

ECO BICESTER STRATEGIC DELIVERY BOARD - NOTES – 24 JANUARY 2013

<p>MEETING: Eco Bicester Strategic Delivery Board</p> <p>DATE AND TIME: 24 January 2013 at 11am</p> <p>VENUE: John Paul II Centre, Causeway, Bicester, OX26 6AW</p>	<p>Board Members:</p> <p>Cllr Barry Wood (CDC) (Chairman)</p> <p>Cllr Ian Hudspeth (OCC)</p> <p>Cllr Hilary Hibbert-Biles (OCC)</p> <p>Cllr Michael Waine (OCC)</p> <p>Cllr Richard Mould (BTC)</p> <p>Cllr James Porter (BTC)</p> <p>Cllr Dan Sames (BTC)</p> <p>Cllr Norman Bolster (CDC)</p> <p>Cllr Michael Gibbard (CDC)</p> <p>Sally Coble (Environment Agency)</p> <p>Ben Jackson (Bicester Chamber of Commerce)</p> <p>Adrian Shooter (Bicester Vision)</p> <p>NHS Clinical Commissioning Group rep</p> <p>David Warburton (HCA)</p>	<p>Speakers:</p> <p>Jenny Barker (CDC)</p> <p>Nicole Lazarus (BioRegional)</p> <p>Andrew Bowe (CDC)</p> <p>Azul Strong (CDC)</p> <p>Daniel Round (OCC)</p> <p>Sue Smith (CDC)</p>
<p>Completed by: Sue Cavalier</p>		

	ISSUE		RESP.	DUE
		The Chairman, Councillor Barry Wood, opened the meeting and welcomed everybody. The Chairman and the Board introduced themselves.		
1.	Apologies	Cllr Dan Sames, Adrian Shooter, (Placi O'Neill-Espejo); Sally Coble; David Warburton (rep by Stephanie Ainsworth)	Sue Cavalier	
2.	Notes of previous meeting and matters arising	The Board agreed the notes of 4 October 2012 as chaired by Councillor Ian Hudspeth.		
3.	NW Bicester – update	<p>Jenny Barker presented the brief report identifying work currently ongoing.</p> <p>Exemplar – a considerable amount of information has been submitted for clearance of conditions. This includes submissions for embodied carbon, energy, tree protection and open space work. Submissions are also being received for the Section 106 agreement that accompanies the application including details of temporary community meeting facilities, the school site details for levels and topographic information and the Training and Employment Plan is progressing. A2 Dominion are currently in the process of completing purchase of a site. Once the ownership transfers Section 278 and Section 38 agreements in relation to highway works are signed, commencement can start on site.</p> <p>Masterplan – land adjacent to the exemplar site and Lords Lane is now under contract. The masterplanning programme and workstreams are developing and will</p>		

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		<p>be a 12 month programme to complete masterplanning for the site.</p> <p>The Chairman and Board acknowledged and noted the good progress being made.</p> <p><i>Councillor Michael Gibbard – when will the 12 month programme for the masterplanning commence from?</i></p> <p>Jenny Barker advised the anticipated start is from February 2013.</p> <p><i>Councillor Michael Waine – what is the state of the progress on the primary school?</i></p> <p>Jenny Barker advised that for the Section 106 agreement the school site is secure, information is being submitted to clear conditions and an agreement for funding is in place with Cherwell District Council (CDC) and Oxfordshire County Council (OCC). Currently waiting for the programme from OCC and it is anticipated that it will be possible to share this with the Board at the next meeting.</p> <p><i>Councillor Michael Waine – were issues regarding levels resolved?</i></p> <p>Jenny Barker updated that there is an agreement re levels and platforms across the school site. The design of the school has not yet been done.</p> <p>Councillor Wood advised the Board that he had met with Nick Boles MP, Minister for Planning, and that he had expressed his continuing support for the NW Bicester project and will arrange a visit.</p>		
4.	<p>Update on Technology Strategy Board Funding for Innovation</p>	<p>Jenny Barker introduced Nicole Lazarus from BioRegional to the Board. Nicole is a member of the project team for NW Bicester.</p> <p>Nicole presented the report reminding that one of the ambitions of the programme has been to do things in innovative ways. The Technology Strategy Board (TSB) is the national agency for innovation in the UK and also nurtures and funds projects. It has a strong sustainability agenda and frequently run days to discuss projects with funders.</p> <p>Since the start of the project, the following 5 bids have been submitted and won funding:</p> <p>Design for Future Climate – adapting to future predictions of climate change over the next 70 years. Research completed a while ago, currently working into the design process for NW Bicester. The design team have gone further than any work known to adapt volume housing by stopping super insulated homes from overheating by optimising the position of windows and research into ventilation</p>		

		<p>strategies.</p> <p>The team are now sharing knowledge, giving talks and Oxford Brookes will be holding a conference in the future.</p> <p>High Density PV Smart Power – NW Bicester will have a vast array of solar panels on the roofs and this project aims to capitalise on the electricity generated directly by the solar panels. Solar panels generate DC current and most home lighting and home appliances run on AC current from the electricity grid. By working with Zeta, a Bicester specialist lighting company and Oxford Brookes University, the team have designed cabling to distribute electricity to the homes without transferring the current via the electricity grid and minimising losses in the transfer process. This project is running parallel with the NW Bicester development and A2 Dominion and their construction team have been involved in the process to ensure it is real and affordable. This is a 4 year project.</p> <p>Build Process – this is a 4 year project and due to start end January 2013. The project provides the Exemplar development team with the resources to map, explore, evaluate and refine the build process continually throughout the construction period, shrinking the gap between design intent and actual building performance, learning and improving iteratively from phase to phase.</p> <p>Innovative Refurbishment of the Garth – a practical project and the second stage of refurbishment at the Garth. It is a two stage process: (i) design; and (ii) implementation. An innovative laser survey technique called WHISCERS™ will be used.</p> <p>Post occupancy evaluation of Bryan House – follow up project work at Bryan House by Oxford Brookes university on monitoring the energy bills and and how the buildings are performing. The research gathered will benefit Sanctuary Housing and aims to be shared more widely.</p> <p>The Chairman thanked Nicole for the interesting and encouraging report and for the success in achieving funding for these projects. The Chairman also highlighted that NW Bicester is an innovation in itself and needs to be studied by the TSB to learn and gain the benefits.</p> <p><i>Councillor Norman Bolster – seeking clarity on the availability of appliances that use</i></p>		
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		<p><i>DC current, as most use AC current.</i></p> <p>Nicole Lazarus advised that there are some lighting systems and phones which use DC current and there are some bigger appliances also available. Installation is a simple process.</p> <p>The Chairman and Board agreed the recommendation and the opportunity to visit Zeta's premises to view the work undertaken.</p>		
5.	<p>Retrofitting and energy efficiency</p>	<p>Andrew Bowe and Azul Strong presented the report which reviews the Eco Bicester insulation scheme which ran between August 2010 and September 2012. The insulation scheme has been the key element of the Eco Bicester retrofitting programme and the report identifies opportunities to continue the retrofitting of homes in Bicester with the collective switching scheme and Bicester Green Deal.</p> <p>Insulation scheme - retrofitting was identified as an early key priority and focussed on existing properties in the town. Over 2 years of the insulation scheme, the project delivered over 1700 installations in homes under the 'Cocoon Your Home' scheme and promoted Eco Bicester as a concept to local residents and businesses. The scheme also brought in £337,215 funding from owner's contributions and Carbon Emissions Reduction Target (CERT) funding, which has been invested in Bicester's existing housing stock. In summary, the installations had an estimated carbon saved of 237 tonnes per annum and estimated carbon dioxide savings of 869 tonnes per annum.</p> <p>The delivery of the project was achieved in partnership with the United Sustainable Energy Agency (USEA) in Milton Keynes. Where possible, this provided opportunities for local Bicester businesses in employment and skill training to carry out the installations.</p> <p>The tabled map was created by Cherwell District Council's GIS team and shows the number and type of insulation installed from the Eco Bicester insulation scheme and applications requiring Building Control approval. Some areas show a higher number of installations and this was due to a targeted campaign by Green Puzzle during the Summer.</p> <p>In June 2012 the Southwold community centre in Bicester also benefitted from funding from the scheme and since then two other community halls – Clifton Centre and Langford village - have applied for funding and it is anticipated that their</p>		

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		<p>insulation will be completed during the first quarter of 2013.</p> <p>A significant number of community events, including Cherwell District Council's compost giveaway day were attended to promote the scheme and both the vulnerable and council tax and housing benefit recipients were contacted to ensure they benefitted. Various publicity campaigns were placed in the media and Bicester Town Council's Garth Gazette. A thermal image camera was also used as part of the promotion material to visually show heat loss. A significant amount of promotional work was undertaken by Azul Strong, the Eco Bicester Community Liaison Officer, the Eco Bicester project team, Environmental Services and Housing Services.</p> <p>Collective switching – following a report to CDC's Executive in November 2012, iChoors was appointed as an intermediary to deliver the scheme. The project is now being taken forward as a county rollout and the registration process for residents is scheduled to take place in February.</p> <p>The partnership working with USEA has provided a platform going forward to continue working together on the Cherwell Green Deal scheme.</p> <p>The Chairman noted the positive outcomes and the need to take carbon free seriously and noted the carbon reduction results from this project.</p> <p>The Chairman and Board endorsed the recommendations and encouraged officers to be clear in promotion and explaining collective switching and the Bicester Green Deal scheme.</p> <p>The Board noted the clusters shown on the canvassing map and the effect of targeted canvassing.</p>		
6.	<p>Demonstration project update</p>	<p>Jenny Barker presented the update report with new information shown in bold text with additional updates:</p> <p>Demonstration building – revising the 2013 programme of events; how the building will be used to support the Bicester Green Deal scheme and proposals for the exit strategy for its removal.</p> <p>Bryan House – formally opened October 2012 with a number of Board members attending. As item 4 above detailed, funding awarded by the Technology Strategy</p>		

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		<p>Board for monitoring the buildings energy efficiency.</p> <p>Travel behaviour project – cycle project ran last Summer, now closed for Winter. Capital works taking place in the town centre.</p> <p>Reuse centre – planning permission agreed for the premises in Station Approach close to the town centre and expecting Sobell House to sign the lease very shortly. Next stage to commence furniture collection and commence work around sustainable living.</p> <p>Bicester Green Deal pilot – DECC (Department of Energy & Climate Change) funded project. Project to run over short period of time as dictated by funding timetable. Project aim of 10 homes and 2 commercial properties to be retrofitted as 'open homes' to show energy saving opportunities available. The United Sustainable Energy Agency (USEA) will be working with Cherwell District Council on a county wide project.</p>		
7.	Bicester – development update	<p>Jenny Barker presented the report including the map of Bicester development proposals and the table which details major sites with planning permission.</p> <p>The paper brings together a number of areas of work impacting on the town.</p> <p>Local Plan - consultation period last year and a number of responses received. The next stage process is adoption by Cherwell District Council's Executive then full Council, followed by examination. Progress is being made and this document will set out a framework for proposals.</p> <p>Development proposals – the map and table sets out any significant changes in development. Items for note include:</p> <p>Phase 4 at Bicester Village, Pingle Drive, Bicester – resolution to grant planning permission.</p> <p>Bicester Community Hospital, Kings End, Bicester – planning permission granted.</p> <p>Site C Ploughley Road & Site D & E Ambrosden Road, MOD Bicester, Upper Arcott – going to Cherwell District Council's Planning Committee in February 2013.</p> <p>Former Winners Bargain Centres – new item to list. Application for nursing home</p>		

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		<p>currently pending consideration.</p> <p>Sainsbury's development – resolution to grant planning permission.</p> <p>Town centre access improvements – Oxfordshire County Council have been instrumental in bringing the improvements forward and the plan attached to the report at Annex 2 shows the proposals.</p> <p>The Chairman noted Bicester's clear growth and where businesses can seek to invest.</p> <p><i>Lesley Tims, Environment Agency – what is the progress of the Bicester Masterplan?</i></p> <p>Jenny Barker advised that the document went through the consultation period at the same time as the Local Plan. Work is progressing on the movement strategy and it is anticipated that this will form part of the Bicester Masterplan. The Masterplan will form part of the evidence base to the local plan.</p> <p>The Chairman added it is necessary to demonstrate progress of the Bicester Masterplan as a subset of the Local Plan.</p> <p>Councillor Ian Hudspeth noted the considerable amount of development and raised the importance of focussing on infrastructure as part of the development.</p> <p>The Board noted the report.</p>		
8.	Risk register	<p>Jenny Barker presented the risk register, with one new area added:</p> <p>Delivery of the eco business centre – to highlight that the work is ongoing on how the facility might be developed and work carried out. Recently appointed consultants, Basepoint to further the delivery of the centre. A report to be bought to the next meeting.</p> <p>The Chairman asked that items be highlighted if the risk rating has changed.</p> <p>The Board accepted the risk register with no comments made.</p>		

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9.	Financial monitoring statement	<p>Jenny Barker presented the budget monitoring report and spreadsheet.</p> <p>The spreadsheet includes an update on spend on the Department for Communities and Local Government (DCLG) grant and interest added. The two areas of revenue expenditure relate to project team and consultancy costs supporting the project. The demonstration projects are progressing and periodic spending is shown in the table. The budget has been extended to 2017/18 to recognise the long term basis of the project and the length of time for the demonstration projects to be completed. The capital spend is also shown on the primary school and the eco business centre. Further detail on the programme of delivery of these to be bought to the next meeting.</p> <p>The Board agreed the recommendations.</p>		
10.	Forward plan	<p>Jenny Barker presented the Forward Plan with the following highlighted:</p> <p>At the next Board meeting May, the Board will have been in existence for another year. A report to review the Board will be bought to the next meeting to include any changes to be made and progress against the One Shared Vision.</p> <p><i>Ben Jackson, Bicester Chamber of Commerce – requested a summary of funding that has been bought into the town.</i></p> <p>The Chairman agreed and the Board noted the Forward Plan.</p>		
	Key messages	<p>Sue Smith raised the following key messages:</p> <p>Local - update on the 5 Technology Strategy Board funded projects; retrofitting linked with the Green Deal pilot and going forward on reporting what has happened and future plans; and promote the collecting switching scheme and its advantages.</p> <p>National – events and progress happening in Bicester.</p> <p>The Chairman agreed the key messages to be circulated to specialist media and copied to Ministers – Nick Bowles MP and Mark Prisk MP and Michael Fallon, Business Minister at the Department for Business, Innovation and Skills (BIS).</p> <p>The Chairman thanked everybody for attending and declared the meeting closed.</p>		

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11.	Date of Next Meeting	2013 dates – 30 May; 25 July; 31 October at 11am Venue: John Paul II Centre, Causeway, Bicester, OX26 6AW	All to note	
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