <p>NW Bicester Eco Development Achieving a Net gain in biodiversity January 2014</p> <p>NW Bicester Masterplan Green Infrastructure and Landscape Strategy, May 2014.</p> <p>There should also be reference to the need for off-site farmland bird mitigation in order for a net gain in biodiversity to be achieved.</p>	<p>Agreed. Add appendix containing list of reference documents including:</p> <p>NW Bicester eco Development Biodiversity Strategy Appendix 6J August 2014</p> <p>NW Bicester Eco Development Achieving a Net gain in biodiversity January 2014</p> <p>NW Bicester Masterplan Green Infrastructure and Landscape Strategy, May 2014.</p> <p>Also include reference to the need for off-site farmland bird mitigation in order for a net gain in biodiversity to be achieved.</p>	Accept amendment and update text
BBOWT	Para 2.19 Page 12	<p>2.19 Ecology – suggest this is amended as follows:</p> <p><u>“Existing hedgerows and woodland, together with the streams crossing the site, are important habitats which form the basis of wildlife corridors in the NW Bicester masterplan. These habitats, together with ponds, farmland and grassland are of value to foraging and commuting bats, butterflies, protected species such as great crested newts and badgers, and many important farmland and woodland birds.”</u></p>	<p>Agree with suggested wording Ecology – and amend SPD para 2.19 as follows:</p> <p><u>“Existing hedgerows and woodland, together with the streams crossing the site, are important habitats which form the basis of wildlife corridors in the NW Bicester masterplan. These habitats, together with ponds, farmland and grassland are of value to foraging and commuting bats, butterflies, protected species such as great crested newts and badgers, and many important farmland and woodland birds.”</u></p>	Insert new wording
BBOWT	Fig 13	We are concerned regarding the change to Fig 13. The initial Fig 13 showed the nature reserve	Fig 13 as amended shows the spatial framework plan for the site. The nature reserve is shown on	Correct typo on Key to

	Page 17	and country park but the new Fig 13 does not. This figure should be amended so that the nature reserve and country park are included. There is also a typo in the Key: "Bridle path" assuming this is referring to a Bridleway (although have not checked that) then this should be amended accordingly.	the landscape framework plan and relate to the green space shown on the spatial framework plan.	framework plan.
BBOWT	Para 3.5 page 16	Welcome the inclusion of the following text: "increases biodiversity and addresses the impact of climate change"	Support is welcomed	No change
BBOWT	DP1 Page 18	Strongly support the inclusion of this principle	Support is welcomed	No change
BBOWT	Para 4.6 Page 18	Welcome the inclusion of the following text: <i>"In order to ensure a comprehensive development, planning applications will be required to be in accordance with the framework masterplan for the site." It should, however, be amended to add an "all" so as to read "all planning applications."</i>	Support is welcomed – amend text to include "all" planning applications as follows: <i>"In order to ensure a comprehensive development, all planning applications will be required to be in accordance with the framework masterplan for the site."</i>	Insert "all" as suggested
BBOWT	Para 4.7 Page 18	A bullet point should be added as follows: "a nature reserve and country park"	Agreed. Add new bullet point as follows: <u>"a nature reserve and country park"</u>	Insert amendment
BBOWT	Para 4.31 page 22	Welcome the text: <i>"Green space will contribute to an urban cooling effect"</i> and the similar reference in Development Requirements 3.	Support is welcomed	No change
BBOWT	Para 4.45 page 24	Welcome the inclusion of the following bullet point <i>"gardens for local food production and/or biodiversity and"</i> However, we would suggest it is amended to	Support is welcomed. Agree with comments and accept changes as follows: Amend to two bullet points as follows: <u>"gardens and food production"</u>	Amend paragraph 4.45 and DR4

		<p>two bullet points as follows:</p> <p>“gardens and food production”</p> <p>And</p> <p>“gardens for biodiversity e.g. fruit trees, wildflower meadows and log piles”</p> <p>These two bullet points should also be reflected in some way through an additional bullet point in the section “Development Requirements Homes 4 – In summary homes should.....”</p>	<p>And</p> <p><u>“gardens for biodiversity e.g. fruit trees, wildflower meadows and log piles”</u></p> <p>These two bullet points should also be reflected in some way through an additional bullet point in the section “Development Requirements Homes 4 – In summary homes should.....”</p>	
BBOWT	DP7 page 36-37	Welcome the inclusion of this section. It should also include reference to how biodiversity – rich green spaces can play a particularly important role in, for example, reducing stress levels, promoting mental wellbeing, encouraging exercise, and encouraging people to care for their environment.	Noted - include reference to how biodiversity – rich green spaces can play a particularly important role in, for example, reducing stress levels, promoting mental wellbeing, encouraging exercise, and encouraging people to care for their environment.	Amend DP7 and supporting text
BBOWT	DP9 page 39	In order to achieve a net gain in biodiversity then it is already accepted that the green spaces will include large areas of a wide diversity of wildlife habitats. This does not currently come across in this section. Suggest the principle is amended as follows: <u>“....a network of well-managed, high quality, wildlife rich green/ open spaces....”</u> And <u>“This should include sports pitches, parks and recreation areas, a nature reserve, wildlife corridors.....”</u>	DP9 relies on the wording of CLP Policy Bicester1 and therefore cannot be changed unless modified following receipt to the Local Plan Inspector’s report.	No change
BBOWT	DP9 Page 40 Green	As stated above, biodiversity is an essential outcome for the Green infrastructure in order	Agreed. Consider rewording using suggested text to recognise biodiversity is an essential outcome	Amend DP9

	infrastructure and landscape	to achieve a net gain in biodiversity. This is not currently reflected in the text for DR 9. This should be amended to address this, with some possible text being: <u>“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.”</u>	for the Green infrastructure in order to achieve a net gain in biodiversity. This is not currently reflected in the text for DR 9. This should be amended to address this, with some possible text being: <u>“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.”</u>	
BBOWT	DP9	The following sentence is welcomed: <i>“Green roofs should be used to assist in neighbourhood cooling but will not be included in the requirement for 40% green space.”</i>	Support is welcomed	No change
BBOWT	Page 41 – Tree planting	This section makes no reference to native trees and shrubs, even though the NW Bicester Eco Development Biodiversity Strategy Aug 2014 (Appendix 6J) and the NW Bicester Green Infrastructure and Landscape Strategy, May 2014 between them have clear and numerous commitments to requiring the use of native species particularly within woodland, the country park, the nature reserve, and ecological buffers, and corridors but also as a proportion of other plantings. Some wording should be inserted into this section that reflects this.	To reflect the Biodiversity Strategy reference should be made in the SPD to native trees and shrubs particularly within woodland, the country park, the nature reserve, and ecological buffers, and corridors but also as a proportion of other plantings. Some wording should be inserted into this section that reflects this as follows: <u>“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.”</u>	Insert wording to reference native species of trees and shrubs in the SPD text
BBOWT	DR 9 Hedgerows and	Welcome the inclusion of this section. It needs to be amended to reflect the commitments in the NW Bicester Eco Development Biodiversity	Support is welcomed. Amend text for clarification to reflect the commitments in the NW Bicester Eco Development Biodiversity	Amend DR9

	<p>stream corridors Page 43</p>	<p>Strategy Aug 2014 (Appendix 6J) as follows: <u>“The hedgerows would be managed in accordance with a LMHP to ensure that they provide habitat suitable for the fauna that were recorded on site prior to development: in particular, nesting birds (non-farmland specialists), mammals and invertebrates, including the hair-streak butterflies and other notable invertebrates. They would also provide wildlife corridors.”</u></p> <p>It is important that the same or similar text (including reference to hairstreak butterflies) is included in DR 9 (c), as the contribution of the hedgerows, provided they are managed for wildlife, is a vital element in achieving a net gain for biodiversity. In particular, this would involve cutting on a three year rotation (e.g. cutting one third of hedgerows each year, with any one section only once every three years), rather than annual cutting, as the latter creates a hedgerow of minimal value to wildlife.</p>	<p>Strategy Aug 2014 (Appendix 6J) as follows: <u>“The hedgerows would be managed in accordance with a LMHP to ensure that they provide habitat suitable for the fauna that were recorded on site prior to development: in particular, nesting birds (non-farmland specialists), mammals and invertebrates, including the hair-streak butterflies and other notable invertebrates. They would also provide wildlife corridors.”</u></p> <p>Include same or similar text (including reference to hairstreak butterflies) in DR 9 (c). This could involve cutting on a three year rotation (e.g. cutting one third of hedgerows each year, with any one section only once every three years), rather than annual cutting, as the latter creates a hedgerow of minimal value to wildlife.</p>	
<p>BBOWT</p>	<p>DP10 – Water page 47</p>	<p>A SUDS scheme designed with biodiversity in mind can play a significant role in provision of wildlife habitat. For example, a recently submitted road scheme for NW Bicester includes a 34 species wildflower mix for the swales, designed to both enhance the functioning of the swales and enhance biodiversity. Biodiversity rich SUDS schemes should be encouraged in all applications. Suggest the wording is amended with an additional sentence at the end of Development Requirement 10: <u>“Incorporate SUDS.</u></p>	<p>Agreed and accept change. A SUDS scheme designed with biodiversity in mind can play a significant role in provision of wildlife habitat. For example, a recently submitted road scheme for NW Bicester includes a 34 species wildflower mix for the swales, designed to both enhance the functioning of the swales and enhance biodiversity. Biodiversity rich SUDS schemes should be encouraged in all applications. Suggest the wording is amended with an additional sentence at the end of Development Requirement 10: <u>“Incorporate SUDS. All SUDS</u></p>	<p>Amend DR10</p>

		<u>Planning applications should include a strategy for the long-term maintenance, adoption and management of SUDS. All SUDS schemes should be designed to maximise the opportunities for biodiversity.</u>	<u>schemes should be designed to maximise the opportunities for biodiversity.</u>	
BBOWT	DR14 and Appendix III	Welcome the inclusion of both these sections and the reference in both cases to: <i>“celebrating nature and the natural environment by reflecting on natural and environmental issues.”</i> Suggest this is amended in both DR14 and Appendix III to reflect the importance of activities that encourage direct experience with nature e.g. <u>“Celebrating nature and the natural environment, by connecting with natural environmental issues, and encouraging practical involvement with nature conservation.”</u>	Support is welcomed	Confirm suggested change with CC
BBOWT	DR14 and Appendix III	Welcome the inclusion of the following in DR14 and Appendix III: <u>“Encouraging local residents and visitors to think about and become environmentally aware in their everyday living.”</u>	Support is welcomed	No change
BBOWT	Biodiversity page 59	Welcome the inclusion of these pages showing hedgerows and buffers. However, the last sentence in the Biodiversity paragraph: <i>“use of the metric has revealed that the green infrastructure associated with the masterplan would deliver an increase in biodiversity and therefore a net gain in biodiversity”</i> must be deleted (or otherwise amended to take the below into account) as it is incorrect e.g. as covered in earlier comments it has been	Agreed. Delete the last sentence in the Biodiversity paragraph: “use of the metric has revealed that the green infrastructure associated with the masterplan would deliver an increase in biodiversity and therefore a net gain in biodiversity” must be deleted (or otherwise amended to take the below into account) as it is incorrect e.g. as covered in earlier comments it has been established that off-site compensation for farmland birds is required, in addition to the	Delete to take account of updates to biodiversity

		established that off-site compensation for farmland birds is required, in addition to the on-site avoidance, mitigation and enhancement proposals, in order to achieve an overall biodiversity net gain.	on-site avoidance, mitigation and enhancement proposals, in order to achieve an overall biodiversity net gain.	
Sport England	DR7 – Healthy Lifestyles page 37	Support the requirement for green spaces within the development to provide attractive areas for sport and recreation.	Support is welcomed	No change
Sport England	DP8 – Local services paras 4.124 and 4.125	Support the principle of providing indoor and outdoor sports facilities at local hubs. However, paras 4.124 and 4.125 are unclear with regard to the way this will be implemented. Revised wording is needed to explain that (i) community sports facilities will be provided on land adjoining school sites and (ii) school sports facilities will be made available for use by the wider community outside of school hours; assuming that this is the plan.	Main indoor sport facilities will be provided by expanding Bicester Leisure Centre Opportunities in existing halls and schools is welcomed Outdoor sport – main location is south of the railway with smaller sites dispersed around the site	No change
Sport England	DR8 – Local Services pages 38 and 39	It is unclear why there is no specific reference to indoor and outdoor sports facilities in this section.	Indoor sports provision will be accommodated at the existing Bicester Leisure Centre and outdoor sports provision will be accommodated within the masterplan area. Development Principle 9 (d) relates to sports pitches specifically.	No change
Sport England	DP9 – GI and landscape page 39	Supports the principle requiring sports pitches to be part of the planned green infrastructure	Support is welcomed	no change
Sport England	DP 9 (d) sports pitches	Support the principle that proposals for new development be required to contribute to open space, outdoor sport and recreation provision	Support is welcomed	No change

	page 44	commensurate with the needs that is generated.		
Sport England	Para 4.141 page 62	The Draft masterplan shows a belt of “existing woodlands and hedgerows” between the sports pitches and the secondary school playing fields. This will make it difficult to manage the facilities as a sports hub, with the two sites being screened from each other. Para 4.141 should also make reference to the need to provide ancillary facilities such as changing accommodation and parking provision (for visiting teams). A single pitch site without any ancillary facilities is unlikely to be sustainable for sport in the longer term.	Woodland is existing so needs to be retained for biodiversity Changing pavilion is proposed to main sports pitches but not for junior pitches	No change
Sport England	DR 9 (d) – Sports pitches	To ensure the proposed facilities are fit for purpose and sustainable in the longer term, support the requirement for new facilities to be built in accordance with Sport England design guidance notes.	Support is welcomed	No change
Sport England	Delivery – Planning Obs and Dev Contributions pages 56 and 57	Support the use of planning obligations and developer contributions to deliver the “sports pitches and associated buffers” and “Sports Centre” (para 6.12 and 6.13).	Support is welcomed	No change
Sport England	Delivery – Planning Obs and Dev Contributions pages	Ancillary facilities should be added to the sports pitches to ensure their use and long term sustainability. “Sports Centre” does not appear to have been mentioned earlier in the document. Nor is a sports centre site identified on the draft masterplan. For clarification the	Indoor sports facilities will be provided in the existing Bicester leisure centre.	No change

	56 and 57	SPD needs to explain how indoor sports facilities are to be provided (i.e. a new sports centre on the site or the extension and improvement of existing specified facilities off-site).		
Sport England	Delivery – Planning Obs and Dev Contributions pages 56 and 57	Sport England considers it necessary for the Council to secure contributions to both sports pitches and built facilities to meet the increased demand generated by the additional population. Sport England’s Sports Facilities Calculator (SFC) planning tool helps to estimate the demand for key community sports facilities created by a given population to help LPAs quantify how much additional demand for community sports facilities (swimming pools, sports halls, and synthetic turf pitches), is generated by populations of new growth, development and regeneration areas. It uses information that Sport England has gathered on who uses facilities and applies this to the actual population profile for the local area. This ensures that the calculation is sensitive to the needs of people who live there. Further information on SFC can be found at: Http://www.sportengland.org/facilities-planning/planning-for-sport/planning-tools-and-guidance/sports-facility-calculator/	Needs of population will be identified based on CLP Policy BSC11	No change
Scottish and Southern Energy	N/A	No comments	N/A	No change
Mr D Leigh	DP5 page 26	Concern about ongoing proposal to allow B2 and B8 usage of the land in the south east	Policy Bicester 1 identifies a minimum of 10 Ha of employment land on the site within use class B1	No change

		corner of the NW Bicester site. The proposed B2 and B8 at NW Bicester is wholly inappropriate due to its proximity to existing residential property adjacent to Howes Lane.	with limited B2 and B8. The North West Bicester masterplan economic strategy supports the proposed employment uses on the site.	
Mr D Leigh	Para 5.7 page 53	States “ <i>proposed development should be sensitive to the existing landscape and townscape character...</i> ” permitting B2 and B8 development adjacent to Howes Lane and the existing residential properties cannot be considered to be in keeping with the existing character. SPD should prohibit B2 and B8 uses and restrict commercial development to B1.	The NW economic strategy supports the large format business park and proposed employment in the CLP. Wording of this section should be updated and amended to make reference to justification for proposed employment	Update text
Mr D Leigh	DP5 page 26	B8 will result in a low number of jobs in relation to the amount of land taken up by the development and will generate a number of vehicle movements to/from the area both of which would go against “eco-principles.”	The Local Plan policy refers to a limited amount of B8 use on the site. The NW economic strategy supports the large format business park and proposed employment in the CLP. The employment has been located and designed to fit with the surrounding uses.	No change
CDC Landscape Architect	DP 9	40% green space - Include “Fields in Trust” recommendations contained in “Planning and Design for Outdoor Sport and Play”.	The local standards and requirements for outdoor sports and play are set out in Policy BSC11 of the Local Plan	No change
CDC Landscape Architect	DR 9 (e) – Biodiversity page 45	Add to first and third points: <u>“...development proposals to provide a net biodiversity gain. As it is not possible to mitigate for the impact on farmland birds on the site, off-site mitigation should be provided and all applications within the masterplan area should contribute to the provision of the off-site mitigation”</u> <u>“A biodiversity strategy, which is part of an</u>	The proposed additions will strengthen the development requirement and therefore the SPD text should be updated to include them as follows: Add to first and third points: <u>“...development proposals to provide a net biodiversity gain. As it is not possible to mitigate for the impact on farmland birds on the site, off-site mitigation should be provided and</u>	Amend DR9 (e)

		<p><u>approved biodiversity strategy for the whole masterplan area, should accompany all planning applications.”</u></p> <p><u>“All planning applications should include,, and be in line with, the agreed “masterplan- green infrastructure and landscape strategy 2014 within the NW Bicester Draft Masterplan.”</u></p>	<p><u>all applications within the masterplan area should contribute to the provision of the off-site mitigation”</u></p> <p><u>“A biodiversity strategy, which is part of an approved biodiversity strategy for the whole masterplan area, should accompany all planning applications.”</u></p> <p><u>“All planning applications should include,, and be in line with, the agreed “masterplan- green infrastructure and landscape strategy 2014 within the NW Bicester Draft Masterplan.”</u></p>	
CDC Sustainability Project officer	DR 6 (a) page 32	Include reference to wayfinding in the SPD	Agreed and amend SPD to include wayfinding	Add wayfinding to DR 6 (a)
CDC Community Services	Section 6.0 – Delivery	Include obligation in draft heads of terms to require developers to install CCTV in public open spaces where there are situated retail facilities, or recreational facilities such as public houses, hotels and restaurants. Summary, list CCTV in Draft Heads of Terms	Cannot require but can include text to ensure design addresses community safety issues	Update text to include change
CDC Community Services	Draft Heads of Terms page 57	Applicants should agree the requirements of any section 106 and conditions with the LPA and OCC. Requirements of planning obligations should include provision and/or contributions for the following: Community facilities (libraries – Bicester library and Library Link in proposed large community hall)	Developer contributions for libraries and community halls are being sought.	Include a separate bullet point for neighbourhood policing and community safety
CDC Community	Draft HoTs	An unhelpful reference to neighbourhood policing, makes no reference to other	Thames Valley Police has set out its requirements and therefore TVP should be included in the Draft	Include Thames Valley Police

Services	page 57	community safety responses such as CCTV. This is contradictory to the aspirations of the CLP and NPPF supporting this request is listed below.	Heads of terms on page 57	on the Draft Heads of terms.
English Heritage	Paras 2.7 and 2.8	Welcome reference to the site history although should be reference to the Oxfordshire Historic Landscape Character Assessment currently underway. If NW Bicester not already assessed might be possible to prioritise the assessment and form an important component of the evidence base for the masterplan, together with the Landscape Character Area Assessment to which reference is made in paragraph 2.17 (or does that already include the historic landscape character assessment?). Assessment of landscape sensitivity as required by paragraph 170 of the NPPF. Para ET 15.1 of the Eco-towns PPS also refers to the use of historic landscape characterisation.	The Oxfordshire Landscape Character Assessment has informed the masterplanning of the site but it is recognised that it should be included in the SPD.	Include reference to Oxfordshire Historic Landscape Character Assessment
English Heritage	Para 2.22	Welcome the archaeological assessment and the recognition of the site's known potential for remains dating from the prehistoric period. Reference could be made here to the Oxfordshire Historic Environment Record.	The Oxfordshire Historic Environment Record has been used to inform the masterplanning and should be included in the SPD.	Include reference to the Oxfordshire Historic Environment Record.
English Heritage	Para 2.23	Whilst there are two listing entries on the National Heritage List for England, once of these is for the two Grade II listed barns at Himley Farm so there are actually three listed buildings within the site.	It is proposed to retain the barns at Himley Farm as part of the Himley Village planning application. Amend reference to listed buildings on the site to reflect the consultation response	Include reference to three listed buildings on the site in paragraph 2.23
English Heritage	Para 2.23	Welcome the recognition of the sensitivity of the grade II* listed St Lawrence's Church, just to	Support is welcomed	No change

		the north-east of the site.		
English Heritage	Para 2.19	Confirmation 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 the Historic Landscape Characterisation) also retained and ideally their significance better revealed. This would be consistent with para ET15.1 of the Eco-towns PPS which requires Eco-town proposals to set out measures to conserve and enhance their settings through the proposed development.	Policy ET15.1 of the Eco-towns PPS states <i>'Planning applications for eco-towns should demonstrate that they have adequately considered the implications for the local landscape and historic environment.'</i> It goes on to state, <i>'Eco-town proposals should set out measures to conserve and, where appropriate, enhance heritage assets and their settings through the proposed development.'</i> The key site specific design and place shaping principles in CLP Policy Bicester 1 require <i>'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.'</i> The supporting Strategic Environmental Report considers the site's heritage assets, including historic landscape features. The site's heritage assets have been identified and both the SPD and masterplanning seek to retain them in their settings.	No change
English Heritage	Para 3.5	Inclusion in the vision for NW Bicester reference to the conservation and enhancement of heritage assets, including historic landscape features.	The baseline for the masterplan includes a SER which has assessed the value of the site in terms of the conservation and enhancement of heritage assets, including historic landscape features. The site does not contain historic landscape features although there is some archaeological interest which is referred to in the SPD and supporting documents. The listed buildings on the site are also recognised in the masterplan and SPD but these are the only references to heritage assets	No change
English	Para 4.7	The draft masterplan should show the historic	The masterplan does not show the listed	Amend masterplan to show

Heritage		features that are to be retained and appropriate treatment of their setting.	buildings on the site and should be amended	listed buildings
English Heritage	Para 4.58 page 27	The 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.	Revise text to include sentence relating to Himley Barns	Add: <u>“The 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.”</u>
English Heritage	Para 4.128	Welcome the recognition in para 4.128 of the need to handle the interface with Bignell Park and the important views of St Michael’s Church in Caversfield (should that be St Lawrence’s Church?) with sensitivity (and further recognition of this in para 4.134).	Reference to St Michael’s Church is incorrect and should refer to St Lawrence’s Church. References to listed buildings should include setting	Accept amendment and update text
English Heritage	Para 4.128	Reference could be made here to the landscape/ open space being used to retain some to the setting of the listed buildings on the site.	Agreed. Refer to the landscape/ open space being used to retain some to the setting of the listed buildings on the site.	Add: <u>“Landscape proposals including open spaces should be used to retain the setting of the listed buildings on the site.”</u>
English Heritage	DP14	Disappointed that the 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/Requirement 14. This omission renders the SPD at risk of failing to conform to para ET15.1 of the Eco-towns PPS.	Historic environment of the site is considered not to require a separate DP or DR following the baseline survey work.	No change
English Heritage	Para 5.18	Welcome recognition of the setting of St Lawrence’s Church and Home Farm as key considerations for any development in their area in para 5.18 but there should be similar	Agreed. Policy ET15.1 of the Eco-towns PPS states ‘ <i>Planning applications for eco-towns should demonstrate that they have adequately considered the implications for the local</i>	Add reference to Himley Farm in paragraph 5.18

		recognition of the listed barns at Himley Farm as a key consideration for any development near them.	<i>landscape and historic environment.’ It goes on to state, ‘Eco-town proposals should set out measures to conserve and, where appropriate, enhance heritage assets and their settings through the proposed development.’</i> The key site specific design and place shaping principles in CLP Policy Bicester 1 require <i>‘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.’</i> The supporting Strategic Environmental Report considers the site’s heritage assets, including historic landscape features. The site’s heritage assets have been identified and both the SPD and masterplanning seek to retain them in their settings.	
English Heritage	General comment	Overall, disappointed the Draft SPD does not include greater recognition of the historic environment and the heritage assets therein on the site.	Noted	No change
Office of Rail Regulation	Masterplanning	Note the realignment of Howes Lane and Bucknell Road	Noted	No change
The Theatres Trust	Para 3.10	Support the emphasis that infrastructure requirements will be “future proofed”	Support is welcomed	No change
The Theatres Trust	DP8 – Local services	Support	Support is welcomed	No change
The Theatres Trust	DP13 – Community Governance	Support (e) where community assets are maintained.	Support is welcomed	No change

	ce			
The Theatres Trust	DP14 – Cultural wellbeing	Support promotion of a cultural wellbeing strategy to create a “Culturally vibrant place”.	Support is welcomed	No change
The Theatres Trust	DP14 page 51	<p>Recommend additional issues are addressed to cover the delivery of community facilities as is also mentioned for the implementation of the SPD at para 6.4 (infrastructure delivery plan) and 6.12 (developer contributions to deliver community facilities) Suggest the following revision, as supported by additional explanation in the accompanying text: <u>Final bullet page 51, “To use the creation of artworks to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community” to become “To use the creation of artworks and provision of community and cultural facilities to assist in the creation of.....”</u></p> <p>This amendment allows the subsequent implementation of community facilities to be 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 set out at page 38 that mixed use development is promoted which includes community facilities. The link between objectives and implementation is, therefore, reinforced and serves to further deliver the NPPF Core Principles on cultural well-being.</p>	<p>Agree and accept revision, supported by additional explanation in the accompanying text:</p> <p>“To use the creation of artworks to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community” to become :</p> <p><u>“To use the creation of artworks and provision of community and cultural facilities to assist in the creation of.....”</u></p> <p>This amendment allows the subsequent implementation of community facilities to be linked to the policy objective of creating a culturally vibrant place, combining both artworks and appropriate community facilities which may include theatre/cultural facilities....</p>	Add bullet point to DP14 and change supporting text

The Theatres Trust	DP14 page 51	Suggest “well-being” is having a sense of satisfaction with life. Social and cultural well-being includes the un-measurable personal experiences that make us happy and content. Such experiences are intangible, not financially rewarding, and can either be active (sports) or passive (theatre). The provision of a variety of community infrastructure and cultural facilities is vital for their contribution to residents’ and visitors’ life satisfaction and this should be promoted in this document.	Noted	No change
Middleton Stoney Parish Council	DP 6 (c)	Need a semi-fast orbital road with a speed limit of 40/50 mph.	The proposed strategic link to realign Howes Lane has been designed to allow integration and connectivity of the new development with the existing town while allowing the movement of the anticipated volumes of traffic. The speed limit will reflect the role and function as part of the strategic highway network and will respect the character of the adjacent land uses.	No change
Natural England	Para 2.19 page 12	It is suggested that only <i>some</i> of the existing hedgerows and woodland/streams are of benefit to wildlife in the area. However, they are <i>all</i> important to some degree to the wildlife in the area. Natural England supports the proposed rewording of this paragraph by the BBOWT.	Agree with suggested wording Ecology – and amend SPD para 2.19 as follows: <u>“Existing hedgerows and woodland, together with the streams crossing the site, are important habitats which form the basis of wildlife corridors in the NW Bicester masterplan. These habitats, together with ponds, farmland and grassland are of value to foraging and commuting bats, butterflies, protected species such as great crested newts and badgers, and many important farmland and woodland birds.”</u>	Amend paragraph 2.19 page 12
Natural	Para 3.5	Support this paragraph stating the vision in principle, particularly the wording “increases	Agreed. The current wording of the vision would be clarified by the suggested amendment. Revise	Change wording in paragraph 3.5 as set out in

England	page 16	<i>biodiversity and addresses the impact of climate change.</i> ” However, as it is currently worded it suggests that it is the landscape setting that increases biodiversity and addresses the impact of climate change. Suggest rewording as follows: <u>“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 impacts of climate change.”</u>	wording as follows: <u>“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 impacts of climate change.”</u>	the officer’s comments
Natural England	DP1 page 18	Support principle to prevent ad hoc development that is not likely to provide strategic solutions for the natural environment.	Support is welcomed	No change
Natural England	Para 4.6 page 18	Supports paragraph in principle and supports inclusion of <i>“all planning applications”</i> as suggested by BBOWT	Support is welcomed – amend text to include “all” planning applications as follows: <u>“In order to ensure a comprehensive development, all planning applications will be required to be in accordance with the framework masterplan for the site.”</u>	Amend paragraph 4.6
Natural England	Para 4.7 page 18	Support inclusion of <i>“a nature reserve and country park”</i> in to the list of bullet points as suggested by BBOWT.	The draft masterplan does show a nature reserve and country park and these should be added to paragraph 4.6. In addition the burial ground should also be mentioned.	Amend paragraph 4.7 to reflect masterplan more fully
Natural England	DR1 page 19	Support sentence that states “planning applications <i>will be</i> ” meaning that the following criteria of bullet points are definitive requirements. In the third bullet point would like to see <i>“develop”</i> replaced with <i>“demonstrate”</i> : “required to demonstrate the principles and vision set out in the site wide	The principles and vision are established and therefore the suggested wording to replace “developed” with “demonstrate” is appropriate and the DR1 should be amended accordingly.	Replace “developed” with “demonstrate” in DR1

		masterplan spatial framework plan the SPD.”		
Natural England	Para 4.31 page 22	Support the intent of the sentence, “ <i>Green space will contribute to an urban cooling effect and Sustainable Urban Drainage Systems (SUDS) will be designed to respond to future extreme weather events.</i> ”. Suggest change Green Space to “green infrastructure” to reflect the fact that other elements of GI will contribute to this effect. This also brings the wording in line with the third bullet point under DR3.	Agreed. It is more appropriate to use green infrastructure in this context to replace green space. Add “green infrastructure” to para 4.31	Replace green space with “green infrastructure” in para 4.31
Natural England	DR3 page 22	Amend fifth bullet to include concept of SUDS as outlined in explanatory text in para 4.31. Suggest changes to wording as follows: <u>“include water neutrality measures as out in a Water Cycle Study, and SUDS as part of a Water Cycle Strategy.”</u> This also references the use of a water cycle strategy as proposed in DR10 –Water.	Water neutrality is an important aspiration of the Eco-town and should be included in the Climate Change Adaptation Development principle. Agree to proposed amendment and add: <u>“Include water neutrality measures as out in a Water Cycle Study, and SUDS as part of a Water Cycle Strategy.”</u>	Amend DR3 by adding a fifth bullet point to include water neutrality and reference to a water cycle strategy.
Natural England	Para 4.35 page 24	Supports the inclusion of this paragraph relating to walkable neighbourhoods	Support is welcomed	No change
Natural England	Para 4.45	Supports the inclusion of the bullet point “gardens for local food production and/or biodiversity...” And comments of BBOWT that this be split into two bullet points: “garden for local food production” and “gardens for biodiversity”.	Support is welcomed. Agree with comments and accept changes as follows: Amend to two bullet points as follows: <u>“gardens and food production”</u> And <u>“gardens for biodiversity e.g. fruit trees,</u>	Insert agreed changes

			<u>wildflower meadows and log piles</u> These two bullet points should also be reflected in some way through an additional bullet point in the section "Development Requirements Homes 4 – In summary homes should...."	
Natural England	Para 4.62 page 28	Support inclusion of this paragraph including strong wording that "improved linkages to the town's stations <i>must</i> be provided...."	Support is welcomed	No change
Natural England	Paras 4.121 and 4.122	Support these paras particularly in relation to locally grown food.	Support is welcomed	No change
Natural England	DP9 GI page 39	Support this DP. Suggest last sentence be amended to more accurately reflect the development principle as follows: " <i>Planning applications shall include a range of types of green infrastructure, including green space....</i> " This reflects the wider concept of GI rather than just green space.	Support is welcomed. Accept change as follows: <u>"Planning applications shall include a range of types of green infrastructure, including green space...."</u> This reflects the wider concept of GI rather than just green space.	Amend DP9
Natural England	DP9 p 40	Amend text in first paragraph to reflect a wider concept of GI rather than just green space as highlighted in the suggested alternative text for DP9. Suggested wording: " <i>Planning applications shall demonstrate a range of types of green infrastructure including green space for example...</i> " Support inclusion of text " <i>green roofs should be used to assist with neighbourhood cooling but will not be included in the requirement for 40% green space.</i> "	Accept change	Amend doc
Natural	DR 9(a)	Support submissions by BBOWT to include	To reflect the Biodiversity Strategy reference	Incorporate BBOWT

England	p41	reference and requirement for the use of native tree species in tree planting in line with the NW Bicester Eco Development Biodiversity Strategy 2014 and the NW Bicester Masterplan Green Infrastructure and Landscape Strategy 2014.	<p>should be made in the SPD to native trees and shrubs particularly within woodland, the country park, the nature reserve, and ecological buffers, and corridors but also as a proportion of other plantings. Some wording should be inserted into this section that reflects this as follows:</p> <p><u>“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.”</u></p>	comments
Natural England	DR 9 (c) p 44	<p>Support the establishment of a 60m buffer zone for the watercourses and suggest stronger language for the requirement of these: <i>“The establishment of a minimum 60metre corridor to the watercourse (30 metres each side of the centre line) shall be provided....”</i></p> <p>The last sentence in the paragraph should also reference water quality as an important other function of stream corridors: <i>“For example, they will help maintain water quality, provide interface with development, recreational routes and play.”</i></p>	<p>Support is welcomed and welcome comment to strengthen wording to reflect the work of the green infrastructure workstream as follows:</p> <p><i>“The establishment of a minimum 60metre corridor to the watercourse (30 metres each side of the centre line) shall be provided....”</i></p>	Revise text
Natural England	DR 9 (c) p 44	The last sentence in the paragraph should also reference water quality as an important other function of stream corridors: <i>“For example, they will help maintain water quality, provide interface with development, recreational routes</i>	The last sentence in the paragraph should be amended to reflect the work of the green infrastructure workstream and to include reference to water quality as an important other function of stream corridors:	Insert suggested wording

		and play.”	<u>“For example, they will help maintain water quality, provide interface with development and may include recreational routes and play.”</u>	
Natural England	DR 9 (c) p 44	This section should also specify how the corridors maintained and managed.	This comment reflects the work of the GI workstream and therefore reference to maintenance and management of hedgerows and dark buffers should be included in the SPD. Add to the end of the hedgerows and stream corridors/dark buffers the following: <u>“and as such long term management proposals will be required as part of any planning application.”</u>	Accept change and update document
Natural England	DR 9 (c) p 44	With regards to dark buffers, the last sentence in this paragraph should be amended to read: <u>“the lighting strategy scheme for the development will avoid disturbance to these dark areas.”</u>	Accept change for clarification and amend text as follows: <u>“the lighting strategy scheme for the development will avoid disturbance to these dark areas.”</u>	Revise text
Natural England	Para 4.145 p45	Should be reworded to: <i>“The Draft masterplan proposals shall retain the most valuable habitats and ecological features on the site including protecting the majority of hedgerows and watercourses.”</i>	Accept change and amend text as follows: <i>“The Draft masterplan proposals shall retain the most valuable habitats and ecological features on the site including protecting the majority of hedgerows and watercourses.”</i>	Revise wording
Natural England	DR 9 (e) p 45	Support rewording as proposed by BBOWT to amend “should “ with “must” in the following para: <i>“Biodiversity mitigation and enhancement must be incorporated into the development proposals.”</i>	Use “should” instead of “must” to strengthen and clarify wording as follows: <i>“Biodiversity mitigation and enhancement must be incorporated into the development proposals.”</i>	Amend wording
Natural	DR 9 (e)	Support BBOWT amendments to sentence “A biodiversity strategy shall accompany planning	This comment is consistent with the work on biodiversity to support the masterplan and	Accept change

England		applications.” Namely that biodiversity should be provided for at a higher strategic level than individual planning applications and reference should be made to the biodiversity strategy for the whole masterplan area. The sentence should also refer to <u>all</u> planning applications.	should therefore to accommodate it this sentence should be amended from: “A biodiversity strategy shall accompany planning applications” to <u>“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.”</u>	
Natural England	DR10 p 47	Support inclusion of this principle. However propose stronger wording to ensure the inclusion of a water cycle strategy in planning applications: <i>“Development proposals must be accompanied by a water cycle strategy”</i> Last part of the section replace “should” with “must”.	Support is welcomed. The PPS refers to a Water Cycle Strategy and uses “should” in reference to planning applications. The CLP refers to a Water Cycle Study that “shall” set out the approach to achieving the aspiration for water neutrality. To strengthen the wording and clarify the position suggest should is replaced by must as follows: <i>“Development proposals must be accompanied by a water cycle strategy”</i> Last part of the section replace “should” with “must”.	Accept proposed change.
Natural England	DR10 p47	Commend the intention of the last bullet that applications include long-term management measure. Amend as follows: <i>“Incorporate SUDS. Planning applications shall include a strategy for the long term maintenance, adoption and management of SUDS.”</i>	This is now required by the Water Act 2014 and therefore reference to the requirement for planning applications to include a strategy for the long term maintenance adoption and management of SUDs should be deleted.	Delete reference to the SUDs strategy
Natural England	Para 5.2 p52	Last bullet should be amended to: “Landscape and green infrastructure.” To acknowledge wider understanding of green infrastructure rather than green space.	The PPS and CLP both refer to green space therefore it should be retained and supported by inclusion of “green infrastructure”.	Insert “green infrastructure” at page 52.

Natural England	P52	Design principles – Green infrastructure should be included as a design principle. This will give the mandate for the inclusion of features such as green roofs and SUDS in development proposals.	GI should be added to the design principles as set out above	Add green infrastructure to landscape and green space as part of the design principle
Bioregional	General – Development Principles	Welcome Development Principles and alignment with Eco-towns PPS and CLP. Format helps to provide consistency across national and local planning policy. Welcome format that each principle is broken down into implementation criteria and requirements. Structure will help guide developers, landowners and applicants.	Support is welcomed	No change
Bioregional	Vision and Objectives	Is there scope to refer to Bicester Garden Town in terms of what it means for NW Bicester and the SPD?	There is scope but reference to Garden Town is unnecessary at this stage. It should however be included in the foreword and introduction	Include reference to Garden Town in Foreword and Introduction
Bioregional	Vision and objectives	Include an intention for NW Bicester to be a “smart town” with real time energy data, real time travel information, smart travel management, and opportunities for the community residents to interact in a smart way.	The PPS refers to “smart energy management systems” in relation to homes which carries through into the CLP and SPD. The aspiration for Bicester to be a “smart town” are reflected in the Eco Bicester One Shared Vision, 2010.	No change
Bioregional	Para 3.4	Add sentence quoting PPS: <i>“ensuring that households and individuals are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living.”</i>	Accept change for clarification as follows: <i>“ensuring that households and individuals are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living.”</i>	Amend paragraph 3.4
Bioregional	Design principles and	Suggest an additional section on “uniqueness” of NW Bicester and how this could be expressed through the design of buildings, green	A separate section is not considered necessary and the design and development principles set out the framework to create the new community	No change

	character areas	infrastructure and the public realm.	at North West Bicester.	
Bioregional	Design principles and character areas	Include information on “a sense of arrival” for key locations within the masterplan, such as the Cross, the square and the business gateway in the south west corner of the site.	The gateways to the site are important as are the placemaking principles and policies relating to local centres. This should be reflected in the document reflecting the “sense of arrival” comment, particularly in relation to legibility as follows: <u>“The gateways to the site and local centres should be designed to create a sense of arrival within the development and improve legibility.”</u>	Amend legibility section in design and character areas section.
Bioregional	Para 5.3 – Climate change adaptation	For the avoidance of doubt specify <i>“Development should be designed in response to the latest predictions of future climate change with reference to UKCIP and the NW Bicester specific climate predictions prepared by Oxford Brookes.”</i>	Agreed. For the avoidance of doubt specify <i>“Development should be designed in response to the latest predictions of future climate change with reference to UKCIP and the NW Bicester specific climate predictions prepared by Oxford Brookes.”</i>	Add to para 5.3
Bioregional	Para 5.10	Clarify what it means	The purpose of the design guidance relating to buildings is to create active frontages to buildings through the use of ground floor windows.	No change
Bioregional	Para 5.14 second bullet	The reference to BREEAM HEA1 is Incomplete and should be checked	BREEAM HEA1 refers to visual comfort and sets out detailed criteria which applicants should refer to in preparing detailed planning applications. The paragraph should be amended to link to BREEAM webpage and the BREEAM Technical Manual SD5073 – 4.0:2011 for new construction - non-domestic buildings, 2011	Include reference to BREEAM Technical Manual
Bioregional	DR1 p19	Welcome use of BREEAM Communities assessment. Provide additional information on how to use BREEAM Communities assessment	BREEAM Communities is an assessment method that provides a way to improve the sustainability of large scale projects and is therefore relevant to	Insert link to www.BREEAM.org in paragraph 4.10.

		process with early engagement with the BREEAM Assessor to get maximum benefit from the standard.	North West Bicester. A link to the BREEAM Communities webpage should be included.	
Bioregional	DP2 p20 para 4.13	Para 4.13 add <i>“energy efficient buildings”</i> to <i>“mixture of low carbon district heating and PV energy efficient buildings”</i>	This is consistent with the approach to zero carbon development and therefore the text should be amended as follows: Para 4.13 add <i>“energy efficient buildings”</i> to <i>“mixture of low carbon district heating and PV energy efficient buildings”</i>	Amend para 4.13
Bioregional	DP2 p20 para 4.14	Replace first bullet with <i>“Provide a large scale solar photovoltaic solar array on all roofs”</i>	Accept comment. Replace first bullet with <i>“Provide a large scale solar photovoltaic solar array on all roofs”</i>	Change
Bioregional	DP2 p20 para 4.15	Provide further information or references to support statement <i>“PV panels currently appear to provide the most viable solution”</i> .	The masterplanning has suggested that the site offers the opportunity of a large solar array mounted on the roofs of the proposed new homes. The masterplan energy strategy should be referred to in this section as the baseline for subsequent proposals.	Refer to the energy strategy supporting the masterplan in para 4.15
Bioregional	DP2 p20 para 4.19	Replace with <i>“Solar masterplanning at early design stages can be carried out with software such as sketchup to check for best use of solar resources on a site”</i> http://sketchup.com	The suggested change will assist and guide applicants and should therefore be included as follows: Replace with <i>“Solar masterplanning at early design stages can be carried out with software such as sketchup to check for best use of solar resources on a site”</i> http://sketchup.com “	Add to para 4.19
Bioregional	DP2 p20 para 4.20	Add <i>“The design and siting of the energy centres should allow for the space requirements of frequent biomass deliveries.”</i>	Agreed. Add: <i><u>“The design and siting of the energy centres should allow for the space requirements</u></i>	Amend para 4.20

			<u>including the need for biomass deliveries.</u>	
Bioregional	DP2 p20 para 4.21	Add Department for Energy and Climate Change (DECC), Heat Network Delivery Unit (HNDU) as the funder and add BioRegional's role in project managing this study. Also add "...a local heat network for Bicester as a whole..."	Accept proposed addition and add Department for Energy and Climate Change (DECC), Heat Network Delivery Unit (HNDU) as the funder and add BioRegional's role in project managing this study. Also add "...a local heat network for Bicester as a whole..."	Update
Bioregional	DP2 p20/21 para 4.22	Refer to the town-wide Bicester Smart Grid study being delivered by Low Carbon Hub and CDC	The study is useful background but is at an early stage therefore should not be included	No change
Bioregional	DR2 p21	Add "that connection to any Bicester heat network should be explored." As well as Ardley ERF being investigated	Agreed. Add "that connection to any Bicester heat network should be explored." As well as Ardley ERF being investigated	Amend DR2 page 21
Bioregional	DR2 p21	Include "and complies with the definition of zero carbon as described in the Eco-towns PPS."	Accept comment and Include "and complies with the definition of zero carbon as described in the Eco-towns PPS."	Amend DR2 page 21
Bioregional	DR3 p23	Format bullet points 3,4,5 and 6	Formatting	Format bullet points in DR3
Bioregional	DR3 4.29	Draft masterplan does not set out any framework for implementing climate change adaptation measures. It does include some measures but there is no comprehensive framework. Suggest the SPD seeks a comprehensive approach with every detailed application.	Para 4.29 refers to the PPS and CLP but does not state the requirement for a comprehensive framework for implementing climate change adaptation measures. The wording should be amended to state that "a comprehensive approach to climate change adaptation will be required with every planning application.	Amend para 4.29
Bioregional	DP4 p23	Express an openness to neighbourhood scale water recycling as a means to achieve Code Level 5 water consumption requirement, rather than a house by house scale water recycling which maybe expensive.	Neighbourhood scale water recycling has been promoted throughout the masterplan workstreams and the Development Principle should be reworded to emphasise the benefits of neighbourhood scale water recycling as follows:	Amend DP4

			Insert <u>“Neighbourhood water recycling should be implemented as a means to achieve Code Level 5 water consumption requirements, rather than house by house scale water recycling which may be expensive.”</u>	
Bioregional	DP4 p24 para 4.38	Replace “require” with “encourage local services and facilities”	Require is the appropriate wording	No change
Bioregional	DP4 p24 para 4.41	Add reference to “800m of primary schools and neighbourhood services.”	Clarify 800 metre distance by adding “along the shortest walking route”	Add text to para 4.41
Bioregional	DP4 p24 para 4.45	Add <i>“space for recycling and composting facilities”</i>	Accept change and add <i>“space for recycling and composting facilities”</i>	Amend doc
Bioregional	DP4 p24 para 4.45	Add <i>“provision for electric vehicle charging points”</i>	Accept change and Add <i>“provision for electric vehicle charging points”</i>	Amend doc
Bioregional	DR4 p25	Add <i>“In summary, all homes should”</i>	Accept and Add <i>“In summary, all homes should”</i>	Amend
Bioregional	DR4 p25	Daylighting parameters – format bullet points	Amend formatting	Format
Bioregional	DP5 p26	Add “Development Principle 5” to the heading of the text box	Accept	Amend
Bioregional	DP5 p26	Include a stronger aspiration for low carbon environmental goods and services and greener businesses. This should include both large scale employment spaces but also local centres e.g. takeaways, hairdressers or grocery shops in the local centres potentially businesses that choose sustainability practices.	The economic strategy supporting the masterplan recognises the Bicester low carbon environmental goods and services sector is currently not well established but has the potential to grow. This is supported by the evidence base supporting the local plan and therefore a stronger aspiration for low carbon environmental goods and services and greener businesses could be included in the SPD. This includes large scale employment spaces and local centres e.g. takeaways, hairdressers or grocery shops in the local centres with the potential for	Include aspiration for greener business

			businesses that choose sustainability practices.	
Bioregional	DP5 p26	Reference economic strategy action plan.	Accept and include reference to the economic strategy action plan	Include reference to economic strategy action plan
CPRE	General Comments	Supportive but concern about employment	Support is welcomed	No change
Cerda Planning	DP1	DP1 is vague. It should make clear the mandatory minimum local validation requirements for a planning application on the NW Bicester site noting that the Council are seeking to progress a scheme of higher than typical sustainability credentials. For example a Design and Access Statement need not set out specific construction standards, energy generation or storage of energy requirements and the Council should be clear on how they intend to control the development of the site to meet eco-town standards.	For clarification, CDC validation requirements should be referenced and a link to CDC planning portal provided. Also clarify in delivery section (Section 6) how planning applications will be managed	Include link to CDC validation requirements and cross refer to Delivery Section
Cerda Planning	DP2	Definition of zero carbon varies from one document to another. Government's current definition relates to fixed lighting, heating and hot water and excludes appliances and energy associated with electric vehicle charging. It is likely that construction standards will overtake the aspirational targets of the NW Bicester site.	The definition of zero carbon in the SPD reflects the definition in the Eco towns PPS and is defined in the supporting masterplan documents as "true zero carbon".	No change
Cerda Planning	DP3	Not clear how development can be planned to minimise future vulnerability in a changing climate. The Council is not clear how the site can be developed to be resilient to change and to take advantage of latest sustainability	In preparing the masterplan consideration has been given to the effects of climate change and includes work with OBU on planning for future climate change.	No change

		technologies.		
Cerda Planning	DP4	Code for Sustainable Homes is being phased out. It is therefore not possible for development to meet the standard. DP4 should refer to equivalent standard to replace CSH	The approach to sustainable construction is set out in CLP Policy ESD3. Sustainable design and construction issues will be considered and illustrated in more detail in the Sustainable Buildings in Cherwell SPD.	No change
Cerda Planning	DP6 (b)	Not clear whether charging regime for electric and low emission vehicles is encompassed within the zero carbon approach to development.	The PPS refers to sufficient energy headroom to meet the higher demand for electricity from electric vehicles and the zero carbon definition excludes emissions from transport.	No change
Cerda Planning	General	The development principles set a framework for development, it is vital these are explicit, clear and set out what is expected from developers in terms of planning application, construction and operational stages. Failure to define accurately the development principles risk the NW Bicester site not coming forward in a manner envisaged by the Council.	Noted	No change
Cerda Planning	Para 3.1	Planning policy position has changed subsequent to eco-town PPS. Eco-towns are not being promoted with vigour and enthusiasm. Development standards being promoted in PPS are becoming superseded by increased construction standards and ongoing revisions are set out in the Building Regulations. It is very likely that at the point at which development takes place the development will not be any more sustainable than other housing developments.	Noted. Eco-towns PPS and policies for NW Bicester remaining until CLP is adopted. Standards for NW Bicester are currently more ambitious than Building Regs and the expectation is that true zero carbon will deliver higher standards than Building Regs.	No change
Cerda	Design principles	There is nothing particularly pioneering about the approach being taken in terms of design.	Design will be developed further through Urban	No change

Planning	and character areas	The design and character areas section is light on detail and generic in its approach. A greater level of detail should be set out in order to translate the development principles into a design ethos. It would appear that the SPD does little but duplicate policy that is already set out. SPD's are more successful when they tend to be more determinate in approach and far more visual. The SPD relies heavily on text rather than visual aids and this undermines its approach and likely success in securing a pioneering development on the site.	Design Frameworks.	
Cerda Planning	DP1	BREEAM Excellent is not achieving exemplary level of construction given provision of Building Regs and 2016 changes which will supersede sustainable construction references in document	BREEAM standards follow the CLP Policy which sets out minimum standards	No change
Cerda Planning	DR2	The council is not clear what is considered to be zero carbon development. This undermines requirement for energy statements at outline applications. The Council should be explicit on zero energy and set out whether they are making provision for allowable solutions.	The SPD is clear that the definition of zero carbon development is that set out in the Eco-towns PPS.	No change
Cerda Planning	Energy storage	SPD is largely silent on energy storage. Energy storage is key since energy generation on site from renewables takes place when energy draw is lowest. PV offers good option for generation and yet it is most efficient in the summer. Best option is to combine solar PV with wind turbines. SPD does not indicate whether wind turbines would be appropriate in terms of landscape impact.	Currently energy storage on the site and in the wider town is at its early stages of development. The CDC position on wind turbines is set out in planning guidance dated February 2011.	Include reference to CDC wind turbines guidance.

Cerda Planning	Energy storage	There is nothing in the SPD which discusses energy storage. National grid is most appropriate form of energy storage.	Excess energy generated on the site will feed into the national grid. Energy storage needs to be considered in more detail as part of the energy strategy.	No change
Cerda Planning	Zero energy development	The SPD lacks detail on zero energy development.	Noted	No change
Cerda Planning	DR3	CSH is to be phased out and it is not clear how CSH sits with zero carbon development.	The PPS, CLP and SPD all make references to CSH in the context of zero carbon development. These references will need to be updated to take account of changes to housing standards.	No change
Cerda Planning	6.0 Delivery	Delivery section is light in detail. There is nothing in the delivery section which deals with phasing, nor does it consider build rates, implications of changing market conditions, nor what market interest there is in the site. SPD is silent on number of developers likely to build-out the housing, nor the timing of the associated non-residential uses and infrastructure.	The delivery section sets out the broad approach to guide future applications and further information is set out in the delivery section of the CLP	No change
Cerda Planning	General	The Council should consider a wholesale review of the approach to the site in terms of the sustainability credentials and the site boundary.	Noted	No change
Aylesbury Vale District Council	None	No comments	N/A	No change
Warwickshire County Council	General comment	There may be interaction between the proposed mixed use eco town development at NW Bicester and the proposed new settlement	Noted	No change

		at Gaydon/Lighthorne Heath for car based work trips. Both sites are located adjacent to the M40 and travel time is approximately 40 mins. It would be positive and more sustainable if the promoters of the eco town could encourage residents to car share, should they choose to work at Jaguar Land Rover at Gaydon for example. "Choose How You Move" is a WCC imitative which includes CarShare Warwickshire which is open to the general public. It would be helpful if this information could be included in the SPD.		
Bicester Traffic Action Group	General Comment	Plan should be rejected until a delivery timescale exists that ensures new roads to support the development are present.	Noted. CDC continues to work with OCC to identify the infrastructure needed to support development.	No change
Bicester Traffic Action Group	DP6 (c)	Issues with Howes Lane/Vendee Drive/Shakespeare Drive have been identified. Redevelopment of the A4095 should be to similar design to Vendee Drive and not the strategic boulevard. To implement the new path and cycleways as specified in the Bicester masterplan document as part of the initial infrastructure.	Noted. The difference between the roads and therefore design is specific to the location.	No change
Bicester Traffic Action Group	Infrastructure delivery	Developments should be delayed until public funds or commercial developer funding contribution are available for infrastructure	Noted. Infrastructure requirements have been identified and timescales for delivery secured through Section 106 agreements	No change
Margaret Holmes	DP6 (c)	Boulevard to replace A4095 is totally unsuitable and not fit for purpose as it will no longer be a ring road.	Noted. The road is designed for the predicted level of traffic.	No change
Margaret	DP4 – Homes	Houses should have proper car parking/garages	Homes will be design with parking provision	No change

Holmes	page 24	available.		
Colin Cockshaw	General comments	Support development in accord with eco-principles although basic objection to development in countryside.	Support is welcomed	No change
Colin Cockshaw	DP6 (c) Transport	NW Bicester will add to congestion in Bucknell Road, Field Street and town centre amongst other areas.	DP6 (c) is clear that planning applications should demonstrate options for ensuring key connections around the eco-town will not become congested and OCC advice on off-site mitigation.	No change
Colin Cockshaw	Howes Lane	Realignment is “an error of judgement”	The realignment of Howes Lane is supported by modelling undertaken by OCC.	No change
Turley Associates	General comments	Supportive of overall approach to the SPD which closely emulates the eco-town standards set out in the PPS	Support is welcomed	No change
Turley Associates	Employment	It should be reiterated and further emphasised that B2 and B8 should be “limited” in order to comply with the overarching Policy Bicester 1 and the wider objectives of Bicester which are not wholly compatible with these uses in any event.	Noted	No change
Turley Associates	GI and Landscape	Further emphasis should be made to ensure all applications are required to demonstrate compliance with the policy requirement for 40% of the total gross site area to comprise green space.	The requirement for 40% green is across the site as a whole as set out in the masterplan and each application will need to show the contribution it makes to achieving 40% green space.	Amend wording to clarify
Turley Associates	General comment	References to the “ Draft Masterplan should be updated and consistent throughout on the basis that this document is intended to be endorsed by the SPD (DR1 – first bullet)	Review and amend where necessary references to Draft Masterplan.	Update document

Turley Associates	Para 4.9	Para 4.9 refers to a copy of the draft masterplan attached in Appendix 2 which is incorrect.	Correct reference to Appendix 2. Move Draft masterplan to more prominent position in document.	Update
Turley Associates	Appendix 1	The masterplan framework plan diagram contained at the back of Appendix 1 would benefit from being brought forward into its own appendix.	The Draft Masterplan prepared by A2D should be moved to earlier in the SPD.	Move Draft MP
Catherine Murfitt	General comment	Support the principles and objectives of the SPD	Support is welcomed	No change
Catherine Murfitt	Employment	SPD contains loose and ambiguous drafting about the type of employment use which will be allowed as part of the development	The SPD references to employment are taken from the PPS and CLP.	No change
Catherine Murfitt	Employment	CLP states <i>“that employment uses classes within the North-West Bicester site should be “B1, with limited B2 and B8 uses”</i> . There are good reasons for this restriction to prevent the type of warehousing which would be wholly inappropriate in this location and incompatible with the delivery of the eco town. The SPD needs to make it clear that the Council will refuse consent for any applications which do not conform to this requirement	The references to employment in the SPD are based on the CLP Bicester 1 Policy and NW Bicester economic strategy text	No change
Catherine Murfitt	Comprehensive development	All applications should demonstrate compliance with policy requirements including but not limited to 40% green space.	Noted - The need for comprehensive development is a fundamental principle of the SPD	No change
Barton Willmore	Relationship with NW Bicester	SPD does not include overview of A2D masterplan and supporting evidence base	Noted – include more detailed reference to A2D masterplan and supporting evidence base	Update SPD

	masterplan			
Barton Willmore	References to A2 Draft MP only –	other documents considered to be incomplete therefore not used in SPD directly although some elements have been “lifted” from docs.	As above	Update SPD
Barton Willmore	Approach to Local Plan Policy Bicester 1, SPD and NW Bicester masterplan	Unclear which elements of masterplan submission docs are taken forward	Clarify elements of the NW Bicester masterplan to be taken forward	Amend SPD
Barton Willmore	SPD should clearly set out evolution of NW Bicester MP	SPD should include the draft masterplan framework (currently as an appendix). The status of the masterplan needs to be resolved	Include draft masterplan framework within SPD and move from Appendix to main body text to support design principles	Move A2D masterplan to earlier in document.
Barton Willmore	A2D supporting docs should be listed	A2D supporting docs should be listed	The supporting documents have been used in the preparation of the SPD and will continue to guide the preparation of planning applications therefore they should be referred to as such with the SPD stating which documents it has relied on for clarification. The supporting documents also relate to the comprehensiveness of the proposals in providing a baseline for the site as a whole.	Include reference to A2D vision documents that have been relied on in the preparation of the SPD in the appendices.

			However, as currently submitted they have no weight and therefore it has been agreed that they should form the evidence base for the preparation of the SPD as planning policy.	
Barton Willmore	NW Bicester MP docs	NW Bicester MP docs should be listed as guidance/for information	Agreed	Include list of NW Bicester masterplan documents in Appendix.
Barton Willmore	“True” zero carbon	Should be using this term when we have the PPS definition in place?	Agreed – include reference to “true” zero carbon and also need to cross reference to SPD definition	Amend references to zero carbon
Barton Willmore	Site area	A2D refer to approx. 400 Ha	Clarify outer edge to ensure consistency with Local Plan	Amend masterplan to reflect local plan strategic allocation area.
Barton Willmore	Adley Energy Recovery Facility	Suggest replace “aspiration” with “option”	Cannot do this until we have the findings of the feasibility report in March 2015 (ultimately it will be decided on the financing of the scheme).	No change
Barton Willmore	Rural edge	Check consistency with masterplan	The rural edge as shown on the spatial framework plan is illustrative to show the area of sensitivity between and transition from the urban rural character.	Review rural edge to ensure consistency with latest masterplan.
Barton Willmore	Section 4.0 – Developm ent Principles	How does the draft masterplan relate to the SPD?	The draft masterplan will form the basis of the framework for subsequent planning applications and will be embed as planning policy in the SPD	Clarify relationship and status of the masterplan
Barton Willmore	Section 4.0	This section should clearly identify the document that the NW Bicester MP comprises – A2 propose the SPD includes a box of docs that	Noted and it should be made clear in the SPD that the SPD relies on the information supporting the A2D masterplan submission.	Include reference to A2D masterplan documents.

		applicants should refer to		
Barton Willmore	Para 4.10 – BREEAM Communities	Delete reference to BREEAM and CEEQUAL as planning applications have already been submitted	BREEAM and CEEQUAL will be used in the current and future planning applications and should not be deleted	No change
Barton Willmore	Development Principle (DP)2 and Development Requirement (DR) 2 – Zero carbon	Should refer to “true” zero carbon as set out in the MP	Agreed. Include reference to “true” zero carbon development	Ensure references to true zero carbon development.
Barton Willmore	Para 4.21	Should be more positive about heat network – however feasibility study still not completed.	The SPD leaves the option for a connection to the Ardley facility but supports the heat network	No change
Barton Willmore	DP and DR3	Too specific in referring to detailed layouts and will not allow flexibility –	suggest we ignore this comment.	No change
Barton Willmore	DP4 – daylighting parameters	Too detailed for SPD and should be removed.	The parameters provide a useful reference for developers and should not be deleted.	No change
Barton Willmore	DP4(a) para 4.47	Paragraph 4.47 states <i>“The masterplan economic strategy is expected to deliver homeworking targets for the site. The strategy will require further detailed work in terms of developing the proposals for homeworking to</i>	Homeworking is a fundamental element of the economic strategies supporting the proposals and should be include in the development principle for homes. However, the requirement for DAS to set out how new homes will be	No change

		<p><i>ensure the creation of jobs indicated on the site.</i>" The Development Requirement then states <i>"Detailed planning applications and Design and Access Statements should set out how the design of new homes will provide for homeworking."</i> These statements are inconsistent. The Economic strategy includes a figure for homeworking (1,074 across the whole development of 6,000 dwellings) and a section justifying these figures. Further work should come forward as part of individual planning applications. Paragraph 4.47 should therefore be removed.</p>	<p>designed to accommodate homeworking needs further to be retained to ensure that homeworking facilities are considered in the design of new homes.</p>	
Barton Willmore	Development Principle and Development Requirement 5 – Employment	<p>The SPD acknowledges a range of uses which will generate employment including non Class B uses such as retail and education. This is in line with the N W Bicester masterplan economic strategy. The applications should be consistent with the Economic Strategy and demonstrate as such.</p> <p>Development Requirement 5 specifies target sectors. The SPD needs to consider the prevailing economic market conditions as well as setting out realistic aspirations for economic development within NW Bicester over the longer term.</p>	Noted	No change
Barton Willmore	Para 4.51	<p>Paragraph 4.51 states <i>"larger scale commercial development comprising general industrial uses (within Classes B1 (b) and (c) and B2 of the Use Classes Orders) and storage and distribution (within Class B8 of the Use Classes Order) with office use (Class B1 (a)) is proposed by the CLP.</i></p>	<p>Include reference to the business park in the south east corner of the allocation to clarify paragraph 4.51 and recognise the requirement for it</p>	<p>Clarify paragraph to include reference to the business park.</p>

		This is unclear as to the requirement or policy and the form of development being promoted.		
Barton Willmore	Development Principle and Development Requirement 6DR/DP6 – Transport, Movement and Access Para 4.60	Paragraph 4.60 makes reference to a “ <i>Draft Sustainable Transport strategy for Bicester.</i> ” We have not seen this document, and question whether it is publically available. We note this document will inform new development proposals and should therefore be available now.	Noted. The Sustainable Transport Strategy is being finalised and therefore the reference to it should remain as it will provide guidance on transport matters when preparing planning applications.	No change
Barton Willmore	DP6 and DR6 – Transport – Para 4.62	Para 4.62 refers to improved linkages to the town’s stations and consideration of further linkages to a wider range of destinations. This should be set out in the STS for Bicester	Noted. The STS considers key connections in the town.	No change
Barton Willmore	DP6 and DR6 Para 4.69	Paragraph 4.69 states “ <i>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.</i> ” It is unclear why this is relevant to transport and movement and should be removed.	Agreed. The statement clearly refers to design principles and should be moved to design section at paragraph 5.8.	Move to design section para 5.7.

Barton Willmore	DP5 and DR5 para 4.71	Para 4.71 implies that work undertaken on movement and access as part of the NW Bicester masterplan is inadequate. This is disputed in terms of the work undertaken on behalf of A2D. The last sentence should instead state <i>“further work will be undertaken overtime to maximise legibility”</i> .	Noted. It is recognised that the transport and movement workstream needs to carry out more work on the planning applications but it is not the case that the work undertaken is “inadequate” rather it is incomplete and it is important to recognise that the street hierarchy will be developed further. Add at end of para 4.71: <u>and recognise the street hierarchy will be developed further in planning applications.”</u>	No change.
Barton Willmore	Development Requirement 6	Development requirement 6 seeks to ensure that <i>“all residential areas enjoy easy access to open space.”</i> Whilst we accept this is a positive objective, it has not been the subject of any discussion or analysis as part of the NW Bicester movement strategy. The masterplan is predicated on a comprehensive landscape and play space strategy, with green infrastructure at the heart of the scheme. Is the SPD referring to access with the masterplan or outside, and within the town? Compatibility with the masterplan and GI strategy should ensure the former.	This requirement relates to the NW Bicester site and the masterplanning has achieved this objective	No change
Barton Willmore	Development Requirement 6	Development Requirement 6 also states that all homes should be within a 800 metre walk to frequent public transport and neighbouring services. The NW Bicester masterplan and A2D applications have been prepared on the basis that all homes had to be within 400 metres of frequent public transport and neighbourhood services. The SPD should reflect this.	Accept comment and update text to reflect the NW Bicester masterplan as follows: 5 minutes walk (400 metres) to frequent public transport routes and 10 minutes walk (800 metres) to neighbourhood services	Amend text and update SPD
Barton Willmore	Development	Paragraph 4.82 should make reference to reduced car ownership or use	Noted	Insert reference to car ownership and use

	requirement 6 Paragraph 4.82			
Barton Willmore	Development Principle 6 (a)	Development Principle 6 (a) states that travel plans are required to demonstrate how the Eco 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 to 60 per cent over time. Through work on the NW Bicester masterplan, in which CDC and OCC participated and engaged, it was agreed that the location and current mode share of Bicester is such that 50 per cent is very challenging.	It is accepted that 50 per cent is a challenging target for non car trips which was recognised by officers. However, it remains a target and expectation that over time it will be achieved as sustainable transport measures and strategies are adopted therefore developers and applicants should work on the basis that 60 per cent of trips by non car modes should be achievable in the longer term.	No change.
Barton Willmore	Development Requirement 6 (a)	The bullet points set out in Development Requirement 6 (a) are unclear and should be reviewed.	Noted. The bullet points have been reviewed and are considered to be clearly set out	No change
Barton Willmore	Development Principle 6 Para 4.105	Paragraph 4.105 states that the strategic link road will become a " <i>bustling High Street</i> ". This may be misleading. Instead we propose that the SPD simply refers to the realigned strategy link road as an " <i>urban boulevard</i> " as set out in the submitted masterplan.	Remove reference to "bustling High Street" and replace with stronger wording on urban boulevard and reference Design and Access Statements	Delete reference to "bustling high street" and replace with "bustling street"
Barton Willmore	Development Requirements 6 (c)	Development Requirements 6 (c) implies traffic calming measures will be introduced along the strategic link road to reduce speed. This is incorrect and should be amended accordingly.	Disagree. The requirement makes no reference to traffic calming and merely sets out the need for walking and cycling to be given emphasis along and across the strategic link	No change
Barton	DP/DR8 –	The NW Bicester Masterplan Framework Plan,	The masterplan framework plan should be	Include plan showing key

Willmore	Local Services	as submitted to CDC, shows required local services based upon projected population outputs. The masterplan Framework Plan and required local services should be set out in this section. This will provide applicants with further clarity on quantum and spatial distribution of services and facilities.	approved and adopted by CDC before making amendments to the SPD. The plan showing key facilities should be included in the SPD.	facilities.
Barton Willmore	Development Principle and Requirement 9 – Green Infrastructure and Landscape	When referring to the burial ground, DP9 states that the location should “ <i>not pose risk to water quality</i> ”. The burial ground land as identified in the NW Bicester masterplan will be transferred to CDC through the planning application process. It is CDC’s responsibility to undertake the relevant assessments to ascertain whether the ground is suitable for use as a burial ground, and if not, find an alternative suitable use. A2D remain unconvinced as to the need and justification of the burial ground, certainly at the scale now proposed. CDC is, however, adamant that a burial ground is required on the basis that the requirement does not generate additional cost or liability for A2D, A2D are prepared to offer the land to the Council. The Council is responsible for meeting all technical and statutory requirements.	Noted	No change
Barton Willmore	Development Principle 9	DP9 also states that “ <i>40 per cent 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</i> ”. The wording implies that all green spaces rather than the network should be linked to the open countryside. This	Agree. The development principle should refer to the green space network linking to the countryside and therefore the wording should be clarified	Amend text to clarify

		text should be reviewed and amended accordingly		
Barton Willmore	Development Requirement 9	DR9 states that “ <i>particular attention should be given to land to allow the production of food from community, allotment and/or commercial gardens.</i> ” This implies that commercial gardens are proposed. Commercial gardens are not set out in the NW Bicester Masterplan. Reference to commercial gardens should be removed.	The reference to commercial gardens is taken from the eco-towns PPS and included as a reference to the potential for food production within eco-towns.” No commercial gardens are proposed at NW Bicester therefore the reference to commercial gardens should be removed.	Remove reference to commercial gardens.
Barton Willmore	Fig 14	Fig 14 shows the existing route of one of the dark corridors; however it does not show the relocation of the dark corridor to the edge of the woodland west of the site. This should be added to Fig 14	The justification for relocating the dark corridor has not been made and it should not be shown until further information is received.	No change
Barton Willmore	Development Requirement 9 (a)	Development Requirement 9 (a) states that structured soil tree pits can be used, however, Paragraph 5 states that pits must provide an compacted medium. Structural soil is compacted. This could therefore be excluded under Para 5. CDC should clarify the preferred approach.	It is essential for the developer to allocate a sufficient budget for the provision of engineered planting pits installed with either structured cells, raft system or structured soil. Tree pits must be of the desired 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. 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 same planting pits must have appropriate engineering solutions installed to ensure that the maturing roots do not	No change

			present any foreseeable level of risk to property and adjacent hard surfaces. Various systems to achieve this are now available and all are still subject to ongoing research however, rather than adopting one specific method it is preferable and more flexible for each hard-surface planting pit specification to be designed to suit the individual tree and its situation. Discussions regarding this should commence from the earliest stage in the design phase.	
Barton Willmore	Development Requirement 9 (c)	DR 9 (c) states that a 20 metre buffer along designated hedgerows is required relative to 'dark corridor'. The NW Bicester masterplan proposes 40 metres (20 metres either side of those hedgerows that constitute a 'dark corridor'). The hedgerow buffers should be provided in accordance with the Green Infrastructure and Landscape Strategy	Agreed. The requirement should be amended.	Amend text to reflect change to text.
Barton Willmore	DP9(d) Sports Pitches	We note the requirement for sports pitches within NW Bicester. Development Principle/Requirement 9(d) should state that the suitable phasing of sports pitches will be secured through Section 106 Agreements and/or conditions as appropriate.	Agreed. Amend Development Principle/Requirement 9(d) to state: <u>" the suitable phasing of sports pitches will be secured through Section 106 Agreements and/or conditions as appropriate".</u>	Amend DP9 (d)
Barton Willmore	DP/DR 10 – Water	Development Principle 10 refers to PPS1 supplement's reference to water neutrality. Please note that although the PPS 1 supplement refers to water neutrality, it does not require water neutrality. The SPD should therefore state that proposals should aspire to water neutrality. The environment agency guidance does not	The wording used in the SPD takes extracts from the PPS and as a result proposals should aspire to water neutrality and therefore no change is proposed to the SPD.	No change

		support that water neutrality can be achieved on-site but rather it should be considered relative to a defined area normally associated with a water company water resource catchment zone. This should be reflected in the SPD.		
Barton Willmore	DP/DR13 – Community and Governance	We understand that CDC seeks to establish a single governance structure for NW Bicester. Development Requirement 13 requires planning applications to be “ <i>accompanied by long term governance structures</i> ”. It should be clarified that planning applications should support the establishment of the Local Management Organisation (LMO), rather than promote individual governance structures. The exemplar phase will establish the process for the creation of a governance structure through a three tier process. The SPD should seek to continue this approach and develop the process across the masterplan area.	Noted – Add the following text for clarification: <u>Planning applications should seek to achieve a seamless approach across the site in terms of community led activities and facilities</u>	Accept amendment and update text
Barton Willmore	DP/DR13 – Community and Governance	Policy Bicester 1 requires the submission of proposals to support the setting up and operation of a financially viable LMO, to allow locally based long term ownership and management of facilities in perpetuity to LMO management. Whilst developers must assist in the establishment of the LMO structure, developers should not be expected to fund the LMO in perpetuity and the LMO	Long term management is required therefore developers should support the LMO to enable it to become viable in the long term.	No change
Barton Willmore	DP/DR14 – Cultural wellbeing	In the Implementation section of the Cultural Wellbeing Strategy, the Draft SPD states that each outline approval for the site must be	Cultural wellbeing must be embodied in section 106 agreements at the outline planning application stage.	No change

		<p>accompanied by a S106 Agreement which will require cultural wellbeing elements to be incorporated in areas of site infrastructure. Each S106 Agreement will require an overarching Cultural Wellbeing Statement to be submitted and approved in writing prior to the submission of reserved matters. We propose that this is dealt with in tandem with the submission of reserved matters.</p>		
Barton Willmore	Section 6.0 – Delivery	<p>Having reviewed the Delivery Section we consider this chapter should be reviewed. Proposed new wording is set out below:</p> <p><i>“This section sets out the key requirements relating to the delivery of NW Bicester and the process from preparing outline planning applications to securing detailed approval. The aim is to ensure a consistent approach to quality and delivery.</i></p> <p>Outline Planning Applications</p> <p><i>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 Developing the Spatial Framework.</i></p> <p><i>Outline planning applications can be made with some or all reserved matters reserved for future</i></p>	<p>The Delivery Section sets out the approach to successful planning application preparation and the process for efficient determination of proposals. The section has been reviewed in the light of the proposed new wording and the following amendments should be made:</p> <p>Para 6.1 delete “adequate” and replace with “a comprehensive scheme”</p> <p>Para 6.5 insert:</p> <p>Outline Planning Applications</p> <p><i>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 Developing the Spatial Framework.</i></p> <p><i>Outline planning applications can be made with</i></p>	Update Delivery Section

	<p>determination. Guidance on the local requirements for planning applications is set out on the Council's website www.cherwell.gov.uk</p> <p>Each outline planning application must include:</p> <p>Outline Application Forms, landownership certificates and agricultural holding certificate;</p> <p>Planning application drawings (for approval and in support);</p> <p>Description of development and parameters document;</p> <p>Design and Access Statement;</p> <p>Landscape Strategy;</p> <p>Environmental Statement or for subsequent applications a statement identifying where impacts have been previously assessed;</p> <p>Sustainability Framework;</p> <p>Transport Assessment;</p> <p>Framework Travel Plan;</p> <p>Energy Strategy;</p> <p>Water Cycle Strategy;</p> <p>Utilities assessment;</p> <p>Planning statement;</p> <p>Draft Heads of Terms;</p>	<p>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</p> <p>Each outline planning application must include:</p> <p>Outline Application Forms, landownership certificates and agricultural holding certificate;</p> <p>Planning application drawings (for approval and in support);</p> <p>Description of development and parameters document;</p> <p>Design and Access Statement;</p> <p>Landscape Strategy;</p> <p>Environmental Statement or for subsequent applications a statement identifying where impacts have been previously assessed;</p> <p>Sustainability Framework;</p> <p>Transport Assessment;</p> <p>Framework Travel Plan;</p> <p>Energy Strategy;</p> <p>Water Cycle Strategy;</p> <p>Utilities assessment;</p> <p>Planning statement;</p> <p>Draft Heads of Terms;</p>	
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	<p><i>Statement of Community Involvement;</i></p> <p><i>Affordable housing statement;</i></p> <p><i>Economic Strategy;</i></p> <p><i>Arboricultural report</i></p> <p><i>Cultural Strategy;</i></p> <p><i>Monitoring Plan</i></p> <p><i>Indicative masterplan in accordance with the NW Bicester masterplan;</i></p> <p><i>Information to assess site specific matters.</i></p> <p>Pre-application Consultation</p> <p><i>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.</i></p> <p>Planning Performance Agreements</p> <p><i>Prior to the submission of an outline planning application to Cherwell District Council, Applicants should seek to enter into a Planning Performance Agreement with the Council.</i></p> <p>Reserved Matters</p> <p><i>Reserved Matters applications should set out in</i></p>	<p><i>Statement of Community Involvement;</i></p> <p><i>Affordable housing statement;</i></p> <p><i>Economic Strategy;</i></p> <p><i>Arboricultural report</i></p> <p><i>Cultural Strategy;</i></p> <p><i>Monitoring Plan</i></p> <p><i>Indicative masterplan in accordance with the NW Bicester masterplan;</i></p> <p><i>Information to assess site specific matters.</i></p> <p>Pre-application Consultation</p> <p><i>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.</i></p> <p>Insert at para 6.8:</p> <p><u>“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.</u></p> <p>Insert at para 6.10:</p>	
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		<p><i>detail the proposed development in the context of the wider masterplan. Reserve matters may include:</i></p> <ol style="list-style-type: none"> 1. <i>Layout</i> 2. <i>Scale</i> 3. <i>Appearance</i> 4. <i>Access</i> 5. <i>Landscaping</i> <p><i>Additional detail will also need to be submitted and approved no later than the first Reserved Matters. Additional Strategic detail includes:</i></p> <ol style="list-style-type: none"> 1. <i>Design guidelines and design review;</i> 2. <i>Phasing;</i> 3. <i>Green infrastructure design and management strategy;</i> 4. <i>Travel Plan, plus access strategy including public transport;</i> 5. <i>Strategic SUDs strategy;</i> 6. <i>Strategic energy strategy;</i> 7. <i>Employment strategy</i> 8. <i>Cultural wellbeing strategy</i> 9. <i>LMO Implementation Scheme</i> 10. <i>Infrastructure delivery;</i> 	<p>Reserved Matters</p> <p><i>Reserved Matters applications should set out in detail the proposed development in the context of the wider masterplan. Reserve matters may include:</i></p> <ol style="list-style-type: none"> 1. <i>Layout</i> 2. <i>Scale</i> 3. <i>Appearance</i> 4. <i>Access</i> 5. <i>Landscaping</i> 	
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		<p>11. <i>Affordable housing – phasing and distribution;</i></p> <p>12. <i>Compatibility and consistency with the masterplan.</i></p> <p><i>Design guidelines should address the following:</i></p> <ol style="list-style-type: none"> 1. <i>Principles of design of buildings: e.g. palette of materials, set back from streets, enclosure;</i> 2. <i>Streetscape: e.g. approaches to design of roads and footways/cycleways, approach to parking design; street lighting</i> 3. <i>Open space and play space e.g. layout of formal play , standards, principles of surveillance and access.</i> <p><i>The guidelines would provide a framework for the preparation of the Reserved Matters and other relevant details pursuant.</i></p> <p>Section 106 Agreements</p> <p><i>Developers will be expected to work collaboratively to deliver infrastructure associated with development proposals. These will be secured by way of legal agreements and /or conditions.</i></p>		
<p>Barton Willmore</p>	<p>Appendix 1</p>	<p>Appendix 1 includes masterplan BIMP6 01 Rev B. Since submission of the masterplan to CDC in May 2014, amendments have been made to the</p>	<p>Agreed. Since the publication of the Draft SPD it has been agreed that the masterplan should be included in the main body of the document to</p>	<p>Incorporate revised masterplan in SPD.</p>

		revised alignment of the strategic road. The revised masterplan should be included in the SPD.`	reflect its status to be adopted as the approved masterplan when the SPD is adopted.	
HS2 Limited	N/A	The site is outside of deposited hybrid Bill limits and the formal zone subject to Safeguarding Directions for Phase1 of HS2 therefore no comments	N/A	N/A
Oxfordshire County Council	Introduction	The SPD should make reference to NW Bicester forming part of a Garden Town and to the Government's vision for Garden Cities in the April 2014 Prospectus which emphasises high quality design with appropriate infrastructure and accessible green space designed in from the beginning.	Reference to Garden Cities does not add to the SPD in anyway other than providing background. It is considered however that it should be included in the introduction	Update text
Oxfordshire County Council	Introduction	The SPD should take account of the government's proposals for implementing national prescribed standards and optional (higher) standards for house building. In the case of water efficiency, the government's proposed optional standard is lower than that required by draft local plan policy Bicester 1. The achievement of higher standards is likely to be reliant on the willingness of developers to apply them as once the legislation comes into force, LPAs will be unable to impose standards above the optional standards.	The Housing Standards Review should not be included in the SPD	No change
Oxfordshire County Council	General – transport	Whilst the SPD highlights the STS for Bicester it should be stated that this will sit within the context of the overall Area Strategy for Bicester within the LTP4 and that any applications will need to demonstrate how they meet the overall strategy as well as the emphasis on the	LTP4 does not form part of the development plan therefore there is no requirement for proposals to demonstrate how they meet the strategy.	No change

		sustainable aspects.		
Oxfordshire County Council	Section 6	Section 6 sets out a range of on-site supporting infrastructure requirements and refers to the Infrastructure Delivery Plan in the Local Plan Part 1, which sets out the infrastructure requirements in the short, medium and longer term. Given that NW Bicester is coming forward through a number of outline and detailed planning applications by different developers, there is a need for mechanisms to ensure that supporting infrastructure can be adequately funded and delivered when and where it is needed. The SPD should set out what these mechanisms will be and how they will be applied through the development management process with, if necessary, further policy detail to be developed through the Local Plan Part 2. It may be necessary for the Community Infrastructure Levy or other funding mechanisms to be used in the future to plug infrastructure funding gaps.	The delivery mechanisms for infrastructure funding are limited but include the following: <ol style="list-style-type: none"> 1. A framework all developers are expected to enter 2. Site specific SPD and 3. The community infrastructure levy although this is not yet in place for Cherwell District Council 	No change
Oxfordshire County Council	Monitoring	Progress in delivering infrastructure against housing and employment delivery should be subject to annual monitoring as agreed in the statement of common ground between CDC and OCC as part of the local plan examination.	The SPD relies on the monitoring of the CLP and requirements of the Eco-towns Planning policy statement	No change
Oxfordshire County Council	Off-site infrastructure	The SPD is unclear how NW Bicester will contribute to off-site strategic infrastructure improvements required to support the overall growth of Bicester.–	The list of section 106 agreement requirements and off-site highways works should be included in the SPD once it is agreed with OCC	Add in list of Section 106 requirements and off-site highways works.

Oxfordshire County Council	Paragraphs 1.2 and 4.50	Para 1.2 and 4.50 summarise what NW Bicester will provide. It is not clear how a figure of 4,600 new jobs has been arrived at.	The job numbers proposed were agreed as part of the masterplan employment workstream and are incorporated in the economic strategy	No change
Oxfordshire County Council	Introduction Paras 1.5, 1.21 and 1.22	Introduction at paras 1.5, 1.21 and 1.22 should refer to the Local Plan, <i>including the Infrastructure Delivery Plan</i> .	There are references to the Local Plan and IDP in the SPD but these should be reviewed in light of this comment.	No change
Oxfordshire County Council	Para 2.29	Para 2.29 should clarify that the development will require a comprehensive approach to land assembly and phasing of development <i>and supporting infrastructure</i> .	The approach to comprehensive delivery is clearly set out in the document but a comprehensive approach to land assembly is not deliverable.	No change
Oxfordshire County Council	Paragraph 4.6	Para 4.6 refers to planning applications being required to be in accordance with the framework masterplan for the site; this should be expanded to include infrastructure plans.	An infrastructure plan has not been prepared and the SPD relies on the Local Plan IDP.	No change
Oxfordshire County Council	Development Principle 2 page 19 Paragraph 4.12	The requirement on page 19 – development principle 2 and para 4.12 – that all buildings should allow for zero carbon development will have cost implications for schools provision.	Noted – however zero carbon will have savings in operation	No change
Oxfordshire County Council	Development Principle 4	OCC support the requirements in development principle 4 for: <ul style="list-style-type: none"> - Provision of extra care housing - Provision of superfast broadband And will work with developers in exploring opportunities to provide digital access to	Support is welcomed	No change

		support assisted living.		
Oxfordshire County Council	Development requirement 4	OCC supports Development Requirement 4 for homes to meet lifetime homes space standards	Support is welcomed	No change
Oxfordshire County Council	Paragraph 4.21	OCC supports references to the investigation of the feasibility of a local heat network for Bicester and the aspiration to connect proposed developments to the Ardley ERF to provide a heat supply.	Support is welcomed	No change
Oxfordshire County Council	Paragraph 4.51	<p>Employment use classes: paragraph 4.51 states that:</p> <p><i>“Larger scale commercial development comprising general industrial uses (within Classes B1 (b) and (c) and B2 of the Use Classes Order) and storage and distribution (within Class B9 of the Use Classes Order) with office use (Use Class B1 (a)) is proposed by the Cherwell Local Plan.”</i></p> <p>This paragraph should reflect that Policy Bicester 1 stipulates <i>limited B2 and B8</i> uses.</p>	Agreed. Need to ensure SPD is consistent with Local Plan Policy in terms of employment requirements.	Amend references to employment requirements to ensure consistency with the Local Plan.
Oxfordshire County Council	Development Requirement 4(a)	Development Requirement 4 a – Homeworking is a positive inclusion as this will be one element in offering people choices i.e. whether there is a need to travel at all on certain days	Noted	No change
Oxfordshire County Council	Development Requirement 6 – Transport	This positively sets out the aims to reduce car dependency which is fundamental for this site but also recognises the need to mitigate particularly highway impacts naming the Howes Lane and Bucknell Road improvements. It is	Noted	No change

	Movement and Access –	good to see the walking and cycling connections near the top of the list but it may help to make this clear that this is not only about connections within the site but equally important will be the walking and cycling connections with key destinations within the existing town. This is picked up under the first paragraph but could be clearer here.		
Oxfordshire County Council	General – transport	Whilst it is important that in the context of this development the STS is highlighted it should be stated that it will sit in the context of the overall area strategy for Bicester within LTP4 and that any aspirations will need to demonstrate how they will meet the overall strategy as well as the emphasis on the sustainable aspects.	Noted. The SPD refers to the LTP and the STS also recognises the context of the LTP in terms of the overall strategy for Bicester.	No change
Oxfordshire County Council	Development Requirement 6 (a)	DR6 (a) should also include provision of bus infrastructure.	Agree. Include reference to bus infrastructure	Insert reference to bus infrastructure
Oxfordshire County Council	DP6(c) para 4.97	Paragraph mentions the downgrading of Bucknell Road. This is not the right phrase as it implies changing the category of the road. This road is not an “A” or “B” class road and does not need downgrading. It would be more accurate to simply talk about the intention to make the route northbound out of Bicester more circuitous to reduce the impact on Bucknell village.	The phrase “downgrading” has been taken from the NW Bicester masterplan documents and based on this comment should be revised.	Remove reference to “downgrading” and replace with appropriate wording.
Oxfordshire County Council	Paragraph 4.110	Para 4.110 – “perhaps stopping to use the local facilities” – the design of any stopping points will need to take account of the need to keep traffic flowing along the corridor, be it at	Noted. Remove reference to the urban boulevard facilities	Amend text

		reduced speeds.		
Oxfordshire County Council	DP6 (d) – Public transport Paragraph 4.116	Para 4.116 adds nothing to the public transport principles for this development. It perhaps just needs a linking sentence between this paragraph and 4.117 along the lines of, “with limited and managed car access, but with positive design features for bus users.”	Noted. Provision for parking for non-residential uses is required and planned	No change
Oxfordshire County Council	Development Principle 6 (c) Howes Lane	If the preferred speed limit of the realigned Hoses Lane is 30mph it must be ensured that design, including for example types of crossing, support this so that it is as far as possible self-enforcing, to deliver the best possible amenity and safety for pedestrians and cyclists. If a higher speed limit is adopted even more care will need to be given to ensuring that the crossing provision for pedestrians and cyclists is to a very high standard.	Noted. The input of OCC is welcomed and will continue to be required as the proposals for the urban boulevard progress	No change
Oxfordshire County Council	Paragraph 2.22	<p>Archaeology comments remain the same as for the previous response to the draft masterplan. Although this SPD does mention that archaeological deposits have been identified within the application area, it would still be beneficial for the SPD to specifically acknowledge that further stages of mitigation will be required ahead of any development.</p> <p>Insert: “The site is located in an area of archaeological interest identified by a desk based assessment, aerial photographic survey, geophysical survey and a trenched evaluation. These are summarised in Chapter 10 of the Strategic Environmental Report.</p> <p>The archaeological evaluation recorded a</p>	<p>Accept suggested insertion: “The site is located in an area of archaeological interest identified by a desk based assessment, aerial photographic survey, geophysical survey and a trenched evaluation. These are summarised in Chapter 10 of the Strategic Environmental Report.</p> <p>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. This</p>	Insert text

		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. This can be secured through a condition on the planning permission. There will be a need for this further scheme of investigation.”	can be secured through a condition on the planning permission. There will be a need for this further scheme of investigation.”	
Oxfordshire County Council	Development Requirement 8 – Local Services	OCC Property comments. PUPIL DROP OFF. Primary school. The housing developer is to provide off-site parking prior to the completion of the Primary Schools. Off-site parent parking to be provided for 50 vehicles for each or such other number as required by the Highways Authority based on verifiable “drop-off” assessment provided by the developer, suitable for dropping off and collecting children attending the Primary School which is freely available for such use and which affords safe, convenient and free flowing access to the Primary School Site [and where this is not reasonably practicable in time for the opening of the school to use reasonable endeavours to provide temporary drop off facilities as aforesaid and which are freely available for such use and which afford safe and convenient and free flowing access to the Primary School Site until the permanent area is available] NB No parent drop will be permitted on the school site itself. An offsite 2 coach drop off/pick up lay by facility will be required adjacent to the entrance	Noted. These requirements do not reflect the location of schools within 800 metres of all properties and the desire for walking and cycling.	No change

		to the school.		
Oxfordshire County Council	Development Requirement 8 – Local Services	<p>Secondary School. The housing developer is to provide off-site parent drop off parking prior to the completion of the Secondary Schools. Off-site parent parking to be provided for a number of vehicles as required by the Highways Authority based on a verifiable “drop-off” assessment provided by the developer, suitable for dropping off and collecting children attending a 1200 place Secondary School which is freely available for such use and which affords safe, convenient and free flowing access to the school site [and where this is not reasonable practicable in time for the opening of the school to use reasonable endeavours to provide temporary drop off facilities as aforesaid and which are freely available for such use and which afford safe and convenient and free flowing access to the Secondary School Site until the permanent area is available] NB no parent drop .will be permitted on the school site itself. An offsite 4 coach drop off/pick up layby facility will be required adjacent to the entrance to the school for pupil pick up and drop off during the school day for trips related to the curriculum. In addition to this, appropriate access provision will be provided for an onsite coach drop off facility at the start of day for pupil drop off by coach.</p>	Noted. These requirements do not reflect the location of schools within 800 metres of all properties and the desire for walking and cycling.	No change
Oxfordshire County Council	Development Requirement 8 –	<p>DESIGN PRINCIPLES. Primary School sites.</p> <p>No dead end roads should be situated adjacent to schools and the road layout should allow for</p>	Noted. These principles are too detailed for the SPD and should be appended to the document.	Include principles in an appendix.

	<p>Local Services</p>	<p>circular routes to prevent the need to reverse in the road.</p> <p>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.</p> <p>Ideally there will be 3 vehicular entrances located strategically around the perimeter</p> <p>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</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>All existing buildings, foundations and</p>		
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		<p>underground obstructions are to be removed</p> <p>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.</p> <p>School sites should be as level as possible to limit the need for abnormal cost.</p>		
Oxfordshire County Council	Development Requirement 8 – Local Services	<p>Secondary school site</p> <p>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.</p> <p>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.</p> <p>Ideally there will be up to 6 vehicular entrances located strategically around the perimeter.</p> <p>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</p> <p>Noise generation around school sites should be minimal. For example, proximity to the railway,</p>	Noted. These principles are too detailed for the SPD and should be appended to the document.	Include principles in an appendix.

		<p>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</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>All existing buildings, foundations and underground obstructions are to be removed</p> <p>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.</p> <p>School sites should be as level as possible to limit the need for abnormal cost.</p> <p>The above comments are by no means exhaustive. Once OCC has received more detailed information it can visit the site and assist with proving layouts which may help to</p>		
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		underwrite or otherwise the locations of the schools.		
Oxfordshire County Council	General – fire service provision	<p>OCC Fire service</p> <p>Recommend the SPD requires the provision of Automatic Water Suppression Systems (AWSS) to be fitted to all buildings – see detailed comments</p> <p>Access for fire fighting – access to the proposed sites and premises to be in accordance with guidance in the current edition of Approved Document B to the Building Regulations volumes 1 and 2</p> <p>Water supplies for fire fighting – recommend provision of adequate and appropriate water supplies (fire hydrants) in accordance with Building Regulations.</p>	Noted. AWSS cannot be required but should be included in the SPD as a recommendation. Building Regulations pick up access for fire fighting and water supplies for fire fighting could be dealt with by a condition.	No change
Oxfordshire County Council	Development Principle 2	<p>References to the investigation of the feasibility of a local heat network for Bicester and the aspiration to connect proposed developments to the Ardley ERF to provide a heat supply are supported in particularly DR2 and paragraph 4.21</p> <p>DR10 Water also refers to utilities and infrastructure which allow for zero carbon and consideration of sourcing heat from the Ardley ERF. This is not mentioned in the requirements or implementation paragraphs supporting this principle which relate primarily to waste and sewage treatment. Either a brief explanation or cross reference to DR2 would be helpful here.</p>	Support is welcomed. Reference to utilities has been reviewed and a cross reference to DP2 included	Revise text

Oxfordshire County Council	Development Principle 12 and Development Requirement 12	DP12 Waste and DR12 are supported and the link made with targets for recycling and composting in the OJMWMS is welcomed	Support is welcomed	No change
Oxfordshire County Council	Paragraph 4.157	Paragraph 4.157 notes that waste growth has been falling since 2007. However, more recently there has been waste growth in Oxfordshire which could be up to about 2% this year.	Insert at end of paragraph: More recently there has been a growth in waste in Oxfordshire which could be up to 2% this year	Insert suggested text
Oxfordshire County Council	General - waste	The SPD should refer to the OJMWMS Policy 3 which aims to help households and individuals reduce and manage their waste in order to ensure zero waste growth or better municipal waste per person per annum. Applicants should be aware of this in developing their Sustainable Waste and resources plans and consider how they could help achieve the waste reduction target. Bicester already has a good basis for this that could be built on in the existing sustainability and reuse centre at Bicester Green.	Insert: "The Oxfordshire Joint Municipal Waste Management Strategy (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 in developing their Sustainable Waste and Resources Plans and consider how they could help achieve the waste reduction target. Bicester already has a good basis for this that could be built on in the existing sustainability and reuse centre at Bicester Green."	Update SPD text at para 4.162
Oxfordshire County Council	Waste infrastructure	Infrastructure – It is noted that the draft heads of terms for infrastructure contributions in paragraph 6.13 include waste collection. This should include the provision of additional household waste recycling centre capacity (HWRC) capacity. The nearest HRWC to Bicester is at Ardley and planning consent for	Noted	No change

		<p>this expires in 2019. OCC will be developing the strategy for HWRC provision later this year and this will consider how best provision should be made in the future. However, Ardley HWRC already experiences high demand and is overcapacity for some periods at peak times. Whether provision is made at the existing or an alternative site, development will increase demand for HWRC services. Ensuring adequate provision is made for re-use, recycling and composting facilities for new residents will help to implement SPD DR12 and contribute towards achieving waste reduction, recycling and composting targets.</p>		
Oxfordshire County Council	Biodiversity	<p>The nature reserve and other biodiversity enhancements are all necessary to ensure that the NW Bicester eco town delivers a net gain in biodiversity. If the masterplan site is not considered as a whole, individual applications may result in a net loss in biodiversity, failing to conform with NPPF (paragraphs 9, 109 and 118), local planning policies and the objectives of this draft SPD.</p>	Noted	No change
Oxfordshire County Council	Green infrastructure and landscape	<p>The SPD should state that all development within the NW Bicester Eco town needs to be in line with the North West Bicester Masterplan green infrastructure and landscape strategy, May 2014.</p>	Add: "All development should to be consistent with the Green infrastructure and Landscape Strategy May 2014"	Amend text
Oxfordshire County Council	Biodiversity	<p>The reference to a need for a Biodiversity Strategy to be submitted with each application is supported, but this should refer to the biodiversity strategy that is approved for the</p>	Add: "A Biodiversity Strategy which builds on a biodiversity strategy for the masterplan area shall accompany planning applications."	Amend text

		whole NW Bicester site, as the whole needs to be considered comprehensively not taking a piecemeal approach to individual developments, The wording of DR9 (e): Biodiversity (page 45) should be amended to insert additional wording so that it reads “A <i>biodiversity strategy, which is part of an approved biodiversity strategy for the whole masterplan area shall accompany planning applications.</i> ”		
Oxfordshire County Council	Development Requirement 9 (e) Farmland bird compensation	Farmland bird compensation – whilst the wording in the draft SPD DR 9 (e) Biodiversity that “ <i>Biodiversity mitigation and enhancement should be incorporated into development proposals to provide a net biodiversity gain</i> ” is supported, it is not possible to mitigate for the impact on farmland birds on the site. As this is a site-wide impact, all developments within the eco town should be expected to contribute to this mitigation. Therefore, it is suggested that the wording is amended to “ <i>...development proposals to provide a net biodiversity gain. As it is not possible to mitigate for the impact of farmland birds on the site. As this is a site-wide impact all developments with the masterplan area should be expected to contribute to offsite mitigation.</i> ”	<i>Add: “As it is not possible to mitigate for the impact of farmland birds on the site. As this is a site-wide impact all developments with the masterplan area should be expected to contribute to offsite mitigation.</i>	Amend text
Oxfordshire County Council	Biodiversity – monitoring and management	Appropriate management and monitoring could be crucial to whether the NW Bicester Eco-town succeeds in delivering a net gain in biodiversity. The public areas of the site would need to be managed for biodiversity in perpetuity to avoid the loss of potential benefits from the	Noted	Review monitoring references

	ent	mitigation and enhancement measures. Ecological monitoring is important to ensure that the management is successful in meeting its objectives for biodiversity and to enable remedial action to be identified, if necessary.		
Oxfordshire County Council		The District Council should ensure that they seek the advice of their Countryside Officer on the draft SPD, who could provide more detailed comments.	Noted	No change
The Dorchester Group	DP6	Support requirement that proposals must demonstrate an understanding of existing routes and provide a considered response that enhances access and connections and seeks to improve/remove barriers to movement on and off site. This is proposed to be achieved by providing a high standard of connections which are fully integrated with existing developments and communities, through the provision of new and/or improvements to existing connections.	Support is welcomed	No change
Oxfordshire County Council	Para 4.87	Note and commend the aspirations of the SPD in terms of achieving a significant degree of self-containment.	Noted	No change
Oxfordshire County Council	Para 6.13	Does not make reference to sustainable transport/bus service improvements even though such requirements are previously identified (para 6.12).	Add reference to sustainable transport/bus service in HoTs	Add sustainable transport bus service to para 6.13
Oxfordshire County Council	Delivery	There is uncertainty as to the relationship between those planning obligations sought in the SPD and the future requirements imposed by CIL rates which will be mandatory upon	Include reference to CIL in SPD as a position statement from CDC. Check CLP reference and cross refer.	No change

		adoption.		
Oxfordshire County Council	Sustainable transport	Provision of sustainable transport measures are critical to the achievement of the sustainability objectives of the SPD and as such further clarity is sought on the mechanism through which obligations will be secured.	Add "provision of sustainable transport measures" to HoTs	Update HoTs
Mr K Kidney	Transport	Distances to bus stops	The masterplanning ensures that all homes are 400m from a bus stop	No change
Chiltern Railways	Sustainable Transport	Support emphasis on sustainable transport links. Extend this to the development of excellent bus, cycle and pedestrian links from the site to Bicester North station as well as between the stations.	Support is welcomed	No change
Chiltern Railways	Sustainable Transport	Support creation of dedicated walking and cycle pathways between the stations and employment sites in NW Bicester	Support is welcomed	No change
Maureen Kelly Miller	N/A	Various comments relating to a site at Fringford Road	This site is outside the masterplan boundary and therefore the comments are not relevant to the SPD consultation	No change
Judy Kleinman	General	Why has eco-town increased from 4,000 to 6,000 homes?	The masterplanning of the site has shown that it has the capacity to accommodate up to 6,000 homes	No change
Judy Kleinman	Setting of Caversfield House	The impact of the development on Caversfield House	The masterplanning and green infrastructure development principles address the issue of the treatment of site boundaries. The exemplar planning application has considered the impact on St Lawrence's Church and has also considered the impact on Caversfield House	No change

Mr V N Smith	General	Generally supportive but some concerns about traffic and comments relating to schools	Support is welcomed. The SPD seeks to address the impact of the proposed development on the highways network and local services including schools	No change
Environment Agency	Development Principle 9 – GI and Landscape	Although we fully support the concept of multi-functional green space, this should not cause derogation or compromise specific uses and values of GI by trying to integrate too many activities and uses in one place – the nature reserve area as an example should strike the right balance between access and enjoyment and robust habitat design which allows wildlife to thrive.	Noted	No change
Environment Agency	Principle 9(e) – Biodiversity	Each application strategy should also state the proportional contribution they will make to the offsite mitigation for farmland birds, which forms an essential part of the overall net biodiversity gain calculation for the development. There also needs to be reference made in each application to the monitoring of the performance of the habitats safeguarded and created in terms of species present, habitat development etc., which should inform management decisions and actions; this monitoring is essential to assessing the success of the Biodiversity Strategy and measuring as to whether the objective of net biodiversity gain has been achieved. There also needs to be a commitment in each application to the funding of the ongoing management of habitats and GI and identification of the means by which this is to be resourced.	Noted	No change

Environment Agency		Each application should demonstrate how it is working to deliver the overall concepts and detail of the GI and Landscape Strategy for the whole development area – and how this will contribute to achieving a net biodiversity gain across the whole of the Masterplan site.	Noted	No change
Environment Agency	Section 5 – Design Principles	It may be appropriate to have a design principle that covers the design of natural green space, in order to show how multi-functional uses are to be incorporated and conflicts avoided between nature conservation objectives and other uses of the site.	Noted	No change
Environment Agency	Development Principle/ Requirement 10 – Water	Although we fully support the content of this section it could be more explicit about foul water disposal principles and requirements e.g. that each planning application should demonstrate that there is adequate foul water infrastructure to convey and treat foul water flows from the development (either new infrastructure or upgrades to existing infrastructure) in line with the phasing of development as proposed. Each planning application should demonstrate consistency with the Masterplan and the other planning applications within the site. This is to avoid sewerage flooding, pollution and knock impacts to water quality, biodiversity, public amenity etc.	Noted. It is difficult to be specific about the mechanism however, the SPD can require each application to make provision for adequate infrastructure to support water provision and disposal on the site.	No change
Environment Agency	Paragraph 6.9	6.9 – sure this is not an exhaustive list but things like the requirement of a FRA and WCS are not mentioned	Noted, include reference to FRA and WCS	No change

Environment Agency	Paragraph 6.12	6.12 – again sure this is not an exhaustive list but contributions for GI/biodiversity management is not mentioned but is clearly critical to ensure habitats are maintained to continue to provide their GI/biodiversity gain service role in the long-term	Noted	Minor change
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Cherwell District Council

Executive

1 June 2015

<p>Performance Report 2014-2015 Quarter 4 / End of Year</p>

Report of Head of Transformation

This report is public

Purpose of report

The purpose of this report is to provide information relating to quarter four of the annual performance year, for the period 1 January - 31 March 2015. The report also reflects end of year outturns as measured through the performance management framework.

1.0 Recommendations

The meeting is recommended to:

- 1.1 note that despite tough performance targets, a challenging economic environment, and on-going policy and organisational change, Cherwell District Council has met or made satisfactory progress on 96% of all the performance targets outlined in its performance management framework as detailed in paragraph in 3.1.
- 1.2 note that any feedback on performance issues from Overview & Scrutiny Committee at its meeting on 2 June 2015 will be provided directly to The Leader.

2.0 Introduction

- 2.1 This is a report of the Council's performance in the fourth quarter of 2014/15 measured through the performance management framework. The report covers key areas of performance against the Council's 14 public pledges and the 2014/15 business plan.
- 2.2 The report also contains performance information around the Corporate Equalities Plan, Major Programmes and Significant Partnerships.
- 2.3 To measure performance we use a 'traffic light' system where Green* is exceeding the target, Green is 100% of the target met, Amber 90% and above, and Red below 90%. Detailed performance indicators with commentary are presented in the appendices to this report.

- 2.4 Although this is primarily a report of corporate performance, the Council's performance management framework also includes monitoring at the directorate level against service plans and strategies. The majority of operational performance issues are dealt with at service and directorate level. However significant service successes and issues are reported upwards and where appropriate included in this report.
- 2.5 The Executive is asked to note the significant progress made in delivering the Council's four strategic objectives:-
- District of Opportunity
 - Safe, Clean and Green
 - Thriving Communities
 - Sound Budgets and Customer focused Council

3.0 Report Details

- 3.1 In 2014/15 the Council continued to set itself challenging performance targets and we are delighted to report that the Council has met, or made satisfactory progress on 96% of all the performance targets set out in the Corporate Performance Management Framework including Equalities, Programmes and Partnership plans.

A general summary of our performance at year end, against each of our scorecards is outlined in the table below:-

END OF YEAR 2014/15 Summary Outturn					
	Green *	Green	Amber	Red	Total no. measures
Performance Pledges	3	8	4	1	16
Corporate Business Plan	11	45	13	4	73
Major Programmes	0	7	2	0	9
Corporate Equalities Plan	0	13	0	0	13
Significant Partnerships	0	16	0	0	16
% summary	11.02	70.08	14.96	3.94	*127

**excludes the 3 measures related to ASB which are unavailable*

- 3.2 Whilst appendices 1 and 2 provide a more comprehensive analysis of our performance, it is worth highlighting some examples of where we have performed particularly well during quarter four/full year:
- **Neighbourhood Blitzes** - The Council committed to and successfully achieved 6 neighbourhood blitzes involving the community. All the Blitzes appeared to be well received by members of the public who actively took advantage of the extra

services available to them during these initiatives. Extra services provided included free pre-booked bulky household waste removal, graffiti, fly tip removal on areas that are not strictly a council responsibility to deal with, and also the free removal of scrapped / abandoned vehicles.

- **150 Units of Affordable Homes** - The Regeneration and Housing Development Team worked with Registered Providers, Developers and CDC's own Planning department to ensure affordable housing delivery is in line with the Council's Housing Strategy. During 2014/15 188 new affordable homes were delivered across the district including affordable rented and shared ownership properties, allowing those on lower incomes to be able to get a secure, affordable home.
- **Fly tipping** - The number of fly tips recorded has slightly increased (9) this year compared to last year. This seems to be in line with the general trend throughout the country. The team worked hard investigating and following up leads, supported by a new legal team providing useful advice at different stages of the investigations. We have noticed an increase in the number of large fly tips from North London and are currently investigating a further 4.
- **Fly Tip Enforcement Action** - A number of notices were served and all were complied with resulting in a noticeable drop in the number of potentially unlicensed scrap metal dealers operating in the district. Street Cleansing staff have gained knowledge and experience in identifying and gathering evidence found in the fly tips. Fly tip enforcement actions in 2014/15 exceeded last year's performance with 9 successful prosecutions in the Magistrate's Court and a further 8 with the legal team, or about to be submitted.
- **Welfare Reform** - Delivery of the objectives of the Welfare Reform project including Universal Credit, Credit Union, Council Tax Reduction Scheme, Business Rates localisation and Single Fraud Investigation Service (SFIS) have on the whole been successful. Most of the workstreams were successfully completed with the exception of Universal Credit which was always reliant on central government timelines. An end of project report has been produced and agreed by the project sponsor. A new project has now been started to oversee the implementation of Universal Credit at both DC and SNC.
- **Employment, job clubs and skills development** – 840 visits were made to job clubs/fairs in Cherwell during quarter 4, equating to 3,028 individual visits made to Cherwell job clubs during the year 2014-15. The Cherwell Apprenticeship programme is now in its fourth year, leading by example to encourage employers to create their own apprenticeship schemes. Further support has been provided to the College to promote 'traineeships' to enable young people to gain work experience and skills with a view to then begin an apprenticeship.
- **Contribute to creation/safeguarding of jobs** – the Council contributed to the creation/safeguarding over 383 jobs in 2014/15 against the target of 200. This included working with companies such as Mondelez, Bluebird Care and Supported Hospital Discharge Service, Record Savings, Burger King and Homebase as well as many others.

3.3 Major Programmes

Appendix 4 reflects the Council's ambitious improvement programme around place based regeneration and development and service transformation to deliver improvement and efficiency.

3.4 Corporate Equalities Plan

The corporate equalities plan is a cross-council plan that aims to improve customer access, tackle inequality and disadvantage, build strong communities and improve community engagement. It also ensures that the Council is compliant with all equalities legislation. As legislation changes Cherwell District Council equalities policies are reviewed. Details can be found in Appendix 3.

3.5 Partnerships

The corporate partnerships programme is reported twice a year in September and March. Details for quarter four/end of year can be found in Appendix 5.

4.0 Conclusion and Reasons for Recommendations

4.1 In this final quarter report we show that the Council has made strong progress towards delivering its ambitions to improve the services delivered to the public and against key projects and priorities, despite tough performance targets, a challenging economic environment, and on-going policy and organisational change. It also demonstrates the Council's proactive performance management of issues raised and the inclusive role of Overview and Scrutiny in supporting performance review.

4.2 Section 3 of this report provides a summary of the Council's performance against its comprehensive performance framework and corporate scorecard for 2014/15. The detailed performance indicators and commentary against each of these are contained within appendices 1 to 4.

4.3 With a 96% delivery rate against the key strategic priorities and the deliverables that sit underneath them the report clearly demonstrates that the council's performance is excellent, and that together we are making a significant and positive difference to the District, our residents, businesses and other key stakeholders. There can be no other recommendations to make, other than to commend everyone who has contributed to such excellent performance, of which we should all be proud.

5.0 Consultation

As part of the Council's engaging and comprehensive approach to performance management the Overview and Scrutiny Committee is invited to review the Council's performance on a quarterly basis and to provide any feedback to the Executive. Because of the timing of the two meetings, any feedback from the meeting of the Overview and Scrutiny Committee on 2nd June will be provided directly to the Leader following the meeting.

It should also be noted that several indicators are based on public consultation or customer feedback.

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 request additional information on items and/or add to the work programme for review and/or refer to Overview and Scrutiny.

7.0 Implications

Financial and Resource Implications

7.1 Financial Effects – The resource required to operate the Performance Management Framework is contained within existing budgets. However the information presented may lead to decisions that have financial implications. These will be viewed in the context of the Medium Term Plan and Financial Strategy and the annual Service and Financial Planning process.

Comments checked by:

Paul Sutton - Head of Finance and Procurement

03000 030106 Paul.Sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2 There are no legal issues arising from this report.

Comments checked by:

Kevin Lane - Head of Law and Governance

0300 0030107 kevin.lane@cherwellandsouthnorthants.gov.uk

Risk Implications

7.3 The purpose of the Performance Management Framework is to enable the Council to deliver its strategic objectives. All managers are required to identify and manage the risks associated with achieving this. All risks are logged on the Risk Register and reported quarterly to the Audit Committee.

Comments checked by:

Ros Holloway - Performance & Risk Officer

01295 221758 Ros.Holloway@cherwellandsouthnorthants.gov.uk

Data Quality

7.4 Data for performance against all indicators has been collected and calculated using agreed methodologies drawn up by accountable officers. The Council's performance management software has been used to gather and report performance data in line with performance reporting procedures.

Comments checked by:

Ros Holloway - Performance & Risk Officer

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

The Performance Management Framework covers all of the Council's Strategic Priorities

Lead Councillor

Councillor Barry Wood
Leader of The Council

Document Information

Appendix No	Title
1	Pledges
2	Business Plan
3	Corporate Equalities
4	Programme Management
5	Partnerships
Background Papers	
None	
Report Author	Louise Tustian - Acting Corporate Performance Manager
Contact Information	01295 221786 Louise.tustian2@cherwellandsouthnorthants.gov.uk

Cherwell District Council Business Plan : 2014/2015 Corporate Pledges - Quarter 4 /Year End

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
A District of Opportunity						
CBP1 1.1	Deliver the Local Plan to provide a framework for sustainable housing, employment and infrastructure: Meet the Local Plan milestones including preparation for the examination process	G	G	⇒	G	Inspectors Report delayed until after General Election in May 2015. Work has commenced on Local Plan Part 2 and Community Infrastructure Levy to complete the Development Framework for the District in accordance with the published Local Development Scheme.
CBP1 2.2	Progress work on the North West Bicester exemplar site	G	G	⇒	G	Work is progressing on site with the first properties due to be completed in the summer 2015. Properties are being built to high Eco Town standards.
CBP1 2.3	Delivery in North West Bicester of the Eco Business Centre	A	A	⇒	A	The work on this project was delayed whilst we awaited information relating to the delivery of the local centre. We are now working up options for the delivery and will take these to Executive in July 2015.
Safe, Green and Clean						
Page 315	CBP2 1.1 Maintain a household recycling rate of above 57%	A Actual 53.59% Target 57.00%	R Actual 47.28% Target 57.00% <i>provisional</i>	⇩	A Actual 55.29% Target 57.00% <i>provisional</i>	March recycling is higher than January/February due to the increase in garden waste. Provisional year end figure is 55.29% close to the 56% previously projected and higher than the 55% achieved last year. This is due to the changes in the recycling market, reduction in paper in the comingled stream. Also changes in legislation meaning less street sweepings could be recycled.
CBP2 2.1	Improve local residents' satisfaction with street & environmental cleanliness continuing our successful programme of neighbourhood litter blitzes (Satisfaction Survey undertaken annually in May)	A Actual 68.00% Target 70.00%	A Actual 68.00% Target 70.00%	⇒	A Actual 68.00% Target 70.00%	<p>It is not apparent why the satisfaction levels have dropped slightly, we continue to receive positive feedback from the public and members alike. We have been involved in a number of successful enforcement prosecutions by either witnessing or gathering evidence.</p> <p>The Street Cleansing department has supported a number of voluntary organisations in community litter picking events which have proved popular. Some new replacement vehicles have been added to the fleet, all of which have separate compartments in order for the operative(s) to separate waste from recyclable materials thereby reducing the amount of waste going to landfill.</p> <p>We have just entered into a new contract with Banbury Town Council for cleaning their open spaces and parks areas.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP2 2.1a Page 316	Undertake 6 neighbourhood blitzes with community involvement	G Actual 1 Target 1	G Actual 2 Target 2	↑	G* Actual 6 Target 5	<p>Six Neighbourhood Blitzes were completed as scheduled:- June 2014 – Langford Village, Bicester; August 2014 – Grimsbury, Banbury; October 2014 – Southwold, Bicester; January 2015 – Bretch Hill, Banbury; February 2015 – Bicester Town Centre; March 2015 – Banbury Town Centre.</p> <p>All the Blitzes appeared to be well received by members of the public who actively took advantage of the extra services available to them during these initiatives. Extra services provided included free pre-booked bulky household waste removal, graffiti, fly tip removal on areas that are not strictly a council responsibility to deal with, and also the free removal of scrapped / abandoned vehicles.</p> <p>Six Blitzes are planned for 2015/16 and as this year, will be publicised via press releases, the Cherwell Link and leaflet drops nearer to the date of the planned work. Dates scheduled:- Monday 15th until Friday 19th June 2015 – Glory Farm, Bicester Monday 20th until Friday 24th July 2015 – Calthorpe & Easington, Banbury Monday 21st until Friday 25th September 2015 – Kidlington Monday 16th until Friday 20th November 2015 – Grimsbury, Banbury Monday 18th until Friday 22nd January 2016 – Kingsend, Bicester Monday 15th until Friday 19th February 2016 – Bretch Hill, Banbury</p>
CBP2 3.2	Work with local police and licence holders to ensure our town centres remain safe and vibrant in the evenings	G	G	⇒	G	Cherwell's joint operation 'Jazz' with Thames Valley Police reducing late night noise continues as does funding for night safe initiatives. Overall night time economy violence and disorder is slightly up however this is not just local and in comparison to other areas in our family group Cherwell is doing well indicating our town centres are relatively safe.
CBP2 4.1	Maintain the Council's five year commitment to reduce our carbon footprint by 22% by 2016	A	R	↓	R Estimated Actual 16% Target 22%	<p>Q4 data will not be available until end of May but we will not meet 22% target. A review of the Carbon Management Plan which will explain the shortfall in more detail will be presented to Executive in September together with the new action plan currently being developed for 2015-2020. A major concern this year has been the delay in the biomass boiler and associated teething problems which failed to achieve the anticipated 8-10% (full capacity) reduction in our footprint. Whilst improvements were made in our fleet emissions this was impacted by increase in residents and the need to carry more waste further.</p> <p>That said, it is important to note the significant improvement brought about by the plan in terms of both the impressive reduction in our carbon footprint and demonstrable financial savings of hundreds of thousands of pounds in the process.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Thriving Communities						
CBP 3 1.1	Deliver 150 units of affordable homes in the district and support opportunities for self build and developing self build skills	G* Actual: 15 Target: 13	G* Actual 108 Target 77	↑	G* Actual 188 Target 150	Over the past year the Regeneration and Housing Development Team have worked hard with Registered Providers, Developers and CDC's own Planning department to ensure that affordable housing is delivered in line with the Council's Housing Strategy. To this end, there has been 188 new affordable homes delivered across the district which include affordable rented and shared ownership properties, allowing those on lower incomes to be able to get a secure, affordable home. It is anticipated that next years affordable housing target will remain the same, but again it is hoped that the number delivered will be higher.
CBP3 1.1b	Delivery 150 self-build housing projects as part of HCA funded grants programme	G Actual 40 Target 40	G Actual 87 Target 84	↑	G Actual 152 Target 150	It has been a challenging environment to achieve the target of 150 self build opportunities in Cherwell over the past year, building costs in the market place have risen, and dealing with difficult sites has meant that the appointment of proven and knowledgeable contractors has been critical. However the Regeneration and Development team have worked hard to overcome the challenges and deliver the opportunities for those persons wanting to get a home of their own and carry out self build work to those properties making them feel they've learnt new skills and developed existing ones, together with putting their own stamp on their homes.
CBP 2.4	Continue working with partners to provide support to improve the lives and opportunities for the most vulnerable individuals and families in the district, building on Brighter Futures in Banbury Programme	G	G	⇒	G	The multi agency work targeted at the Brighter Futures wards has continued to supplement the core services provided by key partners. There have been many new initiatives commenced. The Cherwell Community Bank as the local credit union has been increasing its presence locally following a Sunshine Centre launch. The voluntary sector engagement event was well received and followed by a successful public volunteering recruitment event in January.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP3 2.5 Page 318	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.	G	G	⇒	G	<p>The Banbury Job Fair held on 13 March 2015, attracting 268 job seekers and 30 recruiting businesses/organisations. This event generated excellent media coverage, leading to very positive feedback from employers and job seekers.</p> <p>840 visits made to job clubs/fairs in Cherwell during Q4. This equates to 3,028 individual visits made to Cherwell job clubs during the year 2014-15. The number of Job Seeker Allowance claimants in Cherwell reduced from 879 (1.0%) in February 2014 to 609 (0.7%) in February 2015 and 588 (0.6%) in March. Active participation in the Brighter Futures in Banbury programme, including the completion of a project to provide additional job club support for the long-term unemployed in Neithrop/Ruscote/Grimsbury. This intensive one-to-one support built confidence and skills, helping jobseekers to help themselves and contributed towards a decrease in the number of claimants.</p> <p>Development site identified for the Bicester Studio School and support provided to the working group to engage businesses at an event on 22 Jan and to develop the curriculum for its opening in Sept 2016.</p> <p>CDC continues to operate its Cherwell Apprenticeship programme - now in its fourth year - leading by example to encourage employers to create their own apprenticeship schemes. Further support has been provided to the College to promote 'traineeships' to enable young people to gain work experience and skills with a view to then begin an apprenticeship. Cherwell employed 6 Apprentices last year and currently employ 4.</p> <p>Development of European and Structural Investment Fund programmes with OxLEP and SEMLEP to prepare to support Cherwell projects over the next 6 years.</p>
CBP3 2.5a	Contribute to the creation and safeguarding of jobs	G* Actual 135 Target: 50	G* Actual 37 Target 30	⇩	G* Actual 383 Target 200	<p>Contribution towards the creation of 27 jobs during Q4:</p> <p>Burger King created 25 new jobs when it opened in Castle Quay with the help of the CDC-led Town Team which has drawn additional sponsorship from Aberdeen Investments. Support provided through Bicester Job Club led to 2 further positions being filled at Homebase.</p> <p>10 jobs created at new motorsports business in Banbury supported through its start-up phase by the Economic Development team. Of the 40 employers that attended Banbury Job Fair in March, it is expected that the hundreds of vacant posts advertised will be filled in 2015-16 partially as a result of CDC's help. This includes jobs arising from Mondelez's on-going £30m investment in its production facility and Karcher's relocation into purpose-built premises by the end of 2015.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Sound Budgets and Customer Focussed Council						
CBP4 1.1	Extend the Joint Working Programme to include new methods of service delivery and more services delivered in partnership	A	A	⇒	A	The programme has been delayed due to alternative decision making timeframes adopted by Stratford District Council. The new decision making timeframe for three way working is June 2015. In order to ensure progress continues two way opportunities are now being brought forward to deliver savings during 2015/16. Action has been taken, and is being implemented, to ensure the programme objectives can be met, it should be noted that during 2014/15 three way Legal and ICT services were successfully implemented and a extensive review of joint working options has been completed.
CBP4 3.1	Continue to improve our website, and implement additional online services for customers	G	G	⇒	G	The website is updated on an on-going basis and pages are being developed regularly to promote new and existing services. The website editor, working alongside the communications officers and graphic designer ensure that there is adequate promotion of initiatives, events, consultations etc., and that these are promoted at the appropriate point on the website. Achieve forms continue to be developed to allow members of the public to do business with us 'online' at a time and a place that is most convenient to them.
CBP4 4.2	Deliver the savings targets £500,000 within the agreed timescales.	G	G	⇒	G	Savings targets are incorporated in to the budget and monitored accordingly. Outturn for 2014-15 is currently being finalised but an underspend is expected and savings well in excess of £500,000 delivered.

Cherwell District Council Business Plan : 2014/2015
A District of Opportunity - Quarter 4 / Year End

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	
Implement the Masterplan for Bicester helping to provide new housing, jobs and leisure opportunities.						
CBP1 2.1	Northwest Bicester: Delivery of the Masterplan to the agreed timescales	G	G	⇒	G	Five planning applications have been received for development of the NW Bicester site. Only one large area is yet to be the subject of an application. There is a resolution to grant planning permission for the first 2600 dwellings.
CBP1 2.4	Bicester town centre regeneration including the Council Commercial Building	A	G	↑	G	The project is currently on programme and on budget. The building is due to open in Spring 2016.
CBP1 2.5	Graven Hill: deliver the Council's vision for this strategic site	G	G	⇒	G	The Graven Hill vision continues to be on programme, soft launch took place in March and full release of plots in phase 1 is on track for Autumn 2016.
Implement the master plan for Banbury helping to provide retail, employment and town centre development opportunities.						
CBP1 3.1	Wood Green, Banbury – secure the delivery of new homes on the site and continue to improve the physical environment of the area	G	G	⇒	G	The Build! ® programme is developing a scheme of 18 homes (two and three bedrooms) to watertight shell for self completion by the owners to increase affordability. Demolition and site clearance is complete and this scheme has started on site, with Keepmoat as main contractor.
CBP1 3.2	Secure an agreed scheme for the delivery of the Bolton Road site in Banbury	G	G	⇒	G	The future development of this site is now linked to the outcome of the review of Council owned sites, which is programmed to report in June 2015.
CBP1 3.3	Work with the developer to secure delivery of the extension to the Castle Quay shopping centre in Banbury, an improved retail commercial offer and the Spiceball development	G	G	⇒	G	Castle Quay 2 start on site is still projected for later in the year and both the Heads of Terms for the S106 and the Development Agreement are at an advanced stage.
Implement the Masterplan for Kidlington, helping to develop a strong village centre and make the most of the strategic communications opportunities afforded by its location.						
CBP1 4.1	Agree next steps for the development options for Kidlington against agreed timescales and milestones	G	G	⇒	G	On track against set milestones in the published Local Development Scheme. Both proceeding following completion of Local Plan part 1 Examination, which sets the policy framework for development.
Promote inward investment and support appropriate economic growth within the district.						
CBP1 5.1	Produce marketing material to promote commercial and industrial business sites and the area	G	G	⇒	G	Employment Land Study in progress to identify and illustrate all employment clusters in the District - including rural areas and small sites. This complements the Local Plan identification of strategic sites. Consultation has been held with business groups and commercial agents. Cherwell Investment Partnership webpages promote news and events www.cherwell-m40.co.uk . E-newsletter has also been sent to businesses across the district to ensure information on services provided by the Council and others is available to support economic growth. Commencement of on-line Business Directory work for publication by December 2015.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	
CBP1 5.2	Develop the role of the Cherwell Investment Partnership (CHIP) to provide a hub for inward investment	G	G	⇒	G	<p>45 formal business enquiries were answered this quarter and other assistance given to businesses seeking to move/expand/contract. Day-to-day contact held with members of the Cherwell Investment Partnership (CHIP) - consisting commercial estate agents, skills providers, recruitment companies, local business groups and others involved in supporting business investment & growth. Gathering market intelligence and consulting with businesses on matters relating to the Council's work.</p> <p>* Banbury Town Team co-ordination project completes its first year, contributing to a reduction of vacant shop units from 53 in April 2014 to 39 in March 2015 through a variety of pro-active work to add vitality to the town.</p> <p>* Meetings held at the premises of key local businesses embarking upon growth, resolving any issues to enable considerable private investment and job creation to proceed.</p> <p>* Enhancement of Job Fair service to ensure the needs of those expanding businesses are met.</p> <p>* Broadband connection problems identified on some industrial estates; local intelligence provided to OCC/BT/Openreach to prioritise resolution.</p> <p>* Contribution towards the UKTI Invest in Oxfordshire Sector Proposition work to ensure that county and national inward investment practitioners and marketing reflects the interests of Cherwell businesses and the district council's Local Plan and Economic Development Strategy.</p> <p>* Development of a share client management system with Oxfordshire County Council and OxLEP to maximise effectiveness of partnership support.</p> <p>* Liaison meetings held with Bicester and Banbury Chamber and participation in the Kidlington Voice forum.</p> <p>* Attendance and support of the 'Banbury positivity summit' (Visit Banbury) to engage members of the community (as envisaged in the Cherwell Economic Development Strategy).</p> <p>* Cherwell Business Awards sponsored and promoted to recognise local business success and to encourage more.</p> <p>* Green Construction Network sponsored to enable Bicester to develop low carbon businesses.</p> <p>* Support provided to the Graven Hill delivery team to explore how the needs of expanding local business may be met.</p> <p>* Better Regulation project launched within CDC to improve services to businesses & enhance efficiency.</p> <p>* EU LEADER (rural development) programme launched for southern Cherwell.</p>
Deliver high quality regulatory services that support the growth of the local economy.						
CBP1 6.1	Develop a whole Council 'Better Business' approach to support new and existing businesses	G	G	⇒	G	<p>The SEMLEP Better Business project is now well under way and several task and finish groups have initiated workstreams to improve regulator and business relationships commencing with an organisational awareness day in June 2015; work has now started with Oxfordshire regulators to initiate Better Business in the Oxfordshire area. An initial scoping meeting has been held with Banbury Town coordinators and a workshop is planned with regulators and local businesses early summer to establish better business principles. The latter is funded by the Better Regulation Delivery Office.</p>

Cherwell District Council Business Plan : 2014/2015
Safe, Green and Clean - Quarter 4 /Year End

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Provide high quality recycling and waste services, aimed at helping residents recycle as much as possible						
CBP2 1.2	Reduce the amount of waste sent to landfill (Tonnes)	G Actual 6129 Target 6448	G Actual 6334 Target 6485	↓	G Actual 25,836 Target 25,895	Another good performance in Quarter 4 with estimated tonnage to landfill at 6,334 tonnes, bringing the total for the year within target. Figures are provisional at this stage as Oxfordshire County Council have yet to confirm the street sweeping tonnage and this may effect the residual waste tonnage as well as recycling.
CBP2 1.3	Residual household waste per household (kgs)	G Actual 101.46 Target 107.70	G Actual 104.85 Target 108.40	↓	G Actual 427.68 Target 431.96	Average residual waste per month during the quarter was 34.95 kgs. Just within the full year target, although these figures are yet to be confirmed by Oxfordshire County Council.
CBP2 1.4	Maintain the current high levels of customer satisfaction with our waste and recycling services	G	G	⇒	G	Strong rise in customer satisfaction (as measured by the Annual Customer Satisfaction Survey) from 82% in 2013 to 85% in 2014 for Waste Collection services and 83% to 88% for Household Recycling services. The 2015 Annual Customer Satisfaction Survey is due to be undertaken by the end of July.
Provide high quality street cleansing services, and tackle environmental crime (littering, fly tipping, graffiti) where it arises.						
CBP2 2.1c	Number of fly tips recorded (compared with same period 2013/14)	G Actual 100 Target 109	G Actual 130 Target 136	↓	A Actual 478 Target 469	There has been a small rise (nine) in the number of fly tips when compared with last year's figures. This seems to be in line with the general trend throughout the country. The team are working hard on investigating and following up leads, which is always very time consuming. We have also gained a new legal team, and they have been very helpful in giving advice at different stages of an investigation. Also, during the course of this year we have noticed an increase in the number of large fly tips that have come up from North London, we are currently investigating four, and hope to have sufficient evidence to proceed to the magistrates courts. Over the year we have also carried out three joint operations with the Police and Trading standards. This gave us the opportunity to educate the various operators in the area. A number of notices were served, but all were complied with. This has resulted in a noticeable drop in the number of potentially un-licensed scrap metal dealers operating in the district. The Street cleansing staff are also gaining knowledge and experience in identifying and gathering evidence found in the fly tips.
CBP2 2.1d	Number of fly tips enforcement actions (compared with same period 2013/14)	G Actual 151 Target 60	G* Actual 71 Target 44	↓	G* Actual 345 Target 224	This has been a very good year overall. We have had nine successful prosecutions in the magistrate's courts, and we have potentially eight more either already with the legal team, or about to be submitted. We have also had to cope with an increase in dog fouling complaints, which at times have stretched the team. We have also had a number of very large fly tips which have originated from the North London area. These have resulted in complicated investigations involving interviews under caution with a number of people including the use of an interpreter on one occasion.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Work with partners to help ensure the district remains a low crime area, reducing fear of crime and tackling Anti-Social Behaviour.						
CBP2 3.1	Explore new partnerships delivery models for the management and operation of Closed-Circuit Television (CCTV)	G	G	⇒	G	Thames Valley Police (TVP) have been informed that CDC will not be entering into an agreement for a single Oxfordshire control room. Options are currently being explored with West Oxfordshire District Council around the feasibility of joint monitoring. As TVP reduces its financial commitment to CCTV it is hoped that pooled TVP funding and district inputs can facilitate an operational response similar to that currently delivered. If this is not successful it will mean the reduced funding from police will create redundancy's in police staff and 24/7 operator cover will not be possible. However all cameras will remain operative covering public open space and recording, but there will not be a live operator response at all times.
CBP2 3.2	Reduce costs of Closed-Circuit Television (CCTV)	G	G	⇒	G	A submission to Planning Policy has been made to include CCTV in the draft Supplementary Planning document (SPD) which if successful will reduce future spend on infrastructure. Until the options with West Oxfordshire or a third party are brought to a conclusion, savings are not calculable.
CBP2 3.2c	Number of All Crime incidents reported	A Actual 1936 Target 1787	A Actual 1860 Target 1748	↑	G Actual 7187 Target 7284	All crime is below last years out turn (-1.3%), early indications from Thames Valley suggest that this type of data will not be priority and that quality of response will over-ride quantitative reporting. There will be more use of comparative data sets moving forward.
CBP2 3.2d	Number of All Domestic Burglary incidents reported	G* Actual 62 Target 74	G Actual 54 Target 54	↓	G* Actual 202 Target 236	Domestic burglary has reduced significantly. Reduction of 14.4% in 2014/15 compared with 2013/14
CBP2 3.2e	Number of All Violence against the Person (without injury) incidents reported	R Actual 151 Target 102	R Actual 162 Target 130	↓	A Actual 564 Target 515	Violence against the persons is up on previous years; however this pattern is present at both the local and national level. In comparison to other similar area groups Cherwell is still low.
CBP2 3.2f	Anti-Social Behaviour (ASB) incidents involving high and medium risk victims					
CBP2 3.2h	Percentage of nuisance cases responded to within prescribed period of 48 hours	unavailable	unavailable	⇒	unavailable	We are unable to report on these measures at this time
CBP2 3.2i	Percentage of nuisance cases resolved within 8 weeks					

Cherwell District Council Business Plan : 2014/2015
Thriving District - Quarter 4 / Year End

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Work with partners to support financial inclusion and help local people into paid employment.						
CBP3 2.2	Effective implementation of welfare reform and administration of benefits	G	G	⇒	G	The Welfare Reform Project has now been completed and replaced by a new Board to manage the smooth implementation of Universal Credit.
CBP3 2.2a	Average time to process new Housing Benefit claims in days	A Actual 14.52 Target 14.00	G Actual 13.69 Actual 14.00	↑	G Actual 13.83 Actual 14.00	As anticipated, the backlog that had subsisted for a number of months was cleared ahead of annual billing. Consequently, the final quarter performance was back within target. Average performance for 2014-15 was 13.83 days so within target.
CBP3 2.2b	Average time to process change in circumstances (days)	G* Actual 7.58 Target 12.00	G* Actual 3.33 Target 12.00	↑	G* Actual 4.17 Target 12.00	Following annual billing the number of changes processed within this quarter has returned to normal levels. Performance for the quarter and for the year as a whole remains well within the target of 12 days.
CBP3 2.2c	Average time taken to process new claims and changes for Housing Benefit in days	G* Actual 8.51 Target 12.00	G* Actual 3.68 Target 12.00	↑	G* Actual 4.70 Target 12.00	Processing has remained well within target during this quarter and throughout the year.
CBP3 2.3	Number of covert surveillances applied for	G Actual 0	G Actual 0	⇒	G Actual 0	No requests for covert surveillances were made during the quarter
Provide high quality housing options advice and support to prevent homelessness.						
CBP3 3.1	Deliver the approved new Homelessness Prevention Strategy and action plan	G	G	⇒	G	<p>Meetings are held quarterly to monitor the actions of the Homeless Action Plan. The next meeting for the steering group (April) will monitor progress made to date. Although the number of people presenting as homeless increased slightly during this quarter however the number of cases requiring temporary accommodation did not increase. This is due to proactive casework by staff to ensure that appropriate housing options are identified quickly to help people find settled accommodation.</p> <p>A significant amount of officer time was spent working in partnership with the other District Councils in Oxfordshire to shape Oxfordshire County Councils (OCC) new commissioning for young persons and single person pathways. OCC will continue to provide supported accommodation in each District across the county. A new contract to provide Young Persons accommodation will be provided by Sanctuary Housing in Banbury and Bicester. Single persons provision commissioning is being finalised and will be in place by 2016. Supported Housing helps many people develop the skills they need to manage a tenancy successfully.</p> <p>The Homeless Action plan as approved by Executive in November 2014 is progressing on target.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP3 3.2	Support vulnerable residents focussing on homelessness prevention and housing advice	G	G	⇒	G	The Housing Needs team continue to work very hard to ensure their first response is to prevent homelessness. 242 Advice and Prevention Case were opened in the Quarter 4. Casework successfully resolved the situation in 92 cases; others are still on-going or required advice and information only. In the same period the team accepted full statutory Homeless duties in 18 cases.
CBP3 3.2a	No of households in temporary accommodation	G Actual 41 Target 41	G* Actual: 36 Target: 41	↑	G* Actual: 36 Target: 41	Numbers in temporary accommodation have been kept below the target for much of the year. The placements have been managed to ensure those placed have been assisted as quickly as possible to move on to secure settled housing.
CBP3 3.2b	Housing advice : repeat homelessness cases	G Actual 0 Target 1	G Actual 0 Target 1	⇒	G* Actual 0 Target 3	In this period there were no repeat homeless cases. We have not seen any present as repeat homeless throughout the year.
Work to promote and support health and wellbeing across the district						
CBP3 4	Work to promote and support health and wellbeing across the district	G	G	⇒	G	This work is on-going and reflected in many of the Council's services, most notably Leisure, Housing and Environmental Health. Further activity will take place following the Oxfordshire Clinical Commissioning Group funded secondment of an additional member of staff for one year.
CBP3 4.1	Support the work of the Community Partnership Network (CPN) with financial, clinical and technological changes in the health and social care sector	G	G	⇒	G	Recent activity of the CPN has focussed on the growing pressures on GPs, the need for greater integration between physical and mental health services, the ambulance service and the on-going funding pressures of the Oxfordshire University Hospitals Trust (OUHT). The services at the Horton General Hospital continue to grow as a whole but in the context of change in specialist services due to clinical and technology reasons within a reducing financial envelope. A growth workshop is planned for 2015 to assess the effectiveness of future service provision given such high levels of local population growth.
Provide high quality and accessible leisure opportunities.						
CBP3 5.1	Maintain a minimum usage level of visits to leisure facilities. (Total of visits to District Leisure Centres and WGLC, NOA and Cooper)	G* Actual 362,472 Target 313,280 <i>revised</i>	G Actual 413,827 Target 411,592	↓	G* Actual 1,516,242 Target 1,373,201	March 2015 slightly up on March 2014 position. A very successful year overall, mainly due to the throughputs at the three Leisure Centres - a rise of 160,349 visits during the year.
CBP3 5.1a	Number of visits to District Leisure Centres (Spiceball, Kidlington & Gosford and Bicester)	G* Actual 322,272 Target 271,514	G Actual 373,744 Target 367,639	↓	G* Actual 1,372,227 Target 1,211,878	March 2015 up on March 2014 position. A very successful year overall with throughputs up within the three centres from 1,211,878 in 2013/14 to 1,372,227, an increase of 160,349 visits.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP3 5.1b	Number of visits to Woodgreen Leisure Centre (WGLC), North Oxfordshire Academy (NOA) and Cooper School	A Actual 40,200 Target 41,766 <i>revised</i>	A Actual 40,083 Target 43,953	↓	R Actual 144,015 Target 161,323	Down 3,870 in Quarter 4 compared with the same period in 2014. Year end position down overall by 17,308 from 161,323 in 2013/14 to 144,015 in 2014/15: WGLC down 11,845 (attributed to a poorer summer with a drop of circa 5,000 swimmers, reduction in wedding bookings and the loss of the Boxing Club to a bespoke facility. Officers have worked with Parkwood Leisure to address usage levels and an expanded gym facility has been introduced from April 15 which will see an increase in membership and throughput figures whilst also utilising unsold space). NOA down, attributed to booking cancellations due to frozen pitches as is Cooper School, due to frozen pitch and reduction in Pitch Invasion bookings: these sessions have been re-let but to a user with a lesser user turnover rate and finally less one off performance hall bookings throughout the year.
CBP3 5.2	Commence Phase 2 pavilion works for SW Bicester Sports Village	A	A	⇒	A	Planning issues identified as a result of the Pre-Application process need to be addressed before the full application is submitted. The Design Code for Kingsmere, produced in 2006, did not take account of the size of the site requirements and therefore there is a need to find an acceptable variation to the Design Code. We anticipate submission of the full application in June/July for determination in September/October 2015.
CBP3 5.3	Increase access to Leisure and Recreation opportunities through development and outreach work	G	G	⇒	G	The Sportivate initiative, funded by Sport England, has again been a success in bringing new participation opportunities to young people in the District. Of the 2500 participants this year, 600 were retained and linked into sports clubs. Sport England have now committed a further £23,000 to continue delivery in 2015/16, the focus will be on getting more young people (13-25) active and into sport on a regular basis.
Provide support to the voluntary and community sector.						
CBP3 6	Continue to support the voluntary sector and community groups	G	G	⇒	G	CAB "Volunteer Connect" contract is delivering on target - increasing volunteer opportunities & providing volunteers for local organisations. Successful Volunteering Fair held at Banbury Town Hall on 22 January 2015. New targets have been agreed for 2015/16. Support has been given to the newly formed Kingsmere Residents Association (SW Bicester) and discussions are taking place re the provision of a new community centre. The Local Strategic Partnership has met every two months during the last year and has received a report on Banbury Brighter Futures, Healthwatch, the CCG progress against their business plan, Child Sexual Exploitation (CSE), Eco- Town Bicester and Community Governance. There has been a tender process for securing consultants to write a social and community infrastructure plan that highlights the need for community spaces within new developments and will evidence the need for extended existing spaces or complete new halls / centres. We have continued support to community associations with advice and small pots of funding. There has been a specific War Memorials restoration fund in 2014 /2015.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP3 6.1	Secure social and community infrastructure for housing developments across the District	A	G	↑	G	<p>A tender process for securing consultants to write a social and community infrastructure plan that highlights the need for community spaces within new developments and will evidence the need for extended existing spaces or complete new halls / centres has been completed and the contract for consultative service awarded to Oxfordshire Rural Community Council.</p> <p>Joint working with planning to secure appropriate infrastructure from new developments and input into the creation of the new planning obligations Supplementary Planning Document that is being developed as part of the infrastructure development plan arising from the revised Local Plan.</p>
Protect our built heritage by supporting effective conservation, managing the impacts of growth and working to ensure development takes place in appropriate areas.						
CBP3 7.1	Continue programme of Conservation Reviews	G Actual 1 Target 1	G Actual 2 Target: 2	⇒	G Actual 5 Target 5	The target of five conservations areas for review during the year has been met, the reviews took place for:- Croprey, North Newington, South Newington, Steeple Aston and Wigginton.
CBP3 7.2	Establish a register of Local Heritage Assets	G	G	⇒	G	The team has produced clear guidance to support the community making nominations in their neighbourhood. Following seminars in April, a talk was given at the Parish Liaison meeting in June. Some submissions have since been received but the overall response rate is low. It is planned to write again to the Parish Councils to call for nominations and to explore other avenues to increase submissions.
CBP3 7.3	Provide design guidance on major developments	G	G	⇒	G	Advice has continued to be given on all strategic sites, and the majority of other major sites.
CBP3 7.4	Introduce revised planning enforcement policy	G	G	⇒	G	Draft Policy has been prepared but requires some revisions before being implemented in 2015/16.
CBP3 7.5	Processing of Major applications with 13 weeks	G* Actual 89.29% Target 50.00%	G* Actual 85.00% Target 50.00%	⇓	G* Actual 90.00% Target 50.00%	<p>A figure of 85% was achieved in Quarter 4, significantly above target. This measure is subject to change due to post-decision performance agreements. The provisional year to date figure is 90%</p> <p>It is important to note that Section 62B of the Town and Country Planning Act 1990 (as amended) which allows the Secretary of State to designate Local Planning Authorities that are not 'adequately performing their function of determining applications' relates to their performance against major applications only, rather than minors and others. Town and Parish Councils are given 21 days from the date of the consultation letter to comment upon a planning application. The Council does not respond to consultation responses received from Town and Parish Councils in respect of planning applications but their comments are set out in full in officer reports to committee and delegated officer reports. A review is planned to consider communications with Parish and Town Councils. With regard to Developer Funding a member of staff from OCC will now be based within the Development Management team at CDC 2-3 days per week. In addition re Transport Planning a Senior Transport Planner will be based within the Development Management team at CDC 2-3 days per week focussed on Strategic Developments/ major applications and a further Transport Planner (currently being recruited) will be dedicated to CDC.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP3 7.6	Processing of Minor applications with 8 weeks	G Actual 65.00% Target 65.00%	R Actual 50.00% Target 65.00%	↓	R Actual 57.56% Target 65.00%	Quarter 4 performance 50% with a provisional year to date performance figure of 57.56%. Additional measures introduced to monitor and manage performance, including agreeing extensions of time limits with applicants and agents have been successful although still short of target at year end. Use of overtime, agency and consultants continues.
CBP3 7.7	Processing of Other applications within 8 weeks	A Actual 78.57% Target 80.00%	R Actual 71.03% Target 80.00%	↓	A Actual 74.35% Target 80.00%	Performance for Quarter 4 was 71.03% despite a continuing high volume of applications, staff changes and vacancies. Use of overtime, agency and consultants continues. The provisional year to date performance figure is 74% and as for minors, it should be noted that priority is still given to majors and pre-apps.
CBP3 7.8	Percentage of planning appeals allowed against refusal decision	G Actual 0.00% Target 30.00%	G Actual 25.00% Target 30.00%	↓	R Actual 36.67% Target 30.00%	The performance this month is excellent, (8 appeals - 2 allowed) although it should be noted that the measure is volatile as it is based on low overall appeal numbers and therefore each decision can impact on the performance measure for appeals. The provisional year to date performance figure is 36.67%.
Work to ensure rural areas are connected to local services						
CBP3.8	Roll out the service implementation of Broadband with Oxfordshire County Council (OCC)	G	G	⇒	G	<p>Following the Executive decision to fund an extension of the Oxfordshire County Council / Broadband Delivery UK / BT superfast broadband programme, a contract was signed in December.</p> <p>This extension will ensure that at least 95% of premises (businesses and residential) have superfast broadband by the end of 2017. Discussions have been held with potential service providers and several Parish Council representatives. A presentation was made to the Parish Liaison meeting and 'advice clinics' held.</p> <p>A meeting with BT & Open Reach that took place in January contributed to the broadband problems at Kingsmere in Bicester being addressed. Difficulties facing some businesses and households in urban areas have also come to light. The Council has worked with Oxfordshire County Council to liaise with providers and to share contacts and best practice towards resolving issues. The ultimate aim is to achieve 100% coverage of the district by working in partnership: this will be investigated over the coming months. Key 'milestone' launches are being held across the District, for example at Adderbury.</p> <p>The coverage position and plans can be viewed at: http://www.betterbroadbandoxfordshire.org.uk/coverage-map.</p>

Cherwell District Council Business Plan : 2014/2015
Sound Budgets and a Customer Focused Council - Quarter 4 / Year End

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Reduce the cost of providing our services through partnerships, joint working and other service delivery models.						
CBP4 1.2	A new Human Resources (HR) strategy designed to support new methods of service delivery involving more partners increased organisational capacity and efficiency, improved workforce planning and development, visible recognition for innovation	A	A	⇒	A	Two way Organisational Development (OD) Strategy has been approved and a competency framework is being developed.
CBP4 1.2a	Increase organisational capacity and efficiency	A	A	⇒	A	A two way OD Strategy has been agreed and work will now commence on a competency framework.
CBP4 1.2b	Improve workforce planning and development	A	A	⇒	A	Work will commence on workforce planning and development when the competency framework has been agreed.
CBP4 1.3	Identify and remove unnecessary work from service delivery processes to help deliver savings and efficiencies	A	A	⇒	A	Business process change will be delivered through business cases for joint working. During 2014/15 Legal and ICT have been delivered as three way services and there is a ICT harmonisation strategy in place to deliver further savings.
CBP4 1.4	Plan to reduce the number of ICT systems required to deliver and manage services, through sharing where possible, and taking advantage of new procurement opportunities	G	G	⇒	G	The implementation of the three-way Civica FMS has been delayed due to a number of issues with the new system which remained un-resolved as the end of the financial year. The Finance Director and Head of Service agreed to defer the go-live of the system until October 2015 at Stratford District Council and April 2016 at CDC and South Northants Council. Streamlining of other ICT systems in 2015/16, for example Land and Property, will now be delivered as a core element of the three-way Shared ICT Business Service Strategy.
CBP4 1.5	Through a 3-way Working Group with South Northamptonshire and Stratford upon Avon District Councils, review service delivery operating models using the Transformation Challenge Funding provided by DCLG in order to further our exemplar model of sharing services and deliver quantifiable efficiencies an savings; deliver a minimum of 10% financial savings	A	A	⇒	A	The decision making timeframe for three way working has been set back until June by SDC. The ground work on alternative service delivery models has been completed and CDC and SNC have adopted the confederation approach - exploring the use of alternative service delivery models - as part of the framework for joint working. Two way work progresses. Implementation of Legal and ICT joint working business cases has delivered the required savings. Further savings have been identified through the roll out of joint working options which may be implemented after the SDC decision making process in June 2015. There is potential to deliver savings of 10% through two way joint working business cases currently being prepared.
CBP4 1.6	Maximise income through designing services that can attract a market	A	A	⇒	A	The ground work on alternative ways of delivering services, trading and commercialisation has been completed. This includes feasibility and options, legal requirements and risks. The business case for delivering new ways of working that can generate income have been adopted by CDC and SNC and will be worked up into detailed proposals during 2015/16.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Work to effectively communicate with local residents and businesses to better understand and respond to their needs						
CBP4 2.1	Increase our use of social media to communicate with residents and local businesses	G	G	⇒	G	Engagement through social media is an integral part of our marketing and communications activity with Facebook likes now standing at 7264 and Twitter followers at 5304 respectively. All Facebook is showing an overall increase, there was a sharp drop in the number of likes in Quarter 4 when Facebook removed all inactive accounts from their system. Scheduling of posts for both Twitter and Facebook is in place to ensure that messages are posted at weekends.
CBP4 2.1a	Social media ratings : Facebook 'likes'	A Actual 6363 Target 5800	G* Actual 7264 Target: 6500	↑	G* Actual 23,080 Target 22,100	Facebook continues to grow steadily in terms of "likes" breaking through the 7,000 barrier and with engagement during Quarter 4 peaking at c170,000 audience reach in a single week.
CBP4 2.1b	Social media ratings : Twitter followers	G Actual 4790 Target 4750	G Actual 5304 Target 5000	↑	A Actual 19132 Target 19250	The Twitter presence continues to grow although at a slower pace than Facebook.
CBP4 2.2	Support the increased use of the CDC website as a communications and transactional tool	G	G	⇒	G	Maintenance of the existing website continues with a review of content, specifically around Elections pages undertaken in Quarter 4. A project group has also been identified to lead on the creation of a new website.
CBP4 2.3	Deliver a new approach to communications for the Bicester Master plan	G	G	⇒	G	There continues to be a great deal of activity around Bicester which is being supported through Communications. During Quarter 4 NW Bicester hosted a visit from housing minister Brandon Lewis MP, the Graven Hill soft launch took place with c. 700 attendees and this was backed with marketing collateral, promotional banners, an interim website.
CBP4 2.4	Continue to develop our business focused communications	G	G	⇒	G	Communications continue to support the work of the Economic Team, most notably in Quarter 4 the team supported the Banbury and Bicester Job Fairs with social media marketing. This led to a high level of take up from employers offering jobs, but also the greatest footfall from jobseekers.
CBP4 2.5	Maintain/improve customer satisfaction ratings with Communications	G	G	⇒	G	Satisfaction with communications is monitored through the annual customer satisfaction survey. Cherwell Link also continues to provide a good source of information to residents and engagement via social media continues to grow rapidly.
Improve customer service through the use of technology and responding to customer feedback						
CBP4 3.3	Implement the Individual Electoral Registration system in accordance with legislative timetable	G	G	⇒	G	Fully achieved with the new individual electoral register published on 1 December 2014 as legally required

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
CBP4 3.4	Deliver significant reduction in phone contact by implementing additional online services	A	A	⇒	A	Suspension of the Customer Relationship Management (CRM) and Customer Portal project pending 3 way working reviews will impact on the opportunity to achieve "significant " reductions. This said, work continues in the interim to use current software provision to implement online services where viable.
CBP4 3.5	Increased capacity to build service delivery processes suitable for online services	G	G	⇒	G	Staffing resource is being addressed to ensure capacity is available to manage both the current workload and to assist other services with the development of their customer provision via all channels.
CBP4 3.6	Create a measurable plan - significantly increasing customer demand met through self service	A	A	⇒	A	Suspension of the CRM and Customer Portal project pending 3 way working reviews will impact on the opportunity to achieve "significant " increase in use of self serve. That said work continues in the interim to use current software provision to implement online services and self serve channels where viable.
CBP4 3.7	Target the reduction of avoidable contact from customers	G	G	⇒	G	Comments: Work continues with other services to review publications and letters prior to issue to prevent avoidable contact. Further marketing the "fast-track" system for claims has seen an increase in use (now up to an average of 35.61%) which reduces the need for repeat visits, emails or correspondence. Apr 29.35% May 31.40% Jun 31.25%; Jul 36.31% Aug 32.11% Sep 42.78% Oct 35.71% Nov 43.18% Dec 40.13% Jan 41.99% Feb 36.73% Mar 40.46%
Produce and deliver a rolling 5 year business strategy, medium term financial plan and a capital programme that ensures the Council is resourced to deliver its strategic priorities						
CBP4 4.1	Deliver an annual balanced budget setting out the five year financial plan (Medium Term Financial Strategy - MTFS)	G	G	⇒	G	A balanced budget for 2015-16 was achieved. The outlook for funding in the medium term remains both difficult and uncertain. The Council plans to continue with its transformation programme to address those issues as they arise. 2014-15 Revenue and Capital Outturn report (provisional) will be presented to Executive later in June.

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
HR001/2/3	Sickness absence - average days lost per full time equivalent (FTE) (note: cumulative measure - full year target 8 days)	G* Actual 4.50 Target 6.03	G* Actual 6.70 Target 8.00	⇒	G* Actual 6.70 Target 8.00	<p>6.7 average days lost per FTE due to sickness absence - this has increased by 2.28 days per FTE in comparison to 2013/14.</p> <p>There were 660 incidents of short term absence in 2014/15, amounting to 1387.81 FTE days lost and 52.63% of all sickness absence. This is a reduction in comparison to 2013/14 where days lost due to short term absence amounted to 1439.12 days and accounted for 79.26% of all sickness absence.</p> <p>Main reasons for short term absence were infections and stomach, liver, kidney and digestion, accounting for 49.31% of short term absence which are comparative to that in 2013/14 where they accounted for 37.85% of all short term absence.</p> <p>There were 18 cases of long term sickness absence in 2014/15, accounting for 1249.22 days and 47.37% of all sickness absence. This is a substantial increase in comparison to 2013/14, where long term absence cases amounted to a loss of 376.6 days and 20.74% of all sickness absence. The reasons for long term absence have also changed over the year period with a shift from stress, depression and anxiety and muscular-skeletal problems accounted for 63.57% of long term absence in 2013/14 compared to muscular-skeletal problems and post-operative recovery accounting for 59.2% of long term absence in 2014/15.</p> <p>It is a disappointing to note an increase of 2.28 FTE days per employee in the last 12 months but positive to note that short term absence, which is more difficult to manage, has reduced. The 18 long term cases have been closely managed with input from Occupational Health but unfortunately have been very complex to resolve.</p> <p>Compares well with Stratford District Council performance of 7.98 days per FTE and slightly higher than that of SNC of 5.43 days.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Work to ensure the Council gets the most out of its resources, including land and property through effective asset management.						
CBP4 5.1	Commission and introduce a new Asset Management Strategy	G	G	⇒	G	Strategy delivered in September 2014 and currently working on 4 workstreams: accommodation review, car park review, community assets and resource/systems.
CBP4 5.2	Car Park Income	A Actual £305,227 Target £309,490	A Actual £362,354 Target £379,651	⇒	R Actual 1,307,604 Target 1,457,465	<p>The target figure for this quarter was based on last years actual income figures for the same period. This includes expected income for Franklins Yard Car Park which closed in December.</p> <p>Due to the timing of this report and end of year procedures it can take up to 10 working days for ticket machine takings to be processed and therefore it is expected that the final income figure for March is likely to be Approximately £5.5K more than currently reported.</p> <p>This shows a shortfall for the quarter. The year to date figure is showing a significant shortfall compared to budget as previously forecast.</p> <p>Full Year - The reduction in income is as a result of a number of factors. These include:</p> <ul style="list-style-type: none"> * the impact of the Sainsbury's car park in Bicester * changes to customer behaviour * falling demand generally * closure of Franklins Yard in Bicester to make way for development of Community Building * closure of Spiceball Temporary Vehicle Park in Banbury while feasibility of repair and maintenance works is investigated.
Deliver below inflation increases to the CDC element of Council Tax.						
CBP4 6	Deliver below inflation increases to the CDC element of Council Tax	G	G	⇒	G	Council Tax frozen for 2014/15.
CBP4 6.1	Percentage of Council Tax collected	A Actual 86.43% Target 86.50%	G Actual 98.49% Target 98.25%	↑	G Actual 98.49% Target 98.25%	A good Quarter 4 performance has resulted in end of year target being exceeded. Full year performance is just 0.01% short of the best ever collection rate recorded at Cherwell. Performance improvements are a result of changes to recovery procedures (issuing a greater number and earlier reminder notices) as well as Corporate Recovery team and Customer Services proactively chasing debt. Council Tax teams at Capita being up to date with work in the last few months of 2014/15 have also contributed to this performance.
CBP4 6.2	Percentage of NNDR collected	A Actual 86.61% Target 87.50%	G Actual 99.46% Target 98.50%	↑	G Actual 99.46% Target 98.50%	Good Q4 performance has resulted in end of year target being exceeded and recorded as the best collection rate achieved for Business Rates since 1991. Performance improvements are a result of changes to recovery procedures whereby a greater number and earlier reminder notices were issued. Corporate Recovery team and Customer Services proactively chasing debt and Business Rates' teams at Capita being up to date with work in the last few months of 2014/15 have also contributed to this performance.

**Cherwell District Council : 2014/2015
Equalities - Quarter 4 / Year End**

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Theme 1 : Fair Access and Customer Satisfaction						
CEQ1 1	To provide accessible and meaningful consultation events throughout the Cherwell community	G	G	↔	G	<p>The Faith Forum was held at Banbury Town Hall during Quarterly 4 with 20 attendees. Representatives from the 'Safe Places' Steering Group presented the Safe Place scheme launched in Banbury with emphasis on how the Faith communities can support the initiative. The Cherwell Faith Community Grant fund was also launched at this meeting, following the Faith Forums objectives this fund is to promote community cohesion for all within the district. Applications will be reviewed during Quarter 1 of 2015/2016.</p> <p>Attendees at the Disability Forum held in November, were asked to discuss and provide their top three improvements that they would like to see take place in the District. These were:- better job opportunities for the disabled, especially 18-25 year olds improved Transport Services and centralised website for all useful information.</p> <p>Corporate Policy Officer met with Banbury & Bicester College Principal to discuss apprenticeship opportunities and linked with Oxfordshire County Council regarding an update in relation to the historical Disability Directory. Consultation has taken place and a meeting will be scheduled to agree next steps for the Disability Forum in 2015/2016.</p> <p>The Equality & Access Panels no longer exist but it is proposed to link with the Ethnic Minorities Consultative Forum lead by Oxfordshire County Council to fill this gap and this will be reviewed during Quarter 1 and 2 in 2015/2016.</p>
CEQ1 2	Monitor specific objectives related to older people held within the Recreation Strategy	G	G	↔	G	<p>The Service Level Agreement with Age UK for recreation opportunities ties in well with other commissions they have secured so there is a greater range of services being offered through one network which makes it easier for older people to navigate their way through the choices and options open to them. Actions to deliver the older peoples service plan have all been completed within budget.</p>
CEQ1 3	To review the delivery of our Services	G	G	↔	G	<p>Cherwell District Council captures whether formal complaints received across all service areas are linked to discrimination - none of this nature were received in Quarter 4. A full review of current customer satisfaction measures is to be undertaken and reported from April 2015.</p>
Theme 2 : Tackling Inequality and Deprivation						
CEQ2 1	Continue to break the cycle of deprivation within the district (Brighter Futures in Banbury Programme)	G	G	↔	G	<p>The multi agency work targeted at the Brighter Futures wards has continued to supplement the core services provided by key partners. Many new initiatives have commenced. The Cherwell Community Bank, as the local credit union, has been increasing its presence locally following a Sunshine Centre launch. The voluntary sector engagement event was well received and followed by a successful public volunteering recruitment event in January.</p>

Ref	Objective/Measure Definition	Quarter 3 31/12/2014	Quarter 4 31/03/2015	Q on Q Direction of Travel	End of Year Position 31/03/2015	Comments on Performance
Theme 3 : Building Strong Communities						
CEQ3 1	Improve opportunities for community groups to work together to build strong communities	G	G	↔	G	Considering the impact on rural communities work is ad-hoc rather than proactive or systematic. Consideration of potential impacts does occur in some cases, but usually informally. There is no mechanism in place for monitoring the regularity and consistency of these considerations. Dial-a-Ride "top-up" to continue for 2015/16. Monthly update meetings with the Rural Champion, regular Community-led Plan liaison with Oxfordshire Rural Community Council. Cherwell Street Wardens continue to work with the Banbury Hub and 'Go Active' in identifying hot spots for activator attendance. Street Wardens visit Hubs and attend youth events. Police briefings now concentrate warden's efforts on gathering intelligence on potential problem locations and identifying individuals known to the police. Community Safety partners continue to deliver the priorities in the action plan. 2015 will see the introduction of new actions relating to Child Sexual Exploitation (CSE) and other emerging topics. It appears that from the police delivery plan, former targets of crime and burglary will give way to these new priorities. Reporting of crime will be more focused on quality of response rather than quantity.
CEQ3 2	Attend Thames Valley Police (TVP) Advisory Panel to improve consultation & community relations	G	G	↔	G	No meetings were held during Q4.
CEQ3 3	Increase CDC's knowledge/understanding of wider community to ensure we fulfil residents needs within our services	G	G	↔	G	The profile of safeguarding has been raised with officers, senior managers and Members over the last twelve months. There is now greater cross-departmental working and steps are being taken to identify information sharing processes in order to escalate the right information in a timely manner.
Theme 4 : Positive Engagement and Understanding						
CEQ4 1	Work with local schools, colleges & sixth forms to engage with the districts younger generation	G	G	↔	G	All Cherwell schools provide representation on the Cherwell Youth Website and the Oxfordshire Youth Parliament, supported by Cherwell District Council Officers.
CEQ4 2	Explore and establish links with minority representation/community groups to help us improve our services	G	G	↔	G	Disability Sport Development Plan has been delivered and is being developed further. The Stop Hate UK service continued to be available through Cherwell during Quarter 4. Contact still established between Ministry of Defence (MOD) & HMP Bullingdon Prison via invite to attend all community engagement/forum events and to be involved in all Council consultations. No specific projects with partners running at this time.
CEQ4 3	Raise internal awareness of diversity in community	G	G	↔	G	During the quarter, Cherwell District Council launched the "See It Report It" themed Knowing Your Community events which are linked to all Safeguarding issues. Two events, well attended by CDC staff and partner organisations have taken place and were themed on the 'PREVENT' agenda and 'Child Sexual Exploitation'. The training raised awareness of these issues for staff and gave an understanding of our roles as eyes and ears and how to report if we see something suspicious. Planning has started for the next event which will be based on modern day slavery.
Theme 5 : Demonstrating our Commitment to Equality						
CEQ5 1	Ensure the Council meets all government requirements	G	G	↔	G	Cherwell District Council continues to monitor all Equality legislation to ensure compliance.
CEQ5 2	Review CDC performance against Achieving criteria to maintain/improve standards	G	G	↔	G	Planning for the 2014/2015 assessment started during Quarter 4 of this year with completion of assessment taking place during Quarter 1 of 2015/2016.
CEQ5 3	Ensure staff and services promote and embed equality into their work	G	G	↔	G	This training has been replaced with an eLearning package and is no longer used for training new staff.

**Cherwell District Council : 2014/2015
Programmes - Quarter 4 / Year End**

Ref	Programme	Quarter 3 31/12/2014	Quarter 4 / Year End 31/03/2015	Q on Q Direction of Travel	Comments on Performance
CDC Place Programme					
CPP01	Banbury Development (7 Areas; CQ2; Bolton Road; Gateway; Hella; CM40; Mondelēz; Canalside)	G	G	⇒	The Boards focus remains the review of the Council's assets and their future use which will be the subject of a report which is programmed to be presented to the Board in June. Discussions are also progressing with the County Council and Chiltern Railways to co-ordinate actions in respect to Canalside and the development of improved transport links.
CPP02	Bicester Strategic Project	G	G	⇒	The project has now moved into the delivery phase with the building contract in February and stakeholder meetings to ensure the design of the building evolves to meet requirements.
CPP03	Graven Hill	G	G	⇒	The Graven Hill vision continues to be on programme, soft launch took place in March and full release of plots in phase 1 is on track for Autumn 2016.
CPP04	Build!	G	A	⇩	Six schemes completed, 13 schemes on site, five schemes at pre-development stage and sales are progressing well The apprenticeship team is now fully recruited with eight young people and is proving successful. Budgets are challenging in the context of increasing costs for both labour and materials but at present the view from finance is that this is manageable.
CPP04	Brighter Futures in Banbury	G	G	⇒	The multi agency work targeted at the Brighter Futures wards has continued to supplement the core services provided by key partners. There have been many new initiatives commenced. The Cherwell Community Bank as the local credit union has been increasing its presence locally following a Sunshine Centre launch. The voluntary sector engagement event was well received and followed by a successful public volunteering recruitment event in January.
Transformation Programme					
TP01	ICT Infrastructure & Applications Harmonisation	G	G	⇒	The required ICT infrastructure for Lync telephony has been installed at CDC/SNC and the process of migrating and training users has commenced with no significant issues encountered so far. Work to implement the three-way shared financial management system (Civica Financials) is on-going and a revised plan seeks to provide the test team with an extended timescale to assess, review and implement the system.

**Cherwell District Council : 2014/2015
Programmes - Quarter 4 / Year End**

Ref	Programme	Quarter 3 31/12/2014	Quarter 4 / Year End 31/03/2015	Q on Q Direction of Travel	Comments on Performance
TP02	Channel Shift (including paper light and EDM)	A	A	⇒	The procurement of a replacement CRM with customer portal has been put on hold pending a review of a three-way (CDC, SNC and SDC) customer service strategy. This review is being undertaken by the Business Transformation Team. Whilst the CRM procurement is on hold interim solutions are being progressed prioritising the new ways of working for SNC at The Forum, building interim solutions around systems that are already in place. The delivery governance of these SNC specific solutions – Academy connect (revs and bens), integration of online forms with Bartec waste system and conversion of the housing needs survey to an online form - will be transferred to that project as part of the New Working Environment and Service Access Models workstream.
TP03	Harmonisation of Terms & Conditions	A	G	↑	The joint flexitime policy is now in place and commenced for SNC employees from the date of the move to The Forum. Whilst full harmonisation of terms and conditions of employment (whether it be across either the two or three Councils) is currently in abeyance, work to harmonise some HR policies and procedures is continuing across SNC and CDC. Policies and procedures recently harmonised include induction, recruitment and selection, homeworking, probation, flexitime, capability, drugs and alcohol and sickness absence. There are now more HR policies and procedures that are harmonised than are not, and more will be done over the next few months.
TP04	Organisational Development (OD)	A	G	↑	The OD project is now starting across CDC and SNC and includes the development of a new Competency Framework. Consultation on this has started with a view to this being agreed in June at the relevant HR Committees. This is likely to impact on many HR and managerial policies and procedures over the next few years and is hoped to act as a catalyst for change in the culture of both organisations as well as supporting new ways of working with better performance management arrangements, more targeted recruitment arrangements leading to improved workforce planning and talent management initiatives.

Significant Partnerships 2014/2015 : Quarter 4 / Year End

Partnerships reports six-monthly	30/09/2014	31/03/2015 Year End Position	Comments on Performance
Sub-Regional Partnerships			
Oxfordshire Partnership Board	G	G	Quarterly meetings are held where a wide range of county partnership issues are considered.
Health and Well Being Partnership Board (H&WB)	G	G	Wide ranging health and social care issues and plans are considered by the main Board and the supporting partnership boards. The Council has representation on behalf of Oxfordshire Districts on two of the four boards.
Environment and Waste Partnership	G	G	Environment & Waste Partnership more low key - meeting two/three times per year.
Oxfordshire Safer Community Partnership (OSCP)	G	G	Portfolio holder continues to attend Oxfordshire Safer Communities Partnership (OSCP), which is under review. OSCP business group (Officers) reports progress on priorities and emerging issues to OSCP and the office of the Police and Crime Commissioner.
Oxfordshire Stronger Communities Alliance (OSCA)	G	G	Some good work being done (led by OCVA) on planning for the future of volunteering in Oxfordshire.
Local Enterprise Partnerships (LEP) (Oxfordshire)	G	G	The Council contributes to OLEP and in particular works with Invest in Oxfordshire, an OLEP service, on inward investment enquiries.
Local Enterprise Partnerships (LEP) (South Midlands)	G	G	The Council contributes to SEMLEP including development of Strategic Economic Plan (SEP) and joint funding bids with South Northants Council.
Cherwell-specific Partnerships			
Cherwell Local Strategic Partnership (LSP)	G	G	Officers are currently considering (given the very limited support resource available to the LSP Board) how to maintain the value of the partnership by securing appropriate breadth of agenda and senior level engagement.
Cherwell Safer Community Partnership (CSCP)	G	G	Cherwell Safer Communities Partnership is due to review its Annual strategy, which will include emerging priorities of Child Sexual Exploitation, Preventing terrorism and Slavery. The partnership funding is set to remain the same for 2015-16. However future funding will need to reflect 'Safeguarding' issues as paramount over traditional priorities of crime.

Significant Partnerships 2014/2015 : Quarter 4 / Year End

Partnerships reports six-monthly	30/09/2014	31/03/2015 Year End Position	Comments on Performance
Cherwell M40 Investment Partnership (CHIP)	G	G	<p>The group - involving the Council, College, Job Centre+ and Developers Agents to review economic opportunities in the district. The Group has contributed to the development of the GVA Employment Land Review to assess the need for land and the quantity of business premises</p> <p>The Cherwell M40 Investment Partnership (CHIP), established in 1990, has been led by Cherwell District Council to ensure that businesses are supported and to enable investment to create jobs. The Partnership has been instrumental in attracting inward investment and helping indigenous companies to expand. The pipeline of investment now being seen is testament to the relentless day-to-day efforts of the private and public members of the CHIP working group. The group has also provided valuable market intelligence to inform the preparation of the Local Plan.</p>
Banbury Town Centre Partnership (BTCP)	G	G	<p>The BTCP receives input from the Town Centre Coordinators appointed using Portas funding. They are currently working with the town businesses to identify a package of additional marketing and promotional changes in support of strengthening the town centre as a place to shop, visit and spend leisure time.</p>
Bicester Vision (BV)	G	G	<p>CDC are executive members of Bicester Vision and therefore attends monthly meetings. The partnership meets with all private, voluntary and public sector members quarterly. A new inward investment brochure has been created along with updated website content. Monitoring against objectives continues.</p>
Homelessness Strategy Partnership	G	G	<p>Members gave their approval to continue funding partnership working to prevent homelessness in 2015/16. Agreements are in place with, Citizens Advice Bureau (Specialist Housing Advice service), Reducing the Risk (Domestic Abuse Support), The Hill (Family focussed homeless prevention), BYHP (young people's housing advice), Bicester Salvation Army and Banbury Beacon Centre (support and advice for rough sleepers and those vulnerably housed), Connexions - Outreach for rough sleepers including assessment and triage which operates alongside their OCC contract to provide floating support (tenancy sustainment) in Cherwell.</p> <p>We have continued to closely monitor the various partners that we have within Cherwell to help prevent homelessness within the district and meet quarterly to discuss their work and any support that the housing department can offer to improve services further. The continued work done by partners has helped us to ensure homelessness within the district is prevented wherever possible.</p>

Significant Partnerships 2014/2015 : Quarter 4 / Year End

Partnerships reports six-monthly	30/09/2014	31/03/2015 Year End Position	Comments on Performance
Cherwell RSL Partnership & Sanctuary Housing Group	G	G	A quarterly meeting is held for Registered Providers with housing stock in the District which is used to share best practice on all housing management issues and to develop and align partnership working in Cherwell. We receive very positive feedback from those attending and also invite officers from Cherwell representing Customer Services, Housing Benefits and Community Safety to attend as appropriate. RP's performance is monitored through quarterly lettings reports requested from all RP's in the district to ensure that properties are being let in line with the Council's Allocations Scheme and Nominations agreements. We continue to ensure that we share information with all RP's on the implementation of Universal Credit and Cherwell developments in Welfare Reform including Credit Union which they are very keen to be aware of as well as other recent changes in legislation affecting both the Council and housing sector. It is intended to develop and introduce a new appraisal system to monitor RP's operating in Cherwell in 2015/16.
NW Bicester Strategic Delivery Board	G	G	This forum continues to meet quarterly to manage the Bicester One Vision. Terms of Reference to be reviewed to consider the garden town status secured in December 2014.
Banbury Brighter Futures	G	G	The multi agency work targeted at the Brighter Futures wards has continued to supplement the core services provided by key partners. There have been many new initiatives commenced. The Cherwell Community Bank as the local credit union has been increasing its presence locally following a Sunshine Centre launch. The voluntary sector engagement event was well received and followed by a successful public volunteering recruitment event in January. It is intended to review the partnership make up and focus of the programme in 2015.

Cherwell District Council

Executive

1 June 2015

Provisional 2014-15 Revenue and Capital Outturn Report

Report of the Head of Finance & Procurement

This report is public

Purpose of report

This report summarises the Council's provisional Revenue and Capital performance for the financial year 2014-2015 and reports on performance against the procurement action plan. The figures are still subject to further validation work to ensure compliance with statutory requirements and proper accounting practices.

1.0 Recommendations

Recommendations will be set out with the full report at Appendix A (to follow).

2.0 Introduction

- 2.1 Three reports relating to the 2014-15 accounts have been considered by the Executive since the budget was approved in February 2014. This end of year finance report details the provisional revenue and capital outturn - and also incorporates the current position of the procurement action plan.
- 2.2 During 2014-15 budget monitoring has taken place which has looked at variances between actual expenditure and budgeted expenditure. As in previous years there has been a detailed focus on the importance of accurate budgeting and appropriate monitoring. This continues to be embedded throughout the Council.
- 2.3 During 2014-15 the quarterly Executive budget monitoring reports have been based on Directorate or Service level budgets to provide an easy to understand picture of the Council's financial position.

3.0 Report Details

- 3.1 The Revenue and Capital Outturn 2014/15 is set out at Appendix A (to follow).

4.0 Conclusion and Reasons for Recommendations

4.1 Conclusions and recommendations will be set out with Appendix A (to follow).

5.0 Consultation

5.1 The budget monitoring reports have been reviewed by JMT, the Executive and Budget Planning Committee where applicable.

6.0 Alternative Options and Reasons for Rejection

6.1 This report illustrates the Council's provisional performance against the 2014-15 Revenue and Capital Budget and progress achieved against our Procurement action plan and targets.

6.2 Alternative options are:

To reject the current proposals and to make alternative recommendations or ask officers for further information.

7.0 Implications

Financial and Resource Implications

7.1 There are no financial implications arising directly from the production of this report. It should be noted that the information in this report is in the format used for budget monitoring purposes and, although adjustments have been made for the requirements of IFRS, it does not reflect the various accounting adjustments that are required to comply with the Statement of Recommended Practice nor is it in the same format as the statutory Financial Statement. It is therefore not a straightforward task to compare the figures in this report with the Council's Financial Statement for 2014-15 because the respective reports are each designed to serve different purposes.

Comments checked by: Paul Sutton, Head of Finance and Procurement
0300 003 0106 paul.sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2. The Council is legally required to prepare Financial Statements by 30 June 2015.

Comments checked by:
Kevin Lane, Head of Law and Governance, 0300 0030107
kevin.lane@cherwellandsouthnorthants.gov.uk

Key Decision**Financial Threshold Met: No****Community Impact Threshold Met: No****Wards Affected**

Not applicable

Links to Corporate Plan and Policy Framework

Enhancing the Council Performance

Lead Councillor

Councillor Ken Atack – Lead Member for Financial Management

Document Information

Appendix No	Title
Appendix A	Revenue and Capital Outturn 2014/15 – to follow
Background Papers	
None	
Report Author	Joanne Kaye, Strategic Finance Accountant
Contact Information	01295 221545 joanne.kaye@cherwellandsouthnorthants.gov.uk

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

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