

Meeting of Council

Monday 22 February 2016

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, OX15 4AA on Monday 22 February 2016 at 6.30 pm, and you are hereby summoned to attend.



Sue Smith
Chief Executive

Friday 12 February
2016

AGENDA

1 **Apologies for Absence**

2 **Declarations of Interest**

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

3 **Communications** (Pages 1 - 2)

To receive communications from the Chairman and/or the Leader of the Council.

4 Petitions and Requests to Address the Meeting

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

5 Urgent Business

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

6 Minutes of Council (Pages 3 - 12)

To confirm as a correct record the Minutes of Council held on 14 December 2015.

7 Minutes

- a) Minutes of Executive, Lead Member Decisions and Executive Decisions not included in the 28 day notice

The Leader of the Council to formally propose that the minutes of the meetings of the Executive and Lead Member Decisions as set out in the Minute Book (circulated separately) be received and to report that since the last meeting 5 decisions have been taken by the Executive which were not included in the 28 day notice. These decisions related to the Local Development Scheme, Asset Management Quarterly Update, Progress of Superfast Broadband, Award of Contract - Refuse Collection Vehicles and Award of Delivery of Capital Works Programme

- b) Minutes of Committees

The Leader of the Council to formally propose that the minutes of committees as set out in the Minute Book (circulated separately) be received.

8 Questions

- a) Written Questions

To receive any written questions and answers which have been submitted with advance notice in accordance with the constitution. A written response to the question will be circulated at the meeting.

- b) Questions to the Leader of the Council

The Chairman to invite questions to the Leader of the Council (including any matters arising from the minutes).

Following a response to their question being provided members will be entitled to a follow up or supplementary question.

- c) Questions to Committee Chairmen on the minutes

The Chairman to invite questions to Chairmen of Committees on any matter arising from the minutes of their committee (if any).

9 Motions

To debate a motion which has been submitted with advance notice, in accordance with the constitution.

Oxfordshire Clinic Commissioning Group

This Council calls on Oxfordshire Clinic Commissioning Group to clarify and confirm the future arrangements for General Practice provision across Bicester especially in the context of projected housing growth.

This Council instructs the Executive to work closely and constructively with the CCG to protect and expand GP provision in a growing Bicester.

Proposer: Councillor Lynn Pratt

Seconder: Councillor Richard Mould

Council Business Reports

10 Members Allowances 2016/17 (Pages 13 - 32)

Report of Head of Law and Governance

Purpose of report

To determine the levels of the allowances to be paid to Members for the forthcoming 2016/2017 financial year following the submission of the report of the Council's Independent Remuneration Panel (IRP) and to approve a mechanism to ensure the legality of any remuneration that might be paid, in future, to councillor directors on council controlled companies.

Recommendations

The meeting is recommended:

- 1.1 To consider the levels of allowances to be included in the 2016/2017 Members' Allowances Scheme, and whether the Panel's recommendations should be adopted or modified in any way
- 1.2 To authorise the Head of Law and Governance to prepare an amended Members' Allowances Scheme, in accordance with the decisions of the Council for implementation with effect from 1 April 2016.
- 1.3 To authorise the Head of Law and Governance to take all necessary action to revoke the current (2015/2016) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Members's Allowances)(England) Regulations 2003 (as amended).

- 1.4 To thank the Independent Remuneration Panel for its report and set a fee of £300 for Panel Members for the work carried out in 2015/2016 and propose the same level of fee for 2016/2017.
- 1.5 In the event that any council controlled or influenced company (as defined by the Local Authorities (Companies) Order 1995) determines that its councillor directors should be remunerated, to delegate authority to the section 151 officer in consultation with the monitoring officer and the Lead Member for Financial Management to determine a comparable duty within the Members' Allowances Scheme in order to ensure compliance with statutory requirements.

11 **Revenue and Capital Budget and Corporate Business Plan 2016/17** (Pages 33 - 108)

** Please note that appendix 8 to this report will follow as is it currently being reviewed and finalised **

Report of Director of Resources

Purpose of report

To set the Council's General Fund Budget and to seek formal adoption of all parts of the Council's financial plans for the 2016/17 budget year.

The report also details the proposed strategic priorities, the underpinning key objectives and outcomes for 2016/17 which have now been converted into a proposed business plan for the Council. The proposed business plan sits alongside the proposed budget for 2016/17 so as to demonstrate that the Council adopts a strategic and integrated approach to managing all of its resources by aligning the development and delivery of the Council's strategic business priorities and key outcomes to the proposed budget.

Recommendations

The meeting is recommended:

- 1.1 To consider the contents of this report in approving the General Fund Revenue Budget and Capital Programme for 2016/17 and to formally record that consideration.
- 1.2 To approve the 2016/17 General Fund Budget (in table 1) and 2016/17 Capital Programme (in Appendices 2 and 3).
- 1.3 To approve the Collection Fund Estimates contained in Appendix 4
- 1.4 To approve 2016/17 business plan and public pledges (detailed in Appendices 5 and 6) and to delegate authority to the Head of Transformation in consultation with the Leader of the Council to make any minor amendments to the plan or pledges as required before final publication in March 2016.

- 1.5 To note the contents of the section 25 statement from the Director of Resources contained in paragraphs 2.1 to 2.7 in relation to the robustness of the estimates and the adequacy of reserves.
- 1.6 To approve the Treasury Management Strategy as detailed in Appendix 7 including the Capital Prudential Indicators 2016/17 – 2018/19
- 1.7 To approve the appended statement of pay policy for 2016/17 as required by the Localism Act and detailed in Appendix 8 (to follow).
- 1.8 To confirm and approve the Transitional Relief Policy contained in Appendix 9.
- 1.9 To note the level of Empty Homes Premium at 50% as recommended by Executive Committee on 7 September 2015, see table 3 below which will form a recommendation in the Council Tax Setting report.
- 1.10 To note the council tax discounts for 2016/17 set out in table 3 below and recommended by Executive Committee on 1 February 2016 which will form part of the Council Tax setting report.

12 Adjournment of Council Meeting

The Council to adjourn, if necessary to allow the Executive to meet to consider any proposals which do not accord with the Executive's recommendations.

13 Calculating the amounts of Council Tax for 2016/17 and setting the Council Tax for 2016/17 (Pages 109 - 120)

Report of the Chief Finance Officer and Head of Finance and Procurement

Purpose of report

To detail the Calculations for the amounts of Council Tax for 2016/17 and the setting of Council Tax for 2016/17.

Recommendations

It is recommended that the Council resolves:-

- (1) That it be noted that at the Executive meeting held on 4 January 2016 the Council calculated the Council Tax Base 2016/17:
 - a) for the whole Council area as 50,357.1 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and
 - b) For dwellings in those parts of its area to which a Parish Precept relates as in the attached Appendix 1.
- (2) That the Council Tax requirement for the Council's own purposes for 2016/17 (excluding Parish Precepts and Special Expenses) is £6,219,102.

(3) That the following amounts be calculated for the year 2016/17 in accordance with Sections 31 to 36 of the Act:-

- a) £77,831,075 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act, taking into account all precepts issued to it by Parish Councils and any additional special expenses.
- b) £67,156,898 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act.

£10,674,177 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year (Item R in the formula in Section 31B of the Act).

- c) £211.97 being the amount at 3(c) above (Item R), all divided by Item T (6(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts and Special Expenses).
- d) £4,455,075 being the aggregate amount of all special items (Parish Precepts and Special Expenses) referred to in Section 34(1) of the Act as per the attached Schedule 2.
- e) £123.50 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T(1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept or special item relates.

(4) It be noted that for the year 2016/17 the Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley have issued precepts to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each category of dwellings in the Council's area as indicated below :-

<u>Valuation Band</u>	Oxfordshire County Council	Police and Crime Commissioner for Thames Valley
	£	£
A	854.43	111.31
B	996.83	129.86
C	1,139.24	148.41
D	1,281.64	166.96
E	1,566.45	204.06
F	1,851.26	241.16
G	2,136.07	278.27
H	2,563.28	333.92

(5) The Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 2 as the

amounts of Council Tax for the year 2016/17 for each part of its area and for each of the categories of dwellings.

- (6) The Council's basic amount of Council Tax for 2016/17 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.
- (7) To approve the discounts and exemption set out below:
 - 1 Agree that in respect of properties within Class A and B as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (furnished chargeable dwelling that are not the sole or a main residence of an individual) the discount provided by Section 11a of the Local Government Finance Act 1992 shall be zero.
 - 2 Agree that in respect of properties within Class C as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (a property that is unoccupied and substantially unfurnished) the discount provided by the Section 11A of the said Act shall be zero.
 - 3 Agree that in respect of properties within Class D as defined by the said Regulations (chargeable dwellings that are vacant and undergoing major repair work to render them habitable) the discount provided by Section 11A of the said Act shall be reduced from 50% to 25%
 - 4 Agree no council tax discount shall be applied to dwellings that are unoccupied and unfurnished for more than two years and that council tax payable on such properties is increased from 100% to 150%

14 North West Bicester Supplementary Planning Document (SPD)
(Pages 121 - 386)

Report of Head of Strategic Planning and the Economy

Purpose of report

To seek formal adoption of the North West Bicester Supplementary Planning Document.

Recommendations

The meeting is recommended:

- 1.1 To resolve that Cherwell District Council as local planning authority adopt the North West Bicester Supplementary Planning Document (SPD) as SPD and a Local Development Document in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.2 To authorise the Head of Strategic Planning and the Economy, prior to the publication of the Supplementary Planning Document, the correction of any minor typographical, spelling or grammatical errors, and the undertaking of

any minor presentational improvements, if required prior to the SPD being published by the Council.

15 Appointment of Section 151 Officer (Pages 387 - 390)

Report of Chief Executive

Purpose of report

To appoint an Interim Section 151 Officer to replace Martin Henry who leaves the Council on 31 March 2016.

Recommendations

The meeting is recommended to:

- 1.1 Appoint Paul Sutton as the Council's Interim Section 151 officer with effect from 1 April 2016 and request him to appoint a suitably qualified and experienced Deputy Section 151 Officer from the same date.

16 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.

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.”

17 Bicester Depot (Pages 391 - 446)

Exempt Report of Head of Environmental Services

18 Questions on Exempt Minutes

Members of Council will ask questions on exempt minutes, if any.

Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.

Information about this Agenda

Apologies for Absence

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

Declarations of Interest

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

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

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

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

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Agenda Item 3

CHAIRMAN/VICE CHAIRMAN'S ENGAGEMENTS

14 December 2015 – 22 February 2016

Date	Event
December 2015	
15 December	The Chairman accompanied Heads of Service to deliver mince pies to all staff at Bodicote House. This was an opportunity for the Chairman to meet and talk to staff who she wouldn't normally see.
15 December	The Chairman attended a carol service at Bullingdon Prison, Bicester at the invitation of the Governor.
21 December	The Chairman attended the funeral service of ex-councillor Paul O'Sullivan at Steeple Aston.

No invitations received for events in January 2016

February 2016

12 February	The Chairman and her husband attended the Mayor of Bicester's charity Big Band Concert at St Edburg's Church. The concert was performed by the Oxfordshire Youth Big Band and featured the music of Glenn Miller.
20 February	The Vice Chairman attended the Banbury Town Mayor's Charity Civic Supper at Banbury Town Hall. This began with drinks, nibbles and entertainment provided by Mitch as Michael Buble followed by a buffet supper and dancing to Mitch as Gary Barlow. The event was raising money for Banbury Young Homeless Project.

- **Correct at time of agenda publication on Friday 12 February 2016**

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Cherwell District Council

Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 14 December 2015 at 6.30 pm

Present: Councillor Melanie Magee (Chairman)
Councillor Chris Heath (Vice-Chairman)

Councillor Ken Atack
Councillor Andrew Beere
Councillor Claire Bell
Councillor Maurice Billington
Councillor Fred Blackwell
Councillor Norman Bolster
Councillor Mark Cherry
Councillor Colin Clarke
Councillor Ian Corkin
Councillor Surinder Dhesi
Councillor Michael Gibbard
Councillor Carmen Griffiths
Councillor Timothy Hallchurch MBE
Councillor David Hughes
Councillor Tony Ilott
Councillor Ray Jelf
Councillor Matt Johnstone
Councillor Mike Kerford-Byrnes
Councillor James Macnamara
Councillor Nicholas Mawer
Councillor Alastair Milne Home
Councillor Richard Mould
Councillor D M Pickford
Councillor James Porter
Councillor Lynn Pratt
Councillor Nigel Randall
Councillor G A Reynolds
Councillor Sandra Rhodes
Councillor Barry Richards
Councillor Dan Sames
Councillor Les Sibley
Councillor Lawrie Stratford
Councillor Rose Stratford
Councillor Lynda Thirzie Smart
Councillor Nicholas Turner
Councillor Douglas Webb
Councillor Bryn Williams
Councillor Douglas Williamson
Councillor Barry Wood
Councillor Sean Woodcock

Apologies
for
absence: Councillor John Donaldson
Councillor Simon Holland
Councillor Russell Hurle
Councillor Kieron Mallon
Councillor Nigel Morris
Councillor Neil Prestidge
Councillor Trevor Stevens

Officers: Sue Smith, Chief Executive
Calvin Bell, Director of Development
Ian Davies, Director of Community and Environment
Martin Henry, Director of Resources / Section 151 Officer
Kevin Lane, Head of Law and Governance / Monitoring Officer
Natasha Clark, Team Leader, Democratic and Elections

49 **Declarations of Interest**

Members declared interests in the following agenda items:

8. Questions.

Councillor Claire Bell, Disclosable Pecuniary Interest, in agenda item 8 (a), Written Questions, as she worked at East Street Centre, Calder Close, Banbury and was therefore an employee of Oxfordshire County Council.

Councillor G A Reynolds, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

Councillor Lawrie Stratford, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

Councillor Les Sibley, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

Councillor Mark Cherry, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

Councillor Maurice Billington, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

Councillor Surinder Dhesi, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

Councillor Timothy Hallchurch MBE, Non Statutory Interest, in agenda item 8(a), Written Questions, as an Oxfordshire County Council Councillor, which was carrying out the consultation.

9. Motions

Councillor Surinder Dhesi, Declaration, as she worked in a retail outlet located in Castle Quay, Banbury

10. Licensing Act 2003: Review of Statement of Licensing Policy.

Councillor Nicholas Turner, Declaration, as a personal licence holder and would abstain from the vote.

14. Notification of Urgent Action: Councillor Dispensation.

Councillor Melanie Magee, Declaration, as she was the subject of the report and would leave the room for the duration of the item.

50

Communications

The Chairman made the following announcements:

Former Cllr Paul O'Sullivan

The Chairman referred to the sad passing of former Councillor Paul O'Sullivan on 9 December 2015. Paul had served as a Conservative member for the Deddington ward of Cherwell District Council between 1994 and 2014.

During his time as a councillor, Paul served on the Planning Committee, Licensing Committee, Appeals Panel and Standards Committee. He was appointed Member Champion for Older People in December 2012 following the creation of the Member Champion role and was very active in the role until he retired as a councillor in May 2014.

Paul's funeral would take place at Steeple Aston Church at 11am on Monday 21 December.

A number of Members paid tribute to former Councillor O'Sullivan.

Council observed a period of silence.

Recording at meetings

The Chairman advised Council that 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.

Chairman's Engagements

The Chairman reported that a copy of the events attended by herself or the Vice-Chairman was included in the agenda pack.

Chairman's Dinner

The Chairman reported on her 'Winter Wonderland' dinner which had been held on Saturday 28 November 2015. The Chairman thanked everybody who had attended and donated. It had been a very successful evening with around £2400 raised.

Post

The Chairman reminded Members to collect post from pigeon holes

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

There were no petitions or requests to address the meeting.

52 **Urgent Business**

There were no items of urgent business.

53 **Minutes of Council**

The minutes of the meeting held on 19 October 2015 were agreed as a correct record and signed by the Chairman.

54 **Minutes**

a) **Minutes of the Executive, Lead Member Decisions and Executive Decisions made under Special Urgency**

Resolved

That the minutes of the meeting of the Executive and Lead Member decisions as set out in the Minute Book be received and it be noted that since the last meeting 4 decisions, relating to the Weston on the Green Application for Designation as a Neighbourhood Area, the Award of Liquid Fuel Contract, Safeguarding and South West Bicester Update, have been taken by the Executive which were not included in the 28 day notice.

b) **Minutes of Committees**

Resolved

That the minutes of Committees as set out in the Minute Book be received.

55 **Questions**

a) **Written Questions**

Councillor Sean Woodcock submitted a written question to the Leader of the Council. A response from Councillor Barry Wood, Leader of the Council, was tabled at the meeting.

Question:

At our previous meeting, it was resolved that officers would provide advice on how this authority would respond to the threat to the district's children's

centres. Can the Leader of the Council provide an update on what has been done since for each of the children's centres in Cherwell?

Response:

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

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

The Council does not have the organisational structure nor expertise to get heavily involved in these County Council services. However, it does wish to support the search for alternative delivery solutions for each of the ten children's centres and two early intervention hubs in the District, is prepared to play its part in this process and has undertaken the following actions since the consultation process began;

- Regular contact with OCC lead officers over their liaison with each centre in Cherwell and the development of alternative service delivery models;
- Consideration of the use of this Council's network of voluntary and community organisations to explore alternative delivery models;
- Consideration on how the Council can assist OCC in the facilitation process for each centre; and
- Meeting with representatives from the Sunshine Centre in Banbury and the Butterflies Children Centre in Bloxham to consider future service provision.

It is intended that the Executive at its meeting on 4 January 2016 will consider a formal consultation response to OCC.

By way of a supplementary question, Councillor Woodcock asked when there would be a full Council debate on the council's reponse to the consultation. Councillor Wood responded that in this instance "council" referred to the corporate entity and the council's consultation response would be submitted in accordance with the council's standing orders and delegations. Councillor Woodcock, as Leader of the Labour Group, had a standing invitation to attend Executive and any other Member could attend the meeting of 4 January 2016 at which the consultation response would be considered and request to address the meeting.

(Councillor Bell left the meeting for the duration of this item)

b) Questions to the Leader of the Council

Questions were asked and answers received on the following issues:

Castle Quay 2 development: Councillor Cherry
FOI requests submitted to Cherwell District Council: Councillor Dhesi
Cherwell District Council action to tackle obesity: Councillor Dhesi
'A' boards in Banbury town centre: Councillor Dhesi
Services at risk following the Autumn Statement: Councillor Woodcock
Cherwell District Council response to the Oxfordshire County Council
consultation on the options for the future of the Children's Centres and Early
Intervention Service: Councillor Richards

c) Questions to Committee Chairmen on the minutes

There were no questions to Committee Chairman on the minutes of meetings.

56

Motions

Car Parking

It was moved by Councillor Woodcock, and seconded by Councillor Richards that the following motion be adopted:

"This Council notes with concern the decline in revenues to the authority from district council car parks and from commercial rental income in particular at Castle Quay, Banbury.

This Council also notes the feedback from businesses and the general public on the impact that parking charges has on visitor footfall into our town centres.

So noted, this council asks the Executive to implement a month-long suspension of parking charges in its car parks from 9.30am on Thursdays in February 2016 excepting ultra-short stay car parks and drop-off points.

This temporary suspension of charges should be accompanied by a detailed study on the effect that it does, or does not, have on visitor numbers to our town centres. In doing so this Council believes it will restore public confidence in its commitment to prosperous town centres."

The motion was debated and subsequently put to the vote. In accordance with the request that had been moved and seconded for a recorded vote, this was duly taken. Members voted as follows:

Councillor Ken Atack – Against
Councillor Andrew Beere – For
Councillor Claire Bell - For
Councillor Maurice Billington – Against
Councillor Fred Blackwell - Against
Councillor Norman Bolster – Against
Councillor Mark Cherry – For
Councillor Colin Clarke - Against
Councillor Ian Corkin - Against
Councillor Surinder Dhesi – For
Councillor Michael Gibbard – Against

Councillor Carmen Griffiths - Against
Councillor Tim Hallchurch MBE – Against
Councillor Chris Heath - Against
Councillor David Hughes – Against
Councillor Shaida Hussain – For
Councillor Tony Ilott – Against
Councillor Ray Jelf – Against
Councillor Matt Johnstone - For
Councillor James Macnamara – Against
Councillor Melanie Magee - Against
Councillor Nicholas Mawer – Against
Councillor Alistair Milne Home - Against
Councillor Richard Mould - Against
Councillor Debbie Pickford - Against
Councillor James Porter – Against
Councillor Lynn Pratt – Against
Councillor Nigel Randall – Against
Councillor G A Reynolds – Against
Councillor Sandra Rhodes - Against
Councillor Barry Richards - For
Councillor Daniel Sames – Against
Councillor Les Sibley – Abstain
Councillor Lawrie Stratford – Against
Councillor Rose Stratford – Against
Councillor Lynda Thirzie Smart – Against
Councillor Nicholas Turner – Against
Councillor Douglas Webb - Against
Councillor Bryn Williams – Against
Councillor Douglas Williamson - Against
Councillor Barry Wood – Against
Councillor Sean Woodcock – Against

Accordingly the motion was lost.

57 **Licensing Act 2003: Review of Statement of Licensing Policy**

The Shared Interim Public Protection & Environmental Health Manager submitted a report to consider a revised Statement of Licensing Policy as part of the Licensing Act 2003.

Resolved

- (1) That the revised Cherwell District Council Statement of Licensing Policy be approved and adopted.

58 **Gambling Act 2005: Review of Statement of Licensing Principles**

The Shared Interim Public Protection and Environmental Health Manager submitted a report to consider a revised Statement of Licensing Principles as part of the Gambling Act 2005.

Resolved

- (1) That the revised Cherwell District Council Gambling Act 2005 Statement of Licensing Principles be approved and adopted.

59

Council Tax Reduction Scheme 2016-2017

The Head of Finance and Procurement submitted a report to enable Council to approve the Council Tax Reduction Scheme for 2016-17.

Resolved

- (1) That the current Council Tax Reduction Scheme (CTRS) for the year 1 April 2016 to 31 March 2017 be approved.
- (2) That authority be delegated to the Council's section 151 officer in consultation with the Lead Member for Financial Management to determine if any further amendments to the CTRS are required by 31 January 2016 and, if so, to make them.

60

Calendar of Meetings 2016/17 and Draft Calendar of Meetings 2017/18

The Head of Law and Governance submitted a report which sought consideration of the calendar of meetings for the municipal year 2016/17 and the municipal year 2017/18.

Resolved

- (1) That the calendar of meetings for Cherwell District Council (CDC) for the municipal years 2016/17 and 2017/18 be approved.
- (2) That the joint calendar of meetings 2016/17 and 2017/18, subject to similar agreement by South Northamptonshire Council, be approved.

(Having declared an interest in the following item, the Chairman left the meeting at the conclusion of this item whereupon the Vice-Chairman took the Chair)

61

Notification of Urgent Action: Councillor Dispensation

The Chief Executive submitted a report which informed the Council of a decision taken under urgency powers by the Chief Executive in relation to the granting of a dispensation to Councillor Melanie Magee from 19 November to 14 December 2015.

Resolved

- (1) That the decision taken under urgency powers by the Chief Executive in consultation with the Vice Chairman of the Council in relation to the

granting of a dispensation to Councillor Melanie Magee from 19 November to 14 December 2015 be noted.

(At the conclusion of this item the Chairman re-joined the meeting and re-took the Chair)

62 **Exclusion of the Press and Public**

There being no questions on exempt minutes, it was not necessary to exclude the press and public.

63 **Questions on Exempt Minutes**

There were no questions on exempt minutes.

The meeting ended at 8.05 pm

Chairman:

Date:

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Cherwell District Council

Council

22 February 2016

Members Allowances 2016/2017

Report of Head of Law and Governance

This report is public

Purpose of report

To determine the levels of the allowances to be paid to Members for the forthcoming 2016/2017 financial year following the submission of the report of the Council's Independent Remuneration Panel (IRP) and to approve a mechanism to ensure the legality of any remuneration that might be paid, in future, to councillor directors on council controlled companies.

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider the levels of allowances to be included in the 2016/2017 Members' Allowances Scheme, and whether the Panel's recommendations should be adopted or modified in any way
- 1.2 To authorise the Head of Law and Governance to prepare an amended Members' Allowances Scheme, in accordance with the decisions of the Council for implementation with effect from 1 April 2016.
- 1.3 To authorise the Head of Law and Governance to take all necessary action to revoke the current (2015/2016) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Members's Allowances)(England) Regulations 2003 (as amended).
- 1.4 To thank the Independent Remuneration Panel for its report and set a fee of £300 for Panel Members for the work carried out in 2015/2016 and propose the same level of fee for 2016/2017.
- 1.5 In the event that any council controlled or influenced company (as defined by the Local Authorities (Companies) Order 1995) determines that its councillor directors should be remunerated, to delegate authority to the section 151 officer in consultation with the monitoring officer and the Lead Member for Financial Management to determine a comparable duty within the Members' Allowances Scheme in order to ensure compliance with statutory requirements.

2.0 Introduction

- 2.1 The Council's Independent Remuneration Panel has met to review the current (2015/2016) Members' Allowances Scheme and its report on the recommended levels of the allowance payments for the 2016/2017 financial year is attached as appendix 1.
- 2.2 The Council is required to have regard to the Panel's recommendations, but is under no obligation to accept them if they are deemed to be inappropriate. It is open to the Council to revise the levels of the recommended allowance payments for the 2016/2017 (either up or down) as is considered appropriate.
- 2.3 The Council's Independent Remuneration Panel was also asked to consider the remuneration of council members who were non-executive directors of council owned companies.

3.0 Report Details

Members' Allowances

3.1 Based on the information provided to the Panel, it recommends that:

- (a) the basic allowance is increased by 1% and rounded either up or down to 12 equal payments

	2015/16	2016/17
Basic Allowance	£4,152.00 p.a.	£4,200.00 p.a.

- (b) alterations should be made to the payment to the Chairman of the Personnel Committee which has no definite frequency of assembly. The Panel suggested a special responsibility allowance of £250 per annum plus £250 per meeting of the committee to be capped at £1000 per annum in total.

- (c) the following rates should apply for the financial year 2016/17.

	2015/16	2016/17
Leader of the Council	£7,212.00 p.a.	£7,284.00 p.a.
Executive Members Holding a Portfolio	£6,300.00 p.a.	£6,360.00 p.a.

Chairman of the Overview and Scrutiny Committee	£3,504.00 p.a.	£3,540.00 p.a.
Chairman of Budget Planning Committee	£3,504.00 p.a.	£3,540.00 p.a.
Chairman of the Planning Committee	£4,200.00 p.a.	£4,242.00 p.a.
Chairman of the Accounts, Audit and Risk Committee	£1,800.00 p.a.	£1,818.00 p.a.
Chairman of the Personnel Committee	£1,008.00 p.a.	£250 SRA plus £250 per meeting to a capped limit of £1000 p.a.
Chairman of the Licensing Committee	£250 SRA plus £250 per full meeting to a capped limit of £1000pa	£250 SRA plus £250 per full meeting to a capped limit of £1000pa
Chairman of the Standards Committee	£250 SRA plus £250 per meeting to a capped limit of £1000 p.a.	£250 SRA plus £250 per meeting to a capped limit of £1000 p.a.
Chairman of the Appeals Panel	£250 SRA plus £250 per full meeting to a capped limit of £1000pa	£250 SRA plus £250 per full meeting to a capped limit of £1000pa
Leader of the Opposition	£2,904.00 p.a.	£2,934.00 p.a.
Deputy Leader of the Council	£2,484.00 p.a.	£2,508.00 p.a.
Co-optee Allowance	£708	£720

(d) there be; an increase in the Dependent Carers' and Childcare Allowances:

Childcare	£8 per hour	£10 per hour
Dependent Relative Care	£10 per hour	£20 per hour

(e) there be; no increase in Travelling and Subsistence Allowances;

Bicycles	20p per mile
Motorcycles	24p per mile
Motor Vehicles	45p per mile
Electric or Similar Specialised Vehicles	£1.10 per journey

Breakfast Allowance	£6.02 per meal
Lunch Allowance	£8.31 per meal
Evening Meal Allowance	£10.29 per meal

(f) Democratic Services should continue to book overnight accommodation

Remuneration of Directors of Council Owned Companies

- 3.2 The Panel, whilst mindful of the comments regarding the responsibility and work load of the Director role, agreed that as the companies were separate entities and the Director role was separate and in addition to that of the Councillor role, did not consider it within the scope of the Panel's role or appropriate to discuss the remuneration paid to directors by companies that were separate from, albeit controlled or influenced by, the Council. Rather the companies themselves should recognise the work of the Directors and determine remuneration themselves subject to the legal constraints applying.
- 3.3 The Council may wish to consider making recommendations to the companies regarding remuneration levels. Consideration should also be given to whether the travel, subsistence, and carers allowances for members attending relevant company meetings should be paid by the council or the relevant company. In either event the amount cannot exceed the equivalent rate under the Members' Allowance Scheme.

- 3.4 Any remuneration that a council controlled or influenced company might pay to its councillor directors must not exceed the amount payable to councillors in respect of a comparable duty under the Members' Allowances Scheme. As the Panel declined to make a recommendation in this regard for the Council's consideration recommendation 1.5 above grants delegated authority to the section 151 officer to make a determination as to an equivalent duty so as to ensure that any remuneration levels paid are lawful pursuant to Article 5 of the Local Authorities (Companies) Order 1995.

4.0 Conclusion and Reasons for Recommendations

- 4.1 There had been no increase in members' basic allowance for a number of years. The Panel noted that staff had received a cost of living increase in recent years and concluded that regular smaller increases would be more acceptable than a one off large increase. An increase of 1% was recommended to the basic allowance rounded either up or down to give 12 equal payments. An Increase of 1% rounded either up or down to give 12 equal payments, was recommended to Special Responsibility Allowances excluding those paid on a meeting by meeting basis.
- 4.2 An increase to the Dependant Carers' and Childcare allowances was recommended to assist individuals who felt precluded from becoming a councillor due to the costs of dependents care and childcare. The Panel agreed to recommend and increase to £10 per hour and £20 per hour respectively.
- 4.3 The increase would be funded within existing approved budget as a result of the forthcoming reduction of councillors from 50 to 48.
- 4.4 It is the view of the Independent Remuneration Panel that the proposals represent realistic and fair levels of allowance for 2016/2017 and recommend adoption.
- 4.5 Any travel, subsistence and carers allowances paid to councillor directors of controlled or influenced companies by the Council should be recharged to the relevant company to which they relate.

5.0 Consultation

- 5.1 Details set out in appendix 1, Panels Report.

6.0 Alternative Options and Reasons for Rejection

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

Option 1: To accept the Panel's recommendations

Option 2: To modify the Panel's recommendations. This is within the Council's discretion as the Panel recommendations are not binding. However it is not recommended as the Panel has considered and justified the recommendations that they have made.

7.0 Implications

7.1 Financial and Resource Implications

Provision has been included in the draft 2016/2017 budget for Members' Allowances. There are principally two options available in terms of setting the levels of the allowances for the forthcoming financial year as follows:

- (1) to adopt the recommendations of the IRP. The full cost can be accommodated within the draft budget as mentioned above; or
- (2) to alter the levels of the allowances over and above those recommended by the IRP, although this would increase the provision included in the draft budget.

Comments checked by:

Martin Henry, Director of Resources & S151 Officer,
martin.henry@cherwellandsouthnorthants.gov.uk Telephone 0300 003 0102

7.2 Legal Implications

It is a legal requirement of the Council to consider the recommendations of the Independent Remuneration Panel before setting the level of allowances. The legal restrictions in respect of councillor director remuneration are contained in paragraph 3.4 above.

Comments checked by:

Kevin Lane, Head of Law and Governance,
kevin.lane@cherwellandsouthnorthants.gov.uk, Telephone: 0300 003 0107

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

Value for Money Cherwell

Lead Councillor

None

Document Information

Appendix No	Title
1	Report of the Independent and Parish Remuneration Panel on the Review of Members' Allowances for the 2016/2017 Financial Year
Background Papers	
None	
Report Author	Lesley Farrell, Democratic and Elections Officer
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DISTRICT COUNCIL
NORTH OXFORDSHIRE

Report
of the Independent and Parish
Remuneration Panel
on the Review of Members' Allowances for the
2016/2017 Financial Year

For

Cherwell District Council

December 2015

CHERWELL DISTRICT COUNCIL

REPORT OF THE INDEPENDENT AND PARISH REMUNERATION PANEL

REVIEW OF MEMBERS' ALLOWANCES FOR THE 2016/2017 FINANCIAL YEAR

1 Introduction

- 1.1 After considering the recommendations of this Panel, Cherwell District Council introduced a revised Scheme of Members' Allowances from 1 April 2015. This Scheme has remained in force throughout the 2015/16 financial year.
- 1.2 This report has been prepared in accordance with the provisions of the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended). It outlines the Panel's findings following a review of the District Council's current Allowance Scheme and its recommendations for 2016/17 in respect of:
- (a) the levels of basic and special responsibility allowances;
 - (b) the travelling, subsistence and dependent carers' allowances; and
 - (c) co-optees allowance.

2 The Independent Remuneration Panel

- 2.1 The Independent Remuneration Panel was first appointed in 2001.
- 2.2 The current membership of the Panel is:
- Ms Jeanette Baker
Mr Ray Everitt
Mr Jim Flux MBE
Mr David Shelmerdine
Mr Christopher White
- 2.3 The Panel met on 7 December 2015 to consider and agree its recommendations for the 2016/17 municipal year. Mr Christopher White was appointed as Chairman of the Panel. Ms Jeanette Baker sent her apologies.
- 2.4 Mr Christopher White Declared an interest in Graven Hill Village Development Company and Holdings Company.
- 2.5 Natasha Clark (Democratic and Elections Team Leader) and Lesley Farrell (Democratic and Elections Officer) provided the Panel with administrative advice and support.
- 2.6 The Panel's findings are set out in this report, together with recommendations for consideration by Council.

3 Terms of Reference of the Panel

- 3.1 The Panel's terms of reference as originally agreed by the Council when it was first constituted (as amended by the 2003 Consolidating Regulations which relate to the determination of local schemes for travelling and subsistence allowances) are outlined in its reports dated 3 July 2001 and 4 July 2003.
- 3.2 The principal matters on which the Panel can make recommendations are:
- (a) the amount of basic allowance to be paid to all Members of the Council;
 - (b) the Council member posts which should qualify, as they involve significant additional responsibilities, for Special Responsibility Allowance payments and the levels of those allowances;
 - (c) the appropriateness, and the amounts to be paid in respect of the childcare and dependent carers' allowances;
 - (d) the levels, and appropriateness, of travelling and subsistence allowances; and
 - (e) the amount of the co-optees and independent persons (Standards) allowances to be paid.

4 The Panel's Adopted Approach

- 4.1 Since 2001, the Panel's approach has been that recommendations should be formulated appropriate to the circumstances of the Council, recognising that the roles of Executive and Non-Executive Members are now well-established.
- 4.2 The following underlying principles continue to form the fundamental basis of the Panel's review process:
- (a) the allowances should take account, as far as possible, of the amount of time taken by Members to fulfil their roles.
 - (b) the scheme should ensure, as far as practical, that as wide a range of people as possible should be able to stand for election and that they should not be financially penalised in so doing. This, in turn, should increase the likelihood of an inclusive approach to Council services;
 - (c) the levels of the allowances should not be treated as salary but rather as a level of 'compensation';
 - (d) an element of Members' time in terms of their work as a Councillor should continue to be treated as voluntary which should not be remunerated – the principle of voluntary service is fully set out in

paragraphs 9.4 and 9.5 of our July 2001 report;

- (e) the assumption that all Members will participate as fully as possible in Council business and play an active role in their Wards and that the importance of these mutually inclusive roles should be reflected in the level of the basic allowance
- (f) the reviewed scheme should take account of the payments included in the current scheme and any increases which might be recommended should be balanced against the interests of the Council Tax Payers in the District, although we accept that the Council must consider the political implications of the levels of the allowances open to it to pay
- (g) the reviewed scheme should continue to be subject to well informed periodic reviews.

5 The Work of the Panel

- 5.1 The Panel has previously determined the underlying principles on which the levels of Members allowances should be based, as outlined above.
- 5.2 The Panel's approach required an assessment of the amount of time Councillors commit to their duties and their associated workloads in the context of the identified special responsibilities for Lead Members and Committee Chairmen.
- 5.3 The conclusions drawn by the Panel are informed by comparative data drawn from the allowances paid by other local authorities and an analysis of the results of an 'Activity Questionnaire' that Members are requested to complete every year.
- 5.4 The purpose of the 'Activity Questionnaire' is to determine:
 - (a) the amount of time Members estimate they spend on Council business during an average month;
 - (b) Members views on the adequacy, or otherwise, of the Current levels of Members' Allowances at the Council; and
 - (c) whether Members would like to address the Panel in person.
- 5.5 As part of its review, the Panel considered the following information:
 - (a) a copy of the Council's Allowances Scheme for 2015/16;
 - (b) a comparison between Cherwell District Council, South Northamptonshire Council and Stratford-on-Avon District Council Members Allowances.
 - (c) comparative data from the Members' Allowances survey undertaken by the South East Employers Organisation which

outlines the basic, special responsibility and other allowance payments made by Council's in the South East Region.

- (d) a summary of Members responses to the 'Activity Questionnaire'.
- (e) the general economic climate.
- (f) the overall financial position of the Council.
- (g) the level of recent and anticipated pay awards for Council staff and management.
- (h) any recent changes in the roles, responsibilities and workload of specific member posts.

- 5.6 The Panel continues to place great importance on the information gathered by way of the 'Activity Questionnaire'. As previously, the activity questionnaire was circulated to all Members of the Council and a total of 17 completed questionnaires were returned, representing 34% of its membership.
- 5.7 Whilst disappointed in the low return, the Panel was encouraged by a slight increase in the number of responses to the questionnaire this year and the number of Members wishing to address the panel as this forms a large part of their decision making process and all input was gratefully received.
- 5.8 It had been requested by members that the questionnaire include the amount of time spent responding to Social Media and that the average number of hours spent on council business could be changed to monthly.
- 5.9 The Panel proposes to repeat this exercise again next year as it firmly believes that the information requested is vital to its efforts in undertaking proper and meaningful reviews. The comments detailed in 5.8 will be taken on board by officers and the questionnaire reviewed and amended as appropriate.
- 5.10 The Panel hopes that next year will result in a greater number of responses from Councillors to inform its work, in particular, given that the number of Councillors will reduce from 50 to 48 from 2016 and all members will be part of 3 Member wards representing amended warding arrangements in accordance with the outcomes of the Local Government Boundary Commission for England Cherwell boundary review.
- 5.11 The Panel noted that those Members who responded to the activity questionnaire continued to show a great variation in the estimates of the time they spend on their roles as Councillors, ranging from 4 to 30 hours per week.
- 5.12 The Panel noted that those Members who responded spent an average of 59 hours per month on council duties, which was 6 hours less than last year.
- 5.13 Other conclusions arising from the questionnaires were that:

- (a) no respondents explicitly stated that no changes should be made to the level of Members allowances and expenses for 2015/16.
- (b) 3 respondents proposed varying increases in the level of Members allowances and expenses for 2016/17.
- (c) On a scale of 1 (very generous) to 4 (totally inadequate), (1) respondent rated the basic allowance as 1, (9) as 2, (3) as 3 and (2) as 4. There was no comment on the remainder of respondents.
- (d) On the same scale of 1 to 4, (2) respondents rated the special responsibility allowance as 1, (6) as 2 and (3) as 3. There was no comment on the remainder of respondents.
- (e) On the same scale of 1 to 4, (5) respondents rated the level of travel and subsistence allowances as 1 (7) as 2 and (1) as 4. There was no comment from the remainder of respondents

Unfortunately, these numbers cannot be seen as representative due to the small number of questionnaire returns and not every return answering these specific questions.

6 Basic Allowance

- 6.1 The Panel was requested to review the current level of the Basic Allowance.
- 6.2 Since the Council moved to its Local Pay Formula, the Panel had used the annual pay settlement for staff as one of the main criteria for adjusting the levels of the basic and special responsibility allowances paid.
- 6.3 The Council and Unison entered into a collective agreement which set out the local pay award for 2015/2016 at 1.85%. The Joint Management Team/Shared Managers have a separate agreement and for 2015/2016 the pay award was 1.75%.
- 6.4 At the time of the meeting of the Independent Remuneration Panel, pay negotiations had not yet commenced for 2016/2017. It was announced on 20 January 2016 that the pay award for staff (excluding the Joint Management Team/Shared Managers) would be 1.25% for 2016/17
- 6.5 The Panel received comparative data from a significant number of local authorities and noted that the basic allowance payable to Council Members was comparable to the allowances paid by neighbouring authorities in the South East region.
- 6.6 The Panel acknowledged that there had been a cost of living increase for staff in 2015/2016 and, notwithstanding that the level for 2016/17 was not known at the time of the meeting, was minded to recommend an increase of 1% to Members' Basic Allowance rounded either up or down, whichever is closest, to produce 12

equal payments. As there had been no increase for a number of years, it was considered that a small increase now and any subsequent small increases in the future was more favourable than one large increase.

7 Special Responsibility Allowances

- 7.1 The Panel was requested to review the current level of Special Responsibility Allowances
- 7.2 The Panel was informed that following the establishment of the Joint Commissioning Committee comprising of members from Cherwell District Council and South Northamptonshire Council, which had consideration and approval of all joint policies, amongst others, delegated to it, the Personnel Committee would only consider personnel matters that affected only Cherwell District Council and therefore now meets infrequently. It has no meetings scheduled for the 2016/17 municipal year.
- 7.3 The Panel noted that there would be some work undertaken by the Chairman of the Personnel Committee outside of meetings and therefore agreed some level of allowance was appropriate. It was further agreed that, if meetings were arranged, then an allowance should be paid to the Chairman for fulfilling this role. The Panel agreed that this role would be comparable to the respective roles of the Chairmen of the Licensing and Standards Committees and the allowance payable should be the same, namely an annual responsibility allowance of £250 and an allowance of £250 per full committee meeting chaired be capped at £1,000 in total.
- 7.4 With the exception of the Appeals Panel, Personnel, Standards and Licensing Committee Chairmen, the Panel agreed to recommend a 1% increase rounded either up or down, whichever is closest, to 12 equal monthly payments for Special Responsibility Allowances in line with the increase in Basic Allowance.
- 7.5 The Panel further agreed to recommend that the Co-optee and Independent Persons allowance also be increased by 1% rounded either up or down, whichever is closest, to 12 equal monthly payments.

8 Travelling and Subsistence Allowances

- 8.1 The Panel was requested to review the current level of Travelling and Subsistence Allowances.
- 8.2 The Panel noted that all travel rates are set at the specified HM Revenues and Customs rates and consequently had no implications for the tax liabilities of Members. Travel rates for motorcycles and motor vehicles are paid regardless of the cc of motor cycle or motor vehicle concerned.
- 8.3 In relation to Subsistence Allowances, the Panel previously agreed that allowances should be paid up to the maximum rates notified by the National Joint Council for Officers index linked to the Retail Prices Index (excluding mortgages).

- 8.4 However, the National Joint Council for Officers ceased to produce nationally agreed subsistence rate for local government staff in 1996.
- 8.5 Since that time, subsistence rates have been a subject for local determination and the Council has based its rates on Local Government Association rates.
- 8.6 The panel considered the travelling and subsistence allowances and agreed there should be no increase at this time.

9 Dependent Carers' and Childcare Allowance

- 9.1 The panel considered the dependent carers' and childcare allowances. The Panel noted that whilst these had not been claimed in recent years, the current levels were relatively low compared to the actual cost and this may prevent people from standing as a councillor. Therefore to assist individuals who felt precluded from becoming a councillor due to the costs of childcare and dependents' care the Panel agreed to recommend an increase to the dependent carers' and childcare allowances to £20 per hour and £10 per hour respectively.

10 Directors of existing council companies and the potential confederation company and its subsidiary companies

- 10.1 The Panel had been asked to give their view on the remuneration for the Graven Hill Companies to which some members had been appointed non-executive directors and had received information from those members on that role.
- 10.2 The Panel noted that Cherwell District Council has established companies as separate entities and elected Members, amongst other, had been appointed as Directors on the Boards of those companies. The Panel further noted the business case that had been agreed by Cherwell District Council Members and South Northamptonshire council Members at their respective February 2015 meetings whereby they had agreed to move towards a 'confederation approach'.
- 10.3 The Panel had received considerable information from Members appointed to the Graven Hill companies, including two Members addressing the Panel meeting, and the Chief Executive, who was a Director on the Board of both Graven Hill companies. It also received information relating to remuneration levels paid to councillor directors of various other council controlled companies elsewhere. Whilst mindful of the comments regarding the responsibility and work load of the Director role, the panel agreed that the Director role was separate and in addition to that of the Councillor role, it was not a job for the Independent Remuneration Panel to discuss the remuneration of independent companies rather the companies themselves should recognise the work of the Directors and determine remuneration themselves subject to the legal constraints applying.

11 Recommendations to Council

11.1 Based on the information provided to the Panel, it recommends that:

- (a) That the basic allowance be increased by 1% rounded either up or down, whichever is closest, to 12 equal payments

	2015/16	2016/17
Basic Allowance	£4,152.00 p.a.	£4,200.00 p.a.

- (b) Alterations should be made to the payment to the Chairman of the Personnel Committee which has no definite frequency of assembly. The Panel suggested a special responsibility allowance of £250 per annum plus £250 per meeting to be capped at £1000 per annum in total.

- (c) That the following rates should apply for the financial year 2015/16.

	2015/16	2016/17
Leader of the Council	£7,212.00 p.a.	£7,284.00 p.a.
Executive Members Holding a Portfolio	£6,300.00 p.a.	£6,360.00 p.a.
Chairman of the Overview and Scrutiny Committee	£3,504.00 p.a.	£3,540.00 p.a.
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Chairman of the Planning Committee	£4,200.00 p.a.	£4,242.00 p.a.
Chairman of the Accounts, Audit and Risk Committee	£1,800.00 p.a.	£1,818.00 p.a.
Chairman of the Personnel Committee	£1,008.00 p.a.	£250 SRA plus £250 per full meeting to

		a capped limit of £1000pa
Chairman of the Licensing Committee	£250 SRA plus £250 per full meeting to a capped limit of £1000pa	£250 SRA plus £250 per full meeting to a capped limit of £1000pa
Chairman of the Standards Committee	£250 SRA plus £250 per full meeting to a capped limit of £1000pa	£250 SRA plus £250 per meeting to a capped limit of £1000pa
Chairman of the Appeals Panel	£250 SRA plus £250 per full meeting to a capped limit of £1000pa	£250 SRA plus £250 per full meeting to a capped limit of £1000pa
Leader of the Opposition	£2,904.00 p.a.	£2,934.00 p.a.
Deputy Leader of the Council	£2,484.00 p.a.	£2, 508.00 p.a.
Co-optee Allowance	£708	£720

(d) there be; an increase in the Dependent Carers' and Childcare Allowances:

Childcare	£8 per hour	£10 per hour
Dependent Relative Care	£10 per hour	£20 per hour

(e) there be; no increase in Travelling and Subsistence Allowances;

Bicycles	20p per mile
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Motorcycles	24p per mile
Motor Vehicles	45p per mile
Electric or Similar Specialised Vehicles	£1.10 per journey

Breakfast Allowance	£6.02 per meal
Lunch Allowance	£8.31 per meal
Evening Meal Allowance	£10.29 per meal

(f) Democratic Services should continue to book overnight accommodation.

12 Findings of the Panel

12.1 In arriving at its recommendations, the Panel found that:

- (a) there had been no increase in member basic allowance for a number of years and regular smaller increases would be more acceptable than a one off large increase. An increase was recommended to the basic allowance of 1% rounded to give 12 equal payments. The increase would be funded with the forthcoming reduction in councillors from 50 to 48. This increase of 1% should also apply to the allowances paid to co-opted members and Independent Persons
- (b) Given the reduction in the workload of the Personnel Committee, which was now comparable to that of the Chairmen of the Appeals Panel, Standards and Licensing Committees, the Special Responsibility Allowance of the Chairman of the Committee should be amended to the same level of the equivalent committees, namely an annual Special Responsibility Allowance of £250 and an allowance of £250 per full meeting chaired capped at £1000 in total per annum.
- (c) with the exception of the Personnel, Standards, Licencing Committees and the Appeals Panel, there should be an increase in the Special Responsibility Allowances of 1% rounded to 12 equal payments.
- (d) whilst appreciating that the level of commitment between Members varied, the workload and commitment of Councillors was considerable and, in some

instances, almost equivalent to a full-time role.

- (e) the increasing complexity, responsibilities and burden of local government made it imperative for able individuals representing all of society were able to stand for election as Councillors, but the absence of a national baseline for Member remuneration did not help efforts to attract candidates in the local community with the professional qualities needed for the role.
- (f) as local government became increasingly business-like, levels of remuneration needed to reflect the time, effort and expertise required of Councillors, otherwise it will continue to prove difficult to attract quality candidates to the role, resulting in negative implications for local democracy.
- (g) a comparison of joint working remuneration at other councils with shared services and joint committees, including remuneration for those members sitting on joint committees, would take place next year.
- (h) in the case of Directors on the Boards of council created companies and the future confederation approach and associated companies, whilst the council will nominate representatives it will be up to each company to consider whether remuneration should be paid and at what level. It would be in order for the companies to have regard to the remuneration paid to the equivalent posts such as Cabinet/Executive members in considering the level of remuneration.

Mr Christopher White
Chairman
Independent Remuneration Panel
December 2015

Cherwell District Council

Council

22 February 2016

<p>Revenue and Capital Budget and Corporate Business Plan 2016/17</p>
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Report of the Director of Resources

This report is public

Purpose of report

To set the Council's General Fund Budget and to seek formal adoption of all parts of the Council's financial plans for the 2016/17 budget year.

The report also details the proposed strategic priorities, the underpinning key objectives and outcomes for 2016/17 which have now been converted into a proposed business plan for the Council. The proposed business plan sits alongside the proposed budget for 2016/17 so as to demonstrate that the Council adopts a strategic and integrated approach to managing all of its resources by aligning the development and delivery of the Council's strategic business priorities and key outcomes to the proposed budget.

1.0 Recommendations

The meeting is recommended:

- 1.1 To consider the contents of this report in approving the General Fund Revenue Budget and Capital Programme for 2016/17 and to formally record that consideration.
- 1.2 To approve the 2016/17 General Fund Budget (in table 1) and 2016/17 Capital Programme (in Appendices 2 and 3).
- 1.3 To approve the Collection Fund Estimates contained in Appendix 4
- 1.4 To approve 2016/17 business plan and public pledges (detailed in Appendices 5 and 6) and to delegate authority to the Head of Transformation in consultation with the Leader of the Council to make any minor amendments to the plan or pledges as required before final publication in March 2016.
- 1.5 To note the contents of the section 25 statement from the Director of Resources contained in paragraphs 2.1 to 2.7 in relation to the robustness of the estimates and the adequacy of reserves.
- 1.6 To approve the Treasury Management Strategy as detailed in Appendix 7 including the Capital Prudential Indicators 2016/17 – 2018/19

- 1.7 To approve the appended statement of pay policy for 2016/17 as required by the Localism Act and detailed in Appendix 8 (to follow).
- 1.8 To confirm and approve the Transitional Relief Policy contained in Appendix 9.
- 1.9 To note the level of Empty Homes Premium at 50% as recommended by Executive Committee on 7 September 2015, see table 3 below which will form a recommendation in the Council Tax Setting report.
- 1.10 To note the council tax discounts for 2016/17 set out in table 3 below and recommended by Executive Committee on 1 February 2016 which will form part of the Council Tax setting report..

2.0 Introduction

- 2.1 Section 25 of The Local Government Act 2003 includes a specific personal duty on the Chief Financial Officer (CFO) to make a report to the authority when it is considering its budget and Council Tax. Also, Section 26 of the Act gives the Secretary of State power to set minimum level of reserves for which an authority must provide in setting its budget. The legislation says that “the provisions are a fall back against the circumstances in which an authority does not act prudently, disregards the advice of its CFO and is heading for serious financial difficulty”.
- 2.2 The Local Government Finance Act 1992 also requires that authorities have regard to the level of reserves needed for meeting estimated future expenditure when calculating the next year’s budget requirement.
- 2.3 There are also a range of safeguards to ensure authorities do not over-commit themselves financially. These include:
 - The CFO ‘S114’ powers, which require a report to all members of the authority if there is or is likely to be unlawful expenditure or an unbalanced budget
 - The Prudential Code which applied to capital financing from 2004-05.
- 2.4 Under Section 25 of the Local Government Act 2003, the Council’s Chief Financial Officer is required to report to the Council on:
 - The robustness of the estimates included within the budget
 - The adequacy of the reserves and balances
- 2.5 Under the Act, Members must have regard to the contents of this report when making their decisions on the budget.
- 2.6 It is proposed that Members consider the contents of this report when making their decisions on the Council’s budgets at this meeting.
- 2.7 The conclusion is that the processes followed have been generally sound and similar to those that have produced robust estimates in the past. In the light of information made available during the budget process, there is sufficient capacity in the proposed budget and available reserves and balances to cope with the financial risks the Authority faces in 2016/17.

3.0 Report Details

Five Year Business Strategy, 2016-17 Business Plan and Performance Pledges

- 3.1 Whilst Appendix 5 sets out the corporate business plan, Appendix 6 clearly illustrates the performance pledges for 2016/17 arising from the Council's five year strategy, following consultation with the Overview and Scrutiny Committee. These inform the development of the annual budget and direct operational business plans for all services.
- 3.2 After the budget, five year strategy, business plan and Pledges have been considered and agreed by Full Council they will be published in March 2016 and will form the basis of the Council's performance management framework.

Budget Process 2016/17

- 3.3 The budget for 2016/17 includes a further cut in government Revenue Support. The reduction in grant funding compared to 2015/16 equates to £746,000 - a drop of 12.2%.
- 3.4 The budget process formally began with the Executive agreeing Budget Guidelines at their meeting on 5 October 2015. These guidelines included the decision that any service growth should be self-funding via efficiencies and that the council tax should not be increased.
- 3.5 For a number of years the Council's budget process has included consultation with the stakeholders of Cherwell to find out which services were most important to residents and others and what they thought spending and savings priorities should be in the coming budget year. The current budget process has continued this trend by seeking the views of the general public, the business community, the voluntary sector and other key partners on issues such as the most important services to spend on, where to decrease spending and the level the council tax should be set at.
- 3.6 The Joint Management Team received regular updates on the overall budget position from September 2015 through to January 2016 and managed the overall process. The Executive received regular reports detailing the service and financial planning process. The revenue and capital budget proposals were reported on 1 February 2016, outlining the latest position regarding efficiencies identified and remaining sums required to balance the budget.
- 3.7 The Budget Planning Committee reviewed a number of components of the 2016/17 budget. These focused primarily on the proposed capital project schemes and reserves. This work was carried out from October 2015 until January 2016. The recommendations of this committee were taken to the Executive for consideration on 1 February 2016 and these were included in the final budget proposal. The Executive concluded its budget deliberations on 1 February. .
- 3.8 The draft revenue budget is set out in Table 1.

Table 1: Revenue Budget 2016-17	Approved Budget 2015-16 £000	Draft Budget 2016-17 Proposed Budget £000	Movement £000	Movement %
Community and Environment				
Community Services	5,557	4,931	(626)	(11)
Environmental Services	4,444	4,919	475	11
Community & Environment Directorate Total	10,001	9,850	(151)	(2)
Development				
Strategic Planning and the Economy	700	1,195	495	71
Public Protection / Development Management	483	261	(222)	(46)
Regeneration and Housing	1,801	1,642	(159)	(9)
Development Directorate Total	2,984	3,098	114	4
Resources				
Transformation	2,455	2,659	204	8
Finance and Procurement	824	1,142	318	39
Law and Governance	909	990	81	9
Resources Directorate Total	4,188	4,791	603	14
Bicester Regeneration Programme	(311)	1,163	1,474	(474)
Chief Executive	410	417	7	2
NET COST OF SERVICES	17,272	19,319	2,047	12
Transfers to/from Reserves NHB	1,461	2,030	569	39
Transfers to/from reserves	124	(1,705)	(1,829)	(1,475)
Transfers to General Fund Balance	0	688	688	0
Interest due on debt	159	25	(134)	(84)
Interest on Investments	0	(175)	(175)	0
Superannuation	1,781	1,847	66	4
Depreciation adjustment	(4,000)	(4,002)	(2)	0
NET BUDGET REQUIREMENT	16,797	18,027	1,230	7
FUNDING				
Business Rates Baseline	(3,466)	(3,495)	(29)	1
Revenue Support Grant	(2,629)	(1,851)	778	(30)
Formula grant equivalent	(6,095)	(5,346)	749	(12)
Transfer to Parish Councils for CTRS	349	349	0	0
Transfer Homelessness Grant	101	0	(101)	(100)
Council Tax Compensation Grant	(63)	0	63	(100)
Collection Fund	(233)	(180)	53	(23)
New Homes Bonus	(2,712)	(3,851)	(1,139)	42
Business Rates				
S31 Grant	(1,135)	(860)	275	(24)
Growth above baseline	(600)	(1,020)	(420)	70
Pooling	(450)	(900)	(450)	100
	(10,838)	(11,808)	(970)	9
Council Tax Income	(5,959)	(6,219)	(260)	4
TOTAL INCOME	(16,797)	(18,027)	(1,230)	7
(Surplus) / Deficit	0	0	0	0
Tax Base	48,253	50,357		
Band D Council Tax	£123.50	£123.50	£0.00	0
% increase in Council Tax	0%	0%		

- 3.9 The budget will form the financial expression of the Council's service delivery plans for 2016/17; the allocation of resources against agreed service priorities is necessary in order to achieve its strategic priorities.
- 3.10 The current economic climate presents unprecedented challenges in meeting spending priorities without placing undue burden on local taxpayers. The Council's successful approach to improving value for money and securing efficiencies on an ongoing basis provides a solid foundation.

Proposed Council Tax 2016/17

- 3.11 The level of council tax being proposed is £123.50 pa at Band D and this is in line with Council commitment of a zero increase in 2016/17. This is the seventh year that Council Tax has been frozen. This compares to a CPI rate at December 2015 of 0.2% and RPI of 1.6%.

Local Government Finance Settlement

- 3.12 On the 17 December 2015, the Secretary of State for Communities and Local Government, the Rt Hon Greg Clark MP made a statement on the provisional local government finance settlement for 2016/17. This statement was confirmed on 8 February 2016.
- 3.13 The Medium Term Revenue Plan (MTRP) contained assumptions of a significant reduction in Revenue Support Grant (RSG) for 2016/17 and no RSG from 2017/18. This was partly in expectation of significant cuts, but also to reduce the Council's reliance on RSG. In the event, the Secretary of State announced a four year settlement, which included a higher than expected figure for 2016/17. The impact of the four year settlement is shown in the MTRP in Appendix 1.
- 3.14 The settlement proposes RSG, Business Rates Baseline Funding and New Homes Bonus (NHB) for the next four years, until the revised Business Rates Scheme can be introduced, when local authorities may retain more of the business rates collected.
- 3.15 The New Homes Bonus scheme has remained unchanged for 2016/17. The Government is consulting on changes to NHB, the aim being to reduce the overall payments for NHB to provide additional funding for other public sector spending pressures and new burdens. This is likely to be achieved by reducing the period for which NHB is paid from the current 6 years. The revised scheme is likely to be in place from 2017/18 onwards.

Table 2. New Homes Bonus

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
New Homes Bonus	£'000	£'000	£'000	£'000	£'000	£'000
	2,712	3,851	4,060	2,980	2,990	2,300

Treasury Management Strategy 2016/17

- 3.16 The Council's investment income budget for 2016/17 has been compiled on the basis of close tracking of actual and likely interest rates and with the help of external advice. The emphasis has been on investments with the least risk for the Council's money and this, along with the continued low interest rates on offer and the agreed use of capital receipts has led to continuing low levels of investment income built into the budget. In budgetary terms this is prudent and places the Council at less risk of exposure in-year. A revised Treasury Management Strategy will be recommended to Full Council in February 2016 by the Accounts, Audit and Risk Committee.

Business Rates Pooling and Growth

- 3.17 Two years ago, the decision was taken to form a pool with Oxfordshire County Council and West Oxfordshire District Council.
- 3.18 However there will be a significant benefit to Cherwell as a result of the pooling arrangements. The budget anticipates £900,000 for Cherwell as a result of pooling. This estimate is deliberately prudent given the turbulence and uncertainty still associated with the scheme.
- 3.19 The draft budget also includes £1.02m business rates growth above the baseline and £860,000 of Section 31 grant. These represent an increase over last year of £595,000 overall.

Collection Fund

- 3.20 The Collection Fund estimates have been finalised and are detailed in Appendix 4. The surplus is currently projected to be £179,733, and this has been included as funding for 2016/17.
- 3.21 The Council currently makes awards in accordance with Section 47 of the Local Government Finance Act 1988 (as amended) to grant discretionary relief. The Council approved a two year transitional relief policy last year. In order to confirm and adopt the transitional relief scheme for 2016/17 Members are required to confirm the decision made last year, the transitional relief policy is contained in Appendix 9.
- 3.22 The Council is also required to approve any Empty Homes Premium it wishes to charge for the forthcoming year. This has been set at 150%, as recommended by the Executive Committee at a meeting on 7 September 2015, see table 3 below.
- 3.23 The Council is required to set discount rates for unoccupied properties. The Executive Committee reviewed the rates for 2015/16 and recommended the rates shown in table 3 below for 2016/17 at a meeting on 1 February 2016.

Table 3. Discounts and Premiums 2016/17

Discount Description	Rate 2015/16	Rate 2016/17
Properties within Class A and B as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (furnished chargeable dwelling that are not the sole or a main residence of an individual).	0%	0%
Properties within Class C as defined by the Council TAX (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (a property that is unoccupied and substantially unfurnished).	0%	0%
Properties within Class D as defined by the said Regulations (chargeable dwellings that are vacant and undergoing major repair work to render them habitable).	-50%	-25%
Premium Description	Rate 2015/16	Rate 2016/17
Dwellings that are unoccupied and unfurnished for more than two years	0%	50%

Capital Programme 2016/17

- 3.24 The Budget Planning Committee reviewed all the capital bids during November and made recommendations to the Executive at its meeting of 19 January 2016. The new capital schemes for 2016/17 supported by Budget Planning Committee and Executive Committee totalling £1.406 million are set out at Appendix 2 It should also be noted that there are seven ongoing capital projects, and the capital programme shown in Appendix 3, includes £8,814m for the period 2017/18 to 2020/21.
- 3.25 This capital programme budget is summarised in table 4 below and the capital bids are listed in Appendix 2. The Capital programme is shown in Appendix 3.

Table 4: Capital Programme and Finance:	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000

In Year Spend - Capital Programme	63,808	30,329	2,441	2,252	2,024	2,097	102,951
Financed By:							
External Grant Funding - DFG	-475	-375	-375	-375	-375	-375	-2,350
External Grant Funding - Bicester Sports Village	-260	0	0	0	0	0	-260
Borrowing - Build Programme	-22,745	0	0	0	0	0	-22,745
Borrowing - Graven Hill	-33,217	-25,100	0	0	0	0	-58,317
In Year - use of Capital Receipts	-7,111	-4,854	-2,066	-1,877	-1,649	-1,722	-19,279
	0	0	0	0	0	0	0

Capital Receipts	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Capital Receipts balance brought forward	-11,658	-12,232	-15,958	-23,142	-22,345	-21,776	-11,658
VAT Shelter and Right to Buy	-610	-580	-580	-580	-580	-580	-3,510
Other In Year Capital Receipts	-7,075	-8,000	-8,670	-500	-500	-3,995	-28,740
In Year - use of Capital Receipts	7,111	4,854	2,066	1,877	1,649	1,722	19,279
Capital Receipts balance carried forward	-12,232	-15,958	-23,142	-22,345	-21,776	-24,629	-24,629

Guidance on evaluation of estimates

- 3.26 The Local Government Act 2003 does not provide any specific guidance on how to evaluate the robustness of the estimates. The explanatory notes to the Act do, however, stress that decisions on the appropriate level of reserves should not be based on a rule of thumb, but on an assessment of all the circumstances considered likely to affect the authority. In addition reference is also made to the CIPFA (The Chartered Institute of Public Finance and Accountancy) guidance on reserves and balances.
- 3.27 The CIPFA guidance states that the following factors should be taken into account when the CFO considers the overall level of reserves and balances:
- Assumptions regarding inflation
 - Estimates of the level and timing of capital receipts
 - Treatment of demand led budgets (i.e. budgets where expenditure or income are to some extent beyond the Council's control)
 - Treatment of efficiencies
 - Risks inherent in any new partnerships
 - Financial standing of the authority (level of borrowing, debt outstanding etc)
 - The authority's track record in budget management (including the robustness of the Medium Term Financial Strategy)
 - The authority's capacity to manage in-year budget pressures
 - The authority's virement and year-end procedures in relation to under- and over- spends
 - The adequacy of insurance arrangements.
- 3.28 The above issues are also of relevance when evaluating the robustness of the budget.

Reserves

- 3.29 The rationale for each of the Council's reserves and the level required in each has been reviewed by the Leader, the Lead Member for Financial Management, The Budget Planning Committee the Director of Resources and the Head of Finance & Procurement. The reserves are considered to be both necessary and at adequate levels.
- 3.30 Reserves can be held for two main purposes:
- General reserves to meet the potential costs of emergencies or unexpected events, including a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing.
 - Earmarked reserves to meet known or predicted liabilities over a period of time usually of more than one year. These earmarked reserves protect the Council against specific financial risks and this is a factor to be taken into account when assessing the adequacy of the totality of balances and reserves and the level of the General Fund Balance.
- 3.31 These reserves are in the region of £17m but will be subject to change as a result of year-end adjustments and formulating the statutory accounts.

Strategic budget issues to evaluate for robustness

Inflationary Pressures

- 3.32 The approved budget guidelines recommended the inclusion of 2.7% inflation to be incorporated within expenditure budgets (non-employee – see below), however managers were advised to only build in contractually unavoidable inflation increases as far as possible, in spite of relatively high levels of inflation being experienced currently. This helped force through the achievement of efficiency savings at a very detailed level to balance the budget overall.
- 3.33 A local agreement with Unison was reached in December 2015 for a 1.25% annual cost of living pay award for the council's mainstream staff payable from 1 April 2016. Consequently this has been built into the base budget for 2016/17, along with provision for a cost of living pay award for the Joint Management Team and other Shared Managers if this is approved by the Joint Commissioning Committee later in the year.
- 3.34 The Localism Act requires the Council to approve a statement of pay policy by 31 March each year. The Act prescribes the mandatory components of this document and these are contained in the statement of policy contained at Appendix 8. It should be noted that a shared policy statement has been created with South Northamptonshire Council to reflect the fact that the Joint Management Team is on the same terms and conditions. Where there are differences in policy between the two Councils these are highlighted in the statement.

Capital Programme Revenue Effects and Financing

- 3.35 The revenue budget includes all revenue effects of capital schemes. Assumptions of new capital receipts in 2016/17 are based on realistic estimates received from the relevant officers in the Council.

Treatment of demand-led pressures and efficiencies

- 3.36 Particular care has been taken in compiling the key Council budgets which are often described as 'demand led' because their achievement is to some degree outside the Council's control. These types of budgets, including spending on housing benefits and receipt of income from planning applications, land charges, car parking charges and interest on the Council's cash and financial reserve management are likely to contribute significantly to any overall variation of actual achievement against budgets. Some of these budgets could be affected by the prevailing economic climate and in all cases a prudent approach has been adopted in the estimates prepared.

Capacity to manage in-year budget pressures

- 3.37 The Council has a record of maintaining good financial and budgetary discipline in the face of mid-year pressures, including virement procedures that allow funds to be moved to areas where shortages exist. Although underspends and overspends are not automatically carried forward, the Council does have an approved carry forward scheme.
- 3.38 Managers with budgetary responsibility receive financial training and support. The Executive receives quarterly budgetary control reports, including proposed actions to deal with any variances from budget.

Risk Management and Insurance Arrangements

- 3.39 The Council has a well-developed risk management approach which regularly updates the key strategic and operational risks and identifies actions which can reduce the likelihood and impact of those risks. The risk registers identified are fed into the budgetary process as appropriate. The Authority has a low record of claims against its insurance policies.

Longer-Term Considerations

- 3.40 Although this report has the 2016/17 budget as its focus it is worthwhile considering briefly some of the key longer term financial issues facing the Council so that it can be established that no hidden issues could affect the forthcoming budget year.
- 3.41 The Council has a robust Medium Term Financial Strategy which is regularly updated and gives multi-year projections of the Council's revenue and capital position.
- 3.42 The Medium Term Revenue Plan, covering the years 2016/17 to 2020/21 is attached at Appendix 1 and will be developed by the Budget Planning Committee throughout the coming year. Although managerial action will be required during the 2016/17 budget year to deal with the likely budget deficit from 2017/18 onwards there are currently no plans which will affect the 2016/17 budget itself.
- 3.43 The preparation of the Medium Term Revenue Plan has been made easier and more important by the four year financial settlement announced by the Government in December 2015. In accepting the four year settlement, the Council will need to produce an efficiency plan. It is thought that the MTRP will be the basis of this plan.

Specific Service Budget Risk Considerations

- 3.44 Estimates for Housing Benefit payments, related Government subsidy and administration subsidy have been calculated based on the latest information available about take-up of benefits, the latest levels of correctly paid benefits and government notifications of reimbursements and subsidy levels. There has been a significant increase in the level of such payments during the economic difficulties of the last few years which may continue for some time yet. Bearing in mind that most of the sums paid out are reimbursed by the Government, these estimates are therefore as robust as possible for an area of expenditure that is demand led.
- 3.45 The income from car parking will be closely monitored, as it is demand led and we need to see if the impact of fee changes.
- 3.46 Planning fee income has increased over the last two years, and the budget for 2016/17 has increased in line with this. As this area of income is volatile and may fluctuate, the sums included will be closely monitored during the year.
- 3.47 Rental income from the Council's property portfolio is again subject to market forces and best estimates from officers concerned have been used and will be monitored closely.
- 3.48 The homelessness budget is demand-led and therefore difficult to accurately estimate. It will be closely monitored.

2015-16 Treasury Strategy

- 3.49 The Treasury Management Strategy is the cornerstone of proper treasury management, and is central to the operation, management reporting and performance assessment.
- 3.50 The proposed strategy for 2016/17 is attached in Appendix 7 and is based upon the views of the Director of Resources, Head of Finance and Procurement and the Council's Treasury Management Team. This is informed by market forecasts provided by the Council's treasury advisor, Capita Asset Services (formerly Sector).
- 3.51 In consultation with Capita Asset Services and with full reference to the CIPFA Code of Practice, the Council has reviewed its risk appetite and associated priorities in relation to security, liquidity and yield in respect of returns from various financial instruments.
- 3.52 The strategy detailed in Appendix 7 covers:
- The Current Treasury Position
 - Prospects for interest rates
 - The borrowing strategy
 - Prudential Indicators
 - The investment strategy
 - Creditworthiness policy
- 3.53 This strategy statement has been prepared in accordance with the revised Code. Accordingly, the Council's Treasury Management Strategy will be considered for approval annually by the full Council.
- 3.54 In addition there will be monitoring reports and regular review by members in both executive and scrutiny functions.
- 3.55 The aim of these reporting arrangements is to ensure that those with responsibility for the treasury management function appreciate fully the implications of treasury management policies and activities, and that those implementing policies and executing transactions have properly fulfilled their responsibilities relating to delegation and reporting.
- 3.56 This Council adopts the reporting arrangements outlined in the attached Strategy.

Minimum Revenue Provision (MRP) Policy

- 3.57 The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 (SI 2008/414) places a duty on local authorities to make prudent provision for debt redemption. Guidance on Minimum Revenue Provision (MRP) has been issued by the Secretary of State and local authorities are required to "have regard" to such Guidance under section 21(1A) of the Local Government Act 2003. The Strategy includes the Council's Minimum Revenue Provision Statement.
- 3.58 This MRP Statement is being submitted before the start of the 2016/17 financial year. If it is ever proposed to vary the terms of the original MRP Statement during the year, a revised statement will be submitted at that time.

Key Issues for Consideration and Options

- 3.59 The key issues are whether:
- the base budget is realistic, both in terms of expenditure and income
 - the expenditure efficiencies are achievable
 - any new or increased income will be received
 - the reserves are adequate to deal with any budget problems.
- 3.60 It is considered that these requirements are in fact met and that the budget is sufficiently robust to be recommended for approval.
- 3.61 The production of the Treasury Management and Investment Strategy is a requirement of the CIPFA Code of Practice for Treasury Management.
- 3.62 It is a statutory duty under Section 3 of the Local Government Act 2003 and supporting regulations for the Council to determine and keep under review how much it can afford to borrow. The amount so determined is termed the “Authorised Borrowing Limit”.
- 3.63 The Full Council can of course make changes to the budget even at this late stage, although it is advised that any such changes, if significant, could adversely affect the robustness of the budget if a full appraisal of their likely consequences is not undertaken.
- 3.64 The approach recommended is believed to be essential so that the Council complies with the legislation directing it to consider the Chief Financial Officer’s report.

4.0 Conclusion and Reasons for Recommendations

- 4.1 The above narrative alongside the appendices represents the draft budget, strategic priorities and annual business plan for Council to consider alongside the setting of the 2016/17 Council Tax.

5.0 Consultation

- 5.1 The Executive has considered and recommended the budget at the meeting held on 1 February 2016.
- 5.2 The Budget Planning Committee has considered the budget at its meetings during October 2015 to January 2016.
- 5.3 The Overview and Scrutiny Committee considered the proposed strategic priorities, key objectives and key outcomes for 2016/17 at its meeting on 12 January 2016 and did not wish to recommend any changes for the Executive to consider ahead of finalising its proposals for Full Council to consider at this meeting.
- 5.4 The Executive has consulted on its proposed budget and also used both the annual customer satisfaction survey and the Citizen’s panel to look at budget issues and develop the annual business plan and the specific outcomes required for the Council and our residents / stakeholders for the year ahead.

5.5 The draft budget has also been on the Council's consultation portal.

6.0 Alternative Options and Reasons for Rejection

6.1 This report presents a final analysis of the Council's draft 2016/17 revenue and capital budget. This will be presented to Council on the 22 February to support the setting of the Council Tax.

6.2 It is a legal requirement to set a balanced budget and the recommendations as set out represent what is believed to be the best way of achieving this. 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 The financial effects of the revenue budget are identified in the report. Any decisions made in relation to on-going expenditure or income in the budget for 2016/17 will have repercussions in future years when current forecasts indicate the financial environment is likely to become increasingly difficult. The Council has a statutory duty to set a balanced budget and could incur the intervention of the Secretary of State if it failed to do so.

Comments checked by: George Hill, Corporate Finance Manager
01295 221731 george.hill@cherwellandsouthnorthants.gov.uk

Legal Implications

7.2 The Council is legally required to set a balanced budget which the recommendations will achieve if approved by Executive and Council. Due consideration of external responses to consultation is also required and has taken place as part of the budget process. The decision of the Council to set an annual budget and a level of Council Tax must be made by a recorded vote.

Comments checked by: Kevin Lane, Head of Law and Governance
0300 0030107 kevin.lane@cherwellsouthnorthants.gov.uk

Risk management

7.3 The purpose of the Performance Management Framework is to enable the Council to deliver its strategic priorities and key outcomes. 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 Accounts, Audit and Risk Committee.

Comments checked by: Caroline French, Corporate Policy Officer
01295 221786 caroline.french@cherwellandsouthnorthants.gov.uk

Equality and Diversity

- 7.4 Both the proposed budget and business plan have been subject to an equality impact assessment with no recommendations for action.

Comments checked by: Caroline French, Corporate Policy Officer
01295 221786 caroline.french@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillors

Councillor Barry Wood – Leader of the Council
Councillor Ken Atack – Lead Member for Financial Management

Document Information

Appendix No	Title
1	MTRP 2015/16 to 2020/21
2	Capital Bids 2016/17
3	Capital Programme 2015/16 to 2020/21
4	Collection Fund Estimates
5	Business Plan 2016/17
6	Pledges 2016/17
7	Treasury Strategy
8	Pay Policy – To follow
9	Transitional Relief Policy
Background Papers	
None	
Report Authors	Paul Sutton, Head of Finance & Procurement Joanne Pitman, Head of Transformation
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CHERWELL DISTRICT COUNCIL
MEDIUM TERM REVENUE PLAN ASSUMPTIONS - 2015/16 - 2020/21

	2015-16 £000	2016-17 £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000
EXPENDITURE						
Approved base budget	17,272	17,272	19,319	18,322	18,976	19,637
Unavoidable pressures						
Contract Inflation		0	66	68	70	72
Demand led increases		0	56	56	56	56
Pay inflation		0	250	255	260	265
Pay increments		0	175	175	175	175
Superannuation		0	100	100	100	100
Total budget pressures	0	0	647	654	661	668
Budget Changes:						
Planning fees income		(500)	0	0	0	0
Employees		895	0	0	0	0
Professional fees		100	0	0	0	0
Leisure Contract Savings		(276)	0	0	0	0
Bicester Projects (Funded from Reserve)		1,110	(1,110)	0	0	0
Local Plan (Funded from Reserve)		370	(370)	0	0	0
Planning Salaries (Funded from Reserves)		98	(142)	0	0	0
HB Admin Grant		89	0	0	0	0
Homelessness Grant		101	0	0	0	0
Other small net changes		96	0	0	0	0
Total Budget Changes	0	2,083	(1,622)	0	0	0
Joint Business Case Changes						
Economic Growth		88	0	0	0	0
Transport		25	0	0	0	0
Communications		6	0	0	0	0
Customer Services		(31)	(10)	0	0	0
Public Protection		(118)	(11)	0	0	0
Finance		(7)	0	0	0	0
Total Joint Business Case Savings	0	(37)	(22)	0	0	0
NET COST OF SERVICES	17,272	19,319	18,322	18,976	19,637	20,305
Transfers to/from reserves (NHB)	1,461	2,030	2,140	1,570	1,580	1,210
Transfers to/from reserves	124	(1,705)	0	0	0	0
Transfers to General Fund Balance	0	688	0	0	0	0
Interest due on debt	159	25	0	0	0	0
Interest on Investments	0	(175)	(175)	(175)	(175)	(175)
Pension Costs	1,781	1,847	1,847	1,847	1,847	1,847
Depreciation Adjustment	(4,000)	(4,002)	(4,002)	(4,002)	(4,002)	(4,002)
NET BUDGET REQUIREMENT	16,797	18,027	18,132	18,216	18,887	19,185
FUNDING						
Business Rates Baseline	(3,466)	(3,495)	(3,564)	(3,669)	(3,786)	(3,865)
Revenue Support Grant	(2,629)	(1,851)	(1,105)	(637)	(114)	0
Formula grant equivalent	(6,095)	(5,346)	(4,669)	(4,306)	(3,900)	(3,865)
Transfer to Parish Councils - CTRS	349	349	349	349	349	349
Transfer Homelessness Grant	101	0	0	0	0	0
Business Rates:						
- Growth above baseline	(600)	(1,020)	(1,020)	(1,020)	(1,020)	(1,020)
- Pooling	(450)	(900)	(900)	(900)	(900)	(900)
- S.31	(1,135)	(860)	(860)	(860)	(860)	(860)
Council Tax Compensation Grant	(63)	0	0	0	0	0
Collection Fund	(233)	(180)	(100)	(100)	(100)	(100)
New Homes Bonus	(2,712)	(3,851)	(4,060)	(2,980)	(2,990)	(2,300)
	(10,838)	(11,808)	(11,260)	(9,817)	(9,421)	(8,696)
Council Tax income	(5,959)	(6,219)	(6,236)	(6,361)	(6,488)	(6,618)
TOTAL INCOME	(16,797)	(18,027)	(17,496)	(16,178)	(15,909)	(15,314)
FUNDING GAP			636	2,038	2,978	3,871

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Capital Bids - 2016/17

Ref	Project	Portfolio Holder	Service Head	Service Manager	Total Project Cost £'000	Spend Profile						Annual Revenue Cost				Scoring	
						2016/17				2017/18 £'000	2018/19 £'000	2019/20 £'000	Savings £'000	Cost £'000	Capital Cost £'000		Total £'000
						Q.1 £'000	Q.2 £'000	Q.3 £'000	Q.4 £'000								
1	Bicester Leisure Centre Extension	Cllr George Reynolds	Ian Davies	Sharon Bolton	150			75	75				0	0	8	8	16
2	Spiceball Leisure Centre Bridge Re-surfacing	Cllr George Reynolds	Ian Davies	Sharon Bolton	30	30							0	0	2	2	0
3	The Hill Youth and Community Centre	Cllr George Reynolds	Nicola Riley	Sharon Bolton	450	100	100	125	125				0	0	23	23	25
	Community Services				630	130	100	200	200	0	0	0	0	0	33	33	-
4	Urban Centre Electricity Installations	Cllr Debbie Pickford	Ed Potter	Paul Almond	30		30						-4	0	2	-2	14
	Environmental Services				30	0	30	0	0	0	0	0	-4	0	2	-2	-
5	Website Redevelopment	Cllr Nicholas Turner	Balvinder Heran	Paul Collins	66	19	37	10					-22	17	3	-2	28
	Transformation				66	19	37	10	0	0	0	0	-22	17	3	-2	-
6	Banbury Bus Station - Refurbishment	Cllr Norman Bolster	Chris Stratford	Linda Barlow	90	90							0	0	5	5	21
7	Banbury Museum - Refurbishment Programme	Cllr Norman Bolster	Chris Stratford	Linda Barlow	250	50	100	100					0	0	13	13	17
8	Community Buildings - Remedial Works	Cllr Norman Bolster	Chris Stratford	Linda Barlow	150				150				0	0	8	8	19
9	Car Parks Resurfacing	Cllr Norman Bolster	Chris Stratford	Linda Barlow	100	25	25	25	25				0	0	5	5	26
10	Ferriston Shopping Parade - Resurface Car park	Cllr Norman Bolster	Chris Stratford	Linda Barlow	40	40							0	0	2	2	21
11	Spiceball Riverbank Reinstatement	Cllr Norman Bolster	Chris Stratford	Linda Barlow	50	10	20	20					0	0	3	3	26
	Regeneration				680	215	145	145	175	0	0	0	0	0	36	36	-
Total		-	-	-	1,406	364	312	355	375	0	0	0	-26	17	74	65	

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Cherwell District Council

Appendix B

Proposed Capital Programme - 2016/17

Project Description	Project Owner	Slippage B/Fwd	Adjustments in 2015/16	2015/16	2016/17 - Existing	Slippage to 2016/17	2016/17 - New Bids	2017/18	2018/19	2019/20	2020/21	Total
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
5 Year Rolling HW / SW Replacement Prog	Jo Pitman	0		50	50			50	50	50	50	300
Business Systems Harmonisation Programme	Jo Pitman	0		40	40			40	40	40	40	240
Audio Visual equipment replacement	Jo Pitman	125		0								125
Website Redevelopment	Jo Pitman	0		0			66					66
Transformation		624	-283	176	90	0	66	167	200	90	90	1,220
HR / Payroll System replacement	Paul Sutton/Jo Pitman	0		38								38
Finance & Procurement		0	0	38	0	0	0	0	0	0	0	38
Elections Polling Booths and Count Tables	James Doble	3		0								3
Law & Governance		3	0	0	0	0	0	0	0	0	0	3
East West Railways	Calvin Bell	0		290	290			290	290	290	290	1,740
Build Programme	Chris Stratford	10,852	11,893	0								22,745
Disabled Access Audit	Linda Barlow	15	-15	0								0
23&24 Thorpe Place Roof Lights	Linda Barlow	4		0								4
Condition Survey Works	Linda Barlow	472	-156	0								316
Bradley Arcade Roof Repairs	Linda Barlow	120		3								123
DPS Access Audit	Linda Barlow	20	-20	0								0
Empty Homes and Work-in-Default - Recoverable	Tim Mills	100		0								100
18 & 19 Thorpe Place - Replacement Roof Lights	Linda Barlow	1	-1	0								0
Upgrade to Uninterrupted Power Supply & Back up	Linda Barlow	288		50								338
Improvements to Amenities to Orchard Way Shops	John Slack	25		0								25
Woodgreen - Condition Survey Works	Linda Barlow	0		30								30
Banbury Museum - Emergency Lighting Replacement	Linda Barlow	0	40	30								70
Orchard Way Shopping Arcade - front service area	John Slack	0		300								300
Units 21 & 23 Thorpe Place - Replacement of Roof Lights	Linda Barlow	0		30								30
Bodicote House - Access Control System	Linda Barlow	0		35								35
Environmental Improvements Grimsbury	Andy Preston	250	-250	0								0
Bicester Cattle Market Car Park Phase 2	Karen Curtin	90	-90	0								0
Old Bodicote House	Linda Barlow	124		0								124
Bicester Town Centre Redevelopment	Karen Curtin	176		0								176
Kidlington High Street Pedestrianisation	Karen Curtin	7		0								7
Disabled Facilities Grants	Tim Mills	0		832	750			750	750	750	750	4,582
Discretionary Grants for Domestic Properties	Tim Mills	136		275	275			275	275	275	275	1,786
Thorpe Lane Depot - CCTV Replacement	Linda Barlow	0		40								40
Bodicote House - CCTV Upgrade	Linda Barlow	0		15								15
Banbury Bus Station - Refurbishment	Linda Barlow	0		0			90					90
Banbury Museum - Refurbishment Programme	Linda Barlow	0		0			250					250
Community Buildings - Remedial Works	Linda Barlow	0		0			150					150
Car Parks Resurfacing	Linda Barlow	0		0			100					100
Ferriston Shopping Parade - Resurface Car park	Linda Barlow	0		0			40					40
Spiceball Riverbank Reinstatement	Linda Barlow	0		0			50					50
Regeneration & Housing		12,680	11,401	1,930	1,315	0	680	1,315	1,315	1,315	1,315	33,266
Bicester Community Building	Karen Curtin	9,884		0								9,884
Graven Hill	Karen Curtin	0		23,333	21,100							44,433
NW Bicester Eco Business Centre	Karen Curtin	0	-4,000	4,000		4,000						4,000
Bicester Regeneration Projects		9,884	-4,000	27,333	21,100	4,000	0	0	0	0	0	58,317
Total		25,368	7,118	31,322	24,923	4,000	1,406	2,441	2,252	2,024	2,097	102,951
Note: Total for Year			2015/16	63,808			2016/17	30,329				

APPENDIX 4

CHERWELL DISTRICT COUNCIL
COLLECTION FUND : REVISED ESTIMATES 2015/16

COUNCIL TAX:**£.pp****(SURPLUS)/ DEFICIT AS AT 1 APRIL 2015**

Oxfordshire County Council	(1,374,851.17)
Thames Valley Police Authority	(182,617.93)
Cherwell District Council/ODPM	(234,406.69)
	<u>(1,791,875.79)</u>

DISTRIBUTION OF SURPLUS/ (DEFICIT) FOR PREVIOUS YEAR(S):**Re: Revised Estimates**

Oxfordshire County Council	1,364,647.38
Thames Valley Police Authority	181,262.62
Cherwell District Council	232,683.50
	<u>1,778,593.50</u>

INCOME FOR THE YEAR:

Income From Council Tax	(78,929,516.99)
-------------------------	-----------------

TOTAL INCOME FOR THE YEAR**(78,929,516.99)****EXPENDITURE FOR THE YEAR:****Precepts and Demands:**

Oxfordshire County Council	59,469,892.00
Thames Valley Police Authority	7,899,016.00
Cherwell District Council: General Purposes	5,959,245.50
Cherwell District Council: Town & Parish Council Precepts	4,084,261.31
	<u>77,412,414.81</u>

Provision For Appeals and Non-collection

87,032.40

Write off of Bad Debts

58,021.60**TOTAL EXPENDITURE FOR THE YEAR****77,557,468.81****(SURPLUS)/ DEFICIT FOR THE YEAR****(1,372,048.18)****DIVISION OF (SURPLUS)/ DEFICIT FOR THE YEAR**

Oxfordshire County Council	(1,054,037.10)
Thames Valley Police Authority	(140,001.19)
Cherwell District Council	(178,009.89)
	<u>(1,372,048.18)</u>

(SURPLUS)/ DEFICIT AS AT 31 MARCH 2016**(1,385,330.47)****DIVISION OF (SURPLUS)/ DEFICIT AS AT 31 MARCH**

Oxfordshire County Council	(1,064,240.84)
Thames Valley Police Authority	(141,356.49)
Cherwell District Council	(179,733.14)
	<u>(1,385,330.47)</u>

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Business Plan 2016-17



Cherwell:
a district of
opportunity

Cherwell:
safe, green,
clean

Cherwell:
a thriving
community

Cherwell:
sound budgets
and customer
focused council

Cherwell: a great place to live

 cherwelldistrictcouncil  [@cherwellcouncil](https://twitter.com/cherwellcouncil)

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www.cherwell.gov.uk

Cherwell

DISTRICT COUNCIL
NORTH OXFORDSHIRE

Foreword

Welcome to Cherwell District Council’s business plan for 2016/17. This plan is about our priorities for the district in the coming year. The council is here to serve the people of the District and therefore our plan aims to support those who live, work and visit this district which has a lot to offer. Our plan is based on an understanding of the challenges and opportunities facing our District and consultation with local businesses and residents to determine local requirements.

We will make sure the council operates efficiently, and work towards long term solutions to deal with the cuts we face. We have already been proactive working with our partner South Northamptonshire Council developing shared working and looking at new ways of delivering services for our communities. Financial savings have been made over the past years and we will continue to be as innovative as possible to ensure the council manages its day to day business even more effectively and transparently.

We recognise that a strong local economy is essential for a strong local community. We will continue to promote economic growth; helping local companies to expand, securing high quality and high value jobs, with increased opportunities for all, and supporting more affordable homes for local people. The above is supported by the Cherwell Local Plan 2011-2031 which ensures that growth is targeted and investment made whilst still respecting the character and beauty of our rural areas.

This business plan, based around four key themes, also outlines our performance pledges for the year and we remain committed to working effectively with our partners to ensure high quality services are delivered in times of financial constraint.

We want Cherwell to be a District where people want to live and work and we think we are moving in the right direction.

If you would like any more information about the priorities of this council please get in touch using the details on the back of this document.



Councillor Barry Wood

A handwritten signature in black ink that reads "Barry Wood".

Leader of Cherwell District Council



Sue Smith

A handwritten signature in black ink that reads "Sue Smith".

Joint Chief Executive, Cherwell District and South Northamptonshire Councils



An overview of Cherwell

Named after the River Cherwell which flows through it, the District is located between London and Birmingham, at the most northern point of the South East region, where it meets the West Midlands and East Midlands. Cherwell borders Oxford City, South Oxfordshire, Vale of White Horse, West Oxfordshire, Aylesbury Vale, South Northamptonshire and Stratford on Avon Districts. The M40 passes through Cherwell and there are good rail connections to both London and Birmingham.

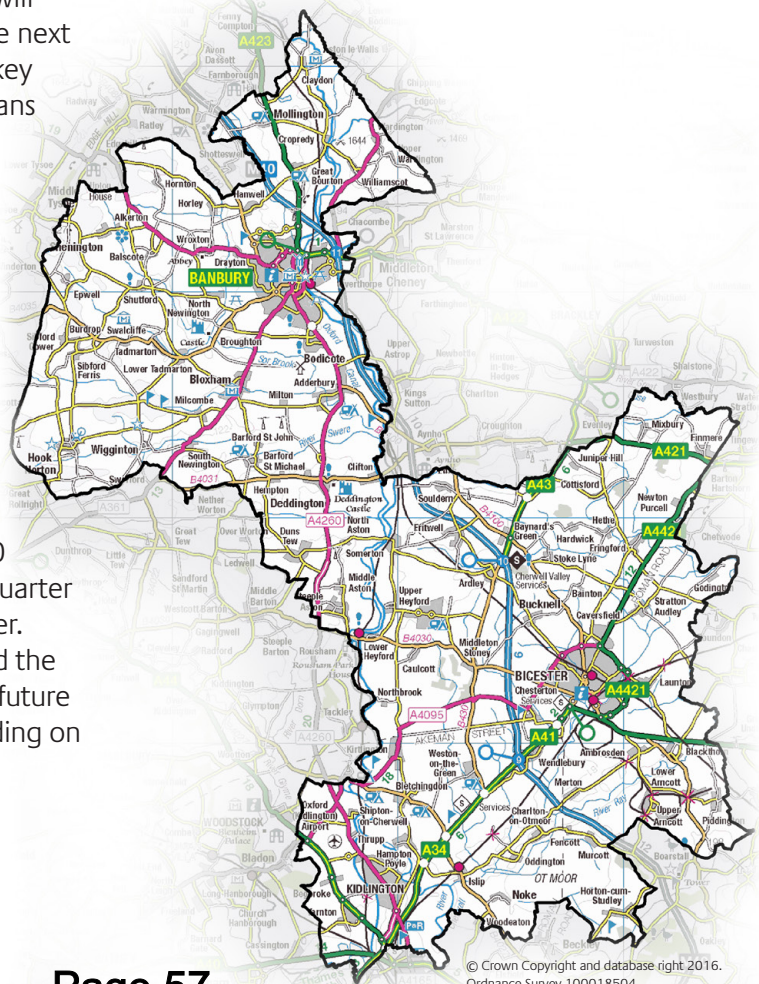
The District is growing with over half of the population living in the principal centres of Banbury, Bicester and Kidlington; the remainder in more than 70 smaller settlements. Cherwell's population has increased significantly over the past 20 years and this trend is set to continue with the population predicted to reach 155,650 by 2021.

One of the council's main strategic challenges is to ensure that the District grows in a sustainable way; one that delivers a prosperous economy and thriving communities. The Eco Bicester development will see approximately 5,000 houses built over the next 20 years. Delivering the local plan will play a key role in this, as will implementing the Masterplans for Banbury, Bicester and Kidlington to secure new housing, retail, development and leisure opportunities. The council is working with its partners to ensure that this growth is delivered while protecting and enhancing the character of our urban centres, villages and landscapes.

Another key challenge for the District will be responding to population changes. The population of Cherwell is continuing to age, with the number of residents aged 60 and above predicted to increase by over 7,000 between 2011 and 2021. By 2021, nearly a quarter of Cherwell's population will be aged 60 or over. This rate of increase will provide challenges and the council will have to continue to anticipate the future services required by our older population, building on

our strong track record of ensuring the needs of older residents are met. The council is focused on ensuring that our services are accessible to all people living in the District.

Another of the council's key challenges will be to ensure that communities across the District continue to thrive. As part of this commitment, the council will be working with partners to increase the affordable housing options across the District, whilst continuing to work with partners to support financial inclusion and help local people into employment.



Section 1: Our strategic approach to Business Planning: Performance, accountability and transparency

Five Year Business Strategy - Priorities for the 5 year strategy

The table below presents the council’s strategic priorities for its 5 year business strategy. This strategy sits alongside the council’s medium term financial strategy and is underpinned by the annual business

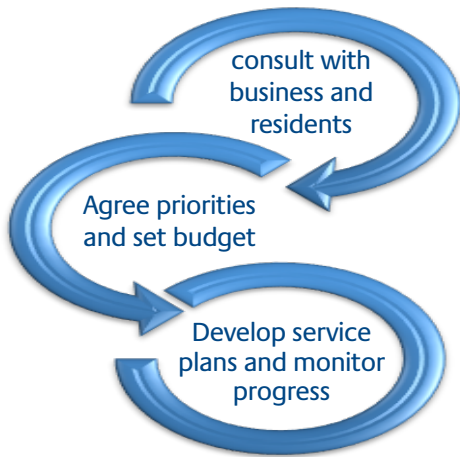
plan, budget and performance management framework that sets out the milestones, performance measures and budget that will drive the council’s delivery of services and major projects.

Cherwell: a district of opportunity	Cherwell: safe, green, clean	Cherwell: a thriving community	Cherwell: sound budgets and customer focused council
a1. Implement the Cherwell Local Plan as the framework for sustainable housing, new employment and infrastructure investment over the next 20 years.	b1. Provide high quality recycling and waste services, aimed at helping residents recycle as much as possible.	c1. Deliver affordable housing and work with private sector landlords to help improve affordable housing options.	d1. Reduce the cost of providing our services through partnerships to include other statutory bodies such as Police, Health, County Council, joint working and other service delivery models.
a2. Complete and implement the Masterplan for Bicester helping to provide new housing, jobs and leisure opportunities.	b2. Provide high quality street cleansing services, and tackle environmental crime (littering, fly tipping, graffiti) where it arises.	c2. Work with partners to support financial inclusion and help local people into paid employment.	d2. Continue to communicate effectively with local residents and businesses
a3. Complete and implement the Masterplan for Banbury helping to provide retail, employment and town centre development opportunities.	b3. Work with partners to help ensure the District remains a low crime area, reducing fear of crime, tackling Anti-Social Behaviour and focussing on safeguarding our residents and businesses.	c3. Provide high quality housing options advice and support to prevent homelessness. c4. Work to promote and support health and wellbeing across the district.	d3. Deliver the five year business strategy, medium term revenue plan and a capital programme that ensures the council is resourced to deliver its strategic priorities.
a4. Complete and implement the Masterplan for Kidlington, helping to develop a strong village centre afforded by its location.	b4. Reduce our carbon footprint and protect the natural environment.	c5. Provide high quality and accessible leisure opportunities. c6. Provide support to the voluntary and community sector.	d4. Deliver below inflation increases to the Cherwell District Council element of Council Tax.
a5. Promote inward investment and support business growth within the District.		c7. Protect our built heritage by supporting effective conservation, managing the impacts of growth and working to ensure development takes place in appropriate areas.	
		c8. Work to ensure rural areas are connected to local services.	

The five year business strategy (table left) will be reviewed during 2016 and updated to reflect the needs and ambitions of the District for a further five years.

Our annual business plan outlines the key actions for the coming year, along with the associated performance measures/outcomes. This enables us to demonstrate that we align our resources to the delivery of the business plan in the most effective way possible, whilst also providing a clear direction of travel for the council, its employees and for everyone in our District and those who read this document.

Our business planning cycle is underpinned by budget reviews aimed at identifying opportunities for increased efficiency and performance. This process is led by locally elected members. Consultation with residents and businesses also contribute to the development of the plan including our annual customer satisfaction survey.



Improvement and Innovation

The council has robust plans to deliver improvement and increased efficiency given the challenging national economic circumstances currently being faced.

We have progressed a transformation programme that delivers both financial savings and prepares us to be a leading and thriving council. We continue to work with our suppliers to identify procurement savings, reduce our energy costs, increase the amount of services that can be accessed online and generally improve our business processes.

Managing our Performance

The overarching five year Business Strategy, medium term financial plan, annual business plan, service plans

and the appraisal targets of individual employees all demonstrate that the council has a clear and robust “golden thread” between resource availability and delivery of the council’s agreed priorities. This approach helps us to provide effective community leadership, and will demonstrate that we are adopting a more mature and commercially aware approach to running our council.

Performance management represents an essential part of our assurance and accountability process. It ensures that we are focused on the delivery of our strategic and operational objectives and provides an effective way of demonstrating our achievements to local residents whilst also being transparent about the issues or challenges that we are facing.

Reporting our Performance

We report our performance on a quarterly basis and it is reviewed by the Executive. Where performance issues and challenges are identified the Joint Management Team and lead elected members work together to deliver improvement.

Details about our performance and expenditure are available at www.cherwell.gov.uk

Managing our Resources

The council continues to face challenging financial times, and we are not alone. We can and must learn from the experience of others. We are actively exploring all opportunities to not only ensure our survival, but ultimately also manage our growth. It is an ambitious aspiration, but it is one that we have to face head on. And it is our commitment to you. We must ensure that as taxpayers, your money is spent wisely and that we deliver services that provide you with what you need, when you need it.

The revenue budget for 2016/17 can be found on our website www.cherwell.gov.uk. The council also has an ambitious Capital Programme and an aspiration to regenerate the two market towns of Banbury and Bicester whilst not forgetting to invest adequate financial capital resources across the rest of the District for the people who live and work here. We aim to do this by delivering high quality programmes which will significantly boost the economic prosperity of the area and create much needed jobs and investment.

Section 2: Council Priorities and Business Plan 2016/17

Our long term vision for the District is ambitious. Working with our partners in the public, private and voluntary sectors we are aiming to build a District with a diverse economy. We are working to secure opportunities for all, and to help grow vibrant,

thriving communities connected by a sense of pride, place and purpose. To help deliver this vision the council has four strategic priorities. These priorities shape the work we do, our services, plans and major projects. They are outlined below:

Cherwell: a district of opportunity	Supporting economic development, employment, conservation, regeneration and development of the District
Cherwell: safe, green, clean	Working to ensure the District has high standards of environmental cleanliness, great recycling and waste management, tackling crime and supporting energy efficiency
Cherwell: a thriving community	Providing affordable housing, leisure and sports facilities and activities, working with partners to improve access to health services , providing arts, cultural and community services
Cherwell: sound budgets and customer focused council	Ensuring the council is run as efficiently as possible, consulting with local people, helping vulnerable people to access our services, and the provision of council tax and housing benefits.

Our business plan for 2016/17 is based around these four strategic priorities, with each having a set of key objectives, actions and targets. These are outlined in more detail on the following pages.



Cherwell: a district of opportunity

Supporting economic development, employment, conservation, regeneration and development of the District

Implement the Cherwell Local Plan as the framework for sustainable housing, new employment and infrastructure investment over the next 20 years

- Banbury and Kidlington Masterplans adopted as Supplementary Planning Documents
- Prepare draft Local Plan Part 2 and commence partial review of Local Plan Part 1 to address the unmet need of Oxford

Complete and implement the Masterplan for Bicester helping to provide new housing, jobs and leisure opportunities.

- Northwest Bicester: continue to facilitate the planning applications for the site
- Northwest Bicester: delivery of the Eco – Bicester business centre
- Graven Hill: deliver the demonstration project on the Graven Hill site
- Graven Hill: set up a sales and marketing suite to promote the plots
- Engage with the community and stakeholders including the Bicester Town Council and Local Management Organisation to assist in the definition and delivery of the Garden Town – Bicester

Complete and implement the Masterplan for Banbury helping to provide retail, employment and town centre development opportunities.

- Prepare a scheme for the redevelopment of the Bolton Road site
- Secure a start on site by the developer subject to the detailed development agreement being completed, and maximise the council's income and returns from Castle Quay and Castle Quay 2
- Take steps to develop a Masterplan for the redevelopment of Canalside within Banbury Town Centre redevelopment
- Support The Mill as the primary town centre arts provision in its development activities

Promote inward investment and support business growth within the District.

- Support business growth, skills and employment in local companies and the visitor economy to strengthen the economy of the District.
- Continue to use the Cherwell Investment Partnership as a hub for inward investment and ensuring sufficient business sites and employment land are available to meet the needs of the District.
- Produce marketing material to promote commercial and industrial business sites to the area

Deliver high quality regulatory services that support the growth of the local economy.

- Develop a whole council approach to supporting businesses utilising Better Business principles and promote our compliance with the Regulator's Code
- Work proactively with developers and others including Oxfordshire County Council on both planning applications and pre-application enquiries to enable the speedy delivery of new commercial and residential projects

Cherwell: safe, green, clean

Working to ensure the District has high standards of environmental cleanliness, great recycling and waste management, tackling crime and supporting energy efficiency

Provide high quality recycling and waste services, aimed at helping residents recycle as much as possible.

- Achieve 55% recycling rate
- Maintain levels of customer satisfaction with the recycling and waste services

Provide high quality street cleansing services, and tackle environmental crime (littering, fly tipping, graffiti) where it arises.

- Maintain customer satisfaction with street cleansing
- Undertake six neighbourhood blitzes with community involvement

Work with partners to help ensure the District remains a low crime area, reducing fear of crime, tackling Anti-Social Behaviour and focussing on safeguarding our residents and businesses.

- To develop an alternative CCTV operational system for our urban centres
- Continue to work with the local police and licence holders to ensure our town centres remain clean, safe and vibrant at all time

Reduce our carbon footprint and protect the natural environment.

- Deliver the council’s Biodiversity Action Plan “Protecting and Enhancing Cherwell’s Natural Environment”
- Implement a new carbon management plan from 2015-20 which increases the energy efficiency of the organisation and lowers the carbon footprint

Cherwell: a thriving community

Providing affordable housing, leisure and sports facilities and activities, working with partners to improve access to health services , providing arts, cultural and community services

Deliver affordable housing and work with private sector landlords to help improve affordable housing options.

- Deliver at least 190 units of affordable housing including a high proportion constructed using self build models. Planning for 133 affordable rented homes and 57 for shared ownership or other low cost home ownership scheme.
- Promote the establishment of an off-site construction factory in Bicester for the long term production of kit homes for affordable and self-build housing
- Encourage private sector landlords to improve their stock through targeted grant action and other housing advice
- Ensure the provision of extra care housing

Work with partners to support financial inclusion and help local people into paid employment.

- Commissioning of high quality financial and debt advice for vulnerable residents
- Effective implementation of continued welfare reform and administration of benefits.
- Continue to support skills development, apprenticeships and job clubs in order to keep local unemployment at historic low levels

Provide high quality housing options advice and support to prevent homelessness.

- Deliver the actions identified within the revised Homelessness prevention strategy adopted by the council.

Work to provide and support health and wellbeing across the District.

- Support the work of the Community Partnership Network with financial, clinical and technological changes in the health and social care sector.
- Enable the development of volunteer transport schemes to support the health and wellbeing needs of vulnerable residents.
- Deliver and extend the Brighter Futures in Banbury programme to provide opportunities for some of the District's most disadvantaged people

Provide high quality and accessible leisure opportunities.

- Maintain a minimum usage level of visits to leisure facilities
- Complete Phase 2 pavilion works for South West Bicester Sports Village
- Increase access to leisure and recreation opportunities through development and outreach work
- Commence the improvement of Woodgreen Leisure Centre and a long term operating contract
- Deliver with the aid of external funding the redevelopment of The Hill in Banbury
- Establish new management arrangements for Stratfield Brake Sports Ground on behalf of Kidlington Parish Council

Provide support to the voluntary and community sector.

- Implement the agreed social and community infrastructure for housing developments across the District
- Support the District's voluntary sector and community groups
- Support the growth & development of neighbourhood community associations
- Increase and promote volunteering opportunities throughout the District
- Support the Local Strategic Partnership in addressing the key issues of the District

Protect our built heritage by supporting effective conservation, managing the impacts of growth and working to ensure development takes place in appropriate areas.

- Continue programme of Conservation Reviews
- Provide design guidance on major developments

Work to ensure rural areas are connected to local services.

- Work with BT/Broadband Delivery UK and Oxfordshire County Council to extend Superfast Broadband across rural parts of the District

Cherwell: sound budgets and customer focused council

Ensuring the council is run as efficiently as possible, consulting with local people, helping vulnerable people to access our services, and the provision of council tax and housing benefits.

Reduce the cost of providing our services through partnerships (including other statutory bodies such as Police, Health, County Council), joint working and other service delivery models.

- Review key business processes to ensure they enhance performance, reduce cost and are designed around the customer
- Increase the number of services which can be accessed and paid for online
- Establish appropriate commercial arrangements that will enable the councils to trade, develop assets and generate income which will support the long term financial sustainability of the organisation and underpin sustainable economic growth within the District.
- Deliver the Information Communications Technology Strategy
- Maximise income coming into the authority to include:
 - New Homes Bonus
 - Business Rates
 - Council Tax
 - External Funding

Continue to communicate effectively with local residents and businesses

- Continue to increase our use of digital media to communicate with residents and local businesses
- Continue to develop our business focused communications

Deliver the five year business strategy, medium term revenue plan and a capital programme that ensures the council is resourced to achieve its strategic priorities

- Deliver an annual balanced budget and the Medium Term Revenue Plan
- Deliver the savings targets of £500,000 within the agreed timescales

Deliver below inflation increases to the Cherwell District Council element of Council Tax

- Cherwell District Council Council Tax element frozen for 2016-17


Section 3: Performance Pledges 2016/17

Every year from the key objectives and actions detailed across our strategic priorities several are highlighted as performance pledges. They are key activities that reflect local priorities and these pledges demonstrate our commitment to the delivery of important local services and new projects to help make Cherwell a great place to live.

For 2016/17 our pledges are:

Cherwell: a district of opportunity

- North West Bicester: continue to facilitate the **planning applications** for the site
- Graven Hill: **deliver the demonstration project** on the Graven Hill site
- **Banbury and Kidlington Masterplans:** adopt as Supplementary Planning Documents.



Cherwell: safe, green, clean

- Undertake **six neighbourhood blitzes** with community involvement
- Work with the local police and licence holders to ensure our town centres remain **clean, safe and vibrant** at all times.



Cherwell: a thriving community

- Continue working with our partners to provide **support to the most vulnerable** individuals and families in the District, building on the Brighter Futures in Banbury programme
- Deliver at least 190 units of **affordable housing** including a high proportion constructed using self-build methods. Planning for 133 affordable rented homes and 57 for shared ownership or other low cost home ownership scheme
- Continue to support skills development, apprenticeships and job clubs in order to help **support local employment** and reduce the number of young people not in education, employment or training.



Cherwell: sound budgets and customer focused council

- **Reduce the cost** of providing our services through partnerships, joint working and other service delivery models.




Getting in touch

Throughout the year the council provides opportunities for local people to have their say. Whether this be through customer satisfaction surveys, budget consultation, consultation on new projects and services, talking to local business organisations or feedback via our link-points or web site we are keen to listen to what you like and what needs to be improved. Our consultations are published on our one-stop consultation portal which can be found at:

<http://consult.cherwell.gov.uk/portal/>

However, if you would like to feedback about any other matter you can do so using the contact details on this page.

Email: consultation@cherwell-dc.gov.uk

To find and email your ward councillor:
<http://modgov.cherwell.gov.uk/mgFindCouncillor.aspx>

Call the Performance and Insight Team:
01295 221575

Customer Services: 01295 227001

Write:

The Performance and Insight Team
Bodicote House
Bodicote
Banbury
Oxfordshire, OX15 4AA

For general enquiries visit www.cherwell.gov.uk
or contact the customer service team
01295 227001.

Cherwell District Council Performance pledges 2016-17

Performance pledges are key activities that reflect local priorities and these pledges demonstrate our commitment to the delivery of important local services and new projects to help make Cherwell a great place to live.

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Cherwell: sound budgets and customer focused council

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Cherwell: a great place to live

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CHERWELL DISTRICT COUNCIL

Treasury Management Strategy

Minimum Revenue Provision Policy Statement and
Annual Investment Statement

2016-17

1. Introduction

1.1 Background

The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure that the Council can meet its capital spending obligations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses. On occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.

CIPFA defines treasury management as:

“The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

1.2 Reporting requirements

The Council is required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals.

Report 1 - Treasury Strategy including Prudential and Treasury Indicators (This report) - The first, and most important report covers:

- the capital plans (including prudential indicators);
- a Minimum Revenue Provision (MRP) policy (how residual capital expenditure is charged to revenue over time)
- the Treasury Management Strategy (how the investments and borrowings are to be organised) including treasury indicators; and
- an investment strategy (the parameters on how investments are to be managed).

Report 2 - A Mid Year Treasury Management Report (if applicable) – This will update members with the progress of the capital position, amending prudential indicators as necessary, and whether the treasury strategy is meeting the strategy or whether any policies require revision. However, the Accounts Audit and Risk Committee will receive quarterly update reports.

Report 3 - An Annual Treasury Report – This provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

Scrutiny

The above reports are required to be adequately scrutinised before being recommended to the Council. This role is undertaken by the Accounts Audit and Risk Committee.

1.3 Treasury Management Strategy for 2016-17

The strategy for 2016-17 covers two main areas:

Treasury management Issues

- the current treasury position;
- treasury indicators which will limit the treasury risk and activities of the Council;
- prospects for interest rates;
- the borrowing strategy;
- policy on borrowing in advance of need;
- debt rescheduling;
- the investment strategy;
- creditworthiness policy; and
- policy on use of external service providers.

Capital Issues

- the capital plans and the prudential indicators; and
- the minimum revenue provision (MRP) strategy

These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, the CLG MRP Guidance, the CIPFA Treasury Management Code and the CLG Investment Guidance.

1.4 Training

CIPFA's Code of Practice requires the responsible officer to ensure that all members tasked with treasury management responsibilities, including scrutiny of the treasury management function, receives appropriate training relevant to their needs and fully understands their roles and responsibilities.

The Council's approach is:

- To identify Members who require training;
- To assess the level of training required and procure training from an external organisation with expertise in this area, including the Council's Treasury Advisor, Capita Asset Services; and
- To monitor the ongoing training needs of Members based on legislative, regulatory and best-practice requirements.

The training needs of treasury management officers are periodically reviewed.

1.5 Treasury Management Consultants

The Council uses Capita Asset Services, Treasury Solutions as its external treasury management advisors.

The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.

It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

2. Capital Prudential Indicators 2016/17 – 2018/19

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans are reflected in prudential indicators, which are designed to assist members overview and confirm capital expenditure plans.

2.1 Capital expenditure

This prudential indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts:

Capital expenditure £'000	2014/15 Actual	2015/16 Latest Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate
Total	32,204	63,808	29,504	12,250	940

The table below summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Capital expenditure £'000	2014/15 Actual	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate
Total	32,204	63,808	29,504	12,250	940
Financed by:					
Capital receipts	-26,469	-19,746	-580	-2,258	
Capital grants	-389	-457	-375	-375	-375
Reserves funded through Revenue	0	0	0	0	0
Donated asset Contribution	0	0	0	0	0
External Funding	0	-260		0	0
Net financing need for the year	5,346	43,345	28,549	9,617	565

2.2 The Council's borrowing need (the Capital Financing Requirement)

The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's underlying borrowing need. Any capital

expenditure above, which has not immediately been paid for, will increase the CFR.

The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the borrowing need in line with each assets life.

The CFR includes any other long term liabilities (e.g. PFI schemes, finance leases). Whilst these increase the CFR, and therefore the Council's borrowing requirement, these types of scheme include a borrowing facility and so the Council is not required to separately borrow for these schemes. The Council currently has £0 of such schemes within the CFR.

The Council is asked to approve the CFR projections below:

£'000	2014/15 Actual	2015/16 Latest Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate
Capital Financing Requirement					
Total CFR	5,346	43,345	28,549	9,617	565
Movement in CFR	0	48,691	-14,796	-18,932	-9,052

Movement in CFR represented by					
Net financing need for the year (above)	0	48,691	-14,796	-18,932	-9,052
Less MRP/VRP and other financing movements	0	0	0	0	0
Movement in CFR	0	48,691	-14,796	-18,932	-9,052

2.3 Minimum revenue provision (MRP) policy statement

The Council is required to pay off an element of the accumulated General Fund capital spend each year (the CFR) through a revenue charge (the minimum revenue provision - MRP), although it is also allowed to undertake additional voluntary payments if required (voluntary revenue provision - VRP).

CLG regulations have been issued which require the full Council to approve **an MRP Statement** in advance of each year. A variety of options are provided to councils, so long as there is a prudent provision. The Council is recommended to approve the following MRP Statement.

From 1 April 2008 for all unsupported borrowing (including PFI and finance leases) the MRP policy will be either:

- **Asset life method** – MRP will be based on the estimated life of the assets, in accordance with the regulations (this option must be applied for any expenditure capitalised under a Capitalisation Direction) (option 3);
- **Depreciation method** – MRP will follow standard depreciation accounting procedures (option 4);

These options provide for a reduction in the borrowing need over approximately the asset's life.

Repayments included in annual PFI or finance leases are applied as MRP.

The Council has established a company to which it is providing loans on a commercial basis. The cash advances will be used by the company to fund capital expenditure and should therefore be treated as capital expenditure and a loan to a third party by the Council.

The Capital Financing Requirement (CFR) will increase by the amount of loans advanced and under the terms of contractual loan agreements are due to be returned in full by 2026, with interest paid as per the contract.

Once funds are returned to the Council, the returned funds are classed as a capital receipt, off-set against the CFR, which will reduce accordingly. As this is a temporary (10 year) arrangement and the funds will be returned in full, there is no need to set aside prudent provision to repay the debt liability in the interim period, so there is no MRP application. The outstanding loan/CFR position will be reviewed on an annual basis and if the likelihood of default increases, a prudent MRP policy will commence.

To ensure that any required changes to this approach can be addressed promptly and prudently the Council has adopted a policy providing delegated authority to the Service Director of Resources to defer the charging of MRP in accordance with the Prudential Code and current accounting regulations in the following circumstances:

- There is a separately identifiable project with quantified borrowing costs.
- The period from the projects inception to it becoming operational is significantly in excess of 12 months.
- A business case has been produced incorporating the deferred MRP and capitalised interest which demonstrates that the project is prudent and affordable over its whole life.
- The borrowing and MRP amounts are material, in excess of £250,000 annually.
- The deferred MRP and accumulated interest will be charged to the appropriate revenue account on a prudent basis, once the project is operational.

2.4 Core funds and expected investment balances

The application of resources (capital receipts, reserves etc.) to either finance capital expenditure or other budget decisions to support the revenue budget will have an ongoing impact on investments unless resources are supplemented each year from new sources (asset sales etc.).

2.5 Affordability prudential indicators

The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the Council's overall finances. The Council is asked to approve the following indicators:

2.6 Ratio of financing costs to net revenue stream

This indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

%	2014/15 Actual %	2015/16 Estimate %	2016/17 Estimate %	2017/18 Estimate %	2018/19 Estimate %
Non-HRA	-1.22	-0.29	3.24	3.36	3.36

The estimates of financing costs include current commitments and the proposals in the budget report.

3 Borrowing

3.1 The council is currently debt free however the capital programme as detailed in section 2 demonstrates that capital resources are diminishing. Future projects may require the need to borrow and for the council to enter into long term debt arrangements.

3.2 The Head of Finance and Procurement will monitor this situation and if and when there is a requirement to borrow outside of the operational and authorised limits as detailed below an updated version of this strategy will be prepared for member approval.

Treasury Indicators: limits to borrowing activity

3.3 **The operational boundary.** This is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR, but may be lower or higher depending on the levels of actual debt.

Operational boundary £'000	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate
Debt	£15m	£50m	£50m	£50m
Other long term liabilities	£0	£0	£0	£0
Total	£15m	£50m	£50m	£50m

The authorised limit for external debt. A further key prudential indicator represents a control on the maximum level of borrowing. This represents a limit beyond which external debt is prohibited, and this limit needs to be set or revised by the full Council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

1. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although this power has not yet been exercised.

2. The Council is asked to approve the following authorised limit:

Authorised limit £'000	2015/16 Estimate	2016/17 Estimate	2017/18 Estimate	2018/19 Estimate
Debt	£20m	£55m	£55m	£55m
Other long term liabilities	£0	£0	£0	£0
Total	£20m	£55m	£55m	£55m

3.4 Prospects for interest rates

A more detailed interest rate view and economic commentary is at appendices 5.1 and 5.2 if required

The Council has appointed Capita Asset Services as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. The following table gives their central view.

Annual Average %	Bank Rate %	PWLB Borrowing Rates % (including certainty rate adjustment)		
		5 year	25 year	50 year
Mar 2016	0.50	2.40	3.70	3.60
Jun 2016	0.75	2.60	3.80	3.70
Sep 2016	0.75	2.70	3.90	3.80
Dec 2016	1.00	2.80	4.00	3.90
Mar 2017	1.00	2.80	4.10	4.00
Jun 2017	1.25	2.90	4.10	4.00
Sep 2017	1.50	3.00	4.20	4.10
Dec 2017	1.50	3.20	4.30	4.20
Mar 2018	1.75	3.30	4.30	4.20
Jun 2018	1.75	3.40	4.40	4.30
Sep 2018	2.00	3.50	4.40	4.30
Dec 2018	2.00	3.50	4.40	4.30
Mar 2019	2.00	3.60	4.50	4.40

Economic Outlook

The slowdown seen in the UK economy in Q3 appears to have been a temporary event, if early Q4 survey measures are correct, with both manufacturing and services PMIs having made gains in October. It is probably too early in the quarter to jump to conclusions but analysts are looking for activity levels to improve in coming months, on the back of high levels of consumer confidence, low unemployment and household spending being aided by falling energy costs and food prices.

Q3 US GDP slowed to an annualised 1.5% (subsequently revised to 2.1%), but consumption looks set to remain strong despite weak retail sales in September. The trade deficit widened in August, pointing to net trade having a negative input on GDP growth, while the drag from slowing inventory accumulation was probably even greater.

Eurozone growth has maintained its steady but slow rate at the start of Q4. However, the positive impact of lower commodity prices and a weaker Euro are set to fade, while inflationary pressures are negligible. As a result, the ECB will consider, and likely approve, further policy stimulus at its December meeting.

Chinese authorities cut interest rates to support the economy. Furthermore, in a sign that policy makers are committed to financial reform, they removed regulatory restrictions on deposit rates, the final step in liberalising interest rates.

The initial reading of Q3 UK GDP confirmed a slowing of growth. Real output eased from 0.7% to 0.5%, but recovery remains driven by the services sector. Recession still holds in the manufacturing sector, as the volatile construction sector contracted, outweighing the expansion of industrial production. The October PMIs, however, suggest that growth will gather pace in Q4. The composite PMI had already picked up in September, after a healthy rise in the manufacturing index and a less robust gain in services offset the decline seen in construction.

Firms' investment intentions do not appear to have been affected by the turmoil seen on the markets in August or uncertainty over the Government's promised EU referendum. Instead, they suggest that annual investment growth will remain strong in the months ahead. September was a better month for the high street, with retail sales rising 1.9% m/m, which pushed overall sales for the quarter to a faster pace of growth than Q2, at 0.9%. This expansion is likely to have been helped by a temporary boost from the Rugby World Cup and the late August Bank Holiday may also have supported sales, but it should be noted that the CBI reported sales balance dropped quite sharply in October. Actual levels of consumer spending have dipped, which is a concern, but strong gains in real earnings should support the ongoing strength of the consumer recovery.

Mortgage approvals slipped in September but, with mortgage rates remaining low, this should only prove to be a blip.

The overall trade deficit narrowed in August on strong monthly growth in goods and services exports combining with a decline in imports. The gains in goods exports do, however, have to be put in context and are a rebound from the weakness seen in the previous month. If the deficit were unchanged in September this would leave the overall Q3 deficit considerably higher than that in Q2, at about £11bn, which suggests that there has, at least, been a part reversal of the boost to Q2 growth from net trade. Sterling strength and softer overseas demand will limit export growth and, despite exporters cutting sterling prices to remain competitive, foreign currency export prices have still pushed higher.

Employment rose by 140,000 in the three months to August, pulling the unemployment rate down to 5.4%. Annualised average weekly earnings growth eased in August but the headline, annualised/three month rate, improved to a healthy 3%. There is little slack left to take up and reductions in unemployment have slowed, while some difficulties in recruiting have fed into earnings growth. Analysts are looking for further labour market improvement and private sector employment intentions remain consistent with healthy jobs growth of around 2%.

Lower fuel costs, on falling oil prices, saw CPI inflation dip into negative territory in September, at -0.1%, and that figure could weaken further in October, with education's contribution to CPI declining and petrol prices falling, as the impact of oil costs continue to feed through. Petrol's negative contribution to CPI inflation will continue to the turn of the year when oil prices are expected to pick up slightly. In the meantime, inflation will probably average just below zero in Q4. The risks of ingrained low/negative inflation are not seen as significant and households' medium term inflation expectations have flattened, with most indicators now representing steady or slightly upward domestic inflation.

Food inflation will remain weak for a while yet, before picking up in later 2016, and there are upside risks to services inflation as stronger pay growth adds to demand in the sector. The benefits of past sterling strengthening should also start to fade, which should see imported goods inflation increase. While inflation is expected to be stronger in 2016, gains in productivity should ensure that the BoE's 2% target is not threatened for a while yet.

(Capita Asset Services CityWatch Nov 2015)

4. Annual Investment Strategy

4.1 Changes to credit rating methodology

The main rating agencies (Fitch, Moody's and Standard & Poor's) have, through much of the financial crisis, provided some institutions with a ratings "uplift" due to implied levels of sovereign support.

More recently, in response to the evolving regulatory regime, the agencies have indicated they may remove these "uplifts". This process commenced during 2015/16.

It is important to stress that the rating agency changes do not reflect any changes in the underlying status of the institution or credit environment, merely the implied level of sovereign support that has been built into ratings through the financial crisis. The eventual removal of implied sovereign support will only take place when the regulatory and economic environments have ensured that financial institutions are much stronger and less prone to failure in a financial crisis.

Both Fitch and Moody's provide "standalone" credit ratings for financial institutions. For Fitch, it is the Viability Rating, while Moody's has the Financial Strength Rating. Due to the future removal of sovereign support from institution assessments, both agencies have suggested going forward that these will be in line with their respective Long Term ratings. As such, there is no point monitoring both Long Term and these "standalone" ratings.

Furthermore, Fitch has already begun assessing its Support ratings, with a clear expectation that these will be lowered to 5, which is defined as "A bank for which there is a possibility of external support, but it cannot be relied upon." With all institutions likely to drop to these levels, there is little to no differentiation to be had by assessing Support ratings.

As a result of these rating agency changes, the credit element of our future methodology will focus solely on the Short and Long Term ratings of an institution. Rating Watch and Outlook information will continue to be assessed where it relates to these categories. This is the same process for Standard & Poor's that we have always taken, but a change to the use of Fitch and Moody's ratings. Furthermore, we will continue to utilise CDS prices as an overlay to ratings in our new methodology.

4.1 Investment Policy

The Council's investment policy has regard to the CLG's Guidance on Local Government Investments ("the Guidance") and the 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code"). The Council's investment priorities will be security first, liquidity second, then return.

In accordance with the above, and in order to minimise the risk to investments, the Council has below clearly stipulated the minimum acceptable credit quality of counterparties for inclusion on the lending list. The creditworthiness methodology used to create the counterparty list fully accounts for the ratings and watches published by all three ratings agencies with a full understanding of what the ratings reflect in the eyes of each agency.

Continuing regulatory changes in the banking sector are designed to see greater stability, lower risk and the removal of expectations of Government financial support should an institution fail. This withdrawal of implied sovereign support is anticipated to have an effect on ratings applied to institutions.

This will result in the key ratings used to monitor counterparties being the Short Term and Long Term ratings only. Viability, Financial Strength and Support Ratings previously applied will effectively become redundant. This change does not reflect deterioration in the credit environment but rather a change of method in response to regulatory changes.

Using the Capita Asset Services ratings service banks' and building societies' ratings are monitored on a real time basis with knowledge of any changes notified electronically as the agencies notify modifications.

Further, Council officers recognise that ratings should not be the sole determinant of the quality of an institution and that it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To this end the Council will engage with its advisors to maintain a monitor on market pricing such as "Credit Default Swaps" and overlay that information on top of the credit ratings. This is encapsulated within the credit methodology provided by the advisors, Capita Asset Services.

Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

The aim of the strategy is to generate a list of highly creditworthy counterparties which will also enable diversification and thus avoidance of concentration risk.

The intention of the strategy is to provide security of investment and minimisation of risk.

Investment instruments identified for use in the financial year are listed in **Appendix 3** under the 'Specified' and 'Non-Specified' Investments categories. Counterparty limits will be as set through the Council's Treasury Management Practices – Schedules.

Additions to the Specified and Non-Specified Investments from 2016/17.

Secured Bonds:

These are bonds with banks and building societies where the investment is secured (covered) on the institution's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from 'bail-in'. Where the bond issue or collateral upon which the investment is secured has a credit rating, the highest of the issue/collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

Unsecured Corporate Bonds:

These will include loans, bonds and commercial paper issued by companies other than banks/building societies and registered providers.

These investments are not subject to bail-in, but are exposed to the risk of the company going insolvent. The credit assessment will be made through the credit rating of the bond and the bond issuer as well as other credit metrics such as credit default swaps of the corporate, if available.

Enhanced Money Market Funds and other Pooled Funds:

These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Pooled funds whose value changes with market prices are generally referred to variable net asset value [VNAV] funds) will be considered and evaluated for use for the proportion of the Authority's cash balances which are estimated to be available for longer than 1 year.

The returns from short-dated cash investments with counterparties meeting the Authority's credit criteria is expected to remain very low over the medium term. Enhanced money market funds and bond, equity income and property funds offer enhanced returns over the longer term than is available from short-dated cash investment, but are likely to be more volatile in the short term. These funds allow the Authority to diversify into asset classes other than cash without the need to own and manage the underlying investments.

Because these funds have no defined maturity date, but are available for withdrawal after a notice period (for example property funds may only have one withdrawal date per month or quarter), their performance and continued suitability in meeting the Authority's investment objectives will be monitored regularly.

Specified Investments: The CLG Guidance defines specified investments as those:

- denominated in pound sterling,
- due to be repaid within 12 months of arrangement,
- not defined as capital expenditure by legislation, and
- invested with one of:
 - the UK Government,
 - a UK local authority, parish council or community council, or
 - a body or investment scheme of "high credit quality".

The Authority defines “high credit quality” organisations and securities as those having a credit rating of A- or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA- or higher. For money market funds and other pooled funds “high credit quality” is defined as those having a credit rating of [A-] or higher.

All other investments are defined as ‘Non Specified’. This category includes investments in the ‘BBB+’ credit rating category, pooled funds without credit ratings and any investment that has a maturity longer than one year or which the Authority intends to hold for a period longer than one year.

Unsecured investments credit rated ‘BBB+’ will be made for shorter periods than unsecured investments with higher credit ratings.

4.2 Creditworthiness policy

This Council applies the creditworthiness service provided by Capita Asset Services. This service employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies - Fitch, Moody’s and Standard and Poor’s. The credit ratings of counterparties are supplemented with the following overlays:

- credit watches and credit outlooks from credit rating agencies;
- CDS spreads to give early warning of likely changes in credit ratings;
- sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combines credit ratings, credit watches and credit outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads for which the end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties.

These colour codes are used by the Council to determine the suggested duration for investments. The Council will therefore use counterparties within the following durational bands:

- Yellow 5 years *
- Dark pink 5 years for Enhanced money market funds (EMMFs) with a credit score of 1.25
- Light pink 5 years for Enhanced money market funds (EMMFs) with a credit score of 1.5
- Purple 2 years
- Blue 1 year (only applies to nationalised or semi nationalised UK Banks)
- Orange 1 year
- Red 6 months
- Green 100 days
- No colour not to be used

Where applicable Money Limit and Time Limit applies to a Bank Group as a whole and not individual Banks within a Group	Colour (and long term rating where applicable)	Money Limit	Time Limit
Banks *	yellow	£15m	5yrs
Banks	purple	£15m	2 yrs
Banks	orange	£15m	1 yr
Banks – part nationalised	blue	£15m	1 yr
Banks	red	£15m	6 mths
Banks	green	£15m	100 days
Banks	No colour	Not to be used	
DMADF	AAA	unlimited	6 months
Local authorities	n/a	£5m per auth	5 yrs
Money market funds	AAA	£10m per fund	liquid
Enhanced money market funds with a credit score of 1.25	Dark pink / AAA	£10m per fund	liquid
Enhanced money market funds with a credit score of 1.5	Light pink / AAA	£10m per fund	liquid

Capita Asset Services creditworthiness service uses a wider array of information than just primary ratings and by using a risk weighted scoring system, does not give undue preponderance to just one agency's ratings.

Typically the minimum credit ratings criteria the Council use will be a short term rating (Fitch or equivalent) of short term rating F1, long term rating A-, viability rating of A-, and a support rating of 1.

There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances consideration will be given to the whole range of ratings available, or other topical market information, to support their use.

All credit ratings will be monitored weekly. The Council is alerted to changes to ratings of all three agencies through its use of our creditworthiness service.

- if a downgrade results in the counterparty / investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.
- in addition to the use of credit ratings the Council will be advised of information in movements in credit default swap spreads against the iTraxx benchmark and other market data on a weekly basis. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.

Sole reliance will not be placed on the use of this external service. In addition this Council will also use market data and market information, information on government support for banks and the credit ratings of that supporting government.

4.3 Country limits

The Council has determined that it will only use approved counterparties from countries with a minimum sovereign credit rating of AA- from Fitch . The list of countries that qualify using this credit criteria as at the date of this report are shown in **Appendix 4**. This list will be added to, or deducted from, by officers should ratings change in accordance with this policy

4.4 Investment Strategy

With short term interest rates low for even longer, an investment strategy will typically result in a lengthening of investment periods, where cash flow permits, in order to lock into higher rates of acceptable risk adjusted returns.

The problem in the current environment is finding an investment counterparty providing acceptable levels of counterparty risk.

In order to diversify an investment portfolio largely invested in cash, investments will be placed with approved counterparties over a range of maturity periods. Maximum investment levels for each counterparty will be set to ensure prudent diversification is achieved.

Money Market Funds (MMFs) operating to a Constant Net Asset Value [CNAV] including Enhanced Money Market Funds (EMMFs) will be utilised but good treasury management practice prevails and whilst MMFs provide good diversification the Authority will also seek to mitigate operational risk by utilising more than one MMF and Instant Access Deposit Accounts for short term funds.

The Authority will also restrict its exposure to Constant Net Asset Value MMFs with lower levels of funds under management and will not exceed 0.5% of the net asset value of the MMF, as these are funds that are used by investors for liquidity purposes and subject to a high volume of daily trading. In the case of Government MMFs, the Council will ensure exposure to each Fund does not exceed 2% of the net asset value of the Fund.

Investment Funds: Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months).

Investment returns expectations. Bank Rate is forecast to remain unchanged at 0.5% before starting to rise from quarter 2 of 2016. Bank Rate forecasts for financial year ends (March) are:

- 2015/16 0.50%
- 2016/17 1.00%
- 2017/18 1.75%
- 2018/19 2.00%

There are downside risks to these forecasts (i.e. start of increases in Bank Rate occurs later) if economic growth weakens. However, should the pace of growth quicken, there could be an upside risk.

The suggested budgeted investment earnings rates for returns on investments placed for periods up to 100 days during each financial year for the next four years are as follows:

2015/16	0.60%
2016/17	1.10%
2017/18	1.85%
2018/19	2.10%

Investment treasury indicator and limit - total principal funds invested for greater than 364 days. These limits are set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

The Council is asked to approve the treasury indicator and limit: -

Maximum principal sums invested > 364 days			
£m	2016/17	2017/18	2018/19
Principal sums invested > 364 days	£15m	£15m	£15m

For its cash flow generated balances, the Council will seek to utilise money market funds and short-dated deposits in order to benefit from the compounding of interest.

4.4 Icelandic Bank Investments –The council has received repayment of £5.7m of the initial Capital Investment of £6.5m with the remaining capital balance of £730k currently remaining in Iceland. The interest element attributed to the investment made - £738k (as at 31/3/2015) also currently resides in Iceland.

The Council continues to pursue this with the LGA and Bevan Brittan for the transfer of these funds to the UK. It is too early to provide a definitive policy on how any exchange rate risk will be managed, but the expectation will be that the risk will be managed proactively and assets converted to sterling at the earliest opportunity.

4.5 End of year investment report

At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

Appendix

1. Interest Rate forecasts
2. Economic background
3. Treasury Management practice - Specified and Non Specified investments and limits
4. Approved countries for investments
5. Treasury Management scheme of delegation and the role of the section 151 officer
6. Glossary

Appendix 1: Interest Rate Forecasts 2016-2019**Capita Asset Services Latest Rate View (December 2015)**

	End Q4 2015	End Q1 2016	End Q2 2016	End Q3 2016	End Q4 2016	End Q1 2017	End Q2 2017	End Q3 2017	End Q4 2017	End Q1 2018	End Q2 2018	End Q3 2018	End Q4 2018	End Q1 2019
Bank Rate	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.50%	1.50%	1.75%	1.75%	2.00%	2.00%	2.00%
5 Year PWLB Rate	2.30%	2.40%	2.60%	2.70%	2.80%	2.80%	2.90%	3.00%	3.20%	3.30%	3.40%	3.50%	3.50%	3.60%
10 Year PWLB Rate	2.90%	3.00%	3.10%	3.20%	3.30%	3.40%	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%
25 Year PWLB Rate	3.60%	3.70%	3.80%	3.90%	4.00%	4.10%	4.10%	4.20%	4.30%	4.30%	4.40%	4.40%	4.40%	4.50%
50 Year PWLB rate	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%	4.00%	4.10%	4.20%	4.20%	4.30%	4.30%	4.30%	4.40%

Capital Economics Latest Rate View (December 2015)

	End Q4 2015	End Q1 2016	End Q2 2016	End Q3 2016	End Q4 2016	End Q1 2017	End Q2 2017	End Q3 2017	End Q4 2017
Bank Rate	0.50%	0.50%	0.75%	0.75%	1.00%	1.00%	1.25%	1.25%	1.50%
5 Year PWLB Rate	2.40%	2.60%	2.70%	2.80%	3.00%	3.10%	3.20%	3.30%	3.50%
10 Year PWLB Rate	2.80%	3.05%	3.05%	3.05%	3.30%	3.30%	3.55%	3.55%	3.80%
25 Year PWLB Rate	3.35%	3.35%	3.45%	3.45%	3.55%	3.65%	3.75%	3.85%	3.95%
50 Year PWLB rate	3.40%	3.40%	3.50%	3.50%	3.60%	3.70%	3.80%	3.90%	4.00%

Appendix 2: Economic Background

UK

The first update on Q3 GDP confirmed quarterly growth of 0.5% but the breakdown showed that household spending has continued to provide the main support for growth, while the drag on performance from net trade was the largest that has ever been seen. Business investment posted a solid quarterly pick up to push annual growth to 6.6%, and survey investment intentions indicate that this healthy growth should continue, at least in the near future. The decline in the manufacturing PMI points to the strength seen in the October survey having been a blip, however, the robust services PMI ensured that the composite measure is consistent with growth accelerating a touch in the final quarter. As noted, household spending has proved resilient, rising 0.8% for a third successive quarter, with retail sales volumes gains equally healthy as consumer confidence remains at elevated levels. The high street battle for business has led to heavy discounting, benefiting consumer purchasing power, but depressing nominal retail sales. The BRC shop price index indicates that annual prices fell at an increased rate. Consumer services nominal spending has been more consistent, as has the housing market. Mortgage approvals rose by an annualised 0.9% in October and, with excess demand, prices are likely to be pushed higher.

The trade deficit did improve in September but widened significantly over Q3, from £3.5bn to £8.5bn. As a result, net trade wiped 1.5% from quarterly GDP growth, its greatest negative impact, which more than reversed the 1.3% it added in Q2. Q3 export volumes growth of 0.9% was dwarfed by the 5.5% seen in imports. While the November manufacturing PMI offers upbeat export orders' indications, other surveys remain weak. There are significant headwinds facing exporters, with Sterling rising by 2.5% since the start of October, on a trade weighted basis. Reducing Sterling prices has helped to reduce the impact on sales but margins cannot be squeezed indefinitely, or indeed further.

Strong employment gains in Q3 pulled the unemployment rate down to 5.3%, the lowest for nine years, though it remains above the all-time low of 4.7% seen in 2005. Underlying the headline figure is a less positive picture as part time work drove the job figure rise and self-employment is picking up once more. Furthermore, the timelier claimant count unemployment measure pushed higher in October. Also less positive was the slowing of annual average earnings growth from 3.2% to 2.0% in September, and output per worker has eased in Q3. However, hourly productivity rose by 0.6% q/q, to back up the near 1% gain in Q2. CPI of -0.1% m/m in October was the joint lowest since the 1960's, but this is likely to be the last month of deflation, as inflation should pick up as the sharp decline in petrol prices, a year ago, drop out of the calculations. More stable oil prices should limit further falls in petrol prices in coming months. Food prices should also add to the pot as the influence of previous falls in agricultural commodity prices and Sterling gains in the supply chain starts to wane. Overall, analysts do not foresee inflation breaching BoE target levels in 2016. Monetary indicators point to the pace of recovery being maintained with annual money growth (M4) rising at 4.5% in October, which would equate to annual real GDP growth of 2%. Lending has also picked up, driven by households, but corporate lending remained weak, with growth having only just sneaked into positive territory. Small and Medium-sized Enterprises' (SME) lending has been stronger than that for larger firms and it has been smaller firms where subdued lending has been problematic, as large firms have the benefit of being able to raise funds through bond issuance. Interest rate expectations have been pushed back further with markets looking as far ahead as the start of Q2 2017 for the first Bank Rate rise.

Eurozone (EZ).

The pace of recovery slowed for a second quarter in Q3, but early indications suggest that Q4 has started well and may see some acceleration in GDP growth. The November composite PMI edged higher to its highest level since May 2011, and is indicative of growth picking back up to 0.4-0.5% q/q. Elsewhere, while the Economic Sentiment Indicator was unchanged from October, that is still consistent with annual growth improving to 2%. There are signs that Italy is finally experiencing an improved pace of recovery, but overall gains across the currency bloc have been held back by a slowing in Spain. Low inflation is continuing to benefit consumer spending with Q3 growth relatively strong, despite a soft month in September. A weighted average of retail and car spending points to total spending growth improving in Q3. There is a more complex picture developing in Q4, with a disconnect between the EC measure of retailer confidence, reflective of stellar annual sales growth of over 3%, and national information for October which has been weak, particularly in Germany and France.

Industry data has been weak, but business surveys are optimistic of potential small gains in industrial growth. September saw a contraction in industrial production, but forward looking manufacturing PMIs are upbeat and point to annualised industrial growth of 2% for the rest of 2015. The service sector is in a healthy position and should underpin performance in the bloc, with services' firms confidence consistent with annual growth of over 2%, and the sector PMI pointing to quarterly output growth of 0.5%. Exports have disappointed given that the Euro has weakened quite markedly and that impact will start to dissipate shortly. The trade surplus did widen in September as exports grew faster than imports. However, there has been a slowing in the former in subsequent months and the three month average annual

USA.

Market interest rate expectations have picked up as a December rate rise becomes ever more likely, but thereafter they suggest a slow path of tightening. However, with accelerating wage growth and core inflation there is a risk that rate hikes could occur more rapidly than anticipated. US dollar strength is a function of the relative prospects for monetary policy elsewhere, with the UK position looking more towards a later hike, while in Europe and Japan the likelihood of tightening remain as distant as ever. Despite these developments US equities have recovered the losses posted in late summer.

Asia.

The Chinese economy continues to underperform and threatens to miss the authorities' growth target for the year. Debate about the economy is now focussing on whether it can be turned around in 2016. Some argue that the slowdown is due to the slump in investment, responding to increased overcapacity and debt levels, which would suggest that the troubles in the economy may prove more long term.

(Capita Asset CityWatch December 2015)

CAPITA ASSET SERVICES FORWARD VIEW

Economic forecasting remains difficult with so many external influences weighing on the UK. Our Bank Rate forecasts, (and also MPC decisions), will be liable to further amendment depending on how economic data transpires over 2016. Forecasts for average earnings beyond the three year time horizon will be heavily dependent on economic and political developments. Major volatility in bond yields is likely to endure as investor fears and confidence ebb and flow between favouring more risky assets i.e. equities, or the safe haven of bonds.

The uncertainty over when UK interest rates will be raised has weighed on the market, generating some volatility over the past month. However, the increasing view is that it will happen later rather than sooner, possibly as late as April 2017.

This was reflected by the decline in the £/US\$ exchange rate and gilt yields falling from mid-month to month-end.

The decline in gilt yields has seen the spread of US Treasury yields over gilts widen with the US Federal Reserve seemingly all but assured to tighten policy in December.

With the ECB set to offer further support to the Eurozone economy in December, Sterling strengthened against the €uro on the divergence in policy. However, the weaker interest rate expectations in the UK, compared to the US, saw £/\$ slip below the \$1.50 level for the first time since late April.

UK equities on the FTSE 100 have, once more, underperformed those on other frontline bourses during the month. However, the more UK centric FTSE 250, which better reflects the perceived fortunes of the domestic economy, has performed rather better. Escalating inflation, could push the Bank to react rather earlier.

Appendix 3: Treasury Management Practice (TMP1) - Credit and Counterparty Risk Management

SPECIFIED INVESTMENTS:

(All such investments will be sterling denominated, with **maturities up to maximum of 1 year**, meeting the minimum 'high' rating criteria where applicable)

	Minimum 'High' Credit Criteria	Use
Debt Management Agency Deposit Facility	--	In-house
Term deposits – local authorities	--	In-house
Term deposits – banks and building societies	Green	In-house
Term deposits – banks and building societies	Short-term F1, Long-term A, Viability BB+	Fund Manager

Term deposits with nationalised banks and banks and building societies

Where applicable limits are per Bank Group and not individual Banks within a Group	Minimum Credit Criteria	Use	Max £	Max. maturity period
UK part nationalised banks	Green	In-house	£15m	364 days
UK part nationalised banks	UK sovereign rating or Short-term F1, Long term A, Viability BB+	Fund Manager	Max 15% of fund	364 days

Collateralised deposit	UK sovereign rating	In-house and Fund Managers
Certificates of deposit issued by banks and building societies covered by UK Government (explicit) guarantee	Green	In-house and Fund Manager
Certificates of deposit issued by banks and building societies covered by UK Government (explicit) guarantee	Short-term F1, Long-term A, Viability BB+	Fund Manager
UK Government Gilts	UK sovereign rating	In house buy and hold and Fund Manager
Bonds issued by multilateral development banks	AA-	In house buy and hold and Fund Manager
Bond issuance by a financial institution which is explicitly guaranteed by the UK Government (refers solely to GEFCO - Guaranteed Export Finance Corporation)	UK sovereign rating	In house buy and hold and Fund Manager
Collateralised deposit	UK sovereign rating	In-house and Fund Managers
Sovereign bond issues (other than the UK govt)	AA-	In house buy and hold and Fund Manager
Treasury Bills	UK sovereign rating	In house and Fund Manager
Corporate Bonds – Secured (i.e. with collateral or other cover)	A	In house buy and hold and Fund Manager
Corporate Bonds - unsecured	AA-	In house buy and hold and Fund Manager
Collective Investment Schemes structured as Open Ended Investment Companies (OEICs): -		
1. Government Liquidity Funds	AAA	In-house
2. Money Market Funds	AAA	In-house
3. Instant Access Deposit Accounts	AAA	In-house
4. Enhanced Money Market Funds	AA	In-house
5. Pooled Funds such those investing in sovereign bonds, corporate bonds, property funds, equity funds	AA-	In-house

Accounting treatment of investments.

The accounting treatment may differ from the underlying cash transactions arising from investment decisions made by this Council. To ensure that the Council is protected from any adverse revenue impact, which may arise from these differences, we will review the accounting implications of new transactions before they are undertaken.

NON-SPECIFIED INVESTMENTS: A maximum of 40% will be held in aggregate in non-specified investment

Maturities of ANY period

Where applicable limits are per Bank Group and not individual Banks within a Group	* Minimum Credit Criteria	Use	Max % of fund	Max. maturity period
Commercial paper issuance covered by a specific UK Government (explicit) guarantee	Short-term F1, Long-term A, Viability BB+	In- house and Fund Manager	15%	270 days
Commercial paper other	Short-term F1, Long-term A, Viability BB+	In- house and Fund Manager	15%	270 days
Other debt issuance by UK banks covered by UK Government (explicit) guarantee	Short-term F1, Long-term A, Viability BB+	In- house and Fund Manager	15%	2 years
	* Minimum Credit Criteria	Use	Max % of fund	Max. maturity period
Bonds – Secured (i.e. with collateral or other cover)	Short-term F1, Long-term A, Viability BB+	In- house and Fund Manager	15%	2 years
Bonds – Unsecured	Short-term F1, Long-term AA-, Viability BB+	In- house and Fund Manager	15%	2 years
Term Deposits with Banks and Building Societies which meet the Specified Investments criteria	Purple	In- house and Fund Manager	15%	2 years
Term Deposits with Banks and Building Societies which fall in the Non- Specified Investments criteria	Green	In- house and Fund Manager	15%	100 days

Term Deposits with Local Authorities	-	In- house and Fund Manager	10%	2 years
Gilts	UK Sovereign rating	In- house and Fund Manager	25%	10 years
Bonds issued by multilateral development banks	Short-term F1, Long-term AA, Viability BB+	In- house and Fund Manager	15%	5 years
Money Market Funds (MMF) operating on Constant Net Asset Value (CNAV) basis if not credit rated – up to value of 10% of total investment portfolio per MMF	Short-term F1, Long-term AA+, Viability BB	In- house and Fund Manager	20%	-
Instant Access Deposit Account	Short-term F1, Long-term AA+, Viability BB	In- house	40%	-
Enhanced Money Market Funds - up to value of 10% of total investment portfolio per MMF	Short-term F1, Long-term AA+, Viability BB	In- house and Fund Manager	40%	-
Pooled Funds such those investing in sovereign bonds, corporate bonds, property funds, equity funds	Short-term F1, Long-term AA-, Viability BB+	In- house and Fund Manager	15%	2 years
Investment in Share Capital of a wholly owned and /or subsidiary company of the Council	As Required	In- house	As Required	As Required

Appendix 4: Approved countries for investments

Based on lowest available rating

AAA

- Australia
- Canada
- Denmark
- Finland
- Germany
- Luxembourg
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

AA+

- U.K.
- U.S.A.

AA

- Abu Dhabi (UAE)
- Belgium
- France

AA-

- Saudi Arabia

Appendix 5: Treasury management scheme of delegation

6.1 Full council

- receiving and reviewing reports on treasury management policies, practices and activities
- approval of annual strategy.

6.2 Executive

- approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices
- budget consideration and approval
- approval of the division of responsibilities
- receiving and reviewing regular monitoring reports and acting on recommendations
- approving the selection of external service providers and agreeing terms of appointment.

6.3 Accounts Audit & Risk Committee

- reviewing the treasury management policy and procedures and making recommendations to the responsible body.

6.4 Role of the section 151 officer

The S151 (responsible) officer

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance
- submitting regular treasury management policy reports
- submitting budgets and budget variations
- receiving and reviewing management information reports
- reviewing the performance of the treasury management function
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function
- ensuring the adequacy of internal audit, and liaising with external audit
- recommending the appointment of external service providers.

Appendix 6: Glossary

Asset Class Limits	Limit on the amount of the total portfolio that can be invested an asset class for example credit rated Banks, Money Market Funds unrated Building Societies
Asset Life	The length of the useful life of an asset e.g. a school
Borrowing / Investment Portfolio	A list of loans or investments held by the Council.
Borrowing Requirement	The amount that the Council needs to borrow to finance capital expenditure and manage debt.
Callable deposit	Funds placed with a financial institution without a fixed maturity date (i.e. the money can be 'called' or withdrawn at any time).
Capitalisation direction	Government approval to use capital resources to fund revenue expenditure.
Cash deposits	Funds placed with a financial institution with a fixed maturity date and interest rate.
Certificates of deposits	(CD). CDs evidence fixed maturity time deposits with issuing banks or other deposit-taking institutions. Maturities range from less than a week to five years. They are normally negotiable and enjoy a liquid secondary market. They state the (1) amount deposited, (2) rate of interest, and (3) minimum period for which the deposit should be maintained without incurring early withdrawal penalties.
CIPFA Code of Practice on Treasury Management	A code of practice issued by CIPFA detailing best practice for managing the treasury management function.
Collateralised Deposit	Term deposits with UK institutions where such deposits are secured against a collateral pool comprised of loans made to UK local authorities.
Counterparty	Banks, Building Societies and other financial institutions that the Council transacts with for borrowing and lending.
Credit Arrangements	Methods of financing such as the use of finance leases
Credit Ratings	A scoring system used by credit rating agencies such as Fitch, Moody's and Standard and Poor's to indicate the creditworthiness and other factors of a Governments, banks, building societies and other financial institutions.
Creditworthiness	How highly rated an institution is according to its credit rating.
Debt Management Office	An agency of the HM Treasury and its responsibilities include debt and cash management for the UK

	Government
Debt Rescheduling	Refinancing loans on different terms and rates to the original loan.
Financial instrument	Document (such as a bond, share, bill of exchange, futures or options contract) that has a monetary value or evidences a legally enforceable (binding) agreement between two or more parties regarding a right to payment of money.
Fitch Ratings	A credit rating agency.
Forward commitment	Written agreement by a lender to advance a loan on a future date at a specified interest rate. It automatically expires if not exercised by the potential borrower.
Gilts	Also known as Gilt-edged Securities. UK central Government debt. It may be dated (redeemable) or undated. Undated gilts are perpetual debt, paying a fixed periodic coupon but having no final redemption date. Gilt yields are conventionally quoted in the UK markets on a semi-annual basis.
Instant Access Deposit A/c's	Deposit account at AA+ (minimum) rated bank where funds are immediately available without notice, accumulating interest on a day by day basis. Specifically used for short term cash accumulation
Interest Rate exposures	A measure of the proportion of money invested and what impact movements in the financial markets would have on them.
Lender Option Borrower Option (LOBO)	Loans that have a fixed rate for a specified number of years then can be varied by the lender at agreed intervals for the remaining life of the loan.
Limits for external debt	A Prudential Indicator prescribed by the Prudential Code sets limits on the total amount of debt the Council could afford.
Liquidity	Access to cash that is readily available.
Lowest Common Denominator	Whereby rating agencies provide credit ratings of institutions and the lowest rating is applied to determine whether they meet the criteria to be on the Council's lending list.
Maturity	The date when an investment is repaid or the period covered by a fixed term investment.
Maturity Structure of Borrowings	A profile of the Council's loan portfolio in order of the date in which they expire and require repayment.
Minimum Revenue Provision	The minimum amount, which must be charged to an authority's revenue account each year for the prudent repayment of debt.

Money Market Funds	Open ended collective investment fund that invests in highly-liquid short-term financial instruments (with maturities typically 90 days to less than one year).
Moody's	A credit rating agency.
Non Specified Investments	Investments deemed to have a greater potential of risk, such as investments for longer than one year or with institutions that do not have credit ratings, like some Building Societies. Limits must be set on the amounts that may be held in such investments at any one time during
Portfolio	A number of different assets, liabilities, or assets and liabilities together, considered as a whole. For example, a diversified investment portfolio. An investor in such a portfolio might hold a number of different investment assets within the portfolio, with the objectives of growing the total value of the portfolio and limiting the risk of losses.
Prudential Borrowing	Borrowing undertaken by the Council that does not attract government support to help meet financing costs.
Prudential Code for Capital Finance in Local Authorities	The capital finance system is based on the Prudential Code developed by CIPFA. The key feature of the system is that local authorities should determine the level of their capital investment and how much they borrow to finance that investment based on their own assessment of what they can afford.
Prudential Indicators	The key objectives of the Prudential Code are to ensure that the capital investment plans are affordable, sustainable and prudent. As part of this framework, the Prudential Code sets out several indicators that must be used to demonstrate this.
Public Works Loan Board (PWLB)	A central government agency which provides loans to local authorities and other prescribed institutions at interest rates slightly higher than those at which the Government itself can borrow.
Credit Rated	Institutions that possess a credit rating from a credit rating agency such as Fitch, Moody's or Standard and Poors.
Risk Control	Putting in place processes to control exposures to events.
Security	Placing cash in highly rated institutions.
Sovereign debt rating	Assessment of the international rating agencies of the likelihood that a particular country will default on its loans.
Specified Investments	Investments that offer high security and liquidity. They

	must have a maturity of no longer than 364 days.
Standard and Poors	A credit rating agency.
Supranational Institutions	Multi national structures - an amalgamation of different countries offering investment opportunities - for example Euro Investment Bank
UK Government Investments	Debt Management Office (DMO) deposits and bonds (gilts) for which maturity date at time of purchase is less than 365 days away
Yield	The rate of return on the current market value of an asset or liability, usually expressed as a percentage per annum. For example, today's yield to maturity of a bond measures the total return to an investor in the bond, reflecting both the interest income over the life of the bond and any capital gain (or loss) from today's market value to the redemption amount payable at maturity.

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Cherwell District Council

Policy on the extension of transitional relief for small and medium properties

1. Introduction

Section 69 of the Localism Act 2011 amends Section 47 of the Local Government Finance Act 1988 to enable billing authorities to grant relief in any circumstances. The Government has determined that the Council can use its discretionary powers under the Localism Act to grant transitional relief to ensure eligible properties receive the same level of protection they would have received had the transitional relief scheme extended into 2015-16 and 2016-17.

Guidance has been issued which provides the policy framework for the operation and delivery of this rate relief - the detail, however, regarding its implementation has been left to be determined by local authorities. This policy establishes transitional relief will be applied to businesses across Cherwell District within the framework established in the Government guidance.

2. Which properties will benefit from transitional relief?

Properties that will benefit are those with a rateable value up to and including £50,000 who would have received transitional relief in 2015-16 or 2016-17 had the existing transitional relief scheme continued in its current format. In line with the existing thresholds in the transitional relief scheme, the £50,000 rateable value threshold should be based on the rateable value shown for 1 April 2010 or the substituted day in the cases of splits and mergers.

This policy applies to transitional relief only (i.e. those moving to higher bills).

3. How much transitional relief will be available?

Eligible properties will receive the same level of protection they would have received had the transitional relief scheme extended into 2015-16 and 2016-17. The transitional relief scheme should be assumed to remain as it is in the current statutory scheme except that:

- a. the cap on increases for small properties in both 2015-16 & 2016-17 should be assumed to be 15% (before the increase for the change in the multiplier), and
- b. the cap on increases for other properties (up to and including £50,000 rateable value) in both 2015-16 and 2016-17 should be assumed to be 25% (before the increase for the change in the multiplier)

The scheme applies only to properties up to and including £50,000 rateable value based on the value shown for 1 April 2010 or the substituted day in the cases of splits and mergers. Changes in rateable value which take effect from a later date should be calculated using the normal rules in the transitional relief scheme. For the avoidance of doubt, properties whose rateable value is £50,000 or less on 1 April 2010 (or the day of merger), but increase above £50,000 from a later date will still be eligible for the relief. Where necessary the Valuation Office Agency will continue to issue certificates for the value at 31 March 2010 or 1 April 2010. The relief should be calculated on a daily basis.

4. Recalculations of relief

As with the current transitional relief scheme, the amount of relief awarded should be recalculated in the event of a change of circumstances. This could include, for example, a backdated change to the rateable value of the hereditament. This change of circumstances could arise during the year in question or during a later year.

The Non-Domestic Rating (Discretionary Relief) Regulations 1989 (S.I. 1989/1059) require authorities to provide ratepayers with at least one year's notice in writing before any decision to revoke or vary a decision so as to increase the amount the ratepayer has to pay takes effect,. Such a revocation or variation of a decision can only take effect at the end of a financial year. Within these regulations, local authorities may still make decisions which are conditional upon eligibility criteria or rules for calculating relief which allow the amount of relief to be amended within the year to reflect changing circumstances.

When making an award for the extension of transitional relief we will ensure in the conditions of the award that the relief can be recalculated in the event of a change to the rating list for the property concerned (retrospective or otherwise). This is so that the relief can be re-calculated if the rateable value changes.

5. Claiming transitional relief

We will automatically award transitional relief if we consider your property meets the eligibility criteria and apply it your bill. We do, however, need to get you to make a "De Minimis" Declaration in relation to State Aid (see below) to confirm the award of the relief.

6. State Aid

State Aid law is the means by which the European Union regulates state funded support to businesses. Providing discretionary relief to ratepayers is likely to amount to State Aid. The extension of transitional relief is State Aid compliant where it is provided in accordance with De Minimis Regulations. We have to establish the award will not result in you "the undertaking" having received more than €200,000 of

De Minimis aid in a three year period and will send you a De Minimis Declaration form for completion and return.

7. How will transitional relief be awarded?

Relief awarded will be credited against the Business Rates Bill.

8. Right of Appeal

If you disagree with a decision made under this policy, you must write and tell us why you think the decision is wrong, i.e. whether you consider the published criteria have been properly applied.

We will take account of any information given in your appeal letter. We will decide whether or not the criteria have been properly applied. This is called 'reconsidering' the decision. We will write to tell you what has happened, normally within 7 days of decision.

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Cherwell District Council

Council

22 February 2016

<p>Calculating the amounts of Council Tax for 2016/17 and setting the Council Tax for 2016/17</p>
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**Report of the Chief Finance Officer
and Head of Finance and Procurement**

This report is public

Purpose of report

To detail the Calculations for the amounts of Council Tax for 2016/17 and the setting of Council Tax for 2016/17.

1.0 Recommendations

It is recommended that the Council resolves:-

- (1) That it be noted that at the Executive meeting held on 4 January 2016 the Council calculated the Council Tax Base 2016/17:
 - a) for the whole Council area as 50,357.1 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and
 - b) For dwellings in those parts of its area to which a Parish Precept relates as in the attached Appendix 1.
- (2) That the Council Tax requirement for the Council's own purposes for 2016/17 (excluding Parish Precepts and Special Expenses) is £6,219,102.
- (3) That the following amounts be calculated for the year 2016/17 in accordance with Sections 31 to 36 of the Act:-
 - a) £77,831,075 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act, taking into account all precepts issued to it by Parish Councils and any additional special expenses.
 - b) £67,156,898 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act.

£10,674,177 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in

accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year (Item R in the formula in Section 31B of the Act).

- c) £211.97 being the amount at 3(c) above (Item R), all divided by Item T (6(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts and Special Expenses);
 - d) £4,455,075 being the aggregate amount of all special items (Parish Precepts and Special Expenses) referred to in Section 34(1) of the Act as per the attached Schedule 2.
 - e) £123.50 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T(1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept or special item relates;
- (4) It be noted that for the year 2016/17 the Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley have issued precepts to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each category of dwellings in the Council's area as indicated below :-

<u>Valuation Band</u>	Oxfordshire County Council	Police and Crime Commissioner for Thames Valley
	£	£
A	854.43	111.31
B	996.83	129.86
C	1,139.24	148.41
D	1,281.64	166.96
E	1,566.45	204.06
F	1,851.26	241.16
G	2,136.07	278.27
H	2,563.28	333.92

- (5) The Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 2 as the amounts of Council Tax for the year 2016/17 for each part of its area and for each of the categories of dwellings.
- (6) The Council's basic amount of Council Tax for 2016/17 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.
- (7) To approve the discounts and exemption set out below:
 - 1 Agree that in respect of properties within Class A and B as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (furnished chargeable dwelling that are not the sole or a main residence of an individual) the discount

provided by Section 11a of the Local Government Finance Act 1992 shall be zero.

- 2 Agree that in respect of properties within Class C as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (a property that is unoccupied and substantially unfurnished) the discount provided by the Section 11A of the said Act shall be zero.
- 3 Agree that in respect of properties within Class D as defined by the said Regulations (chargeable dwellings that are vacant and undergoing major repair work to render them habitable) the discount provided by Section 11A of the said Act shall be reduced from 50% to 25%
- 4 Agree no council tax discount shall be applied to dwellings that are unoccupied and unfurnished for more than two years and that council tax payable on such properties is increased from 100% to 150%

2.0 Introduction

- 2.1 Sections 31 to 36 of the Local Government Finance Act 1992 require each billing authority to calculate its own amount of tax for each category of dwellings in its area.
- 2.2 Section 30 of the 1992 Act requires each billing authority to set the amounts of tax for its area, including the amounts levied on it by way of precept from major precepting authorities.
- 2.3 It is proposed that Members consider the contents of this report and associated Appendices when making their decisions on the Council Tax setting at this meeting.

3.0 Report Details

Background Information

- 3.1 The Localism Act 2011 made significant changes to the Local Government Finance Act 1992, and now requires:-
 - a) the billing authority to calculate a Council Tax requirement for the year, not its budget requirement as previously.
 - b) the Council to confirm that its basic amount of Council Tax for 2016/17 is not excessive. This covers the requirements of Chapter 4ZA Local Government Finance Act 1992 – Referendums relating to Council Tax increases.
- 3.2 The Executive at its 1 February 2016 meeting recommended a Council Tax of £123.50 at Band D.
- 3.3 The Council is required to make resolutions in respect of the tax base (Appendix 1) and aggregate levels of Council Tax. The aggregate levels of Council Tax comprise

the “basic amount” i.e. parish and district levy and inclusion of Oxfordshire County Council and Police and Crime Commissioner for Thames Valley (Appendix 1), amounts for each band (Appendix 2) The recommendations to give effect to the legal resolution of these items are necessarily framed.

- 3.4 The average parish council tax levy is £88.47. This compares to £84.64 in 2015/16, an increase of 4.5%.
- 3.5 The precept figures included for Police and Crime Commissioner for Thames Valley were approved on 29 January 2016 and the precept figures included for Oxfordshire County Council are subject to approval on 16 February 2016. If the precept figure for Oxfordshire County Council does alter this will change the total council tax payable in each band and an update will be circulated at the Full Council Meeting.

4.0 Conclusion and Reasons for Recommendations

- 4.1 This is a statutory report calculating and setting the Council Tax for Cherwell District Council for 2016/17.

5.0 Consultation

Cllr Ken Atack – Lead Member for Financial Management Cllr Atack is content with the report and supportive of the recommendations contained within it.

6.0 Alternative Options and Reasons for Rejection

- 6.1 It is the legal responsibility for the Council to set an agreed Council Tax by 11 March under section 32 of the Local Government Finance Act 1992.

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

Option 1: To fail to consider this report and fail to meet the deadline prescribed in the Local Government Finance Act 1992 as detailed above.

7.0 Implications

Financial and Resource Implications

- 7.1 Financial effects – by setting tax levels in accordance with the recommendations, the tax set should raise the amount required to be met from the Collection Fund to pay the precepts to Oxfordshire County Council and Police and Crime Commissioner for Thames Valley as well as to meet this Council’s demand, which includes local precepting authority precepts.

Members should be aware that Section 106 of the Local Government Finance Act 1992 applies to decisions made in accordance with this report.

Accordingly, 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

Comments checked by: George Hill, Corporate Finance Manager
01295 221731 george.hill@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 It is the legal responsibility for the Council to set an agreed Council Tax by 11 March under section 31A of the Local Government Finance Act 1992. Council tax setting legally requires a recorded vote.

Comments checked by: Kevin Lane, Head of Law and Governance
0300 0030107 kevin.lane@cherwellsouthnorthants.gov.uk

Risk management

- 7.3 Risk assessment – this report assumes that the estimates recommended for approval by the Executive, at its meeting held on 1 February 2016, are adopted by the Council.

Comments checked by: Caroline French, Corporate Policy Officer
01295 221786 caroline.french@cherwellandsouthnorthants.gov.uk

Equality and Diversity

- 7.4 There are no issues arising directly from this report.

Comments checked by: Caroline French, Corporate Policy Officer
01295 221786 caroline.french@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillor

Councillor Ken Atack – Lead Member for Financial Management

Document Information

Appendix No	Title
1	Calculations Required by Sections 32 of 36 of the Local Government Finance Act 1992.
2	Council Tax Setting required by Section 30 of the 1992 Act.
Background Papers	
None	
Report Author	Paul Sutton, Head of Finance & Procurement
Contact Information	0300 0030106 paul.sutton@cherwellandsouthnorthants.gov.uk

CALCULATIONS REQUIRED BY SECTIONS 32 to 36 OF THE LOCAL GOVERNMENT FINANCE ACT 1992

2016/17	CALCULATIONS AT BAND D							TAX CALCULATED FOR EACH VALUATION BAND BY CHERWELL							
	Tax Base 2016/17	PRECEPT PLUS grant 2016/17	GRANT 2016/17	PARISH PRECEPT 2016/17	2016/17			VALUATION BAND AND APPROPRIATE PROPORTION							
					PARISH NEEDS	CHERWELL NEEDS	TOTAL TAX CALCULATED	6	7	8	9	11	13	15	18
					£	£	£	A	B	C	D	E	F	G	H
Adderbury	1,230.0	42,314.83	1,489.83	40,825.00	33.19	123.50	156.69	104.46	121.87	139.28	156.69	191.51	226.33	261.15	313.38
Ambrosden	641.5	20,610.28	174.28	20,436.00	31.86	123.50	155.36	103.57	120.84	138.10	155.36	189.88	224.41	258.93	310.72
Ardley	262.7	12,450.00	380.31	12,069.69	45.94	123.50	169.44	112.96	131.79	150.61	169.44	207.09	244.75	282.40	338.88
Arncott	326.0	15,537.42	1,037.42	14,500.00	44.48	123.50	167.98	111.99	130.65	149.32	167.98	205.31	242.64	279.97	335.96
Banbury	13,649.3	1,890,249.19	223,396.19	1,666,853.00	122.12	123.50	245.62	163.75	191.04	218.33	245.62	300.20	354.78	409.37	491.24
Barford	265.8	7,778.32	28.32	7,750.00	29.16	123.50	152.66	101.77	118.74	135.70	152.66	186.58	220.51	254.43	305.32
Begbroke	359.9	27,135.22	72.44	27,062.78	75.20	123.50	198.70	132.47	154.54	176.62	198.70	242.86	287.01	331.17	397.40
Bicester	10,528.0	1,324,035.79	61,715.79	1,262,320.00	119.90	123.50	243.40	162.27	189.31	216.36	243.40	297.49	351.58	405.67	486.80
Blackthorn	144.8	11,741.16	299.16	11,442.00	79.02	123.50	202.52	135.01	157.52	180.02	202.52	247.52	292.53	337.53	405.04
Bletchington	351.4	19,531.34	1,031.34	18,500.00	52.65	123.50	176.15	117.43	137.01	156.58	176.15	215.29	254.44	293.58	352.30
Bloxham	1,399.9	80,486.00	1,084.28	79,401.72	56.72	123.50	180.22	120.15	140.17	160.20	180.22	220.27	260.32	300.37	360.44
Bodicote	862.0	28,362.60	738.60	27,624.00	32.05	123.50	155.55	103.70	120.98	138.27	155.55	190.12	224.68	259.25	311.10
Bourton	306.3	11,274.41	274.41	11,000.00	35.91	123.50	159.41	106.27	123.99	141.70	159.41	194.83	230.26	265.68	318.82
Broughton	120.5	4,163.85	263.85	3,900.00	32.37	123.50	155.87	103.91	121.23	138.55	155.87	190.51	225.15	259.78	311.74
Bucknell	103.0	5,637.57	357.03	5,280.54	51.27	123.50	174.77	116.51	135.93	155.35	174.77	213.61	252.45	291.28	349.54
Caversfield	529.7	5,237.27	77.27	5,160.00	9.74	123.50	133.24	88.83	103.63	118.44	133.24	162.85	192.46	222.07	266.48
Charlton on Otmoor	195.2	6,094.97	94.97	6,000.00	30.74	123.50	154.24	102.83	119.96	137.10	154.24	188.52	222.79	257.07	308.48
Chesterton	418.3	19,591.57	591.57	19,000.00	45.42	123.50	168.92	112.61	131.38	150.15	168.92	206.46	244.00	281.53	337.84
Claydon	136.1	7,000.40	93.40	6,907.00	50.75	123.50	174.25	116.17	135.53	154.89	174.25	212.97	251.69	290.42	348.50
Cottisford	69.1	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Cropredy	306.7	11,000.00	377.16	10,622.84	34.64	123.50	158.14	105.43	123.00	140.57	158.14	193.28	228.42	263.57	316.28
Deddington	921.3	38,800.54	1,745.54	37,055.00	40.22	123.50	163.72	109.15	127.34	145.53	163.72	200.10	236.48	272.87	327.44
Drayton	90.1	5,217.80	217.80	5,000.00	55.49	123.50	178.99	119.33	139.21	159.10	178.99	218.77	258.54	298.32	357.98
Duns Tew	235.9	17,865.62	304.62	17,561.00	74.44	123.50	197.94	131.96	153.95	175.95	197.94	241.93	285.91	329.90	395.88
Epwell	140.9	3,879.06	99.06	3,780.00	26.83	123.50	150.33	100.22	116.92	133.63	150.33	183.74	217.14	250.55	300.66
Fencot and Murcott	125.8	3,021.32	21.32	3,000.00	23.85	123.50	147.35	98.23	114.61	130.98	147.35	180.09	212.84	245.58	294.70
Finmere	218.2	8,600.00	0.00	8,600.00	39.41	123.50	162.91	108.61	126.71	144.81	162.91	199.11	235.31	271.52	325.82
Fringford	262.3	12,071.09	617.09	11,454.00	43.67	123.50	167.17	111.45	130.02	148.60	167.17	204.32	241.47	278.62	334.34
Fritwell	277.4	6,939.09	439.09	6,500.00	23.43	123.50	146.93	97.95	114.28	130.60	146.93	179.58	212.23	244.88	293.86

CALCULATIONS REQUIRED BY SECTIONS 32 to 36 OF THE LOCAL GOVERNMENT FINANCE ACT 1992

2016/17	CALCULATIONS AT BAND D							TAX CALCULATED FOR EACH VALUATION BAND BY CHERWELL							
	Tax Base 2016/17	PRECEPT PLUS grant 2016/17	GRANT 2016/17	PARISH PRECEPT 2016/17	2016/17			VALUATION BAND AND APPROPRIATE PROPORTION							
					PARISH NEEDS	CHERWELL NEEDS	TOTAL TAX CALCULATED	6	7	8	9	11	13	15	18
					£	£	£	A	B	C	D	E	F	G	H
Godington	20.4	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Gosford and Water Eaton	541.3	19,430.00	688.19	18,741.81	34.62	123.50	158.12	105.41	122.98	140.55	158.12	193.26	228.40	263.53	316.24
Hampton Gay and Poyle	78.4	3,012.95	12.95	3,000.00	38.27	123.50	161.77	107.85	125.82	143.80	161.77	197.72	233.67	269.62	323.54
Hanwell	124.4	6,278.58	278.58	6,000.00	48.23	123.50	171.73	114.49	133.57	152.65	171.73	209.89	248.05	286.22	343.46
Hardwick with Tusmore	38.5	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Hethe	110.5	3,958.27	358.27	3,600.00	32.58	123.50	156.08	104.05	121.40	138.74	156.08	190.76	225.45	260.13	312.16
Hook Norton	941.2	71,998.46	1,998.46	70,000.00	74.37	123.50	197.87	131.91	153.90	175.88	197.87	241.84	285.81	329.78	395.74
Horley	161.0	6,229.87	4.87	6,225.00	38.66	123.50	162.16	108.11	126.12	144.14	162.16	198.20	234.23	270.27	324.32
Hornton	162.0	9,151.33	151.33	9,000.00	55.56	123.50	179.06	119.37	139.27	159.16	179.06	218.85	258.64	298.43	358.12
Horton cum Studley	242.1	6,040.38	20.38	6,020.00	24.87	123.50	148.37	98.91	115.40	131.88	148.37	181.34	214.31	247.28	296.74
Islip	326.2	18,164.93	412.93	17,752.00	54.42	123.50	177.92	118.61	138.38	158.15	177.92	217.46	257.00	296.53	355.84
Maddington	4,857.3	667,070.34	39,405.34	627,665.00	129.22	123.50	252.72	168.48	196.56	224.64	252.72	308.88	365.04	421.20	505.44
Mairlington	455.2	22,368.68	368.68	22,000.00	48.33	123.50	171.83	114.55	133.65	152.74	171.83	210.01	248.20	286.38	343.66
Maunton	538.1	20,886.09	636.09	20,250.00	37.63	123.50	161.13	107.42	125.32	143.23	161.13	196.94	232.74	268.55	322.26
Lower Heyford	212.0	8,094.30	402.30	7,692.00	36.28	123.50	159.78	106.52	124.27	142.03	159.78	195.29	230.79	266.30	319.56
Merton	143.8	8,005.00	0.00	8,005.00	55.67	123.50	179.17	119.45	139.35	159.26	179.17	218.99	258.80	298.62	358.34
Middle Aston	64.5	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Middleton Stoney	148.0	3,291.09	91.09	3,200.00	21.62	123.50	145.12	96.75	112.87	129.00	145.12	177.37	209.62	241.87	290.24
Milcombe	236.0	12,666.83	466.83	12,200.00	51.69	123.50	175.19	116.79	136.26	155.72	175.19	214.12	253.05	291.98	350.38
Milton	121.2	92.90	17.90	75.00	0.62	123.50	124.12	82.75	96.54	110.33	124.12	151.70	179.28	206.87	248.24
Mixbury	116.2	240.00	0.00	240.00	2.07	123.50	125.57	83.71	97.67	111.62	125.57	153.47	181.38	209.28	251.14
Mollington	236.0	9,700.00	0.00	9,700.00	41.10	123.50	164.60	109.73	128.02	146.31	164.60	201.18	237.76	274.33	329.20
Newton Purcell	45.4	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Noke	79.2	2,814.00	0.00	2,814.00	35.53	123.50	159.03	106.02	123.69	141.36	159.03	194.37	229.71	265.05	318.06
North Aston	90.7	620.71	20.71	600.00	6.62	123.50	130.12	86.75	101.20	115.66	130.12	159.04	187.95	216.87	260.24
North Newington	151.8	4,577.70	77.70	4,500.00	29.64	123.50	153.14	102.09	119.11	136.12	153.14	187.17	221.20	255.23	306.28
Oddington	66.9	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Piddington	174.2	8,361.02	261.02	8,100.00	46.50	123.50	170.00	113.33	132.22	151.11	170.00	207.78	245.56	283.33	340.00
Prescote	6.2	0.00	0.00	0.00	0.00	123.50	123.50	82.33	96.06	109.78	123.50	150.94	178.39	205.83	247.00
Shenington	226.4	4,304.93	99.93	4,205.00	18.57	123.50	142.07	94.71	110.50	126.28	142.07	173.64	205.21	236.78	284.14
Shipton on Cherwell	146.1	4,500.00	174.42	4,325.58	29.61	123.50	153.11	102.07	119.09	136.10	153.11	187.13	221.16	255.18	306.22
Shutford	204.6	6,250.73	250.73	6,000.00	29.33	123.50	152.83	101.89	118.87	135.85	152.83	186.79	220.75	254.72	305.66
Sibford Ferris	192.5	6,904.24	46.24	6,858.00	35.63	123.50	159.13	106.09	123.77	141.45	159.13	194.49	229.85	265.22	318.26
Sibford Gower	242.1	6,592.49	192.49	6,400.00	26.44	123.50	149.94	99.96	116.62	133.28	149.94	183.26	216.58	249.90	299.88
Somerton	140.3	8,494.72	44.72	8,450.00	60.23	123.50	183.73	122.49	142.90	163.32	183.73	224.56	265.39	306.22	367.46

CALCULATIONS REQUIRED BY SECTIONS 32 to 36 OF THE LOCAL GOVERNMENT FINANCE ACT 1992																
2016/17		CALCULATIONS AT BAND D						TAX CALCULATED FOR EACH VALUATION BAND BY CHERWELL								
Tax Base	PRECEPT PLUS grant	GRANT	PARISH PRECEPT	2016/17			VALUATION BAND AND APPROPRIATE PROPORTION									
				PARISH NEEDS	CHERWELL NEEDS	TOTAL TAX CALCULATED	6 A	7 B	8 C	9 D	11 E	13 F	15 G	18 H		
2016/17	2016/17	2016/17	2016/17	£	£	£	£	£	£	£	£	£	£	£	£	£
Souldern	203.4	5,798.40	98.40	5,700.00	28.02	123.50	151.52	101.01	117.85	134.68	151.52	185.19	218.86	252.53	303.04	
South Newington	154.8	6,157.13	157.13	6,000.00	38.76	123.50	162.26	108.17	126.20	144.23	162.26	198.32	234.38	270.43	324.52	
Steeple Aston	422.2	23,821.61	696.61	23,125.00	54.77	123.50	178.27	118.85	138.65	158.46	178.27	217.89	257.50	297.12	356.54	
Stoke Lyne	109.3	3,136.93	136.93	3,000.00	27.45	123.50	150.95	100.63	117.41	134.18	150.95	184.49	218.04	251.58	301.90	
Stratton Audley	206.0	9,050.34	192.34	8,858.00	43.00	123.50	166.50	111.00	129.50	148.00	166.50	203.50	240.50	277.50	333.00	
Swalcliffe	112.4	6,885.50	223.00	6,662.50	59.27	123.50	182.77	121.85	142.15	162.46	182.77	223.39	264.00	304.62	365.54	
Tadmarton	253.5	10,232.20	232.20	10,000.00	39.45	123.50	162.95	108.63	126.74	144.84	162.95	199.16	235.37	271.58	325.90	
Upper Heyford	531.3	24,846.74	1,272.74	23,574.00	44.37	123.50	167.87	111.91	130.57	149.22	167.87	205.17	242.48	279.78	335.74	
Wardington	240.8	22,485.91	485.91	22,000.00	91.36	123.50	214.86	143.24	167.11	190.99	214.86	262.61	310.35	358.10	429.72	
Wendlebury	190.4	4,368.69	128.69	4,240.00	22.27	123.50	145.77	97.18	113.38	129.57	145.77	178.16	210.56	242.95	291.54	
Weston on the Green	248.5	9,500.00	342.16	9,157.84	36.85	123.50	160.35	106.90	124.72	142.53	160.35	195.98	231.62	267.25	320.70	
Wigginton	108.4	3,138.40	138.40	3,000.00	27.68	123.50	151.18	100.79	117.58	134.38	151.18	184.78	218.37	251.97	302.36	
Wroxton	286.0	6,296.75	296.75	6,000.00	20.98	123.50	144.48	96.32	112.37	128.43	144.48	176.59	208.69	240.80	288.96	
Wymington	1,171.3	72,116.45	1,581.45	70,535.00	60.22	123.50	183.72	122.48	142.89	163.31	183.72	224.55	265.37	306.20	367.44	
Total of special items	50,357.1	4,804,562.30	349,487.00	4,455,075.30			9,633.00									
Cherwell Net Expenditure				4,455,075.30												
BUDGET REQUIREMENT				4,455,075.30												
Less External Support etc																
THE BASIC AMOUNT OF TAX				4,455,075.30	88.47											
Less Average Parish etc					(88.47)											
Cherwell DC needs				6,219,102	123.50	TBC										
Oxfordshire County Council Precept				64,539,674	TBC											
Thames Valley Police Precept				8,407,621	TBC											
BASIC AMOUNT OF OXFORDSHIRE CC TAX				1,281.64												
BASIC AMOUNT OF THAMES VALLEY POLICE TAX				166.96												
TOTAL REQUIRED FROM TAX				77,402,369.94												
TAX AT BAND D (Exc Parishes)					1,572.10			1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20	
TAX AT BAND D (Inc Parishes)					1,660.57											

2016/17	COUNCIL TAX SETTING REQUIRED BY SECTION 30 OF THE 1992 ACT							
	COUNCIL TAX SET FOR EACH VALUATION BAND							
	VALUATION BAND AND APPROPRIATE PROPORTION							
	6 A £	7 B £	8 C £	9 D £	11 E £	13 F £	15 G £	18 H £
Adderbury	1,070.20	1,248.56	1,426.93	1,605.29	1,962.02	2,318.75	2,675.49	3,210.58
Ambrosden	1,069.31	1,247.53	1,425.75	1,603.96	1,960.39	2,316.83	2,673.27	3,207.92
Ardley	1,078.70	1,258.48	1,438.26	1,618.04	1,977.60	2,337.17	2,696.74	3,236.08
Arncott	1,077.73	1,257.34	1,436.97	1,616.58	1,975.82	2,335.06	2,694.31	3,233.16
Banbury	1,129.49	1,317.73	1,505.98	1,694.22	2,070.71	2,447.20	2,823.71	3,388.44
Barford	1,067.51	1,245.43	1,423.35	1,601.26	1,957.09	2,312.93	2,668.77	3,202.52
Begbroke	1,098.21	1,281.23	1,464.27	1,647.30	2,013.37	2,379.43	2,745.51	3,294.60
Bicester	1,128.01	1,316.00	1,504.01	1,692.00	2,068.00	2,444.00	2,820.01	3,384.00
Blackthorn	1,100.75	1,284.21	1,467.67	1,651.12	2,018.03	2,384.95	2,751.87	3,302.24
Bletchington	1,083.17	1,263.70	1,444.23	1,624.75	1,985.80	2,346.86	2,707.92	3,249.50
Bloxham	1,085.89	1,266.86	1,447.85	1,628.82	1,990.78	2,352.74	2,714.71	3,257.64
Bodcote	1,069.44	1,247.67	1,425.92	1,604.15	1,960.63	2,317.10	2,673.59	3,208.30
Bourton	1,072.01	1,250.68	1,429.35	1,608.01	1,965.34	2,322.68	2,680.02	3,216.02
Broughton	1,069.65	1,247.92	1,426.20	1,604.47	1,961.02	2,317.57	2,674.12	3,208.94
Bucknell	1,082.25	1,262.62	1,443.00	1,623.37	1,984.12	2,344.87	2,705.62	3,246.74
Caversfield	1,054.57	1,230.32	1,406.09	1,581.84	1,933.36	2,284.88	2,636.41	3,163.68
Charlton on Otmoor	1,068.57	1,246.65	1,424.75	1,602.84	1,959.03	2,315.21	2,671.41	3,205.68
Chesterton	1,078.35	1,258.07	1,437.80	1,617.52	1,976.97	2,336.42	2,695.87	3,235.04
Claydon	1,081.91	1,262.22	1,442.54	1,622.85	1,983.48	2,344.11	2,704.76	3,245.70
Cottisford	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Cropredy	1,071.17	1,249.69	1,428.22	1,606.74	1,963.79	2,320.84	2,677.91	3,213.48
Deddington	1,074.89	1,254.03	1,433.18	1,612.32	1,970.61	2,328.90	2,687.21	3,224.64
Drayton	1,085.07	1,265.90	1,446.75	1,627.59	1,989.28	2,350.96	2,712.66	3,255.18
Duns Tew	1,097.70	1,280.64	1,463.60	1,646.54	2,012.44	2,378.33	2,744.24	3,293.08
Epwell	1,065.96	1,243.61	1,421.28	1,598.93	1,954.25	2,309.56	2,664.89	3,197.86
Fencott and Murcott	1,063.97	1,241.30	1,418.63	1,595.95	1,950.60	2,305.26	2,659.92	3,191.90
Finmere	1,074.35	1,253.40	1,432.46	1,611.51	1,969.62	2,327.73	2,685.86	3,223.02
Fringford	1,077.19	1,256.71	1,436.25	1,615.77	1,974.83	2,333.89	2,692.96	3,231.54
Fritwell	1,063.69	1,240.97	1,418.25	1,595.53	1,950.09	2,304.65	2,659.22	3,191.06
Godington	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Gosford and Water Eaton	1,071.15	1,249.67	1,428.20	1,606.72	1,963.77	2,320.82	2,677.87	3,213.44
Hampton Gay and Poyle	1,073.59	1,252.51	1,431.45	1,610.37	1,968.23	2,326.09	2,683.96	3,220.74
Hanwell	1,080.23	1,260.26	1,440.30	1,620.33	1,980.40	2,340.47	2,700.56	3,240.66
Hardwick with Tusmore	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Hethe	1,069.79	1,248.09	1,426.39	1,604.68	1,961.27	2,317.87	2,674.47	3,209.36
Hook Norton	1,097.65	1,280.59	1,463.53	1,646.47	2,012.35	2,378.23	2,744.12	3,292.94
Horley	1,073.85	1,252.81	1,431.79	1,610.76	1,968.71	2,326.65	2,684.61	3,221.52
Horton	1,085.11	1,265.96	1,446.81	1,627.66	1,989.36	2,351.06	2,712.77	3,255.32
Horton cum Studley	1,064.65	1,242.09	1,419.53	1,596.97	1,951.85	2,306.73	2,661.62	3,193.94
Islip	1,084.35	1,265.07	1,445.80	1,626.52	1,987.97	2,349.42	2,710.87	3,253.04
Kidlington	1,134.22	1,323.25	1,512.29	1,701.32	2,079.39	2,457.46	2,835.54	3,402.64
Kirtlington	1,080.29	1,260.34	1,440.39	1,620.43	1,980.52	2,340.62	2,700.72	3,240.86
Launton	1,073.16	1,252.01	1,430.88	1,609.73	1,967.45	2,325.16	2,682.89	3,219.46
Lower Heyford	1,072.26	1,250.96	1,429.68	1,608.38	1,965.80	2,323.21	2,680.64	3,216.76
Merton	1,085.19	1,266.04	1,446.91	1,627.77	1,989.50	2,351.22	2,712.96	3,255.54
Middle Aston	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Middleton Stoney	1,062.49	1,239.56	1,416.65	1,593.72	1,947.88	2,302.04	2,656.21	3,187.44
Milcombe	1,082.53	1,262.95	1,443.37	1,623.79	1,984.63	2,345.47	2,706.32	3,247.58
Milton	1,048.49	1,223.23	1,397.98	1,572.72	1,922.21	2,271.70	2,621.21	3,145.44
Mixbury	1,049.45	1,224.36	1,399.27	1,574.17	1,923.98	2,273.80	2,623.62	3,148.34
Mollington	1,075.47	1,254.71	1,433.96	1,613.20	1,971.69	2,330.18	2,688.67	3,226.40
Newton Purcell	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Noke	1,071.76	1,250.38	1,429.01	1,607.63	1,964.88	2,322.13	2,679.39	3,215.26
North Aston	1,052.49	1,227.89	1,403.31	1,578.72	1,929.55	2,280.37	2,631.21	3,157.44
North Newington	1,067.83	1,245.80	1,423.77	1,601.74	1,957.68	2,313.62	2,669.57	3,203.48
Oddington	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Piddington	1,079.07	1,258.91	1,438.76	1,618.60	1,978.29	2,337.98	2,697.67	3,237.20
Prescote	1,048.07	1,222.75	1,397.43	1,572.10	1,921.45	2,270.81	2,620.17	3,144.20
Shenington	1,060.45	1,237.19	1,413.93	1,590.67	1,944.15	2,297.63	2,651.12	3,181.34
Shipton on Cherwell	1,067.81	1,245.78	1,423.75	1,601.71	1,957.64	2,313.58	2,669.52	3,203.42
Shutford	1,067.63	1,245.56	1,423.50	1,601.43	1,957.30	2,313.17	2,669.06	3,202.86
Sibford Ferris	1,071.83	1,250.46	1,429.10	1,607.73	1,965.00	2,322.27	2,679.56	3,215.46
Sibford Gower	1,065.70	1,243.31	1,420.93	1,598.54	1,953.77	2,309.00	2,664.24	3,197.08

Somerton	1,088.23	1,269.59	1,450.97	1,632.33	1,995.07	2,357.81	2,720.56	3,264.66
Souldern	1,066.75	1,244.54	1,422.33	1,600.12	1,955.70	2,311.28	2,666.87	3,200.24
South Newington	1,073.91	1,252.89	1,431.88	1,610.86	1,968.83	2,326.80	2,684.77	3,221.72
Steeple Aston	1,084.59	1,265.34	1,446.11	1,626.87	1,988.40	2,349.92	2,711.46	3,253.74
Stoke Lyne	1,066.37	1,244.10	1,421.83	1,599.55	1,955.00	2,310.46	2,665.92	3,199.10
Stratton Audley	1,076.74	1,256.19	1,435.65	1,615.10	1,974.01	2,332.92	2,691.84	3,230.20
Swalcliffe	1,087.59	1,268.84	1,450.11	1,631.37	1,993.90	2,356.42	2,718.96	3,262.74
Tadmarton	1,074.37	1,253.43	1,432.49	1,611.55	1,969.67	2,327.79	2,685.92	3,223.10
Upper Heyford	1,077.65	1,257.26	1,436.87	1,616.47	1,975.68	2,334.90	2,694.12	3,232.94
Wardington	1,108.98	1,293.80	1,478.64	1,663.46	2,033.12	2,402.77	2,772.44	3,326.92
Wendlebury	1,062.92	1,240.07	1,417.22	1,594.37	1,948.67	2,302.98	2,657.29	3,188.74
Weston on the Green	1,072.64	1,251.41	1,430.18	1,608.95	1,966.49	2,324.04	2,681.59	3,217.90
Wiggington	1,066.53	1,244.27	1,422.03	1,599.78	1,955.29	2,310.79	2,666.31	3,199.56
Wroxton	1,062.06	1,239.06	1,416.08	1,593.08	1,947.10	2,301.11	2,655.14	3,186.16
Yarnton	1,088.22	1,269.58	1,450.96	1,632.32	1,995.06	2,357.79	2,720.54	3,264.64

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Cherwell District Council

Full Council

22 February 2016

<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 seek formal adoption of the North West Bicester Supplementary Planning Document.

1.0 Recommendations

The meeting is recommended:

- 1.1 To resolve that Cherwell District Council as local planning authority adopt the North West Bicester Supplementary Planning Document (SPD) as SPD and a Local Development Document in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 1.2 To authorise the Head of Strategic Planning and the Economy, prior to the publication of the Supplementary Planning Document, the correction of any minor typographical, spelling or grammatical errors, and the undertaking of any minor presentational improvements, if required prior to the SPD being published by the Council.

2.0 Introduction

- 2.1 The North West Bicester strategic development site is allocated for development by Policy Bicester 1 of the adopted Cherwell Local Plan 2011-2031 (Part 1) for a zero carbon mixed use development including 6,000 homes. The site area is approximately 390 hectares (965 acres).
- 2.2 The Town and Country Planning (Local Plan) (England) Regulations 2012 provide the legislative framework for the preparation of Supplementary Planning Documents setting out the form and content of such documents. Further guidance is set out in National Planning Policy Framework (NPPF) paragraph 153. National Planning Practice Guidance (NPPG) states that SPDs should only be prepared where necessary and in line with paragraph 153 of the National Planning Policy

Framework (NPPF). It goes on to state that they should build upon policies in the adopted Local Plan.

- 2.3 The proposed development at North West Bicester is recognised locally and nationally as an important project in delivering large scale development to high environmental standards following its identification in 2009 in the Eco-towns Planning Policy Statement (PPS). In March 2015, the Eco-towns PPS was cancelled by the Government for all areas excluding North West Bicester, for which its policies remain at the present time.
- 2.4 The adopted Cherwell Local Plan 2011-2031 (Part 1) forms part of the Development Plan for the area and the SPD must not conflict with it. Policy Bicester 1 of the adopted Local Plan sets out planning requirements, key site specific design and place shaping principles for the proposed development. The policy refers to the approval of a comprehensive masterplan for the site as part of the North West Bicester SPD.
- 2.5 Work began on the SPD in 2014 following the submission of a masterplan and supporting information, prepared by the private sector developers, in March and May 2014. This was used as the basis of a consultation on the issues and options in July 2014 which was reported to the Council's Executive in November 2014. In June 2015 the Draft SPD was approved by the Executive to be used on an interim basis for development control purposes pending the receipt of the Local Plan Inspector's report and cancellation of the Eco-towns PPS. Following minor revisions, the Draft SPD and associated documents were published for consultation in November 2015. At its meeting on 1st February 2016, the Council's Executive considered representations received to the consultation, agreed final changes to the SPD and accompanying Statement of Consultation and agreed to recommend to Full Council that it resolved to adopt the final SPD.
- 2.6 Although the planning applications submitted to date cover a significant part of the North West Bicester strategic allocation site, the SPD will assist in the determination of those applications yet to be considered by the Planning Committee and guide future applications for the remaining parts of the site including Reserved Matters applications.

3.0 Report Details

- 3.1 In order to assist in delivery of successful schemes through the planning process, a Supplementary Planning Document has been prepared for North West Bicester, providing guidance for applicants, developers and landowners preparing proposals and planning applications. It sets out a planning framework to develop proposals from the masterplanning stage to submission of detailed planning applications and implementation. Once adopted, it will be used for development management purposes in the determination of planning applications.
- 3.2 At its meeting on 1 February 2016, the Executive resolved that:
 1. That the progress in preparing the North West Bicester SPD since the update report to the Executive on 1 June 2015 be noted.

2. That the response to the representations received and resulting changes made to the SPD and Statement of Consultation be agreed.
 3. That, subject to the removal of all reference to Local Management Organisations, Full Council be recommended to resolve to adopt as a Supplementary Planning Document the North West Bicester SPD in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
 4. That authority be delegated to the Head of Strategic Planning and the Economy prior to the publication of the Supplementary Planning Document, to compile the final document subject to the removal of all reference to Local Management Organisations, incorporate the updated text and illustrations, and correct any minor spelling or grammatical errors.
- 3.3 The SPD expands upon Policy Bicester 1 of the adopted Local Plan which allocates land at the North West Bicester eco-town site for a strategic development comprising a new zero carbon mixed used development including 6,000 new homes. Policy Bicester 1 states that 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.
- 3.4 The Local Plan policy goes on to set out the requirements that the masterplan and planning applications will be required to meet. The SPD incorporates the Local Plan requirements, together with the Eco-towns standards set out in the PPS, interpreting them into more detailed site specific development principles and requirements.
- 3.5 The North West Bicester SPD sets out the context, vision and objectives for the eco-town site. It was reviewed in the light of the adoption of the Local Plan prior to further consultation being undertaken. A further review of the SPD took place in the light of the Government's previously stated intention of cancelling the Eco-towns PPS for North West Bicester once the Local Plan was adopted.
- 3.6 The Final SPD includes updated references to the Eco-towns Planning Policy Statement (PPS). To ensure consistency with the adopted Local Plan the Final SPD has been reviewed and updated. The Eco-towns standards in the PPS have been incorporated into the Final SPD.
- 3.7 Work on the SPD has progressed to the point that it can be recommended for adoption in accordance with the timescale set out in the Council's Local Development Scheme and planning programme for North West Bicester. Once adopted by the Council, the North West Bicester SPD and adoption statement will be made available in accordance with Regulation 35, and copies of the adoption statement sent to those who have asked to be notified of its adoption, in accordance with the requirements of Regulation 14 of the Town and Country Planning (Local Plans) (England) Regulations 2012. The Final SPD for adoption is attached as Appendix 1 to this report. This incorporates the changes made by the Executive at its meeting on 1st February 2015.

- 3.8 The preparation of the SPD included extensive consultation resulting in the incorporation of the masterplan submitted by the private sector as the approved masterplan to guide the comprehensive development of the site.
- 3.9 A large area of the site is currently the subject of planning applications based on the masterplan. The SPD will provide the development framework for current and future planning applications as detailed proposals come forward. Similarly, the development principles and requirements, together with reference to design and character areas and the delivery of the SPD, will ensure the masterplan is refined through the preparation of planning applications.

Sustainability Appraisal/ Strategic Environmental Assessment

- 3.10 A screening statement to determine the requirement for Strategic Environmental Assessment (SEA) concluded that the SPD would not have any significant environmental impact that had not been considered as part of the Local Plan sustainability appraisal process. A copy of the Screening Statement is contained in Appendix 2.
- 3.11 The North West Bicester SPD has been produced to be in general conformity with the Local Plan and benefits from the Plan's SA/SEA process. The screening process followed in preparing the SPD concluded that an SEA was not required for the SPD, as it is unlikely to result in any significant effects that have not been assessed by the Local Plan SA/SEA.
- 3.12 In accordance with the Environmental Assessment of Plans and Programmes Regulations 2004, formal consultation with consultation bodies (Environment Agency, Natural England and Historic England) on the SEA screening statement has taken place. None of the consultation bodies raised any concerns or objection to the screening statement.

4.0 Conclusion and Reasons for Recommendations

- 4.1 This report sets out the work to progress the SPD to adoption. Following further consultation on the North West Bicester SPD at the end of 2015 the final version of the North West Bicester SPD has been approved by the Executive and is presented to the Full Council for adoption. Throughout its preparation, the SPD has used the masterplan and supporting information prepared by the private sector, to inform the development principles and requirements.
- 4.2 The most recent consultation did not identify any new issues that were not already considered in the production of the draft SPD.
- 4.3 The following tasks were completed to allow the adoption of the SPD:
1. Formal consultation/ publicity on the Screening Statement setting out the Council's determination that a full Strategic Environmental Assessment is not required;
 2. Further review of the SPD and consultation following the adoption of the Cherwell Local Plan and cancellation of the Eco-towns PPS;

3. An update and further consultation on the Statement of Consultation; and Finalising the SPD text and Statement of Consultation following the consultation.

4.4 It is recommended that the Council formally adopts the SPD as contained in Appendix 1 for development management purposes. This report also seeks authorisation for the Head of Strategic Planning and the Economy to present the final SPD for publication, correcting any minor spelling or grammatical errors.

5.0 Consultation

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

1. The persons the local planning authority consulted when preparing the SPD;
2. A summary of the main issues raised by those persons; and
3. How those issues have been addressed in the SPD.

5.2 Consultation on the Final Draft SPD, SEA screening and Statement of Consultation, was undertaken from 20 November to 18 December 2015. The consultation was publicised widely on the Council's website and in the local press. Those people on the Local Plan database were notified direct.

5.3 The consultation responses did not raise any significant issues and resulted in only minor amendments to the final document as agreed by the Council's Executive on 1st February 2016. In addition to the responses received during the consultation, the Environment Agency submitted minor comments relating to flood risk management and the importance of providing Flood Risk Assessments as supporting information to planning applications. This representation was reported to Members of the Executive on 1 February 2016.

5.4 The Final SPD incorporates comments from previous consultations as set out in the Statement of Consultation (November 2015). In summary, the main issues raised through the various consultations were:

1. General support for the SPD;
2. Detailed comments on specific development principles and requirements, particularly transport and employment related issues relating to the proposed business park and realignment of Howes Lane;
3. The importance of the biodiversity, landscape and heritage assets; and
4. The mechanism for infrastructure provision and delivery.

5.5 A statement of consultation has been prepared and updated to reflect the latest consultations and the comments received. A copy of the Statement of Consultation is contained in Appendix 3.

5.6 Internal consultation has been carried out throughout the preparation of the SPD.

6.0 Alternative Options and Reasons for Rejection

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

Option 1: To not progress the preparation of the North West Bicester SPD and rely only on the adopted Cherwell Local Plan 2011-2031 Policy Bicester 1. This option is rejected given the general support for the content of the SPD, and its role in guiding the preparation of planning applications and as detailed guidance in determining planning applications.

7.0 Implications

Financial and Resource Implications

- 7.1 There are no financial and resource implications arising directly from this report. The cost of producing the SPD is met from existing resources.

Comments checked by:

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

Paul.Sutton@cherwellandsouthnorthants.gov.uk

Legal Implications

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

Comments checked by:

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

Nigel.Bell@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All 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

It links to the strategic priorities for the Bicester projects.

Lead Councillor

Councillor Gibbard, Lead Member for Planning

Document Information

Appendix No	Title
1	North West Bicester Supplementary Planning Document
2	Screening Statement
3	Statement of Consultation
Background Papers	
None	
Report Author	Andrew Bowe, Bicester Development Delivery and Project Manager
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North West Bicester Supplementary Planning Document

February 2016





Foreword

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

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

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

Councillor Michael Gibbard

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1. Introduction

- 1.1 **This Supplementary Planning Document (SPD) expands upon Policy Bicester 1 of the adopted Cherwell Local Plan 2011-2031 Part 1. A copy of Policy Bicester 1 is set out in full in Appendix I. The SPD provides further detail to the policy and a means of implementing the strategic allocation at North West Bicester.**
- 1.2 In summary, when fully delivered, North West Bicester will provide:
- Up to 6,000 “true” zero carbon homes;
 - Employment opportunities providing at least 4,600 new jobs;
 - Up to four primary schools and one secondary school;
 - Forty per cent green space, half of which will be public open space;
 - Pedestrian and cycle routes;
 - New links under the railway line and to the existing town;
 - Local centres to serve the new and existing communities and
 - Integration with existing communities.
- Background**
- 1.3 In 2009, the site at North West Bicester was identified as having potential as an eco-town location in the Planning Policy Statement (PPS): Eco-towns a supplement to PPS1 The Eco-towns PPS sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living. The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. It has subsequently included in the adopted Cherwell Local Plan 2011-2031 (Part 1) as Policy Bicester 1, a strategic allocation for up to 6,000 new homes.
- 1.4 In April 2014, the “Locally-led Garden City Prospectus” (Department of Communities and Local Government) led to Bicester being awarded Garden Town status. On 5th March 2015, the Minister for Housing and Planning announced in a ministerial written statement that the Eco-towns PPS was cancelled for all areas except North West Bicester. As it is expected that the PPS Supplement will in time be cancelled in its entirety, the Eco-town standards have now been brought into this SPD (Appendix II).
- 1.5 In March 2014, a masterplan and supporting vision documents was submitted to Cherwell District Council by developers A2Dominion setting out the spatial land uses for up to 6,000 homes on approximately 400 hectares of land at North West Bicester. The masterplan submission was supported by the following strategies, plans and documents:
- Access and Travel Strategy
 - Community Involvement and Governance strategy
 - Energy Strategy
 - Flood Risk Assessment
 - Economic Strategy
 - Economic Baseline
 - North West Bicester Masterplan Framework (Drawing No. BIMP6 01 Rev. B)
 - North West Bicester Green Infrastructure Masterplan Framework (Drawing Number: BIMP6 02 Rev A)
 - North West Bicester Masterplan Movement and Access Framework (Drawing Number: BIMP6 03 Rev B)
 - Green Infrastructure and Landscape Strategy
 - Residential Strategy
 - Statement of Community Involvement
 - Strategic Environmental Report
 - Social and community facilities and services strategy
 - Transport strategy

- Water strategy
 - Vision and objectives document
- 1.6 The documents are available as background information on the Cherwell District Council website at www.cherwell.gov.uk. A schedule of the documents used to support the SPD is contained in Appendix III.

Purpose of the SPD

- 1.7 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.
- 1.8 The key elements of the SPD are:
- The masterplan;
 - Development and design principles aimed at delivering a high quality scheme;
 - Requirements for addressing sustainable design;
 - Requirements relating to the scheme's delivery and implementation; and
 - Requirements which should be met at the detailed planning application stage and beyond to ensure adequate and consistent approaches to quality and delivery.
- 1.9 The SPD supports the implementation of Policy Bicester 1 of the Local Plan and will be a material consideration in determining planning applications on the North West Bicester site. In addition, it will aid the submission of successful planning applications and infrastructure delivery.
- 1.10 The SPD should be read in conjunction with the National Planning Guidance (NPPG) including the National Planning Policy Framework, the adopted Cherwell Local Plan and other guidance relating to large-scale sustainable development. It is expected the Urban Design Framework currently being developed and design codes will be developed as part of the planning process to guide development proposals.

Strategic Environmental Assessment and Sustainability Appraisal

- 1.11 The Cherwell Local Plan 2011-2031 Sustainability Appraisal (SA) and Strategic Environmental Appraisal (SEA) process was carried out in line with the requirements of European and national law and provide an assessment of its environmental effects of the policies and proposals.
- 1.12 The Final SA report sets out the results of the SA process, outlines why alternatives were selected, reports on the assessment of the Local Plan and outlines a programme for monitoring the environmental and sustainability effects of the plan. The full SA report, including the assessment of the North West Bicester site, is available on the Council's web site at: www.cherwell.gov.uk. A Screening Statement to determine the need for a Strategic Environmental Assessment for the North West Bicester SPD concluded that an SEA was not required as it did not introduce new elements that would have significant environmental effects that had not been considered as part of the Local Plan SA. The Environment Agency, Natural England and Historic England as the three statutory consultation bodies on the Screening Statement did not raise any objections.

Planning Policy

National Planning Policy Framework (NPPF) March 2012

- 1.13 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.
- 1.14 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.

National Planning Practice Guidance (NPPG)

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

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

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

Cherwell Local Plan, 2011-2031 Part 1

- 1.17 The Cherwell Local Plan (CLP) 2011-2031 Part 1 sets out district-wide strategic objectives and policies. Proposals maps showing the strategic development sites are contained in the Local Plan. Policy Bicester 1 sets out the Council's strategic policy and development standards for the eco town development at North West Bicester. The Local Plan includes other relevant policies, for example those on sustainable development (PSD1, ESD1-13), open space and local standards (BSC10 and BSC11) and infrastructure (INF1). The SPD should be read in conjunction with the Local Plan policies.
- 1.18 The Local Plan sets out the housing trajectory up to 2031 including the projected delivery of new homes at North West Bicester. The delivery of the development will go beyond the plan period and is expected to take up to 30 years to complete. This is recognised in Policy Bicester 1.

Oxfordshire Local Transport Plan 4 (LTP4)

- 1.19 Since Local Transport Plan 3 was adopted in 2011, much has changed, especially the way in which transport improvements can be funded. To ensure that the county's transport

systems are fit to support population and economic growth, Oxfordshire County Council has developed a new Local Transport Plan. Connecting Oxfordshire, the Local Transport Plan for Oxfordshire was adopted in September 2015. It sets out the transport vision, goals and objectives, to ensure that they support the Local Enterprise Partnership's Strategic Economic Plan as well as District Council Local Plans and other council strategies.

Other relevant policy and guidance

- 1.20 The SPD should be read in conjunction with the Cherwell Local Plan 2011-2031 and other Government policy documents relating to large-scale development, sustainability and design, in particular:
- By Design: Urban Design in the Planning System - Towards Better Practice, (Department of Environment, Transport and Regions - DETR and Commission for Architecture and the Built Environment - CABE);
 - The Urban Design Compendium (editions 1 & 2) (Homes and Communities Agency);
 - Places Streets and Movement: Better Places to Live by Design (CABE);
 - Manual for Streets (2007) Department for Transport - DfT
 - Manual for Streets 2 (2010) Chartered Institution of Highways & Transportation;
 - Car parking: What works where (Design for Homes, English Partnerships);
 - Eco-towns worksheets – advice to promoters and planners (Town and Country Planning Association, DCLG)
 - Sustrans Design Manual, Sustrans (November 2014); and
 - What makes an eco-town? BioRegional and CABE
- 1.21 These documents collectively promote a consensus view of good design principles. The SPD should also be read in conjunction with the North West Bicester masterplan supporting documents and strategies dated March and May 2014 which have informed the preparation of the SPD and should be used in preparing planning applications.

2. Site context

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

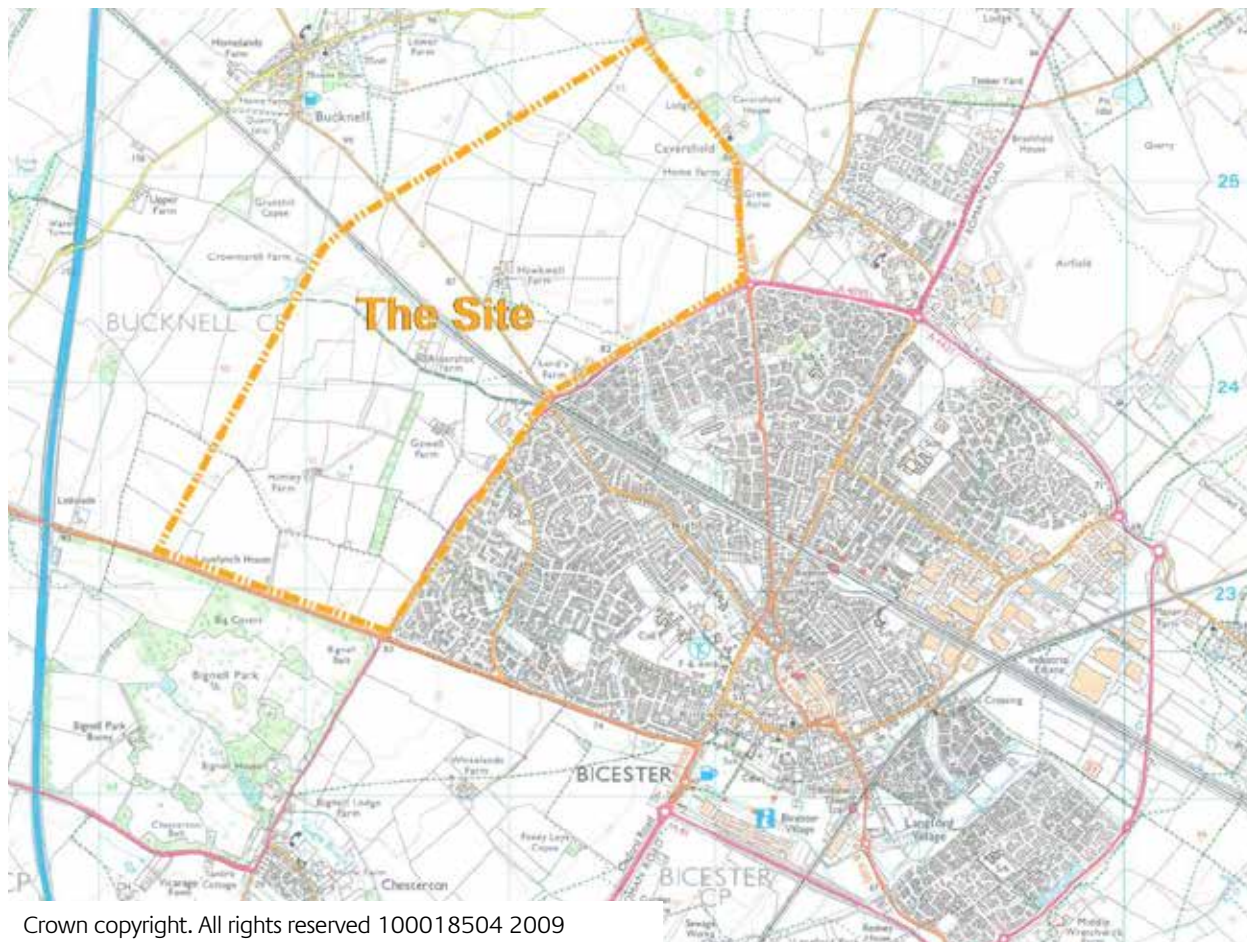
Site location

2.2 The site is located north of Howes Lane and Lords Lane (A4095) to the north west of the town of Bicester. Figure 1 shows the site location. It is approximately 1.5 kilometres from the town centre with the villages of Bucknell and Caversfield located to the north and east of the site respectively. To the south east, the area is predominantly residential and characterised by modern housing estates. The land to the south west is within the historic parkland of Bignell Park with land further to the south proposed

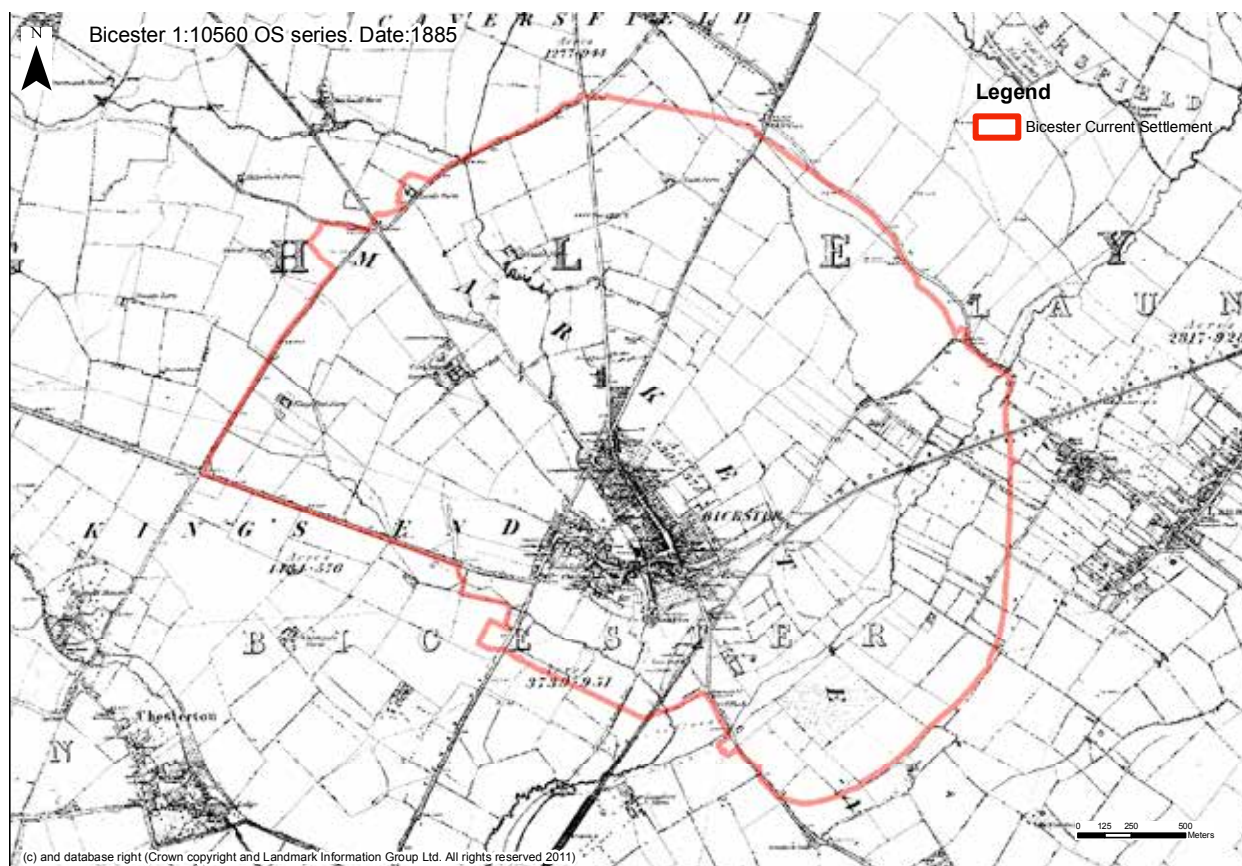
for development as part of the South West Bicester strategic development site identified in the Cherwell Local Plan and marketed as “Kingsmere”.

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

Fig. 1 Site location plan



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Fig. 2 Historical map of Bicester 1885

Site boundary and site area

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

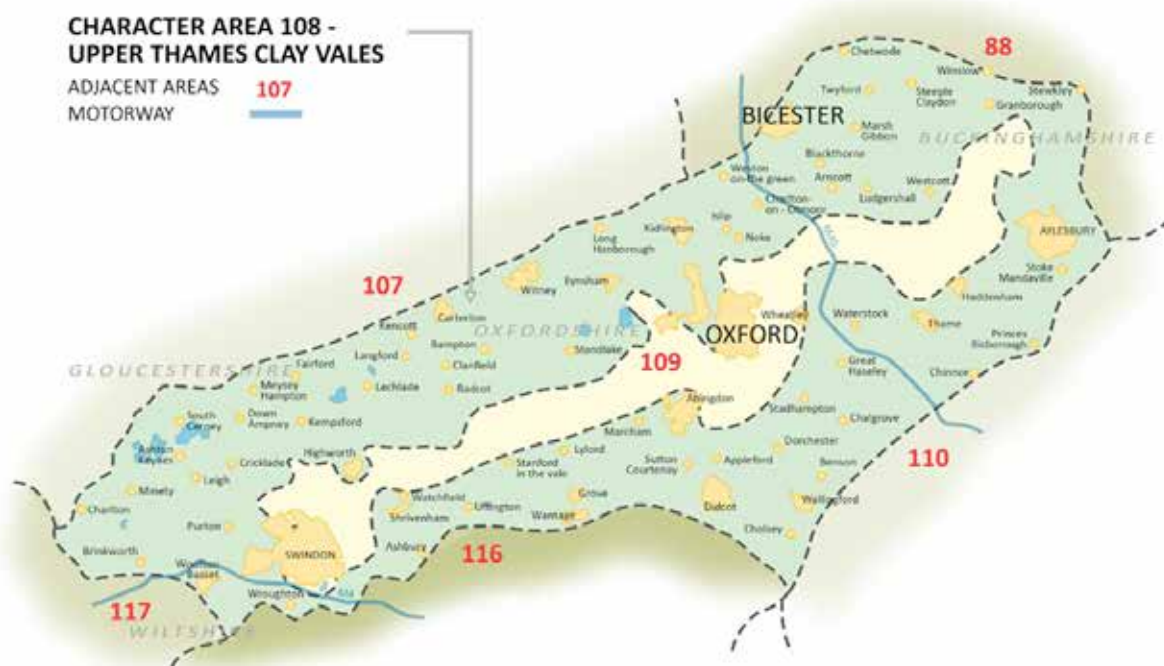
Site history

- 2.5 Understanding the history of the site can help inform an understanding of some of the current site key site features. The Oxfordshire Historic Landscape Characterisation (HLC) project forms an important component of the evidence base for the masterplan. Until the late eighteenth century the land was likely to have been open fields. Historic maps show that the field patterns and boundaries have changed little since the mid 1800's. Figure 2, a map of the site in 1885, shows the field boundaries within the site have

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

- 2.6 The Thames Valley Police Headquarters and Avonbury Business Park were developed in the 1990s and the A4095 realigned. By 1999 two small strips of plantation were added. Land at Middleton Stoney Road and Howes Lane was identified in the Cherwell Non-Statutory Local Plan 2011 as suitable for playing fields but never used for such use.
- 2.7 Land north of Howes Lane and Lords Lane was considered as part of the Cherwell Local Plan Options for Growth consultation in 2008 and was subsequently extended to accommodate an eco-town proposal as part of the Government's programme. Following the announcement of North West Bicester as a potential eco-town location in 2009 a planning application for a first phase was

Fig. 3 Landscape character area



submitted in November 2010. Adoption of the Cherwell Local Plan 2011-2031 in July 2015 resulted in North West Bicester being formally allocated for development as part of the statutory development plan.

Site features

- 2.8 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.
- 2.9 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.
- 2.10 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.
- 2.11 Six farms, each with its own character, are located on the site, three north of the railway (Home Farm, Lords Farm and Hawkwell Farm), and three south of it (Himley Farm, Aldershot Farm, and Gowell Farm).

Landscape character

- 2.12 The North West Bicester Masterplan Green Infrastructure and Landscape Report, March 2014 sets out the landscape character sets out an assessment of the landscape character and context. It cross refers to Volume 1 of the North West Bicester Strategic Environmental Report (SER) and considers the landscape and visual implications of the proposed development in Section 5. A copy of these documents is available online at: www.cherwell.gov.uk.
- 2.13 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”.
- 2.14 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.
- 2.15 As part of the local landscape impact assessment process for the North West Bicester development project, a landscape character assessment has been prepared based on the principles set out in “Landscape

Character Assessment Guidance for England and Scotland”.

Landscape framework

- 2.16 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

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

Development edges

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

Figure 4 Homes South of Lords Lane



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

Archaeology and heritage

- 2.20 An archaeological assessment concluded that the site is located within an area that has remained undeveloped since the nineteenth century and possibly before. The site has known potential for remains dating from the prehistoric period with records of a prehistoric ring ditch located approximately 350 metres to the north of Himley Farm, a possible curvilinear enclosure to the north west of Hawkwell Farm and other evidence of prehistoric activity suggesting a general potential for remains from this period to be present. The Oxfordshire Historic Environment Record provides a useful resource and reference to guide further development of the masterplan. The site is located in an area of archaeological interest identified by a desk based assessment, aerial photographic survey and a trenched evaluation. These are summarised in Chapter 10 of the Strategic Environmental Report (SER).
- 2.21 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.
- 2.22 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

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

2.24 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.

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

Topography and hydrology

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

2.27 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,

Fig. 5 Topography



Fig. 6 Flood risk

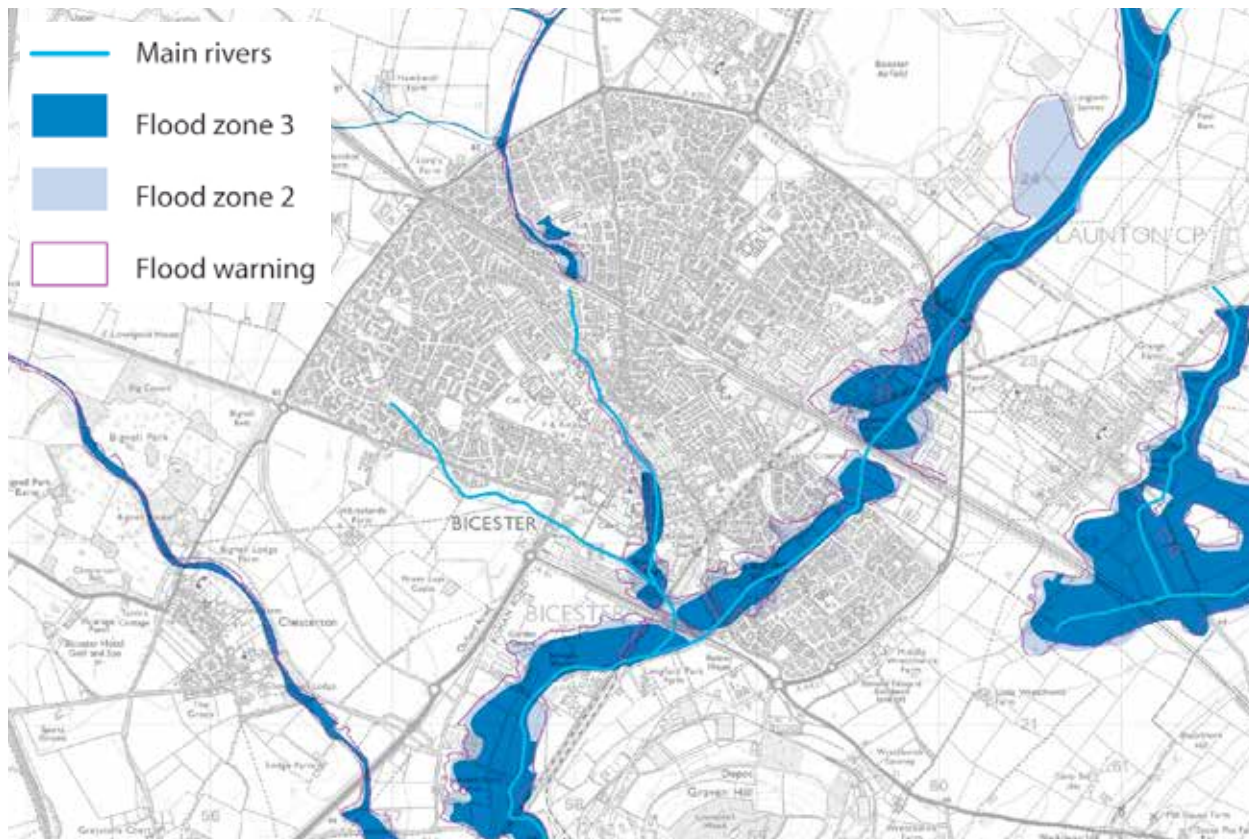


Fig. 7 Walking accessibility from Bicester town station

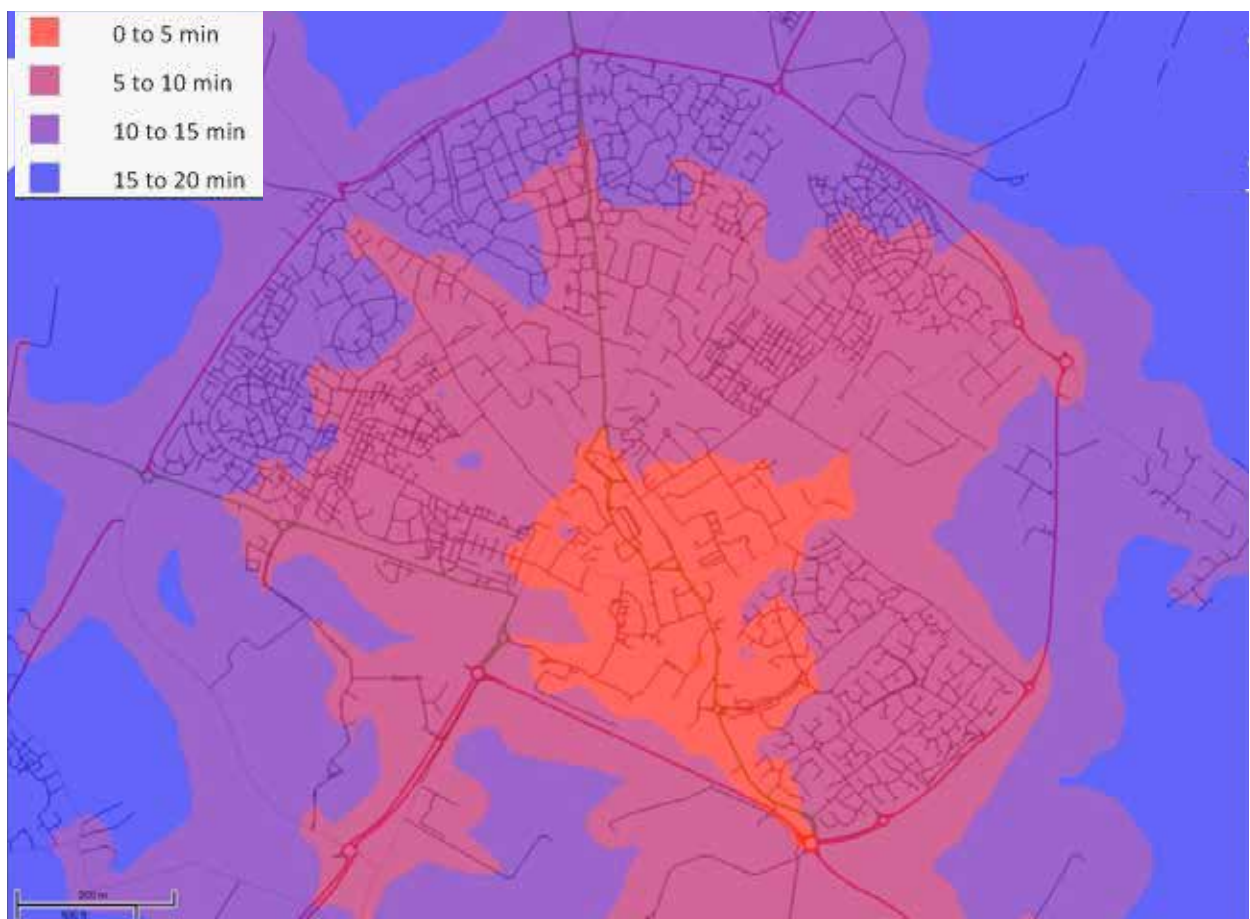
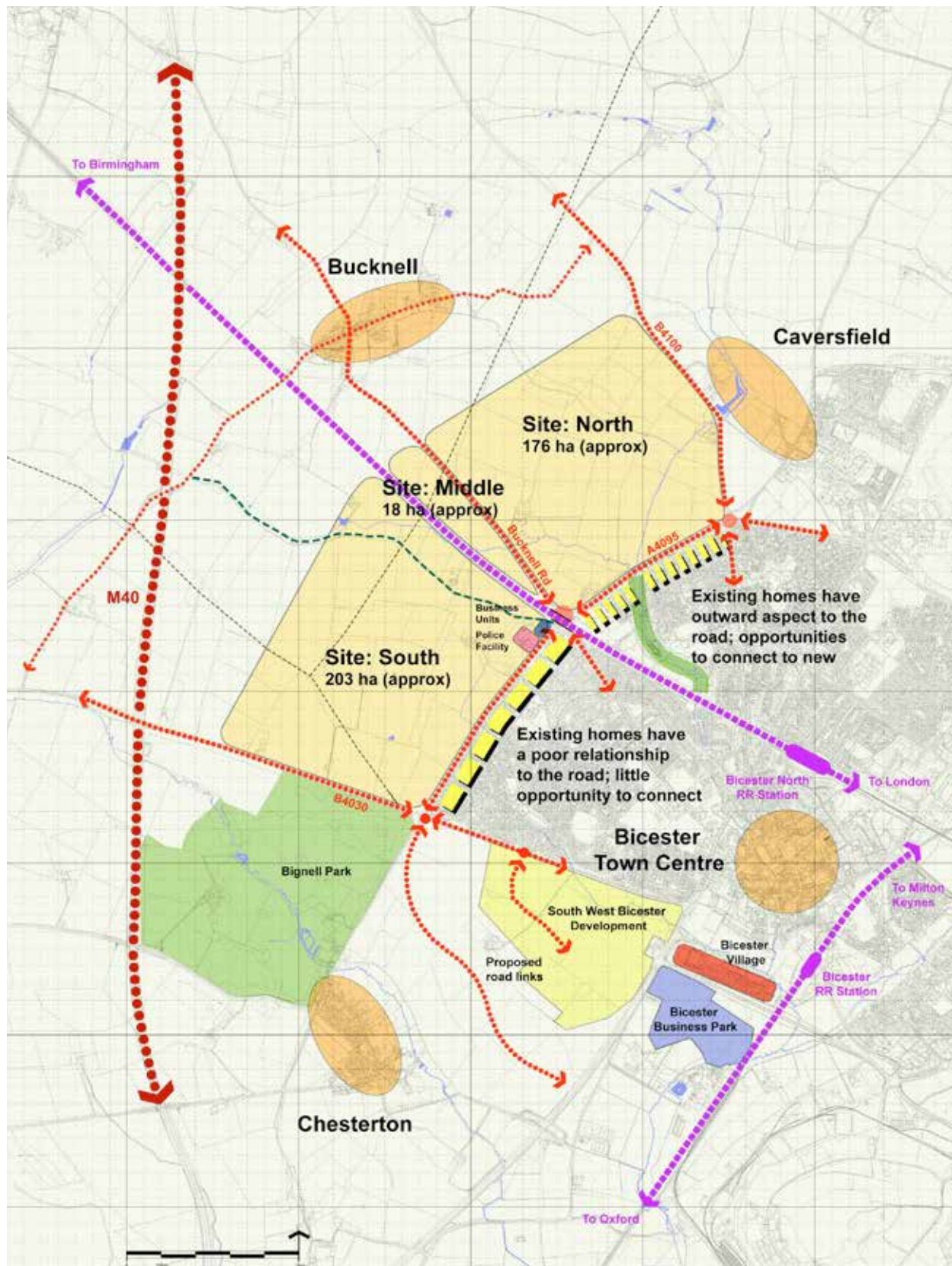


Fig. 8 Site analysis plan



ponds and springs. One of these streams passes below the railway line. In addition, five water wells and three groundwater abstraction sites have been identified within the site area and a minor aquifer with intermediate groundwater vulnerability is present beneath the site. Section 7 of the SER (Volume 1) refers to flood risk and hydrology.

2.33 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.

Site constraints and opportunities

- 2.28 The site provides a unique opportunity for large-scale development in Bicester. It is in multiple ownerships and will require a comprehensive approach to land assembly and phasing of development. Existing landscape features such as the hedgerows and watercourse corridors provide the structure to the masterplan and will be retained. In terms of the capacity for residential development, the Bicester Landscape assessment states that consideration should be given to the landscape and visual separation between the site and satellite villages including Bucknell. It states that employment uses would be best located adjacent to the railway line.
- 2.29 The railway line divides the site into two distinct areas which will have to be connected.
- 2.30 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.
- 2.31 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.
- 2.32 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.

3. Vision and objectives

- 3.1 The vision for North West Bicester has been guided to a large extent by the Eco-towns Planning Policy Statement (PPS). It has been taken forward in the adopted Cherwell Local Plan and the Bicester Masterplan.
- 3.2 The adopted Cherwell Local Plan 2011-2031 Part 1 sets out the vision for Bicester in 2031 and the Council's strategy for delivering Bicester's vision. It includes bringing about a pioneering eco-development which will establish a new sustainable community, integrated with, and for the benefit of, the whole of Bicester.
- 3.3 The SPD vision reflects the Council's vision for Bicester and the Eco Bicester One Shared Vision of the Bicester Strategic Delivery Board which sets out to create a place where people choose to live, work and spend their leisure time in sustainable ways.
- 3.4 The Eco Bicester One Shared Vision is for the whole town and North West Bicester will act as the trigger for the transition to a more sustainable community. By ensuring that households and individuals are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living the proposals for North West Bicester will deliver the One Shared Vision.
- Figure 9** 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, conserves and enhances heritage assets including historic landscape features, increases biodiversity and addresses the impact of climate change. It is based on the principles of sustainable zero carbon development designed to meet the effects of future climate change including extreme weather events and reduced energy and water use.
- 
- 3.6 The SPD will ensure that the vision for the site will be delivered successfully. It includes the major components that make up an eco-town meeting the challenges that such development poses.
- 3.7 The SPD has taken key elements from the North West Bicester masterplan and vision documents submitted by developers, A2Dominion in 2014. The vision documents supporting the masterplan are available on the Cherwell District Council website. The masterplan was prepared in collaboration with officers of the Eco Bicester Project team comprising representatives from Cherwell District Council, Bicester Town Council and Oxfordshire County Council together government bodies including the Environment Agency, Natural England, Highways Agency and Homes and Communities Agency. Local organisations such as the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT), Bicester Vision and the Chamber of Commerce were also involved as stakeholders informing the masterplan workstreams.
- 3.8 The Masterplan illustrates the key components of the development strategy for the site. It includes the landscape framework that underpins the masterplanning providing connectivity and structure to the site.
- 3.9 The eco-town development will utilise the site's natural features and opportunities to provide a place that encourages a more sustainable way of living in homes that are well designed, energy efficient, accessible to jobs, local facilities and within easy reach of the town centre and countryside. In doing so, it will meet, and wherever possible exceed, Eco-town standards and Local Plan policies, creating an exemplar of truly sustainable development.
- 3.10 Infrastructure requirements will be future-proofed so that the development can adapt to change. Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings on the site. The provision of utilities' infrastructure should be coordinated and support the overarching objective for zero carbon development.

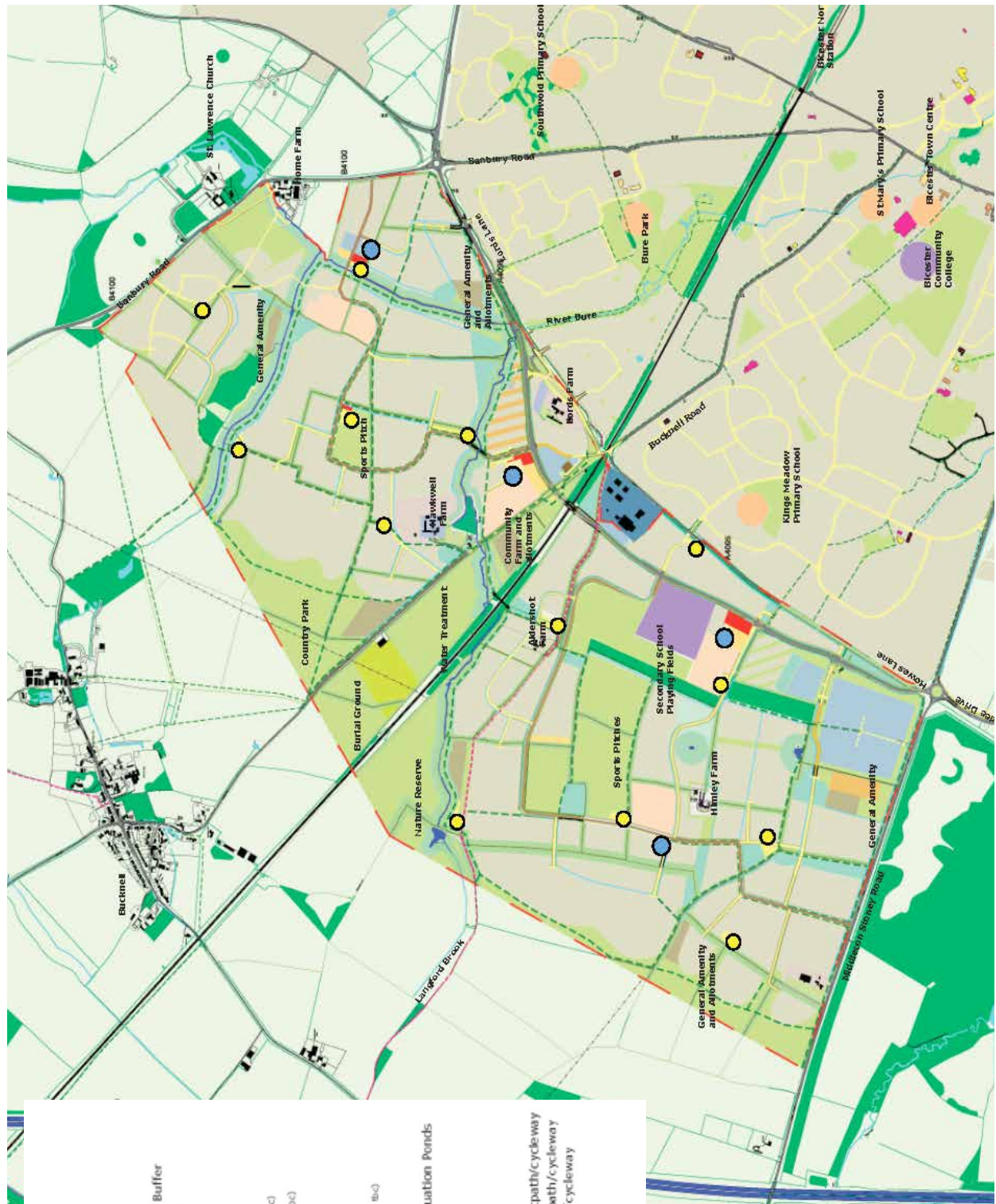
4. Development principles and requirements

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

Development Principle 1 - Masterplanning and comprehensive development

- 4.5 Cherwell District Council is committed to ensuring comprehensive development through masterplanning. In order to ensure a comprehensive development, all planning applications will be required to be accordance with the SPD masterplan shown in Figure 9.
- 4.6 The masterplan indicates the key development components of the masterplan. It will be used to guide the preparation of development proposals and deliver key components of the masterplan. The masterplan is supported by surveys and technical information and shows:
- The site boundary;
 - Proposed land uses;
 - Existing woodlands and hedgerows, watercourses and ponds;
 - Proposed woodlands and hedgerow buffers;
 - Water corridor buffer zones;
 - A nature reserve and country park;
 - A burial ground;
 - Site access points from the highway network; indicative primary and secondary routes (roads and street layout); and
 - The proposed realignment of Howes Lane.
- ### **BREEAM Communities**
- 4.7 The BREEAM Communities assessment methodology will be used to assess the sustainability of the proposals. CEEQUAL assessment methodology will also be used to deliver improved project specification, design and construction of civil engineering works.
- ### **CABE Design Review**
- 4.8 CABE Design Review will be encouraged of all schemes to ensure high quality design. Design Review has been used in preparing the masterplan and Phase 1 exemplar proposals. Design Review will be continued throughout the preparation of detailed development proposals.

Figure 10: North West Bicester Masterplan – Masterplan Framework



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

Development Requirement 1 - Delivering the masterplan

- 4.9 The masterplan should achieve BREEAM Communities “Excellent”. For more information go to www.breeam.org
- 4.10 In order to ensure comprehensive development, planning applications should be consistent with, and mindful of, the masterplan requirements set out below.
- 4.11 Planning applications will be:
- Determined in accordance with the masterplan framework in Figure 9 of the SPD;
 - Supported by a masterplan to show the “fit” with the overarching masterplan;
 - Required to demonstrate the principles and vision set out in the site wide masterplan, and the SPD;
 - Required to progress design work (see design principles in section 5) in the preparation of detailed proposals. For example, details to the level of the block and the street should be provided to explore issues related to building typologies and solar orientation.
 - Required to meet the requirements as set out in the Local Validation Checklist and advice on making an application (for more information go to: www.cherwell.gov.uk/planning)

“True” zero carbon development



- 4.12 The concept of zero carbon development has been embedded into Council strategies and policy since it appeared in the eco-town standards. Local Plan Policy Bicester 1 requires the provision of infrastructure to allow for zero carbon development on the site.
- 4.13 The 2008 Climate Change Act established the world’s first legally binding climate change target with the aim to reduce the UK’s greenhouse gas emissions by at least 80% (from the 1990 baseline) by 2050. Reduction in the use of fossil fuels will not only contribute to reaching this target but also help protect against fuel price rises.
- 4.14 Work to date indicates a mixture of low carbon district heating and photovoltaic energy would achieve zero carbon. The site’s orientation and aspect creates the opportunity for roof mounted solar panels to generate renewable energy and will go a significant way to achieving the zero carbon targets.
- 4.15 The approach to energy and carbon dioxide reduction is set out in the Masterplan Energy Strategy and summarised below:
- A large scale solar array on all roofs;
 - Energy efficient buildings and
 - A network of energy centres providing gas and biomass combined heat and power (CHP) which will require a district heating network.

Zero carbon energy

- 4.16 Renewable energy generation from on-site sources will be the key to delivering zero carbon emissions from energy used in buildings. Photovoltaic panels currently appear to provide the most viable solution as set out in the Energy Strategy supporting the Masterplan.
- 4.17 Orientation and design of buildings will be expected to take account of the potential to install solar panels.
- 4.18 The Council will encourage:
- Roof mounted arrays to avoid use of large tracts of land for a single purpose.
 - Exploration of technologies that will assist building occupiers in maximising the use of any renewable energy generated on the site.
 - Design of the proposed development should enable solar power generation by supporting:
 - Orientation - For pitched roofs, all roofs should have at least one pitch facing within 45 degrees of due south. Mono-pitch or flat roofs should be used to increase PV provision. A mix of orientations ranging from +45 degrees to -45 degrees of south will reduce the peak export and contribute to meeting peak demands.
 - Avoiding overshadowing/overshadowing - Buildings should avoid or at least minimise shading to roofs. Shading of south facing roofs by trees or other buildings should be avoided.
 - Built form, density and massing that optimises the potential for solar gain to generate energy.
- 4.19 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 Masterplan and have been located to maximise the potential for combined heat and power while also allowing the potential for the site to fit a future heat network for Bicester. The design and siting of energy centres should allow for the space requirements including the need for biomass deliveries and ensure that there is no nuisance to adjoining uses.

Local Heat Network

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

Smartgrids

- 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 Principle 2 – “True” zero carbon development

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

Development Requirement 2 – True zero carbon development

- 4.24 Development at North West Bicester must achieve zero carbon emissions as defined in this SPD.
- 4.25 Each full and outline application will need to be supported by an energy strategy and comply with the definition of true zero carbon development.
- 4.26 Energy strategies should identify how the proposed development will achieve the zero carbon targets and set out the phasing.
- 4.27 Use of heat and low carbon energy from the energy recovery facility at Ardley should be explored in the energy strategy. Smartgrid and storage technology should also be investigated.
- 4.28 Applicants will be encouraged to maximise the fabric energy efficiency of buildings.
- 4.29 Provision of utilities' infrastructure should be coordinated and support the overarching objective of true zero carbon development.
- 4.30 Where an approach is proposed that does not include a heat network it will have to be demonstrated that it is a robust long term solution and that connection to any heat network should be explored.

Climate Change Adaptation



- 4.31 There is increasing recognition that reducing carbon emissions is important in reducing and adapting to the impacts of climate change.
- 4.32 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.
- 4.33 The factors that contribute to overheating in dwellings include:
- Urbanisation;
 - Occupant behaviour and interventions;
 - Orientation;
 - Aspect;
 - Glazing;
 - Internal gains;
 - Thermal mass;
 - Changes in building design (including the drive for energy efficiency, leading to highly insulated and airtight dwellings);
 - Pollution;
 - Noise and
 - Security.
- 4.34 The Council requires development to be designed to take account of future climate scenarios. The 2009 UK Climate Projections (UKCP09) set out the key projections of climate change across the UK over the 21st century. Projected changes by the 2080s

based on a 50% probability level include increases in summer mean temperatures of 3.9 degrees in southern England and 23% decrease in summer precipitation.

- 4.35 Local Plan Policy ESD1 provides more detail on the anticipated effect of climate change in the District.
- 4.36 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).
- 4.37 The Local Plan refers to climate change adaptation and mitigation measures and sets out clear requirements to be met by proposals for development in planning applications. The SPD masterplan sets out the framework for implementing the climate change measures required to deliver the eco-town objectives. A comprehensive approach to climate change adaptation will be required with every planning application.
- 4.38 Research with Oxford Brookes University has modelled the climate Bicester is likely to experience. It shows the biggest risks are overheating and water stress. The worst case scenarios for overheating in homes occur in terraces or detached properties with both east and west facing glazing. These homes get morning and evening sunshine when the sun is lower in the sky whereas south facing glazing can be shaded easily from midday summer sun.

Development Principle 3 - Climate Change Adaptation

- 4.39 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.

- 4.40 The principles of sustainable development should contribute to the character of the area by influencing form of development for example, to maximise passive energy gain, support PhotoVoltaics, wind power and grey water.

Development Requirement 3 - Climate Change Adaptation

- 4.41 Planning applications will be required to incorporate best practice on tackling overheating.
- 4.42 Planning applications will also be required to incorporate best practice on:
- tackling the impacts of climate change on the built and natural environment including:
 - Urban cooling through Green Infrastructure (for example, the use of green space and the incorporation of green streets);
 - Orientation and passive design principles;
 - Include water neutrality measures as set out in a Water Cycle Study;
 - Meet Minimum Fabric Energy Efficiency Standards (FEES)
 - Achieve Code for Sustainable Homes Level 5 (CSH5).
- 4.43 Planning applications should include designs and layouts that run east-west to avoid worst case overheating. Layouts and designs that run north-south should pay extra attention to risk of overheating.
- 4.44 Planning applications should:
- Provide evidence to show consideration of climate change adaptation.
 - Demonstrate how risks will be reduced through win-win situations (BREEAM Communities SE10) - such as:
 - Reducing more than one impact of climate

change (for example reduce effect of urban heat island whilst also reducing flood risk);

- Reducing the contribution of the development to climate change (e.g. reducing the need for electric cooling and therefore reducing carbon emissions)
- Providing additional sustainability, economic or wellbeing benefits (e.g. rainwater harvesting using drainage techniques that increase biodiversity or improve water quality)
- Design and Access Statements should address the issue of climate change adaptation. Detailed designs will be required to demonstrate they are resilient to the impacts of climate change with reference to the work carried out by Oxford Brookes University (OBU), Hyder and BioRegional.
- Design for Future Climate Change – Adapting Buildings Programme – North West Bicester Eco development (Hyder Consulting Limited).

Homes



- 4.45 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.
- 4.46 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.
- 4.47 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.
- 4.48 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.
- 4.49 The development will provide a range of house types and sizes to meet local needs and create a sustainable community.
- 4.50 As well as providing attractive places for people to live, the new homes will also be adaptable and provide flexibility for residents to work from home. This will allow the need to travel to be reduced leading to a reduction in carbon emissions from transport and require local services and facilities to support homeworkers.

- 4.51 Neighbourhood water recycling should be implemented as a means to deliver reduced water consumption requirements, rather than house by house scale water recycling which may be expensive.
- 4.52 The masterplan identifies the areas of residential development within the site and sets out to create sustainable neighbourhoods.
- 4.53 Housing areas are in accessible locations in terms of local services and jobs.

Development Principle 4 – Homes

- 4.54 Detailed layouts should ensure homes are located within 800 metres along the shortest walking route of primary schools.
- 4.55 Homes should be set in a strong landscape framework.
- 4.56 Proposals should develop the work carried out by Oxford Brookes University, Hyder, BioRegional and A2Dominion on designing homes for future climate change.
- 4.57 The concept of community streets (also referred to as “homezones”) has been established by the exemplar. The concept should be carried through into subsequent phases of development. Implementation of the concept should create safe, accessible neighbourhood streets and facilitate the creation of a successful community.
- 4.58 Home designs will encourage more sustainable ways of living for example through:
 - Space for recycling facilities and composting facilities;
 - Gardens and food production and biodiversity (for example, fruit trees, wildflower meadows and log piles);
 - Easily accessible cycle storage areas
 - Connectivity of rainwater harvesting systems to residential gardens and adjacent green street features;
 - Greywater use,
 - Passive heating and cooling;
 - Provision for electric vehicle charging points and

- Provision for electric Smart home design that uses technology to manage appliances and energy use.

Development Requirement 4 – Homes

- 4.59 Proposals will include details of 30% affordable housing of a type and tenure to meet local housing needs. Assistance in identifying needs will be provided by the Council’s Strategic Housing Officer.
- 4.60 The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.
- 4.61 Proposals for new residential development will be expected to incorporate sustainable design and construction technology to achieve zero carbon development through a combination of fabric energy efficiency, carbon compliance and local renewable energy generation.
- 4.62 Design principles will be set out and include the use of local materials, flexibility in house design and size including the potential for additions to the building to adapt to changing circumstances.
- 4.63 Design and Access Statements should respond to the eco-town principles and set out how homes will contribute to meet design criteria for the development.
- 4.64 In summary, all homes should:
 - Achieve Building for Life 12 (www.designcouncil.org.uk)
 - Use energy efficient materials as part of the building fabric and innovative approaches to sustainable construction
 - Optimise the site’s potential for solar energy gain and passive house techniques for ventilation and cooling
 - Address the issue of overheating and respond to the orientation of the site
 - Meet a minimum of Level 5 of the Code for Sustainable homes
 - Meet lifetime homes minimum space standards (www.lifetimehomes.org.uk)

- Provide flexible space to facilitate homeworking and be “smart” - incorporating real time energy monitoring systems, technology that provides up to date real time community information including travel, superfast broadband (speeds in excess of 100 MBps) to facilitate use of homes as offices and small businesses
- Provide gardens for food production and biodiversity
- Be designed to achieve good daylighting 1

Development Principle 4(a) – Homes – Homeworking

- 4.65 Homeworking will play an important role in creating employment opportunities on the site. It will be encouraged and facilitated by the design of the new homes and superfast broadband provision.
- 4.66 The ability of homes to provide flexible space for residents to work from home is a requirement of the phase 1 exemplar development. This will reduce the need to travel allowing residents who work elsewhere to spend time doing their job at home. It will also provide the opportunity to facilitate the provision of small businesses, sole traders and local businesses to use their homes for work and employment. Within homes there should be space provided to allow use as an office or small scale ancillary business use.
- 4.67 The masterplan economic strategy is expected to deliver homeworking targets for the site. The economic strategy will require further detailed work in terms of developing the proposals for homeworking to ensure the creation of the jobs indicated on the site.

Development Requirement 4(a) - Homes – Homeworking

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

Employment



- 4.69 The vision for employment is to deliver a mixed use development and ensure that unsustainable commuter trips are kept to a minimum. An economic strategy based on baseline information and evidence to identify target sectors for economic growth and linkages with other economies in the area should be produced to accompany planning applications.
- 4.70 Other employment opportunities and facilities should be provided with links to the wider economy. These include service jobs, growth of the low carbon environmental goods and services sector (including energy, management, retail, community development role) and greener business such as the commercial uses in the local centres that choose sustainability practices. The end result should be to provide at least as many jobs as new dwellings on the site (within walking or cycling distance) or accessible by public transport within Bicester.
- 4.71 It is recognised that the proposed development will create demand for local services and facilities in the local area which will provide opportunities for some of the future residents of North West Bicester. However, the challenge will be to provide the estimated 4,600 jobs identified in the masterplan economic strategy.
- 4.72 Larger scale commercial development within the employment land shown on the masterplan provides business space for offices, workshops factories and warehousing (B1, B2 and B8 uses).
- 4.73 It is estimated in the North West Bicester

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

Development Principle 5 – Employment

- 4.74 The masterplan identifies land for employment uses to facilitate the creation of on-site jobs. In addition, the masterplan economic strategy sets out the scale, type and location of jobs related to North West Bicester and an action plan. Employment opportunities should be provided on-site and meet the skills of local residents.
- 4.75 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.
- 4.76 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.
- 4.77 The existing Avonbury Business Park could be extended to create commercial use and frontage along the realigned Howes Lane.
- 4.78 Land between the realigned Bucknell Road and Lords Lane adjacent to the local centre is identified for commercial uses.

- 4.79 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.
- 4.80 Other employment opportunities will be created through the provision of facilities for homeworking in the design of new homes. Homeworking will play an important role in creating employment opportunities on the site and will be encouraged, facilitated by the design of the new homes (Please refer to Development Principle 4(a)).

Development Requirement 5 – Employment

- 4.81 Employment proposals will be required to address:
 - Accessibility to homes and sustainable transport;
 - Mixed use development;
 - The capability of the building to achieve BREEAM Excellent on occupation of 50% of the development;
 - Relationship to neighbouring uses so that they do not have an adverse impact on adjacent properties and
 - The vitality of local centres
 - Planning applications should:
 - be supported by an economic strategy
 - demonstrate access to at least one new opportunity per new home on-site and within Bicester;
 - present an up to date summary of economic baseline information;
 - set out the local economic context and economic links (with a specific focus on jobs and employment land);
 - pursue target sectors including high value logistics, manufacturing (including

performance engineering) and low carbon environmental goods and services

- refer to the Cherwell Local Plan evidence base;
- include an action plan to deliver jobs and homeworking, skills and training objectives;
- support local apprenticeship and training initiatives.

Transport, Movement and Access



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

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

4.84 Strategic accesses and primary streets are shown on the Masterplan

Development Principle 6 – Transport, Movement and Access

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

4.86 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.

4.87 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.

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

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

4.90 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.

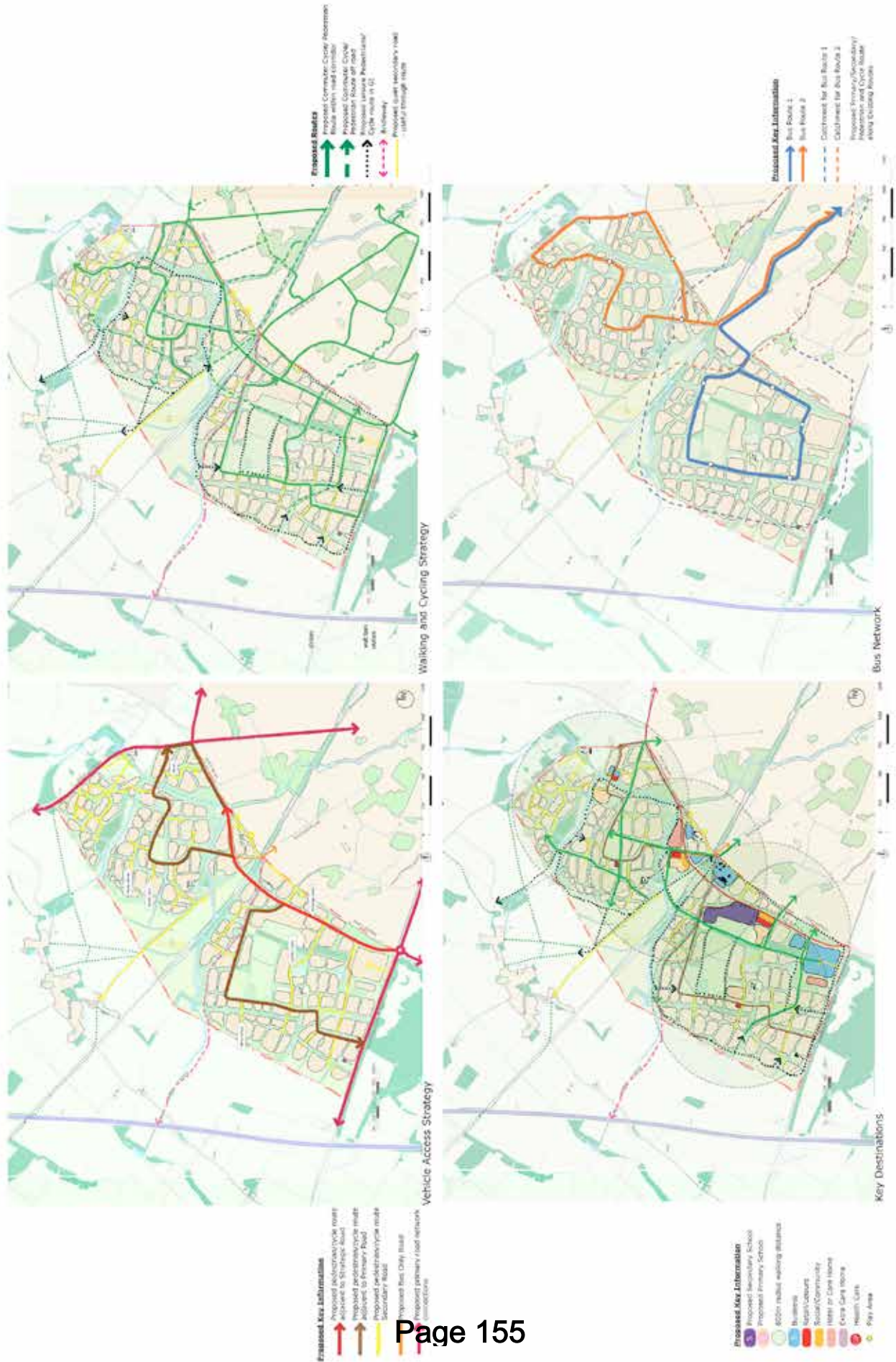
- 4.91 It is crucial proposed developments integrate fully with existing developments and communities in Bicester by making new connections, while improving existing ones.
- 4.92 Rights of Way should be recognised as important links to the countryside, enhanced and reinforced through the implementation of the masterplan supported by individual planning applications.
- 4.93 The North West Bicester masterplan sets out a framework for movement and access within the site (Figure 11). It includes a street hierarchy and indicative layout of primary streets. This requires further work to ensure the street design and layout is legible.
- 4.94 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.
- 4.95 The SPD masterplan seeks to employ principles of filtered permeability and walkable neighbourhoods. These principles should be developed further in detailed planning proposals.
- 4.96 The Masterplan provides the opportunity to address the aspect of existing properties along Howes Lane and the potential for the new development to enhance the existing properties through good urban design and integration with the proposed development. The masterplan is based on the following movement hierarchy:
 - A strong green space structure providing a network of footpaths and cycleways;
 - Provision of a strategic route through the site, to realign Howe's Lane, cross the railway line and allow integration and connectivity between the new and existing community;
 - Primary access roads into the site link employment, schools and community facilities;

- Controlled access roads through residential areas provide a route for public transport and maximise the public transport catchment;
- Minor roads and home zones/community streets to serve residential areas.

Development Requirement 6 - Transport, Movement and Access

- 4.97 Key considerations for movement to be addressed in planning applications are as follows:
 - Reducing car dependency;
 - Prioritising walking and cycling;
 - Generating activity and connectivity;
 - Highway and transport improvements including Howes Lane and Bucknell Road
 - Bus priority and links and infrastructure including RTI
- 4.98 At the outline planning applications stage it will be necessary to set out the indicative layout of lower hierarchy streets as part of a future design code. The secondary road network will provide other routes through the site. Below this level, further work in preparing planning applications is required to show how the routes will connect and illustrate the permeability of the site.
- 4.99 There is scope for planning applications to reconsider key elements and provide further detail to explain how the movement principles will be realised in spatial and public realm terms.
- 4.100 Planning applications and proposals should:
 - Demonstrate how Manual for Streets 1 and 2 have been incorporated into the design of roads and streets
 - Demonstrate how Sustrans design manual guidance has been incorporated
 - Address and ensure connectivity along the major routes.
 - Include a Movement Strategy and designs to promote sustainable transport ensuring that all residential areas enjoy easy access to open space and are connected by a range of modes of transport to

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



schools, community facilities and leisure/ employment opportunities.

- Demonstrate that homes are within 5 minutes' walk (approximately 400 metres) of frequent public transport and 10 minutes' (approximately 800 metres) of neighbourhood services;

Sustainable Transport – Modal Share and Containment



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

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

4.104 Containment refers to the number of trips generated by a development and the travel patterns within that development. A high rate of containment indicates a land use and transport conditions that enable residents to travel without the need for complex external journeys.

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

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

4.106 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.

4.107 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.

4.108 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.

4.109 The transport system should be planned to ensure that all homes and key services have access to non-car modes of transport.

4.110 Car sharing and car clubs should be an important element in supporting reduced car ownership and use.

4.111 Streets and spaces should not be dominated by parking and innovative layouts and management should be used where appropriate.

4.112 Parking requirements will need to be sensitively addressed.

4.113 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.

4.114 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.

- 4.115 The target level of containment is for at least 35% of trips to be within North West Bicester and 60% to be within Bicester as a whole, that is, 40% or less travelling outside of Bicester. This compares to an estimated 25% at present within neighbourhoods and 56% within Bicester as a whole. It aims at some increase in containment, recognising the complexities and limited influence over people's choices about where they live, work, shop and send their children to school.
- 4.116 The Masterplan incorporates the following sustainable transport principles:
- Comprehensive direct networks for walking, cycling and public transport;
 - Limited or less convenient private vehicle access for homes and services;
 - Good accessibility by sustainable modes to key services such as schools and local centres;
 - Provision of bus infrastructure
 - A compact layout – with medium densities, a mix of uses and a range of facilities within 10 minutes walking distance (around 800 metres);
 - Community Streets (Home zones) – residential areas where streets design encourages drivers to travel at very low speeds;
 - Shared space streets and squares – these are intended to reduce the dominance of motor vehicles and to improve the conditions for walkers, cyclists and pedestrians;
- 4.117 The Masterplan will facilitate the overall modal share by non-car modes. This varies by the length of trip. The aim is to achieve an overall modal share of not more than 50% by car. The targets suggest an overall increase in walking trips from 22% at present to 30% for North West Bicester; increasing cycling trips from 4% to 10% and bus trips from 5% to 10%. Walking, cycling and bus trips also include journeys to the railway stations as part of longer journeys by public transport.

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

- 4.118 The SPD masterplan includes land use mixes that maximise the containment of trips within the North West Bicester development and limit the need for vehicular travel.
- 4.119 Planning applications should include Travel Plans which demonstrate how the design will enable at least 50% of trips originating in the development to be made by non-car means with the potential to increase to 60% by 2020.
- 4.120 Planning applications should set out how they will deliver:
- High containment of trips within the town;
 - Enhanced bus services from North West Bicester into and around Bicester;
 - Additional bus priority measures;
 - Street plans to discourage car movement;
 - Travel awareness plans (personalised travel plans etc.);
 - Real time travel information including access to train and train services;
 - High quality walking and cycling links to and from the town and waymarking;
 - Cycle storage within new homes;
 - Be supported by a Walking and Cycling Strategy and
 - Transport Assessments addressing the guidance in this SPD.
- 4.121 Planning applications should also:
- Demonstrate options for ensuring key connections around the town do not become congested as a result of the development, for example, by extending some aspects of the travel plan beyond the immediate boundaries of the North West Bicester site
 - Significantly more ambitious targets for modal share than the 50 per cent and for the use of sustainable transport.
 - Demonstrate how the principles of filtered permeability have been employed in designing the layout of schemes.

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

- 4.122 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

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

- 4.124 Proposed highways infrastructure - Strategic link road and proposed highway realignments

Howes Lane realignment

- 4.125 The vision is to maintain the strategic route to accommodate the predicted volumes of traffic while providing an environment that is safe and attractive to pedestrians, cyclists and any person that is using the services and facilities proposed. The requirement to upgrade the existing Howes Lane and Lords Lane corridor has long been a priority scheme in the local authorities' infrastructure delivery plans and programmes. It includes a scheme to improve the Bucknell Road Howes Lane and Lords Lane junction. Similarly the crossing of the railway line was seen as a potential constraint in masterplanning the site; particularly its impact on connectivity between the land uses on either side of the railway embankment.
- 4.126 A number of options have been considered for the strategic road network in this area and are set out in the various planning documents and evidence in the form of transport studies/modelling to support the Local Plan.
- 4.127 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.

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

Bucknell Road

- 4.129 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.
- 4.130 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.
- 4.131 The masterplanning of the site provides an opportunity to improve Bucknell Road and address issues of road safety and local access to Bucknell village by realigning the section of highway immediately to the north of the junction with Lords Lane. The road currently has the character of a rural lane with tall hedges on either side and vehicles travelling fast (the national speed limit is 60 mph).

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

- 4.132 The proposals for improvement of Howes Lane should integrate the existing and new development. To provide this, the existing road is moved further from the existing

- properties to a new alignment. Development should provide an appropriate interface with Howes Lane by sensitively responding to the scale, massing and height of existing development.
- 4.133 The SPD masterplan shows the A4095 diverted through the site to provide a strategic route for the town and create an urban boulevard for the new development. This road will have the character of a bustling street and be a place of pedestrian activity and the focal point the new community. The speed of vehicles will be reduced to allow movement between the existing and new development. The creation of tree lined boulevard will be an attractive feature of the development.
- 4.134 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.
- 4.135 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.
- 4.136 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.
- 4.137 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.
- 4.138 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.
- 4.139 The new route will be a highly accessible street in the new development with excellent links to the rest of the development and town. It will provide commercial opportunities, creating a viable and sustainable mix of uses serving local needs. In this location, and along the public transport corridors, higher density development will be encouraged.
- 4.140 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.
- 4.141 Bucknell Road should provide a strong connection through the site and not be a barrier to movement. The existing highway arrangements along the Bucknell Road should be improved to allow a rapid bus-only link direct into the eco town site via Bucknell Road with associated walking and cycling infrastructure along it.
- Development Requirement 6(c) – Proposed highways infrastructure - Strategic link road and proposed highway realignments**
- 4.142 Planning applications should demonstrate options for ensuring that key connections around the eco-town do not become congested as a result of the development.
- Highway requirements should not lead to a route which will in itself form a new barrier - albeit relocated within the site boundaries.

- Good permeability, frontage and crossing points combined by a reduced speed limit should deliver the vision for an urban boulevard.
- In terms of the design of this new section of road, the local highway authority recognises the continued strategic importance, nature and level and types of traffic carried on a daily basis by Howes Lane as part of the Bicester perimeter road network. OCC has provided an indicative Howes Lane carriageway dimension requirement of 7.3 metres. It has also indicated a requirement for off road footways and cycleways, verges (with trees) and two swales and a speed limit of 30 mph.
- Joint cycleway/footways should be at least four metres wide and segregated routes to provide attractive routes for pedestrian and cyclists.
- Applicants will need to work with OCC and CDC to find an acceptable design solution appropriate to the uses along the route. The existing Howes Lane will be the subject of a Stopping Up Order to allow potential alternative uses ranging from open space to foot/cycle ways.

Public transport



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

- 4.144 The Masterplan proposes a bus network through the site designed to transport passengers directly and efficiently to their destination and give the bus priority over other road vehicles. Bucknell Road is the preferred route for a bus link to the town centre and this will require some infrastructure to support the increased use by buses from the North West Bicester site. The bus route will use the primary street network for the most part.
- 4.145 The Masterplan includes three bus-only links (central, western and eastern). The delivery of bus-only links requires further investigation, for example, from the Bucknell Road to the north side of the development and from the new link to the west side of the development needs further consideration to ensure it can be delivered to achieve the goal of providing an efficient bus service.

Development Principle 6(d) – Public Transport

- 4.146 North West Bicester should be an exemplar in the design and operation of its transport systems. The challenge this presents is significant and means that “business as usual” is not an option. Street and place design should give pedestrians and cyclists priority with limited and managed car access.
- 4.147 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

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

Healthy Lifestyles



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

Development Principle 7 - Healthy lifestyles

- 4.150 Development proposals should be designed and planned to support healthy and sustainable environments and enable residents to make healthy choices easily. Development proposals should focus on social factors such as benefits of personal health and well-being as part of environmental and economic sustainability. Healthy lifestyles are a key component of the development principles and proposals will need to address this issue Often these factors are interwoven.
- 4.151 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.
- 4.152 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.

- 4.153 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.
- 4.154 Residents should be encouraged and supported in growing their own fruit and vegetables and the green spaces used to provide sources of food including fruit trees. Replacing car journeys with walking and cycling trips can have many benefits in terms of health from reducing air pollution, encouraging exercise through active travel and increased interaction with friends and neighbours.

Development Requirements 7 - Healthy lifestyles

- 4.155 The health and well-being benefits from the development principles set out in this SPD should be considered in the design of proposals.
- 4.156 Proposals should provide facilities which contribute to the well-being, enjoyment and health of people.
- 4.157 Planning applications should set out how the design of development will deliver healthy neighbourhoods and promote healthy lifestyles through active travel (walking and cycling) and sustainability.
- 4.158 The green spaces within the development should also provide the opportunity for healthy lifestyles including attractive areas for sport and recreation as well as local food production.

Allotments

- 4.159 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 of some illnesses and raise serotonin levels, making plot holders happier and healthier;
- Reducing Obesity levels – reducing cholesterol – through healthier foods, cooking workshops, eating together and discussing food choices;
- Reducing stress levels;
- Access to fresh air;
- Mental illness – promoting interaction with the environment helps to build confidence and skill levels. The integration of allotments with communities means they have a great potential for occupational therapy and as mechanisms of social inclusion;
- Spending time with like-minded people – allotments are places to socialise and for the camaraderie. Allotments are now used by people of all ages, genders and ethnic backgrounds – this aids community cohesion and helps to limit isolation;

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

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

4.162 Being a plot holder provides a sense of being part of a community.

4.163 The National Allotment Society provides further information on allotments (<http://www.nsalg.org.uk/allotment-info/benefits-of-allotment-gardening/>)

Local Services



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

Development Principle 8 - Local services

4.165 Planning applications should include a good level of provision of services within the North West Bicester eco-town site that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture

4.166 Local centres are proposed as part of the mixed use development including small retail units, offices, and community facilities including a nursery, primary school, and public house. The energy centres and other infrastructure and facilities on the site will generate and support jobs within the site. It is important employment areas are easily accessible and well connected to other uses. The location of complementary uses such as cafes, bars and hotels should be convenient to employment facilities on the site to create a vibrant local economy as set out in the economic strategies.

- 4.167 The success of the commercial uses will be influenced by the mix of uses and quality of the built and natural environment in the masterplan and spatial framework plan. By locating commercial uses in close proximity to community and educational facilities it is envisaged the masterplan will promote viability and support local services. Community facilities and social infrastructure including schools will be provided in locations accessible to the new communities and sports and recreational facilities located in close proximity.
- 4.168 The distribution of community halls will be spread across the site and perform a different function to help build the new community. Schools shall provide high quality educational facilities with a strong community and sustainability emphasis to embrace the whole community, with facilities for the benefit of whole community. It is important that the mix of uses does not undermine the role of the town centre.
- 4.172 To encourage sustainable travel initiatives, schools should be accessible from at least two sides of the site see “typical example” from the educational requirement document. The local education authority’s preference is for three vehicular entrances located strategically around the perimeter. Noise generation around schools should be minimal. School dropping off/picking up points should be agreed with OCC and CDC. Oxfordshire County Council’s detailed design principles for primary and secondary school sites are contained in Appendix IV. Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, “Drop-off standards for new primary schools built as part of a larger development.”

Development Requirement 8 - Local services

- 4.169 Planning applications should include a good level of provision of services within the North West Bicester eco-town site that is proportionate to the size of the development. This should include leisure, health and social care, education, retail, arts and culture while recognising that the existing town centre will continue to perform an important role as the service centre for the town and surrounding area including major large scale retail and community services such as the new library.
- 4.170 Local services should be located in accessible locations within walking distances (defined in this SPD) to homes and employment.
- 4.171 Following on from the “walkable neighbourhoods” principle the schools should be easily accessible on foot and other non-car sustainable modes. They should be set in an attractive landscape and where parents need to access the school by car should be carefully considered in order to avoid congestion and conflict with pedestrians and cyclists.
- 4.173 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.
- 4.174 The majority of green space in the Masterplan is focussed on natural corridors

Green infrastructure



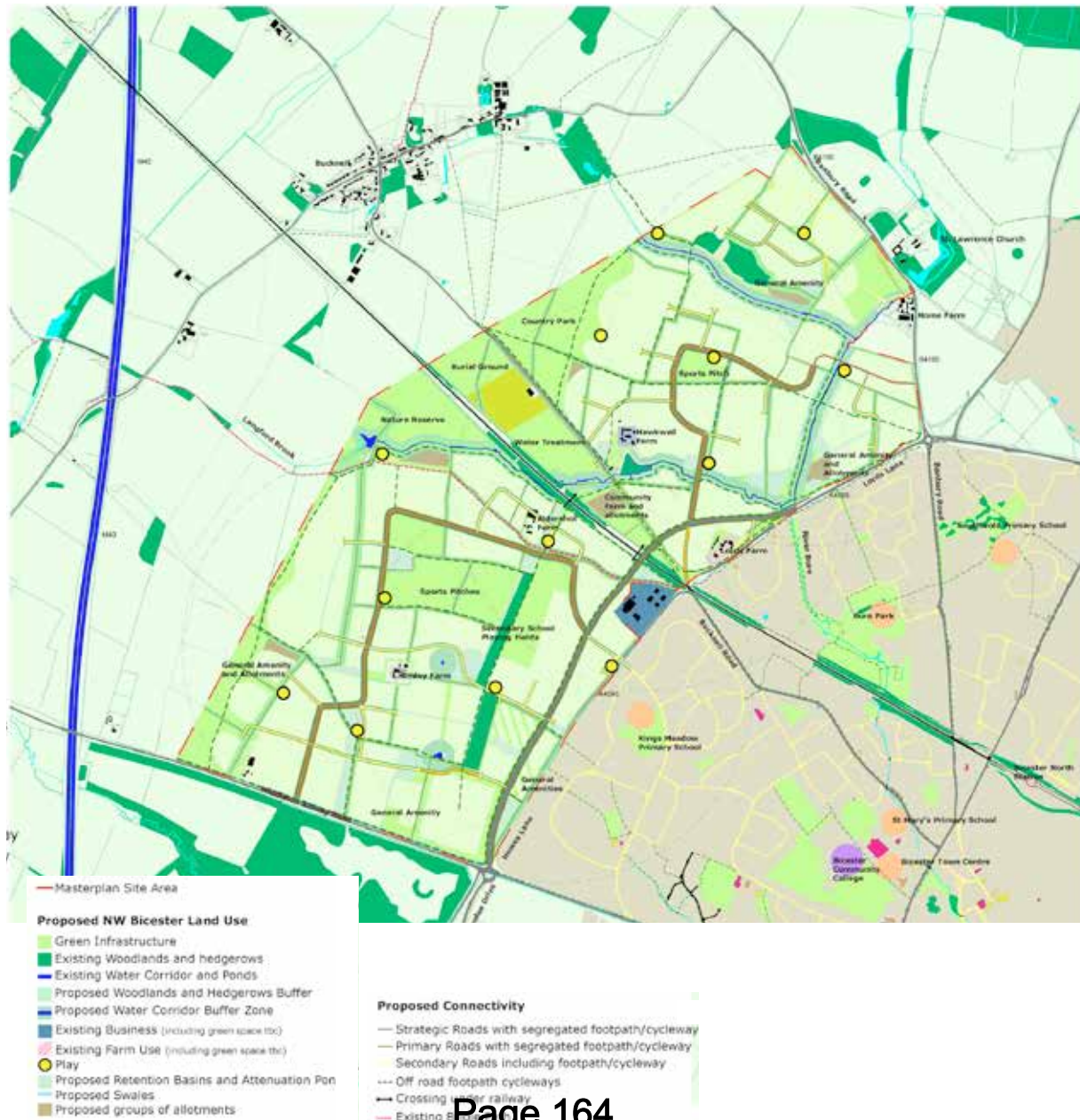
and integrated with the existing hedgerows. The green space to the south of the railway line provides general amenity, sports and a nature reserve. To the north of the railway line the green space provides general amenity, a country park, water treatment facility, burial ground and community farm.

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

Development Principle 9 - Green infrastructure and landscape

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

Figure 12: North West Bicester – Green Infrastructure Framework



The proposed developments should support cultural activity through the provision of high quality public open space.

- 4.177 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.
- 4.178 Open space should be fronted to secure attractiveness. Green infrastructure should enhance and complement the structure of the urban form and the hierarchy between the two elements needs to be understood in order to understand how these areas might be developed in subsequent applications.
- 4.179 Other areas of green space provide the landscape framework for the master plan and opportunities to deliver green infrastructure. The Masterplan proposes a green infrastructure framework retaining existing landscape features such as trees, hedgerows and woodland.
- 4.180 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.
- 4.181 The bridleway leading from the eastern end of Howes Lane past Aldershot Farm is

an important link between the town and countryside walkers, cyclists and equestrians and is identified as a green corridor in the masterplan.

Development Requirement 9 - Green infrastructure and landscape

- 4.182 Planning applications should demonstrate a range of types of green space, for example wetland areas and public space.
- 4.183 Development must meet the requirements of BSC1 1.
- 4.184 Green spaces should be multi-functional, for example accessible for play and recreation, local food production (important due to the high carbon footprint of food), walking or cycling safely and support wildlife, urban cooling and flood management, providing the policy principle is not compromised.
- 4.185 The expectation is for frontages to be designed onto the green spaces with design consideration towards natural surveillance and ensuring landscaping schemes are not compromised. The existing Howes Lane has the potential to be integrated into the green infrastructure and landscape setting of the masterplan.
- 4.186 All planning applications should demonstrate the provision of forty per cent green space and a range of types of green space. Particular attention should be given to land to allow the production of food from community, allotment and/or commercial gardens.
- 4.187 Proposed landscape schemes and Green Infrastructure design should be used to provide external cooling and reduce heat islands.
- 4.188 Green roofs should be used to assist with neighbourhood cooling but will not be included in the requirement for 40% green space.
- 4.189 Development should have a clear system of safe, accessible and attractive open and green spaces that respond to and enhance natural features across the site, and integrate with the existing settlement.
- 4.190 Play areas should be located where they are accessible to children and overlooked.

- 4.191 There should be areas where biodiversity is the principal outcome, such as the nature reserve, parts of the country park, and wildlife corridors and buffers. In addition, opportunities to maximise biodiversity in other green spaces should be taken.
- 4.192 All development should be consistent with the Green Infrastructure and Landscape Strategy May 2014.

Development Principle 9 (a) – Tree planting

- 4.193 To reflect the Biodiversity Strategy, native trees and shrubs should be planted on the site particularly within woodland, the country park, the nature reserve, and ecological buffers and corridors but also as a proportion of other plantings
- 4.194 Sufficient space should be allocated for tree planting in the planning applications to integrate with the streetscene and adjacent street furniture/ highways infrastructure/ buildings. Emphasis should be placed upon the planting of larger tree species (oak, plane, lime, hornbeam etc.) within the streetscene to ensure greater benefits are returned to the environment and community. Big trees provide big benefits, small trees provide small benefits.
- 4.195 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.
- 4.196 Ensuring planting is in the correct locations and allows for the integration of the trees into water sensitive urban design avoids conflicts with adjacent features and services as the trees mature. It also allows for the trees to function efficiently and to their maximum capability within the street scene whilst contributing to installed environmental, ecological and engineered features.

Development Requirements 9 (a) - Tree planting

- 4.197 Planning applications should allocate appropriate space for the root and crown development of trees.
- 4.198 Where planning applications include proposals for tree planting in or adjacent to hard surface areas the provision of engineered planting pits should be installed with either structured cells, raft system or structured soil. Engineered planting pits in hard surface areas are to be integrated within rainwater harvesting systems in order to assist with stormwater management, reduce maintenance costs and improve water efficiency.
- 4.199 Tree pits must be of the size and specification to support and allow for the individual tree to reach and maintain its mature, natural form and characteristics without the associated and predictable conflicts with urban features and residents.
- 4.200 The design and installation of all hard surface tree pits should be in accordance with BS8545:2014 'Trees from nursery to independence in the Landscape', 'Trees in Hard Landscapes - A guide for Delivery' - Tree Design & Action Group.
- 4.201 Planting pits within hard surface areas must be fit for purpose and capable of providing an aerated, uncompacted medium capable of containing an appropriate volume of soil which can support the tree through maturity. The planting pits must have appropriate engineering solutions installed to ensure that the maturing roots do not present any foreseeable level of risk to property and adjacent hard surfaces. Each hard-surface planting pit specification to be designed to suit the individual tree and its situation.
- 4.202 Tree planting should be considered in masterplanning the site with discussions with the relevant officers from the earliest stage in the design phase.
- 4.203 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

- 4.204 Development edges made up of soft landscape proposals and sensitively designed built form have the potential to conserve and enhance the current setting of historic features. Development edges should respond well to the existing tree and woodland cover. Development should be accommodated without resulting in disruption to the local landscape pattern.
- 4.205 The strong landscape structure and general sense of enclosure across the landscape are such that with careful consideration for retention and enhancement of local features they could provide the framework for green infrastructure. Development should give consideration to the setting of listed buildings

Development Requirement 9 (b) – Development edges

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

Hedgerows and Stream corridors

- 4.207 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.
- 4.208 The Bure and its tributaries are important local watercourses. The stream corridors and field boundaries provide further structure and detail to the masterplan having multi-

functional roles in the provision of green space, habitat, biodiversity gain, sustainable drainage, recreation and health, movement and access. They are intrinsic to the site as a whole.

- 4.209 In order to strengthen and enhance the value of the landscape, natural buffer zones will be created. Within these buffers a network of paths and cycleways will provide links between the various areas of the site providing safe and attractive routes to schools, shops and places of work as well as a link to the town and country beyond the natural site boundaries.
- 4.210 The Masterplan uses the existing field boundaries and hedgerows to give the layout of the proposed development structure. Hedgerows define the site layout recognising their landscape importance and contribution to biodiversity and habitat. They provide natural corridors throughout the site for wildlife but also for residents as part of the comprehensive cycling and walking network. The Landscape Strategy that supports the Masterplan includes the following key landscape elements:
- Green loops as part of a linear park
 - Retained and reinforced hedgerows with a 20 metre buffer
 - Riparian zones along the stream corridors
 - Woodland copses
 - Green “fingers” integrating green infrastructure into the development
- 4.211 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 Principle 9 (c) – Hedgerows and Stream corridors

- 4.212 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.

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

4.213 Planning applications need to explain green infrastructure in relation to the way that it fits with the housing and commercial developments as these are critical to the success of the scheme. For instance, simple considerations such as whether development fronts onto landscape will make a huge difference in the way the area is perceived and functions.

4.214 Hedgerow loss should be minimised and mitigated for and existing hedges retained as part of the landscape framework and breaches of the hedges minimised in designing the layout of development- Retained hedgerows identified on the Draft masterplan and spatial framework will be enriched by semi-natural vegetation in buffer zones, a minimum of 10 metres either side of the hedgerow in accordance with the Green Infrastructure and Landscape Strategy.

4.215 The establishment of a minimum 60 metre corridor to the watercourses (30 metres each side of the centre line) shall be provided to create a strong landscape feature in the scheme and secure the opportunity for biodiversity gain from the development. The corridors will also have other purposes and capacity for other functions. For example, they will provide the interface with development and may, recreational routes and play and as such long term management proposals will be required as part of any planning application.

4.216 Connectivity between habitats and ecosystems must be planned and protected. The resilience of the ecosystems in and around North West Bicester depends on maintaining connectivity for the full range of

wildlife and plants. All planning applications should provide plans showing how wildlife corridors of all sorts will be maintained within the site and also connect with neighbouring sites in accordance with the North West Bicester masterplan and biodiversity strategy. A plan showing protected dark corridors across the site must be included.

4.217 A 20 metre buffer along either side of designated hedgerows recognised for their ecological value will be provided to create a “dark corridor” for nocturnal species such as bats. The hedgerow buffers should be provided in accordance with the Green Infrastructure and Landscape Strategy. The lighting scheme for the development will avoid disturbance to these dark areas.

Sports Pitches



4.218 The SPD masterplan includes sports pitches and secondary school playing fields in a central position on the land to the south of the railway, and in proximity of each other where it may be possible to create a sports hub. Also a site for outdoor sport has been identified in a central position on the land to the north of the railway shown on the masterplan as a “Sports Pitch”.

Development Principle 9 (d) - Sports pitches

4.219 40% of the total gross site area will comprise green space and this should include sports pitches.

4.220 The Council will encourage partnership working to ensure that sufficient quantity

and quality of, and convenient access to open space, sport and recreation provision is secured through ensuring that proposals for new development contribute to open space, outdoor sport and recreation provision commensurate to the need generated by the proposals.

Development Requirement 9(d) - Sports pitches

- 4.221 The layout, design and type of provision requires further consideration to ensure that it provides a sustainable solution in the longer term. The suitable phasing of sports pitches will be secured through Section 106 Agreements and/or conditions as appropriate.
- 4.222 Any new facilities should be built in accordance with Sport England's design guidance notes, copies of which can be found at: <http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/>
- 4.223 Sport England along with Public Health England launched 'Active Design Guidance' in October 2015 (www.sportengland.org/activedesign). Sport England believes that being active should be an intrinsic part of everyone's life pattern.

Biodiversity



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

- 4.225 The Draft Masterplan proposals shall retain the most valuable habitats and ecological features on the site including protecting the majority of hedgerows and watercourses.
- 4.226 Policy ESD10 of the Local Plan requires preservation and enhancement of habitats and species
- 4.227 On site. The Council requires proposals to demonstrate a net gain in local biodiversity and a strategy for conserving and enhancing local biodiversity for planning applications.

Development Principle 9 (e) – Biodiversity

- 4.228 This development principle refers to the preservation and enhancement of habitats and species on site, particularly protected species and habitats. It also includes the creation and management of new habitats to achieve an overall net gain in biodiversity. The creation of a local nature reserve and linkages with existing BAP habitats is fundamental to this principle. The biodiversity strategy identifies the need for woodlands and ponds to have a minimum buffer width of 10m with a 50m buffer around ponds supporting great crested newts. Other elements of this development principle include:
- 4.229 Sensitive management of open space provision to secure recreation and health benefits alongside biodiversity gains.
- 4.230 A landscape and Habitats Management Plan to be provided to manage habitats on site and to ensure this is integral to wider landscape management

Development Requirement 9 (e) – Biodiversity

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

- 4.232 Proposals must demonstrate inclusion of biodiversity gains within the built environment for example through planting, bird, bat and insect boxes and the inclusion of green roofs
- 4.233 A biodiversity strategy which is part of an approved biodiversity strategy for the whole masterplan area, shall accompany all planning applications. It should include an accepted numerical metric to show that a net gain in biodiversity will be achieved.
- 4.234 All new development within the North West Bicester site must be in line with the North West Bicester masterplan green infrastructure and landscape strategy, May 2014 which forms part of the masterplan SPD.
- 4.235 A Biodiversity Strategy which builds on a biodiversity strategy for the masterplan shall accompany all planning applications.
- 4.236 A detailed Landscape and Habitats Management Plan including a comprehensive ecological monitoring programme will be required for all reserved matters and full planning applications.

Water



- 4.237 Water neutrality is the concept where the total water used after a new development is no more than the total water used before the new development. This requires meeting the new demand through improving the efficiency of uses of the existing water resources. Water neutrality needs to be assessed within a defined area, normally the water company's water resource zone. Water neutrality is a demanding level of ambition which is only likely to be achieved through a combination of measures. A key component is to make the new development water efficient, through using the most efficient water products and where appropriate looking at water use options.
- 4.238 As Bicester is in an area of serious water stress, with Thames Water (the statutory water undertaker for the area) predicting supply demand deficits, proposals should aspire to water neutrality as achieving development without increasing overall water use across a wider area. Policy Bicester 1 sets out the infrastructure needs for North West Bicester and requires utilities and infrastructure which allow for zero carbon (see Development Principle 2) and water neutrality on the site.
- 4.239 The Masterplan is supported by a WCS confirming the proposed development shall incorporate a water efficiency design standard to limit average per capita consumption (PCC) to 105 litres per person per day (l/p/d) in all new homes. For residential properties, at least 25 l/p/d of potable water demand must be replaced

with non-potable water to allow the target of 80 l/p/d to be achieved. Options for providing a non-potable supply to the dwellings on the North West Bicester development include:

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

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

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

Development Principle 10 – Water

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

Development Requirement 10 – Water

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

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

Infrastructure capacity exists on and/or off the site to serve the development that would not lead to problems for existing users

4.244 Development proposals shall incorporate:

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

Flood Risk Management



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

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

Development Principle 11 - Flood risk management

- 4.247 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.
- 4.248 Natural drainage systems and runoff rates no higher than greenfield rates will be required to reduce the risk of flooding and maintain groundwater levels.
- 4.249 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

- 4.250 Planning applications should demonstrate that the proposed development will not increase flood risk on and off the site.
- 4.251 They should demonstrate that the peak discharge rate for all events up to and including the 1 in 100 chance in any year critical storm event, including an appropriate allowance for climate change will not exceed that of existing site.
- 4.252 As the development includes proposed residential development with an assumed lifetime of 100 years, the surface water drainage strategy should include a 30 per cent allowance for climate change in accordance with guidance in the NPPF.
- 4.253 Planning applications must demonstrate in a surface water drainage strategy that the proposed development will not increase the risk of flooding from surface water on or off site
- 4.254 In preparing planning applications, the following guidance should be referred to:
- “Preliminary rainfall runoff management for developments”, DEFRA, Environment Agency providing guidance on the preparation of surface water strategies;

- NPPF National Planning Guidance on Climate Change allowances
- “C635 Designing for exceedance in urban drainage – Good Practice”, CIRIA”
- “Sustainable Drainage Systems – design manual for England and Wales CIRIA C522
- SUDS manual, CIRIA C753

Waste



4.255 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.

4.256 In terms of recycling, the EU target is for 50% of waste to be recycled by 2020. Landfill or incineration without energy recovery should be the last resort. In 2012/13 22.6 million tonnes of household waste was generated in England but has been falling on average by 2% per year since 2007. More recently there has been a growth in waste in Oxfordshire which could be up to 2% in 2015.

Bin Storage in Residential Development

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

Development Principle 12 – Waste

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

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

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

Development Requirement 12 – Waste

- 4.261 Planning applications should include a sustainable waste and resources plan covering both domestic and non-domestic waste which:
- sets targets for residual waste levels and landfill diversion
 - Establishes how all development will be designed so as to facilitate the achievement of the targets
 - Provides evidence that consideration has been given to the use of locally generated waste as a fuel source for CHP generation and
 - Sets out how developers will ensure that no construction, demolition and excavation waste will be sent to landfill.
- 4.262 The Sustainable Waste and Resources Plan (SWRP) should demonstrate that targets for residual waste levels and landfill diversion can be met.
- 4.263 Proposals should incorporate the CDC Design Advice on waste management in establishing how the development will be designed to facilitate the achievement of the targets set in the SWRP.
- 4.264 The SWRP should also achieve zero waste to landfill from construction, demolition and excavation.

Community and Governance



- 4.265 North West Bicester provides an opportunity to consider innovative and new approaches to community governance. The creation

of a balanced and mixed community is a fundamental requirement of eco-towns and sustainable development.

Development Principle 13 – Community and governance

- 4.266 A long term approach is necessary to ensure the new development retains its integrity and is able to manage change in a planned way.
- 4.267 Developers should seek to achieve a seamless approach across the site in terms of community led activities and facilities.
- 4.268 To promote integration with the existing community planning applications should include:
- Provision of a range of house types and tenures, potentially linked to incentives to local first time buyers and older households;
 - Sensitive allocation and management policies for affordable housing which enable extended families and friendship networks (co-housing) to move together and help create a more diversified tenure mix;
 - Provision of a range of community and leisure facilities which cater not just for North West Bicester but also give people from the existing community reasons to go there;
 - Revenue support for provision of appropriate staffing and early staffing of community facilities;
 - Good public transport links between North West Bicester and the wider town. Delivering a high quality scheme is only part of creating a successful place. Suitable management of the different elements of the masterplan will be required to ensure facilities are maintained over the long term and to help to build social cohesion.

Development Requirement 13 - Community and governance

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

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

4.270 Planning applications should be accompanied by long term governance structures (see Appendix II paragraph ET22.1) and seek to achieve a seamless approach across the site in terms of community led activities and facilities.

Cultural Wellbeing



4.271 The NPPF recognises that cultural wellbeing is part of achieving sustainable development and includes cultural wellbeing within the twelve core planning principles which underpin both plan-making and decision-taking. The NPPF states that the planning system should, ‘take account of and support local strategies to improve...cultural wellbeing for all...’

4.272 The Planning Practice Guidance (PPG) complements the NPPF and provides advice on how to deliver its policies. The PPG states that, ‘public art and sculpture can play an important role in making interesting and exciting places that people enjoy using.’

4.273 The implementation of community facilities is linked to the policy objective of creating a culturally vibrant place, combining both artworks and appropriate community facilities which may include theatre/cultural uses. These community facilities would fit, harmoniously, with the objectives for mixed use development set out earlier in this document. The link between objectives and implementation is therefore reinforced and serves to further deliver the NPPF Core Principles on cultural well-being.

4.274 Policy Bicester 1 within the adopted Cherwell Local Plan 2011-2031 Part 1 provides the local planning policy context for the NW Bicester site and sets out key site specific design and place shaping principles. These include the provision of public art to enhance the quality of the place, legibility and identity. In terms of the infrastructure needs of the site, the Policy requires community facilities including those for arts and culture.

Development Principle 14 - cultural wellbeing

4.275 A Cultural Wellbeing Strategy has been prepared that focusses on making North West Bicester a culturally vibrant place through a high quality design and community engagement. This includes the provision of public art across the site. Planning applications will be required to demonstrate in a Cultural Wellbeing Strategy how proposals to support cultural wellbeing will be incorporated into detailed development plans. A copy of the North West Bicester Cultural Wellbeing Strategy is included in appendix V.

Development Requirement 14 - cultural wellbeing

4.276 Cultural wellbeing projects should complement and support the vision and aims of the North West Bicester Eco Town development by:

- Exploring the use of sustainable materials – using recycled materials or locally sourced materials to reduce the carbon footprint and inventive ways to offset other

resources used;

- Celebrating nature and the natural environment, by reflecting on natural and environmental issues;
- Interpreting nature, projects to inform people and raise awareness about nature and its processes, and/or about environmental issues;
- Encouraging environmentally sustainable behaviour – projects to encourage recycling, using sustainable routes through the development – artwork projects to encourage cycle and walking routes – and help with way finding and directing the flow of people through public areas;
- Encouraging local residents and visitors to think about and become environmentally aware in their everyday living;
- Create an identity for the development (as the first Eco Town in the UK), to both the residents and outside world;
- To use projects and provision of community and cultural facilities to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community.
- Conservation and enhancement of the historic environment.

5. Design and character areas

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

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

- Sustainability – a key driver in the design of the eco-town and a fundamental principle in achieving a zero carbon development - the layout of the site and individual buildings should reduce the use of resources and carbon dioxide emissions;
- Character – somewhere with a sense of place and that responds positively to the area as a whole;
- Integration – within the site but also with the surrounding town and countryside;
- Legibility – a place which is easy to understand and navigate;
- Filtered Permeability – achieving a form of layout which makes for efficient movement for pedestrians, cyclists and public transport provision while accommodating vehicles, and ensuring good connections with its surroundings;
- Townscape – utilising building height, scale and massing, and design detail and
- Landscape and green infrastructure including green space– a place which

responds to its landscape setting, historic landscape and field boundaries incorporates buildings in a quality landscape setting. The Oxfordshire Historic Landscape Characterisation (HLC) should inform each stage of the design process, from setting the site boundaries through to the masterplan and onto the detailed design ideally through an iterative process between masterplanners/designers and those with understanding of the site's past history.

Design principles

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

5.4 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

5.5 Development form should establish a street and/or space hierarchy that is focussed on important routes, landmarks and landscape features so as to enhance existing views and vistas, and create new ones to help people find their way around.

5.6 The design, location and function of

buildings, along with the use of materials and landscape treatment, should reinforce the identity and character of routes and spaces they serve.

- 5.7 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

- 5.8 Development and buildings should:

- Ensure flexibility and adaptability of all buildings including provision for homeworking in homes;
- Achieve the principles set out by Lifetime homes and Lifetime neighbourhoods;
- Allow buildings to change use, or serve a different function and
- Be brought forward with a mind to “future proofing” emerging sustainable technologies and infrastructure

- 5.9 All buildings should be fitted with Automatic Water Suppression Systems.

Diversity

- 5.10 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

- 5.11 Development should:

- Be designed in response to the latest predictions of future climate change with reference to UKCIP and the North West Bicester specific climate predictions prepared by Oxford Brookes University; and
- Show consideration of topography, water environment and water use, street layout, landscape, building mass and choice of

materials to help avoid heat islands, modify summer peak temperatures and reduce energy load on buildings

- 5.12 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

- 5.13 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.

- 5.14 The height of the proposed business park in south western part of the site should recognise the prominence of the location on the edge of the site and should relate to the residential neighbourhood to the south of Howes Lane. The masterplan sets out the separation between the existing development and proposed commercial buildings. The realignment of Howes Lane sets back the proposed business park and separates it from the existing housing development to the south. Given the separation planning applications and design of employment proposals should take account of the existing housing and ensure new buildings have a suitable relationship in terms of height, distancing, separation and landscape schemes.

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

Character and setting

- 5.16 Proposed development should be sensitive to the existing landscape and townscape character whilst creating a unique image for the eco-town. Development proposals should demonstrate a morphology and

urban form that responds to the site's topography, ecology, natural features and landscape character as well as responding to local patterns of development.

- 5.17 Heritage assets, and any identified or potential non-designated heritage assets will be retained and their settings respected and any other historic landscape features (such as may be identified by the HLC) also retained and ideally their significance better revealed. Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense. Public open space could be used to retain the setting of the farm complexes.

Design and layout

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

Building design and Street Scene

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

Commercial development

- 5.21 Non-residential buildings should be designed to be BREEAM very good with the capability of meeting BREEAM Excellent on occupation of 50% of development.
- 5.22 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.
- 5.23 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.
- 5.24 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

- 5.25 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.
- 5.26 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.
- 5.27 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.

5.28 The setting of St Lawrence's Church, Himley Farm Barns and Home Farm are key considerations for any development in this area. This setting is currently defined by underdeveloped agricultural land with associated rural qualities, in turn allowing views from these areas to the Church tower such that built development without adequate buffers would be incongruous. Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense. Public open space could be used to retain the setting of the farm complexes.

6. Delivery

- 6.1 **This section sets out the key requirements relating to the scheme's delivery and the requirements which should be met at the detailed planning application stage and beyond. The aim is to ensure a comprehensive scheme and consistent approaches to quality and delivery.**
- 6.2 The masterplan will be delivered through the preparation, submission and implementation of planning applications. The approach to developer contributions, infrastructure requirements, monitoring and review mechanisms and transition should follow the guidance in this section.
- 6.3 The following components should be taken into account in delivering the vision and when preparing proposals to deliver the masterplan through the submission of planning applications:
- Achievement of zero carbon;
 - The transport, access and movement framework; infrastructure requirements, provision and delivery including highways, education and community facilities;
 - Resource efficiency and low carbon solutions for example energy and water;
 - Sustainable and healthy lifestyles – to reduce the carbon footprint of development by ensuring that households and individuals in the eco-town are able to reduce their carbon footprint to a low level and achieve a more sustainable way of living;
- 6.4 Employment opportunities and facilities to support job creation providing a mix of uses and access to job opportunities;
- 6.5 The landscape framework provided by the site's existing natural features to provide and enhance green space including multi-use Green Infrastructure;
- 6.6 A high quality design and layout as part of a comprehensive masterplan setting out the

distribution of land uses within an attractive landscape setting and

- 6.7 A long term approach to community and governance to ensure that appropriate governance structures are in place to ensure that standards are met, maintained and evolved to meet future needs (see Appendix II paragraph ET22.1).

Infrastructure provision

- 6.8 The Infrastructure Delivery Plan in the Cherwell Local Plan identifies infrastructure required to deliver the eco-town proposals. Infrastructure (transport, energy, water, waste and communications but also community infrastructure in education and health) requirements essential to meet the needs of residents and compliant with CIL Regulation 122 include:
- School provision
 - District Energy Network
 - Green infrastructure as part of the forty per cent green space
 - Local services and facilities
 - Community facilities
 - Railway crossing(s)
 - Strategic highway improvements
 - Sustainable transport provision

Outline planning stage

- 6.9 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

- 6.10 Outline planning applications represent the first stage in the delivery of the Masterplan. Outline planning applications

should be prepared in accordance with the Principles and Requirements set out in this Supplementary Planning Document (prepared in accordance with the PPS1 Supplement Eco-towns July 2009 and North West Bicester Masterplan documents as set out in Principle / Requirement 1.

- 6.11 Outline planning applications can be made with some or all reserved matters reserved for future determination. Guidance on the local requirements for planning applications is set out on the Council's website www.cherwell.gov.uk.
- 6.12 Each outline planning application must include:
- Outline Application Forms, landownership certificates and agricultural holding certificate;
 - Planning application drawings (for approval and in support);
 - Description of development and parameters document;
 - Design and Access Statement;
 - Landscape Strategy;
 - Landscape and Habitats Management Plan
 - Environmental Statement or for subsequent applications a statement identifying where impacts have been previously assessed;
 - Sustainability Framework;
 - Transport Assessment;
 - Framework Travel Plan;
 - Energy Strategy;
 - Water Cycle Strategy;
 - Utilities assessment;
 - Planning statement;
 - Draft Heads of Terms;
 - Statement of Community Involvement;
 - Affordable housing statement;
 - Economic Strategy;
 - Arboricultural report
 - Cultural Well-being Strategy;

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

Pre-application Consultation

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

Consultation and engagement

- 6.14 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

- 6.15 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.
- 6.16 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

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

6.18 Reserved Matters applications should set out in detail the proposed development in the context of the wider masterplan. Reserve matters may include:

- Layout
- Scale
- Appearance
- Access and
- Landscaping

Design and Access Statements and Design Codes should be used to deliver the development principles.

Planning Obligations and Developer Contributions

6.19 Cherwell Local Plan Policy INF1 is the basis

for providing new infrastructure and facilities through new development. It is intended to reduce the time taken to negotiate individual planning obligations associated with development proposals.

6.20 It is anticipated that the developer contributions through legal agreements will include:

- Provision of affordable housing
- Contributions to educational facilities
- Community facilities
- Sports facilities
- Management and maintenance of open space
- A burial ground
- Governance
- Sustainable lifestyles requirements and
- Local employment, training and skills
- Sustainable transport measures including the provision of bus services, off site highway schemes, pedestrian and cycle routes and
- Provision of SUDs

6.21 This list is not exhaustive and early discussion of requirements is encouraged.

Draft Heads of Terms

6.22 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
- Affordable Housing

Sustainable transport

Bus service

Monitoring and Review

- 6.23 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

- 6.24 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

- 6.25 Developers will be expected to work collaboratively to deliver the infrastructure. Planning proposals should provide opportunities for the community to engage and participate in their environment, using temporary artist led interventions to assist in achieving high quality design and also as a catalyst for community growth.

Appendix I: Cherwell Local Plan Policy Bicester 1

Policy Bicester 1: North West Bicester Eco-Town

Development Area: 390 hectares

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

Planning permission will only be granted for development at North West Bicester in accordance with a comprehensive masterplan for the whole area to be approved by the Council as part of a North West Bicester Supplementary Planning Document.

The Council will expect the Masterplan and applications for planning permission to meet the following requirements:

Employment

- Land Area – a minimum of 10 ha, comprising business premises focused at Howes Lane and Middleton Stoney Road, employment space in the local centre hubs and as part of mixed used development
- Jobs created – At least 3,000 jobs (approximately 1,000 jobs on B use class land on the site) within the plan period
- Use classes – B1, with limited B2 and B8 uses
- It is anticipated that the business park at the South East corner of the allocation will generate between 700 and 1,000 jobs in use classes B1, B2 and B8 early in the Plan period
- A Carbon Management Plan shall be produced to support all applications for employment developments
- An economic strategy to be produced to support the planning applications for eco-town proposals demonstrating how access to work will be achieved and to deliver a

minimum of one employment opportunity per new dwelling that is easily reached by walking, cycling and/or public transport

- Mixed use local centre hubs to include employment (B1(a), A1, A2, A3, A4, A5, C1, D1 and D2)
- New non-residential buildings will be BREEAM Very Good with the capability of achieving BREEAM Excellent.

Housing

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

Infrastructure Needs

- Education – Sufficient secondary, primary and nursery school provision on site to meet projected needs. It is expected that four 2 Forms of Entry primary schools and one secondary school will be required. There should be a maximum walking distance of 800 metres from homes to the nearest primary school.

- Health – to provide for a 7 GP surgery to the south of the site and a dental surgery
- Burial Ground – to provide a site of a minimum of 4 ha for a burial ground which does not pose risks to water quality (this may contribute to the Green Infrastructure requirements)
- Green infrastructure – 40% of the total gross site area will comprise green space of which at least half will be publicly accessible and consist of a network of well managed, high quality green/open spaces which are linked to the open countryside. This should include sports pitches, parks and recreation areas, play spaces, allotments, the required burial ground (possibly a woodland cemetery) and SUDS.
- Planning applications shall include a range of types of green space and meet the requirements of Policy BSC11
- Access and Movement – proposals to include appropriate crossings of the railway line to provide access and integration across the North West Bicester site. Changes and improvements to Howes Lane and Lords Lane to facilitate integration of new development with the town.
- Community facilities – to include facilities for leisure, health, social care, education, retail, arts, culture, library services, indoor and outdoor sport, play and voluntary services. The local centre hubs shall provide for a mix of uses that will include retail, employment, community and residential provision. Education, health care, community and indoor sports facilities will be encouraged to locate in local centres and opportunities for co-location will be welcomed. Provision will be proportionate to the size of the community they serve. Each neighbourhood of approximately 1,000 houses to include provision for community meeting space suitable for a range of community activities including provision for older people and young people. A site of 0.5 ha for a place of worship to be reserved for future use.
- The submission of proposals to support the setting up and operation of a financially viable Local Management Organisation by the new community to allow locally based long term ownership and management of facilities in perpetuity
- Utilities – Utilities and infrastructure which allow for zero carbon and water neutrality on the site and the consideration of sourcing waste heat from the Ardley Energy recovery facility. The approach shall be set out in an Energy Strategy and a Water Cycle Study. The Water Cycle Study shall cover water efficiency and demand management, water quality and how it will be protected and improved, WFD compliance, surface water management to avoid increasing flood risk and water services infrastructure improvement requirements and their delivery, having regard to the Environment Agency’s guidance on Water Cycle Studies. Zero Carbon (see PPS definition) water neutral development is sought. Development proposals will demonstrate how these requirements will be met.
- Waste Infrastructure – The provision of facilities to reduce waste to include at least 1 bring site per 1,000 dwellings positioned in accessible locations. Provision for sustainable management of waste both during construction and in occupation shall be provided. A waste strategy with targets above national standards and which facilitates waste reduction shall accompany planning applications.

Monitoring

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

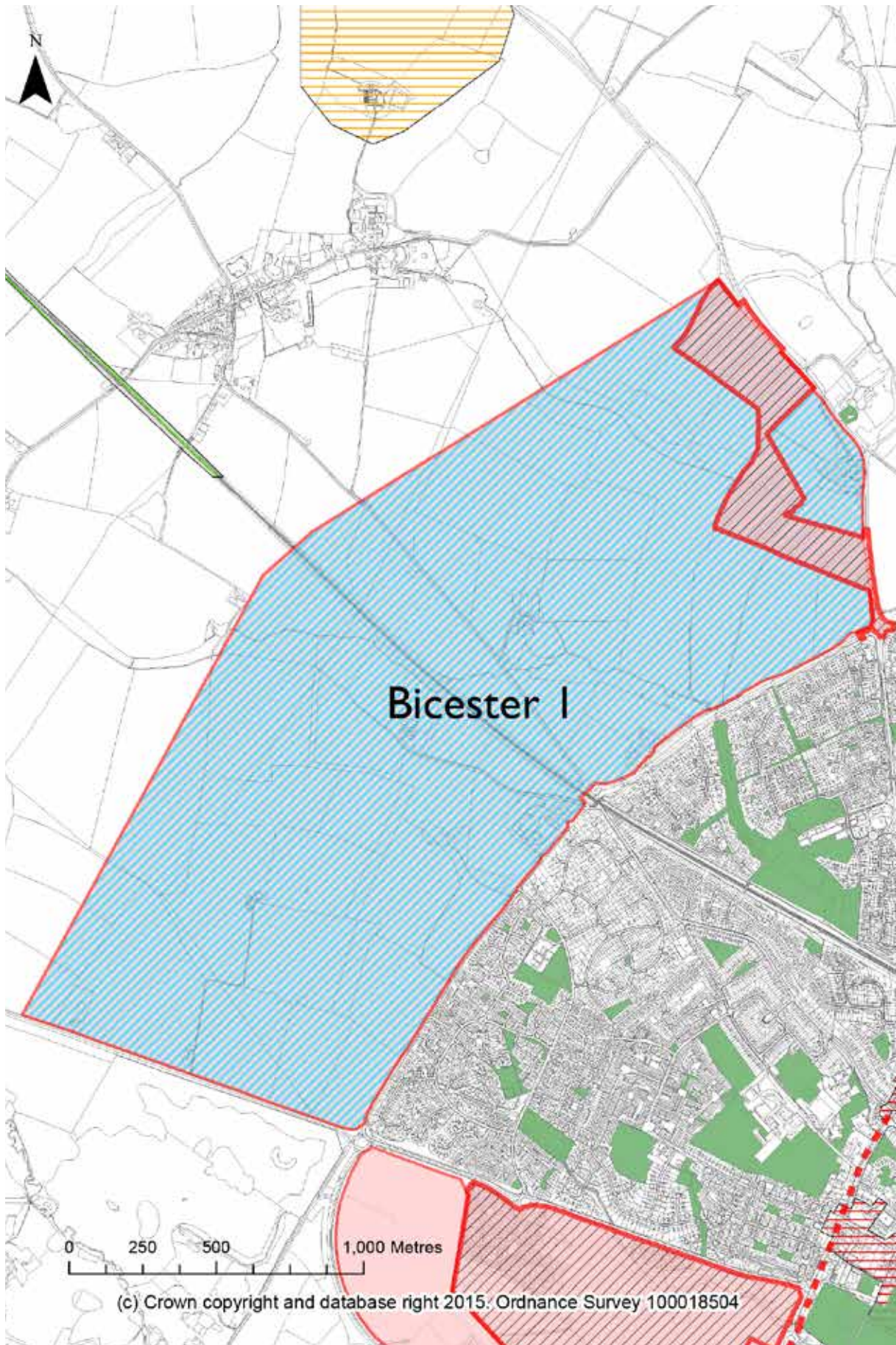
Key site specific design and place shaping principles

- Proposals should comply with Policy ESD15.
- High quality exemplary development and design standards including zero carbon development, Code Level 5 for dwellings at a minimum and the use of low embodied carbon in construction materials, as well as promoting the use of locally sourced materials.

- All new buildings designed to incorporate best practice on tackling overheating, taking account of the latest UKCIP climate predictions.
- Proposals should enable residents to easily reduce their carbon footprint to a low level and live low carbon lifestyles.
- Layout of development that enables a high degree of integration and connectivity between new and existing communities.
- A layout that maximises the potential for walkable neighbourhoods.
- New footpaths and cycleways should be provided that link with existing networks, the wider urban area and community facilities with a legible hierarchy of routes to encourage sustainable modes of travel
- A layout which makes provision for and prioritises non-car modes and encourages a modal shift from car use to other forms of travel.
- Infrastructure to support sustainable modes of transport will be required including enhancement of footpath and cyclepath connectivity with the town centre, employment and rail stations. Measures to ensure the integration of the development with the remainder of the town including measures to address movement across Howes Lane and Lords Lane
- A well designed approach to the urban edge, which relates development at the periphery to its rural setting and affords good access to the countryside, minimising the impact of development when viewed from the surrounding countryside
- Development that respects the landscape setting and that demonstrates enhancement, restoration or creation of wildlife corridors to achieve a net gain in biodiversity
- Consideration should be given to maintaining visual separation with outlying settlements. Connections with the wider landscape should be reinforced and opportunities for recreational use of the open countryside identified. Development proposals to be accompanied and influenced by a landscape/ visual and heritage impact assessment
- Careful consideration of open space and structural planting around the site to achieve an overall improvement in the landscape and visual impact of the site
- No development in areas of flood risk and development set back from watercourses which would provide opportunity for green buffers. Proposals should include a Flood Risk Assessment.
- Maximisation of the sustainable transport connectivity in and around the site
- Consideration and mitigation of any noise impacts of the railway line.
- Good accessibility to public transport services should be provided for, including the provision of a bus route through the site with buses stopping at the railway stations and at new bus stops on the site
- Contributions to improvements to the surrounding road networks, including mitigation measures for the local and strategic highway network, consistent with the requirement of the Eco-Towns PPS to reduce reliance on the private car, and to achieve a high level of accessibility to public transport services, improvements to facilities for pedestrians and cyclists and the provision and implementation of a Travel Plan to maximise connectivity with existing development
- Provision of a Transport Assessment
- Measures to prevent vehicular traffic adversely affecting surrounding communities.
- Significant green infrastructure provision, including new footpaths and cycleways, enhancing green modal accessibility beyond the site to the town centre and Bicester Village Railway Station, and adjoining developments. Public open space to form a well connected network of green areas suitable for formal and informal recreation
- Preservation and enhancement of habitats and species on site, particularly protected species and habitats and creation and management of new habitats to achieve an overall net gain in biodiversity including the creation of a local nature reserve and linkages with existing BAP habitats

- Sensitive management of open space provision to secure recreation and health benefits alongside biodiversity gains.
 - A Landscape and Habitats Management Plan to be provided to manage habitats on site and to ensure this is integral to wider landscape management.
 - Careful design of employment units on site to limit adverse visual impact and ensure compatibility with surrounding development
 - The provision of public art to enhance the quality of the place, legibility and identity
 - The retention and respect for important existing buildings and heritage assets with a layout to incorporate these and consideration of Grade II listed buildings outside the site
 - Take account of the Council's Strategic Flood Risk Assessment for the site
 - Provision of sustainable drainage in accordance with Policy ESD 7: Sustainable Drainage Systems (SuDS), taking account of the recommendations of the Council's Strategic Flood Risk Assessment
 - Demonstration of climate change mitigation and adaptation measures including exemplary demonstration of compliance with the requirements of policies ESD 1 – 5
 - An assessment of whether the site contains best and most versatile agricultural land, including a detailed survey where necessary.
 - A soil management plan may be required to be submitted with planning applications.
 - Undertake a staged programme of archaeological investigation.
- *The definition of zero carbon in eco-towns is that over a year the net carbon dioxide emissions from all energy use within the buildings on the eco-town development as a whole are zero or below.*

Figure 13: Policy Bicester 1: North West Bicester Eco-town from Cherwell Local Plan (Part 1)



Appendix II: Eco town standards

ET 1 Principles

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

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

ET 2 Locational criteria

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

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

- (a) the area for development needed which should be able to make provision for a minimum of 5,000 homes. Planning on this scale allows the development to exploit a number of opportunities and benefits as set out in the Government's objectives for eco-towns. See paragraph 7 of this PPS
- (b) the proximity of the proposed eco-town to a higher order centre(s) where there is clear capacity for public transport links and other sustainable access to that centre
- (c) the proximity of the eco-town to existing and planned employment opportunities

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

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

ET 3 Regional Spatial Strategies (RSS)

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

ET 4 Local Development Frameworks (LDF)

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

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

ET 5 Determining planning applications

ET 5.1 Local planning authorities must determine planning applications in accordance with the statutory Development Plan³, unless material considerations indicate otherwise. This PPS including the list of locations set out

in Annex A will be material considerations that should be given weight in determining planning applications for eco-towns.

ET 5.2 Where the development plan is up-to-date⁴ (but has not allocated an eco-town) the local planning authority may refuse the application on the grounds that it had already provided for all the housing that is needed and that the plan was found 'sound' by an Inspector from the Planning Inspectorate. However, there are circumstances where local planning authorities can justify going against the plan, for example, where an emerging RSS indicates that the local planning authority would need to deliver higher levels of growth. Where this is the case, or where the plan is out of date⁵, an application for an eco-town should be considered on its merits, taking into account material considerations.

ET 6 Monitoring

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

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

ET 7 Zero carbon in eco-towns

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

town should demonstrate how this will be achieved.

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

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

- (a) emissions associated with the use of locally produced energy
- (b) emissions associated with production of energy imported from centralized energy networks, taking account of the carbon intensity of those imports as set out in the Government's Standard Assessment Procedure, and
- (c) emissions displaced by exports of locally produced energy to centralized energy networks where that energy is produced from a plant (1) whose primary purpose is to support the needs of the eco town and (2) has a production capacity reasonably related to the overall energy requirement of the eco town.

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

ET 8 Climate change adaptation

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

Eco-town standards

ET 8.2 Developments should be designed to take account of the climate they are likely to experience, using, for example, the most

recent climate change scenarios available from the UK Climate Change Impacts Programme. Eco-towns should deliver a high quality local environment and meet the standards on water, flooding, green infrastructure and biodiversity set out in this PPS, taking into account a changing climate for these, as well incorporating wider best practice on tackling overheating and impacts of a changing climate for the natural and built environment.

ET 9 Homes

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

- (a) achieve Building for Life⁹ Silver Standard and Level 4 of the Code for Sustainable Homes¹⁰ at a minimum (unless higher standards are set elsewhere in this Planning Policy Statement)
- (b) meet lifetime homes standards and space standards¹¹
- (c) have real time energy monitoring systems; real time public transport information and high speed broadband access, including next generation broadband where possible. Consideration should also be given to the potential use of digital access to support assisted living and smart energy management systems
- (d) provide for at least 30 per cent affordable housing (which includes social rented and intermediate housing)¹²
- (e) demonstrate high levels of energy efficiency in the fabric of the building, having regard to proposals for standards to be incorporated into changes to the Building Regulations between now and 2016 (including the consultation on planned changes for 2010 issued in June 2009 and future announcements on the definition of zero carbon homes), and
- (f) achieve, through a combination of energy efficiency and low and zero carbon energy generation on the site of the housing development and any heat supplied from low and zero carbon heat systems directly connected to the development, carbon reductions (from space heating, ventilation,

hot water and fixed lighting) of at least 70 per cent relative to current Building Regulations (Part L 2006).

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

ET 10 Employment

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

ET 11 Transport

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

ET 11.2 Planning applications should include travel plans which demonstrate:

- (a) how the town's design will enable at least 50 per cent of trips originating in eco-towns to be made by non-car means, with the potential for this to increase over time to at least 60 per cent (b) good design principles,

drawing from Manual for Streets¹⁴, Building for Life¹⁵, and community travel planning principles¹⁶

- (b) how transport choice messages, infrastructure and services will be provided from 'day one' of residential occupation, and be made following discussions with the Primary Care Trust.
- (d) how the carbon impact of transport in the eco-town will be monitored, as part of embedding a long term low-carbon approach to travel within plans for community governance.

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

- (a) options for ensuring that key connections around the eco-town do not become congested as a result of the development, for example by extending some aspects of the travel plan beyond the immediate boundaries of the town, and
- (b) significantly more ambitious targets for modal share than the 50 per cent (increasing to 60 per cent over time) mentioned above and for the use of sustainable transport.

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

- (a) there will be sufficient energy headroom to meet the higher demand for electricity, and
- (b) the scheme will not add so many additional private vehicles to the local road network that these will cause congestion.

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

ET 12 Healthy lifestyles

ET 12.1 The built and natural environments

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

ET 13 Local services

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

ET 14 Green infrastructure

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

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

ET 15 Landscape and historic environment

ET 15.1 Planning applications for eco-towns should demonstrate that they have adequately considered the implications for the local landscape and historic environment. This evidence, in particular that gained from landscape character assessments and historic landscape characterisation should be used to ensure that development complements and

enhances the existing landscape character. Furthermore, evidence contained in relevant Historic Environment Records, should be used to assess the extent, significance and condition of known heritage assets (and the potential for the discovery of unknown heritage assets) and the contribution that they may make to the eco-town and surrounding area. Eco-town proposals should set out measures to conserve and, where appropriate, enhance heritage both assets and their settings through the proposed development.

ET 16 Biodiversity

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

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

ET 16.3 A strategy for conserving and enhancing local biodiversity should be produced to accompany planning applications for eco-towns. This should be based on up-to date information about the biodiversity of the area including proposals for the management of local ecosystems and where appropriate, the restoration of degraded habitats or the creation of replacement habitats. It should set out priority actions in line with the England

Biodiversity Strategy and Local Biodiversity Action Plans, including appropriate mitigation and/or compensation measures, required to minimise adverse effects on individual species and habitats of principal importance and to enhance local biodiversity overall. Developers should seek the advice of Natural England and other relevant statutory advisers when developing their strategies and decision making authorities should also consult those bodies as to the adequacy of such strategies. Delivery bodies should be identified in the strategy and its implementation should proceed in parallel with the development.

ET 17 Water

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

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

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

ET 17.3 Eco-towns should:

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

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

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

- (a) the development would be designed and delivered to limit the impact of the new development on water use, and any plans for additional measures, e.g. within the existing building stock of the wider designated area, that would contribute towards water neutrality
- (b) new homes will be equipped to meet the water consumption requirement of Level 5 of the Code for Sustainable Homes; and
- (c) new non-domestic buildings will be equipped to meet similar high standards of water efficiency with respect to their domestic water use.

ET 18 Flood risk management

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

ET 18.2 There is a strong expectation that all of the built-up areas of an eco-town (including housing, other public buildings and infrastructure) will be fully within Flood Zone

1 – the lowest risk²⁵. Flood Zone 2 (medium risk) should, as far as possible, be used for open spaces and informal recreational areas that can serve as multi-functional spaces, for example, those used for flood storage. There should be no built-up development in Flood Zone 3, with the exception of water-compatible development and, where absolutely necessary, essential infrastructure as defined in Table D.2 of PPS²⁵: Development and Flood Risk.

ET 19 Waste

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

- (a) sets targets for residual waste levels, recycling levels and landfill diversion, all of which should be substantially more ambitious than the 2007 national Waste Strategy targets for 2020²⁷; it should be demonstrated how these targets will be achieved, monitored and maintained
- (b) establishes how all development will be designed so as to facilitate the achievement of these targets, including the provision of waste storage arrangements which allow for the separate collection of each of the seven priority waste materials as identified in the Waste Strategy for England 2007
- (c) provides evidence that consideration has been given to the use of locally generated waste as a fuel source for combined heat and power (CHP) generation for the eco-town, and
- (d) sets out how developers will ensure that no construction, demolition and excavation waste is sent to landfill, except for those types of waste where landfill is the least environmentally damaging option.

ET 20 Master planning

ET 20.1 All eco-town planning applications should include an overall master plan and supporting documentation to demonstrate how the eco-town standards set out above will be achieved and it is vital to the long-term success of eco-towns that the standards are sustained. Local Authorities should consider the use of design codes²⁸ to facilitate efficient delivery

of high quality development. In developing the master plan, there should be a high level of engagement and consultation with prospective and neighbouring communities.

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

- Residual waste reduction per person (amount left after reuse, recycling and composting) – from 370 kg in 2005 to 225 kg in 2020
- Household re-use, recycling and composting – from 27% in 2005 to 50% in 2020
- Residual waste recovery (recycling, composting and energy recovery) from 38% in 2005 to 75% in 2020.

ET 21 Transition

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

(a) the detailed timetable of delivery of neighbourhoods, employment and community facilities and services – such as public transport, schools, health and social care services, community centres, public spaces, parks and green spaces including biodiversity etc.

(b) plans for operational delivery of priority core services to underpin the low level of carbon emissions, such as public transport infrastructure and services, for when the first residents move in

(c) progress in and plans for working with Primary Care Trusts and Local Authorities to address the provision of health and social care

(d) how developers will support the initial formation and growth of communities, through investment in community development and third-sector support, which enhance well-being and provide social structures through which issues can be addressed

(e) how developers will provide information and resources to encourage environmentally responsible behaviour, especially as new residents move in

(f) the specific metrics which will be collected and summarised annually to monitor, support

and evaluate progress in low carbon living, including those on zero carbon, transport and waste

(g) a governance transition plan from developer to community, and

(h) how carbon emissions resulting from the construction of the development will be limited, managed and monitored.

ET 22 Community and governance

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

(a) appropriate governance structures are in place to ensure that standards are met, maintained and evolved to meet future needs

(b) there is continued community involvement and engagement, to develop social capital

(c) sustainability metrics, including those on zero carbon, transport, water and waste are agreed and monitored

(d) future development continues to meet the eco-town standards, and

(e) community assets are maintained.

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

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

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

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

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

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

⁹ Building for Life – www.buildingforlife.org/

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

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

Design Quality Standards.

¹² See PPS 3 for definition and policy approach.

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

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

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

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

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

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

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

²⁰ As designated by the Water Industry (Prescribed Conditions) Amendment Regulations 2007 (S.I. 2007/2457) – map to illustrate extent of water stress can be obtained from the Environment Agency.

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

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

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

²⁴ Wider area to be determined by water cycle study normally by reference to the water company water resource zone in which the development is to be located

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

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

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

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

Appendix III: Schedule of documents supporting the North West Bicester SPD

Masterplan Vision and Objectives
Masterplan Framework (Drawing No. BIMP6 01 Rev B)
Green infrastructure and landscape strategy
Economic Strategy and Baseline
Energy Strategy
Water Cycle Study
Flood Risk Assessment
Residential Strategy
Surface Water Drainage Strategy
Statement of community involvement
Strategic Environmental Report
Social and Community Infrastructure Strategy
Community involvement and governance

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

Appendix IV: Design principles for primary and secondary school sites

Primary School sites.

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

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

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

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

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

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

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

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

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

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

Secondary school sites

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

reverse in the road.

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

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

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

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

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

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

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

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

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

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

Appendix V: The North West Bicester Cultural Wellbeing Strategy

Planning Policy Context:

National Planning Policy

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

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

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

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

Local Planning Policy

The adopted Cherwell Local Plan 2011-2031 Part 1

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

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

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

The Approach:

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

This Strategy sets out what applications should include by way of such proposals and how this

will be secured by CDC through the planning process.

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

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

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

Objectives:

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

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

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

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

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

Implementation:

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

A Cultural Wellbeing Statement should be prepared and implemented by a public art consultant/curator or artist and should contain detailed proposals to support the cultural enrichment of the site. Ideally, a Statement should include a mixture of projects where cultural elements are integrated into the form and function of the site to achieve high quality, distinctive design and projects where the focus is on community engagement - of course some projects will include both elements. A Statement should set out a clear route to how its proposals can be implemented throughout the site, and CDC will expect to see realistic

and achievable proposals that can be funded as a necessary part of the site development costs. However in the case of particularly ambitious and / or innovative ideas being put forward, some funding could come from private sponsorship and some from public arts funding streams. CDC will be happy to support any necessary bids and help seek out funding sources where they consider proposals are particularly innovative.

Further advice:

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

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



Eco Bicester
be part of it

The information in this document can be made available in other languages, large print braille, audio tape or electronic format on request. Please contact 01295 227001

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać. 01295 227001

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੋਂ ਮੰਗ ਲਓ। 01295 227001

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。01295 227001

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھئے۔
01295 227001

**Screening Statement on the determination of
the need for a Strategic Environmental
Assessment (SEA) in accordance with the
Environmental Assessment of Plans and
Programmes Regulations 2004 and European
Directive 2001/42/EC of the:**

**North West Bicester Supplementary Planning
Document**

June 2015

North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

1.0 Introduction

- 1.1 The requirement for a Strategic Environment Assessment (SEA) is set out in Government Planning Practice Guidance and Environmental Protection legislation (the Environmental Assessment of Plans and Programmes Regulations 2004). If the local planning authority determines that a plan is unlikely to have significant environmental effects through a screening process then a SEA will not be required.
- 1.2 To assess whether an SEA is required the Local Authority must undertake a screening process based on a standard set of criteria. This must be subject to consultation with Historic England, the Environment Agency and Natural England. Following consultation, the results of the screening process must be detailed in a Screening Statement, which is required to be made available to the public.
- 1.3 This screening report is designed to determine whether or not the contents of the North West Bicester Supplementary Planning Document (SPD) require a Strategic Environmental Assessment (SEA) in accordance with the European Directive 2001/42/EC and associated Environmental Assessment of Plans and Programmes Regulations 2004. This report sets out Cherwell District Council's determination on the need for SEA for the North West Bicester SPD prior to consultation with statutory environmental bodies.

Purpose of the North West Bicester SPD

- 1.4 The modified submission Cherwell Local Plan identifies land at North West Bicester as a mixed used strategic development site. Policy Bicester 1 sets out the Council's policies and proposals for the site.
- 1.5 Cherwell District Council has prepared a SPD for the North West Bicester site to guide and support the submission and determination of planning applications and infrastructure delivery on the strategic allocations and eco-town site at North West Bicester. The SPD expands upon the modified Submission Cherwell Local Plan policy, providing the framework for the proposed development. It also sets out the approach to determining planning applications and how Policy Bicester 1 is to be applied. In addition, it embeds eco-town principles and standards in the local planning policy.
- 1.6 The legislative background set out below outlines the regulations that require the need for this screening exercise. Section 4, provides a screening assessment of the likely significant environmental effects of the SPD and the need for a full SEA.

North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

2.0 Legislative Background

- 2.1 The basis for Strategic Environmental Assessments and Sustainability Appraisal legislation is European Directive 2001/42/EC and was transposed into English law by the Environmental Assessment of Plans and Programmes Regulations 2004, or 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).
- 2.2 The Planning and Compulsory Purchase Act 2004 required Local Authorities to produce Sustainability Appraisals (SA) for all local development documents to meet the requirement of the EU Directive on SEA. It is considered best practice to incorporate requirements of the SEA Directive into an SA.
- 2.3 However, the 2008 Planning Act removed the requirement to undertake a Sustainability Appraisal for a Supplementary Planning Document, but not a Strategic Environmental Assessment. This, is because SPD's do not normally introduce new policies or proposals or modify planning documents which have already been subject to Sustainability Appraisal.
- 2.4 This report focuses on screening for SEA and the criteria for establishing whether a full assessment is needed.

SEA Screening criteria and procedure

- 2.5 The SEA Directive requires SEA for plans when:
- a) They "determine the use of small areas at local level or
 - b) Are minor modifications to the above plans or programmes..." and states that "...they should be assessed only where Member States determine that they are likely to have significant effects on the environment."
- 2.6 The criteria for determining the significance of effects are listed in Schedule 1 (9 (2) (a) and 10 (4) (a) of the Environmental Assessment of Plans and Programmes Regulations 2004. They relate to:
- the scope and influence of the document and
 - the type of impact and area likely to be affected
- 2.7 The Government's Planning Practice Guidance states:

'Supplementary planning documents do not require a sustainability appraisal but may in exceptional circumstances require a strategic environmental assessment if they are likely to have significant environmental effects that have not already been assessed during the preparation of the Local Plan.

A strategic environmental assessment is unlikely to be required where a supplementary planning document deals only with a small area at a local level (see regulation 5(6) of the Environmental Assessment of Plans and Programmes Regulations 2004), unless it is considered that there are likely to be significant environmental effects.

North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

Before deciding whether significant environment effects are likely, the local planning authority should take into account the criteria specified in Schedule 1 to the Environmental Assessment of Plans and Programmes Regulations 2004 and consult the consultation bodies'. (Paragraph 008 Reference ID: 11-008-20140306 Revised 06.03.2014)

Screening and Consultation

- 2.8 In accordance with Regulations 9 of the Environmental Assessment for Plans and Programmes Regulations 2004, Cherwell District Council, as the Responsible Authority is required to determine whether the North West Bicester SPD is likely to have significant environmental effects taking into account Schedule 1 of the Regulations. It is also required to consult with the consultation bodies (Environment Agency, English Heritage and Natural England). Where the Responsible Authority determines that the plan or programme is unlikely to have significant environmental effects, and therefore does not need to be subject to full Strategic Environmental Assessment, it must prepare a statement showing the reasons for this determination.
- 2.9 Regulation 11 of the EA for Plans and Programmes Regulations 2004 requires the Responsible Authority to send to each consultation body a copy of the determination and its reasons for the determination in those cases where it is determined that SEA is not required. The Responsible Authority is also required to take steps as it considers appropriate to bring the determination to the attention of the public. The Responsible Authority shall keep a copy of the determination and accompanying statement of reasons for public inspection.

North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

3.0 **Criteria for Assessing the Effects of Supplementary Planning Documents**

3.1 Criteria for determining the likely significance of effects referred to in Article 3(5) of Directive 2001/42/EC are set out below:

1. The characteristics of plans and programmes, having regard, in particular, to

- the degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources,
- the degree to which the plan or programme influences other plans and programmes including those in a hierarchy,
- the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development,
- environmental problems relevant to the plan or programme,
- the relevance of the plan or programme for the implementation of Community legislation on the environment (e.g. plans and programmes linked to waste-management or water protection).

2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to

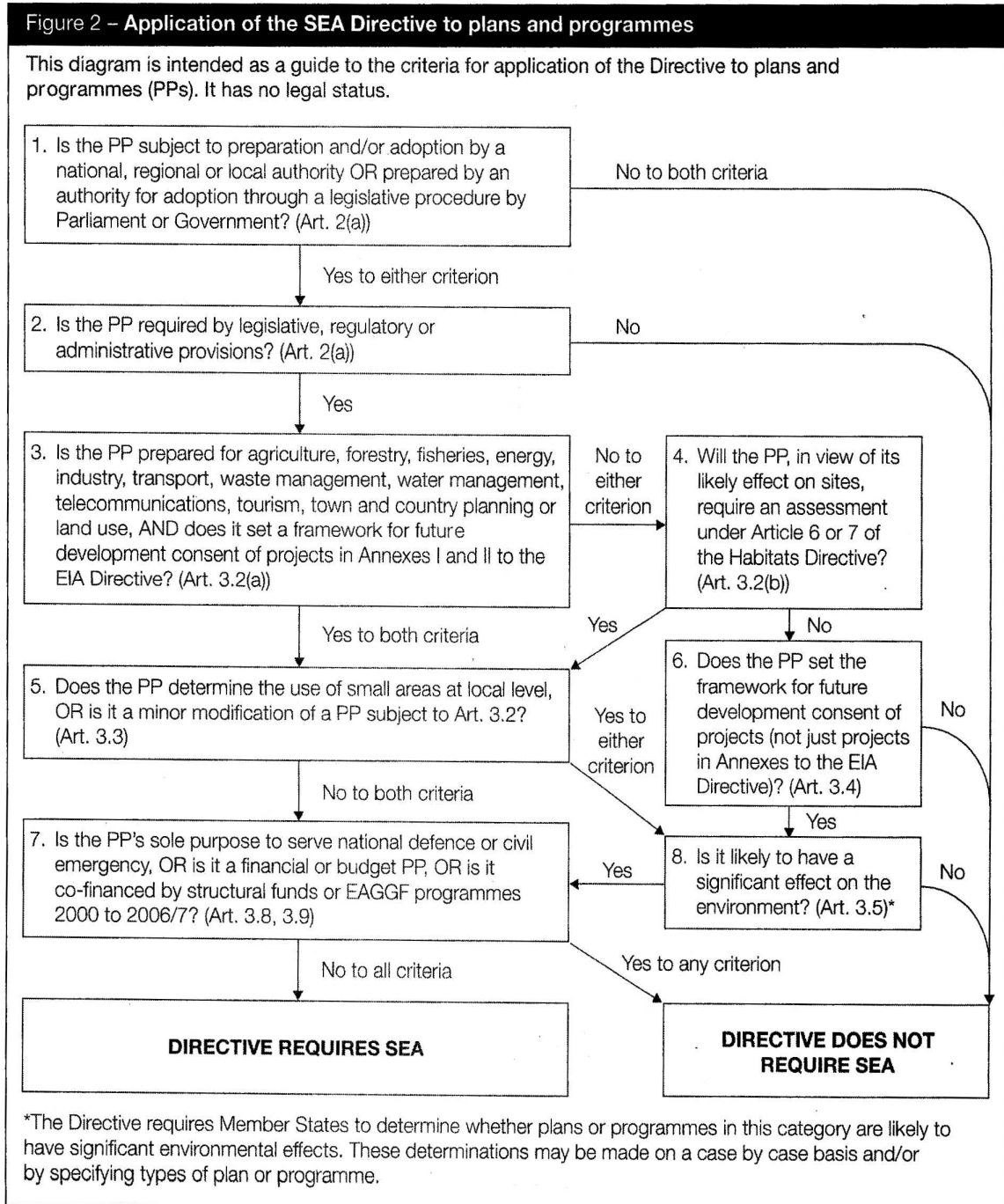
- the probability, duration, frequency and reversibility of the effects,
- the cumulative nature of the effects,
- the transboundary nature of the effects,
- the risks to human health or the environment (e.g. due to accidents),
- the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected),
- the value and vulnerability of the area likely to be affected due to:
 - special natural characteristics or cultural heritage,
 - exceeded environmental quality standards or limit values,
 - intensive land-use,
 - the effects on areas or landscapes which have a recognised national, Community or international protection status.

Source: Annex II of SEA Directive 2001/42/EC

North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

4.0 Assessment

4.1 The diagram below illustrates the process for screening a planning document to ascertain whether a full SEA is required.



North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

- 4.2 The table below shows the assessment of whether the SPD guidance will require a full SEA. The questions below are drawn from the diagram above which sets out how the SEA Directive should be applied.

Stage	Y/N	Reason
1. Is the PP (plan or programme) subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2(a))	Y	The SPD is being prepared by Cherwell District Council to develop more detail on the modified submission Cherwell Local Plan Policy Bicester 1
2. Is the PP required by legislative, regulatory or administrative provisions? (Art. 2(a))	Y	The SPD is required by Cherwell District Council to guide developers of the eco town site and will be adopted as Council policy in the determination of planning applications once the emerging Cherwell Local Plan is adopted.
3. Is the PP prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive? (Art 3.2(a))	Y	The SPD is prepared for town and country planning and land use and provides detailed guidance on the framework for future development consent set by the emerging Cherwell Local Plan.
4. Will the PP, in view of its likely effect on sites, require an assessment for future development under Article 6 or 7 of the Habitats Directive? (Art. 3.2 (b))	N	The likely effect of the site to which the SPD relates has been assessed as part of the Cherwell Submission Local Plan Habitats Regulation Assessment.
5. Does the PP Determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Art. 3.3)	Y	The SPD is site specific to the strategic allocation identified in Policy Bicester 1 of the emerging Cherwell Local Plan.
6. Does the PP set the framework for future development consent of projects (not just projects in annexes to the EIA Directive)? (Art 3.4)	N	The SPD does not set the framework for future development consent of projects.
7. Is the PP's sole purpose to serve the national defence or civil emergency, OR is it a financial or budget PP, OR is it co-financed by structural funds or EAGGF programmes 2000 to 2006/7? (Art 3.8, 3.9)	N	N/A
8. Is it likely to have a significant effect on the environment? (Art. 3.5)	N	The SPD will not have a significant effect on the environment. The emerging Cherwell Local Plan has considered the

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

		environmental impact of the site.
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4.4 The likely effects of the North West Bicester SPD on the environment have been assessed and are summarised in the table in Appendix 1.

North West Bicester Supplementary Planning Document Strategic Environmental Assessment Screening Statement

5.0 Screening Outcome

- 5.1 As a result of the assessment in Section 4 and Appendix 1, it is concluded that there will not be any significant environmental effects arising from the North West Bicester Supplementary Planning Document that have not covered in the Sustainability Appraisal of the modified submission Cherwell Local Plan. As such, the SPD does not require a full SEA to be undertaken.
- 5.2 The SPD intends to supplement the emerging Cherwell Local Plan Policy Bicester 1 and guide development proposals to ensure the overall objectives are delivered across the site and ensure the development is delivered in accordance with the Local Plan policy.

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

Appendix 1: Likely significant effects on the environment

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the SPD likely to have a significant environme ntal effect? Y/N
1. Characteristics of the Planning Obligations SPD having particular regard to:		
(a) The degree to which the SPD sets out a framework for projects and other activities, either with regard to the location, nature, size or operating conditions or by allocating resources.	The SPD intends to supplement Policy Bicester 1 of the modified submission Cherwell Local Plan and guide development proposals to ensure overall objectives are delivered across the site and ensure the development is delivered in accordance with Local Plan policy. The emerging Local Plan sets out appropriate uses and proposals for the site and the SPD sets out the development principles and parameters for proposals within the site. It is intended to be used as a guide for preparing and determining proposals for a greenfield strategic site allocation in the emerging Cherwell Local Plan. The site was selected as a reasonable alternative as it was relatively unconstrained with a high capacity for growth. The effects have been considered as part of the emerging Cherwell Local Plan Sustainability Appraisal process.	N
(b) The degree to which the SPD influences other plans and programmes including those in a hierarchy.	The SPD will support the delivery of the North West Bicester strategic allocation set out in the emerging Cherwell Local Plan Policy Bicester 1. As such it will guide the preparation and determination of planning applications but will not set new policy. It sits below the Local Plan policy in the hierarchy of planning policy.	N

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the SPD likely to have a significant environme ntal effect? Y/N
	The Local Plan Sustainability Appraisal process has considered the environmental impact of the proposed strategic site allocation.	
(c) The relevance of the SPD for the integration of environmental considerations in particular with a view to promoting sustainable development.	The SPD promotes sustainable development in accordance on the NPPF and local plan policies. Furthermore, it incorporates eco-town standards which promote sustainable development.	N
(d) Environmental problems relevant to the SPD.	The Local Plan Sustainability Appraisal highlights the environmental problems relevant to the SPD as set out below. The impact of noise from the railway line. The masterplanning addresses this with appropriate uses adjacent to the railway line and mitigating the impact of noise from the rail line as part of the promotion of sustainable design. Development proposals will be guided to mitigate the impact of noise on the residential environment. The significant loss of greenfield land is the main significant residual adverse effect as it is on other sites brought forward in the Local Plan but this cannot be avoided if the full potential of the proposed growth in the Local Plan is to be delivered The site contains three listed buildings the settings of which will be protected and the buildings themselves retained in the SPD and masterplan. The SPD seeks to minimise the impact of the	N

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the SPD likely to have a significant environme ntal effect? Y/N
	proposed development and will address the wider environmental issues of climate change and air quality. It seeks to add detail to the Local Plan policy for eco development at North West Bicester and wider Local Plan objectives to promote sustainable development.	
(e) The relevance of the SPD for the implementation of Community legislation on the environment (for example plans and programmes related to waste management or water protection).	The SPD is relevant in the implementation of environmental plans such as the Oxfordshire Joint Municipal Waste Strategy but its effect will be limited.	N
2. Characteristics of the effects and area likely to be affected having particular regard to:		
(a)The probability, duration, frequency and reversibility of the effects.	The SPD will result in the permanent and irreversible loss of greenfield land and agricultural land, however, the emerging Local Plan Sustainability Appraisal concludes that it is necessary to meet in full the needs of accommodating the District's growth.	N
(b)The cumulative nature of the effects of the SPD.	The SPD seeks to ensure the sustainability objectives of the Local Plan are met. The SPD aims to achieve the objectives of the sustainability appraisal across the site aiming to mitigate the cumulative effects of the proposed development.	N
(c)The trans boundary nature of the effects of the SPD.	A Habitats Regulation Assessment was undertaken for the emerging Local Plan including an assessment of this site and concluded that growth in the Local Plan will not lead to likely significant effect on the Oxford	N

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the SPD likely to have a significant environme ntal effect? Y/N
	Meadows Special Area of Conservation (SAC) alone or in combination with other projects. Trans-boundary effects will not be significant.	
(d)The risks to human health or the environment (e.g. due to accident).	No significant risks to human health or the environment have been identified in the SPD preparation and masterplanning of the site.	N
(e)The magnitude and spatial extent of the effects (geographic area and size of the population likely to be affected) by the SPD.	It is intended that once completed there will be approximately 6,000 new homes with an estimated population of between 12,000 and 13,000 (the existing town's population is approximately 30,000) and the Local Plan and SPD intention is to ensure good integration with the benefits of the eco-town permeating across the town and wider District. The effects will be limited to the local area and will not be significant. The SPD site area is approximately 400 hectares.	N
(f)The value and vulnerability of the area likely to be affected by the SPD due to: <ul style="list-style-type: none"> • Special natural characteristics or cultural heritage • Exceeded environmental quality standards or limit values • Intensive land use. 	The Local Plan Sustainability Appraisal process selected the site due to the area being relatively unconstrained with medium to high capacity to accommodate growth. The Bicester Landscape Sensitivity Assessment states that the site is located in the Natural England Character Area 107 at County level. The Oxfordshire Wildlife and Landscape Study identifies the site within estates farmland. There is a medium to high capacity for residential and employment uses within the site area as part of a mixed use	N

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the SPD likely to have a significant environme ntal effect? Y/N
	<p>development as the land use would be in keeping with the adjacent existing residential area to the south and east and not significantly alter the overall landscape character of the wider area.</p> <p>Consideration should however be made to maintaining the visual separation with outlying settlements such as Bucknell.</p> <p>The site contains three Grade II listed buildings and their importance is recognised in the masterplan and SPD. It is intended that the listed buildings on the site will be retained and their setting protected. The setting of St Lawrence's church in Caversfield will also be protected.</p> <p>The site lies within Flood Zone 1 and as such is at low risk of flooding. As mentioned above there is a loss of greenfield land but the emerging Local Plan policy and SPD is seeking 40% green space as part of the proposals. The SPD provides guidance on the use of a greenfield site. The value and vulnerability of the area has been assessed in the site surveys and Local Plan SA in promoting the land for an eco-town development and strategic site allocation. The overall impact of the SPD on the value of the area will be positive for example creating a net gain in biodiversity, green infrastructure, reduced carbon emissions and sustainable urban drainage systems.</p>	

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

SEA Directive Criteria Schedule 1 Environmental Assessment of Plans and Programmes Regulations 2004	Summary of significant effects Scope and influence of the document	Is the SPD likely to have a significant environme ntal effect? Y/N
<p>(g)The effects of the SPD on areas or landscapes which have recognised national Community or international protected status.</p>	<p>The Bicester Landscape Sensitivity and Capacity Assessment states that although there are cultural and ecological designations in the area these are of local importance and the site does not contain any landscape designations. SPD includes principles designed to enhance the area and as such it will have a positive effect on the surrounding area and landscape. It does not have a significant effect on any national or internationally recognised area or landscape.</p>	<p>N</p>

**North West Bicester Supplementary Planning Document
Strategic Environmental Assessment Screening Statement**

North West Bicester
Supplementary Planning
Document
Statement of Consultation
February 2016

Introduction

The purpose of this document is to set out how the Council has involved the local community, stakeholders and statutory bodies in the formation of the North West Bicester Supplementary Planning Document (SPD). Various consultations have taken place in the preparation of the North West Bicester Masterplan. These consultations and the responses are summarised below and in the Statement of Consultation dated 21st March 2014 that accompanied the submission of the North West Bicester Masterplan Vision documents in 2014 (a copy is available at www.ecobicester.org).

This document sets out the various consultations undertaken, persons Cherwell District Council has consulted when preparing the document for North West Bicester, when the consultation took place, the issues raised by the consultation and how those responses have been taken into account. It also sets out details of the formal public consultation, including who was consulted, and how these comments have been addressed in the adopted supplementary planning document. This document and its appendices summarise the main points raised as a result of each consultation and how these points were taken into account as part of the preparation of the document. An earlier Statement on Community Involvement (January 2015) which explains the earlier consultation undertaken is appended to this Document (Appendix 1).

The Document has also been prepared throughout with due regard to the Town and Country Planning (Local Planning), (England) Regulations and the Council's Statement of Community Involvement (SCI). Regulation 12 relates to public participation and requires local authorities to prepare a statement setting out:

(a) The persons the local planning authority consulted when preparing the supplementary planning document;

(b) A summary of the main issues raised by those persons; and

(c) 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 and Regulation 35 is also relevant as it refers to the availability of local plan documents.

Following the submission of a Draft Masterplan and Vision Documents prepared by the developers of North West Bicester to Cherwell District Council for comment in March 2014 and a further version of the documents taking account of comments received from officers in May 2014 there were two main stages of consultation undertaken by the Council in the plan making process: the issues and options stage and draft SPD stage.

Consultation responses are available to view online at www.cherwell.gov.uk.

Purpose

The Planning and Compulsory Purchase Act 2004 enables supplementary planning documents to be prepared to expand upon existing planning policy. The preparation of a supplementary planning document 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 supplementary planning document to guide the preparation of planning applications for the North West Bicester strategic development site due to the particular challenges faced by large scale eco-development.

The North West Bicester Supplementary Planning Document sets out the development principles and requirements to guide developers and applicants in bringing forward large scale development proposals for the eco-town in Bicester as defined by the strategic development site allocation in the adopted Cherwell Local Plan (Policy Bicester 1). As such it ensures the comprehensive development of the site and delivery in accordance with the approved masterplan.

The North West Bicester Supplementary Planning Document (SPD) provides a user-friendly guide to assist applicants in making better planning applications and aid infrastructure delivery. It also helps 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 Policy Bicester 1 of the adopted Cherwell Local Plan 2011-2031 relating to the North West Bicester strategic allocation. It is a material consideration in the determination of planning applications alongside other development plan policies.

Summary of SPD Consultation Stages

North West Bicester Supplementary Planning Document (SPD) consultation - Issues and Options – June to July 2014

The North West Bicester masterplan and vision documents submitted in May 2014 were used to identify the issues and options for the supplementary planning document.

How did we consult?

Online consultation took place between 18th June and 24th July 2014 using the Cherwell District Council online consultation portal. It was publicised on the Cherwell District Council website and in the local press. A public exhibition took place in the Pop-in Centre, Manorsfield Road in Bicester town centre. Consultees were encouraged to complete an issues and options questionnaire and a summary of the consultation questionnaire and responses was compiled.

Responses

The responses are summarised in Appendix 1. The responses were generally positive and supportive. The main issues for consideration in the Draft SPD were as follows:

Support for reducing the carbon footprint, emissions and environmental impact in the construction and use of buildings;

Support for the broad mix and distribution of land uses. From the issues and options stage consultation it was clear the Draft masterplan was supported

by 75% of respondents and has subsequently formed the approved masterplan in the SPD as the framework for preparing development proposals. The consultation received positive feedback and support for proposals for low carbon energy solutions.

Integration with the existing community;

Support for zero carbon development and the masterplan energy strategy;

Some concern about the type of jobs being created. The consultation raised concerns about employment generally but also relating to proposals for a business park in the south east corner of the masterplan site. The adopted Cherwell Local Plan clarifies the position in relation to employment uses on the North West Bicester site and this is expanded upon in the SPD principles and requirements relating to employment.

Support for training and apprenticeships. The proposals to provide training and apprenticeships in construction were largely supported and resulted in skills and training provision being included in the SPD principles and requirements. The establishment of a local community-led management organisation was also supported and has been incorporated into the SPD as development principle 13 and development requirement 13.

Agreement on the location of the local centres;

Support for a community led management organisation (although reluctance from respondents to get involved);

Broad support to a wide range of innovative home design solutions;

Support for sustainable transport measures and the realignment of Howes Lane. The realignment of Howes Lane as part of the strategic links around the town was supported. Proposals sustainable transport measures including walking and cycling routes and improved bus services received positive responses and have been included in the SPD Transport principles and requirements. However, there is some support for a high speed perimeter ring road in Bicester to increase road capacity for the increased number of vehicles and provide new infrastructure. The SPD sets out the requirement for the highway improvements to support the masterplan and Cherwell Local Plan transport proposals.

Uncertainty about the proposals for a country park on the edge of the proposed development and

Broad understanding of the spatial framework plan.

The representations received were considered in the preparation of the SPD and are summarised in the preparation of the SPD as set out in the table in Appendix 2.

In summary, the responses showed there was general support for reducing the environmental impact of development, providing more local jobs and sustainable homes. The responses are reflected throughout the SPD particularly in the vision and objectives sections. Other consultation responses and comments from the issues and options questionnaire have been used to inform the development principles on green infrastructure, design and character areas in the SPD.

North West Bicester Draft Supplementary Planning Document

The stages of consultation in preparing the SPD have been:

1. 2013– Pre-submission consultation.
2. Early 2014 – further consultation with schools and Bucknell Parish Council
3. July 2014 - North West Bicester Supplementary Planning Document - Issues and Options Stage
4. January 2015 North West Bicester Supplementary Planning Document – Draft Consultation Stage and Statement of Consultation published
- 5 November 2015 – North West Bicester Supplementary Planning Document – Final Consultation Stage and Statement of Consultation

The consultation stages are described in more detail in the following section.

1. 2013 – Pre-submission consultation.

How did the consultation take place?

Prior to consultation taking place on the draft masterplan proposals, a community engagement programme was shared with officers to confirm the intended approach, methodology, and key activities in respect of engaging with the community and key stakeholders. This is set out in detail in the Statement of Community Involvement Report (March 2014) prepared on behalf of A2 Dominion in support of the North West Bicester Masterplan. The report sets out how the comments received have been considered by A2 Dominion and its consultant team. The Masterplan was informed by previous consultation that began in 2010 as part of the exemplar first phase. A previous and separate consultation report was submitted as part of the exemplar planning application (Planning Application Reference: 10/01780/HYBRID) which detailed the consultation programme, activities and outcome.

Who was consulted?

As part of the initial engagement around the evolution and preparation of the draft masterplan, in addition to testing the masterplan brief, A2 Dominion initiated three stakeholder workshops prior to wider public consultation. The participants of the stakeholder workshops were selected by A2 Dominion in liaison with officers (a full list of the stakeholders and the outcomes from the consultation is explained in the Statement of Community Involvement Report (March 2014)).

What were the main issues raised?

The main issues arising were:

Housing – the need to test the plan for the optimum number of new homes the site could allow through the planning process with a view that this can exceed 5,000; the need for the density, design and eco principles of the development to be safeguarded through the masterplan process and not compromised to accommodate an increased number of homes.

Green Infrastructure – a need to design and plan for structured and focussed open space with protected habitats; maximizing public access to open space and creating strong links with existing green corridors and the countryside.

Schools and community hubs – plan for 2 vibrant community hubs that contain a range of facilities and coexist with primary schools to increase viability and parking provision; enable and encourage use of centres by existing and new communities; consider access and links to green infrastructure when

locating secondary school.

Access and Transport – further consideration of options required

Employment – jobs can be created both on-site and in wider areas and consider location of large format employment uses.

These issues informed

- Evolution of the masterplan particularly the distribution of land uses, the proposed realignment of Howes Lane and provision for small scale employment uses on the site;
- The preparation and submission of outline planning applications on the site and
- Further consultation with stakeholders.

2. Early 2014 – further consultation with schools and Parish Councils

A2 Dominion visited the Cooper School Sixth form and Bicester Community College to update students and staff on the masterplan and gain feedback. The main issue raised was the provision of green space, concerns about increased traffic and increased population and support for environmental protection. At the same time Parish Councils were offered follow up meetings to be kept updated. The outcome was that A2 Dominion agreed to maintain consultation and communication with schools and parish councils.

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July 2014 - North West Bicester Supplementary Planning Document - Issues and Options Stage

Following the submission of the North West Bicester Masterplan and Vision Documents to the Council by A2 Dominion, officers arranged an initial consultation on the North West Bicester Masterplan at the issues and options stage. This included the preparation of a Questionnaire which was posted on the Council's online consultation portal and publicity on the Council's website and local press. Local stakeholders and officers involved in the project were also notified as part of the consultation. The responses from the Questionnaire clarified the main issues and important points for the draft document to consider and are summarised in Appendix 1 together with other consultation responses received at this time.

The main issues were:

Transport – the increased traffic impact of the development particularly on Howes Lane and the proposals to realign it;

Community facilities - The provision of sports pitches

Housing - the increase in the number of homes from 5,000 to 6,000

BioDiversity - The need for the masterplan to demonstrate a net

Zero carbon development, climate change adaptation and energy.

These issues informed the preparation of the Draft North West Bicester Supplementary Planning Document and the drafting of development principles to address the main issues. This in turn led to the preparation of development requirements setting out how the principles would be delivered.

4. January 2015 North West Bicester Supplementary Planning Document – Draft Consultation Stage and Statement of Consultation published

In late 2014 the Council undertook consultation on the Draft SPD. The document incorporated the issues and options identified in the previous consultation in summer 2014. The consultation invited comments to help inform the Council's final document. The preparation of the Draft SPD was led by the Eco Bicester project team made up of officers and representatives of Cherwell District Council, Oxfordshire County Council and Bicester Town Council. It was based on the Team's involvement in masterplanning of the North West Bicester site from 2010 through to submission of the masterplan vision documents referred to above. Other 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 Bicester Strategic Delivery Board were also engaged in the preparation of the document.

How did we consult?

The consultation ran from 3rd December 2014 to 20th February 2015.

Who did we consult?

The stakeholder organisations contacted in preparing the North West Bicester SPD were Oxfordshire County Council (OCC), Environment Agency, Highways Agency, Network Rail; Bicester Town Council; Chesterton Parish Council; Bucknell Parish Council; Caversfield Parish Council; Thames Water; Thames Valley Police; Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT); Sport England; Oxfordshire Playing Fields Association; Oxfordshire Clinical Commissioning Group; Bicester Vision; Bicester Chamber of Commerce; Oxfordshire Local Enterprise Partnership (OXLEP); South East Midlands Local Enterprise Partnership (SEMLEP); CDC Landscape; Arboriculture; Environmental Services; Waste and Recycling; Strategic Housing; Urban Design; Sport and Recreation; Ecology; Biodiversity; Environmental Protection; Urban and rural communities; Noise and anti-social behaviour; Legal and Democratic.

The consultation on the Draft SPD was extended following the Cherwell Local Plan Examination to include stakeholders on the Local Plan consultation list.

Distribution and publicity

It was publicised on the Cherwell District Council website, Eco Bicester website, in the local press and on social media. The Eco Bicester newsletter mailing list and Cherwell Local Plan consultees were notified via post and/or email. Copies of the Draft SPD were made available at the Cherwell District Council Offices and Linkpoint offices in Banbury, Bicester and Kidlington. The document was also available to view at Bicester Town Council and in the local libraries in Cherwell District. Details of the deposit locations for hard copies were publicised on the Council's website and in the press. 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

Responses

Consultation responses were received from statutory consultees and the general public. In total, 44 responses including detailed comments, queries and suggested amendments were received. These have been reviewed and considered by officers in the preparation of the SPD. The changes were incorporated into a revised version of the SPD which was approved as an Interim Draft SPD until the Cherwell Local Plan was adopted by the Cherwell District Council Executive on 1st June 2015.

When preparing their responses officers used the full responses. The full consultation responses can be viewed online at www.cherwell.gov.uk.

In summary, the main issues raised through the consultation exercise were:

- Principle of development and masterplanning
- The location and distribution of land uses within the site
- Infrastructure provision and delivery including local services and schools

Specific comments were made on the Development Principles particularly relating to:

- Transport, movement and access – including comments on the proposed highway improvements and realignment of Howes Lane.
- employment issues, particularly relating to the proposed business park
- green space and biodiversity

Officer response

These responses raise important points to be taken into account in the preparation of the supplementary planning documents, particularly relating to masterplanning and integration of the proposed development. There were other comments made to the taking forward the masterplan submission documents and draft masterplan. The officer response has been to include a list of the supporting masterplan documents and incorporate the North West Bicester Masterplan Framework drawings in the document.

Infrastructure requirements, provision and delivery of development were also raised as issues for the document to consider. The SPD seeks to ensure that infrastructure is provided in a timely manner to ensure the delivery of new homes on the site.

Transport and employment issues were raised in many of the consultation responses reflecting the importance of these areas within the town as a whole. Many of these comments raised a concern about the impact of the proposed development on the surrounding area in terms of increased traffic. The Masterplan and SPD development requirements seek to ensure that the impact of increased traffic is minimized and alternative transport choices such as walking and cycling are promoted. The proposed realignment of the strategic route along Howes Lane, for example, has been developed through the masterplanning of the site based on transport modeling that demonstrates the proposal will accommodate predicted traffic flows.

Oxfordshire County Council made various comments including reference to the Housing Standards Review as well as other more specific comments relating to County matters. The officers have reviewed these comments and made the appropriate changes to the document where necessary. However, where the comments related to infrastructure delivery the officer response has been to confirm the delivery mechanisms. The officer response to the County Council's suggestion that the development will require a comprehensive approach to land assembly is that is not deliverable. The County Council's support of the provision of extra care housing and superfast broadband is welcomed by officers. In terms of County Council comments on the design of secondary and primary schools, the design principles for such schools has been included in the appendices to the SPD. References to waste have been updated to take account of the County Council's comments.

The Environment Agency commented on references to multi functional green space and the contribution of each planning application to offsite mitigation for farmland birds. Other comments referred to Flood Risk Assessment and the Water Cycle Study. Officers have noted these comments and amended the document accordingly.

The Highways Agency supports the use of the Oxfordshire County Council transport model to assess the growth of the North West Bicester. This exercise has formed an important element of the evidence base for the SPD and the policies contained in it. The Highways Agency also supports the use of Travel Plans as set out in Development Requirement and Principle 6 (a) and recommended the promoters of the development seek opportunities to encourage trips outside of the peak periods during both the construction and operational phases of development.

In terms of employment, consultation responses related to the type of employment uses proposed in the document. The officer response to this relates to the work to identify target employment sectors for the North West Bicester site as set out in the economic strategy supporting the masterplanning. The SPD also reflects the employment policies and proposals set out in Policy Bicester 1 of the adopted Local Plan. The SPD has been amended to reflect the job numbers set out in the adopted Local Plan.

One respondent made the comment that the requirement for BREEAM Excellent in commercial development. The officers' response refers to the Local Plan seeking BREEAM very good for non-residential buildings with the capability of achieving BREEAM Excellent. The Eco-towns PPS sets out a definition of zero carbon development which is referred to a "true zero carbon development" in 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.

Thames Water made comments on the references in the SPD to water cycle study. The officer response states that the SPD refers to Water Cycle Studies

in the context of the masterplan and requires similar strategies to be prepared in support of individual planning applications setting out detailed proposals based on the overarching water cycle strategy and building on its principles. Thames Water commented on sewerage network capacity and the SPD text has been amended to take account of the comment.

The Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT) raised points supporting the principles relating to biodiversity and stressing the importance of proposed development being in accordance with the North West Bicester Masterplan Green Infrastructure and Landscape Strategy. In response to this, Officers have amended the wording of the relevant Development Principle and Requirements.

Sport England supports the requirement for green spaces within the development to provide attractive areas for sport and recreation and also provision of indoor and outdoor sports facilities. The officers' response clarifies that the main indoor sports facilities will be provided by expanding the existing Bicester Leisure Centre and welcomes opportunities in existing halls and schools. The main outdoor sports facilities are located south of the railway with smaller areas dispersed around the site.

English Heritage submitted comments relating to the Oxfordshire Landscape Character Assessment, Oxfordshire Historic Environment Record and listed buildings on the site. The officers' response has been to include references to the comments of English Heritage and add text to retain and respect the listed buildings and their setting on the site.

Natural England comments on the references to existing hedgerows and woodlands and supports the wording proposed by BBOWT. The officers' response has been to amend the SPD wording to strengthen the references to the ecological value of the hedges and woodland on the site. Natural England's proposed inclusion of water neutrality measures to the concept of sustainable urban drainage systems has also been accepted by officers.

Regional's response made various comments relating to sustainability issues including energy efficiency and climate change adaptation, local services, transport and employment. The officers' response has been to amend the SPD text to reflect suggested changes and additions to the SPD text.

A respondent points out that the Code for Sustainable Homes is being phased out and the definition of zero carbon varies to the Government's current definition. The officers' response has been to continue to apply the masterplan's definition of true zero carbon and retain references to the Code for Sustainable Homes as set out in Policy Bicester 1.

In terms of community and governance, a respondent made comments relating to the Local Management Organisation and the process for securing it. The officers' response is that long term management is required therefore developers should support the local management organization to enable it to become viable in the long term.

The Cultural Wellbeing section and strategy has been updated to take account of comments received.

A summary of the consultation responses, officer comment and proposed changes contained is contained in Appendix 3.

5. November 2015 – North West Bicester Supplementary Planning Document – Final Consultation Stage and Statement of Consultation

The consultation followed a report to the Council Executive in June 2015. The report set out the steps required to adopt the document following receipt of the Inspectors Report on the Cherwell Local Plan. The Local Plan was subsequently adopted on 20th July 2015 and work has continued to finalise

the SPD in accordance with the resolution of the Council's Executive. An updated Statement of Consultation has been prepared which together with the Final Draft SPD and SEA Statement forms the consultation documents.

The consultation was publicised in the local press with further details on the Council's website. It ran from Friday 20th November until Friday 18th December 2015. Consultation responses were received and have been considered by officers before being reported to the Council's Executive seeking approval of the changes and considered by the Council in adopting the document.

Responses

Consultation responses were received from statutory consultees and the general public. In total, 17 responses including general comments, queries and suggested amendments were received. These have been reviewed and considered by officers in the preparation of the Final SPD. The changes have been incorporated into the final SPD to be approved by the Council. When preparing their responses officers used the full responses. The full consultation responses can be viewed online at www.cherwell.gov.uk.

In summary, the main issues raised through the consultation exercise were:

- Housing needs, the type of housing and flexibility of the design of new homes

Employment development principle and design

Masterplanning

The location and distribution of land uses, particularly the business park within the site

Infrastructure provision and delivery including local services and schools

Specific comments were made on the Development Principles particularly relating to:

- Transport, movement and access – including comments on the proposed highway improvements and realignment of Howes Lane.
- employment issues, particularly relating to the proposed business park
- green space and biodiversity

Officer response

These responses raise similar points to previous consultations on the SPD. These issues have been largely taken into account in the preparation of the supplementary planning documents, particularly relating to masterplanning and integration of the proposed development. Some further minor amendments to the SPD have been made for clarification.

Transport and employment issues were raised in many of the consultation responses reflecting the importance of these areas within the town as a whole. Many of these comments raised a concern about the impact of the proposed development on the surrounding area in terms of increased traffic. The Masterplan and SPD development requirements seek to ensure that the impact of increased traffic is minimized and alternative transport choices such as

walking and cycling are promoted. The proposed realignment of the strategic route along Howes Lane, for example, has been developed through the masterplanning of the site based on transport modeling that demonstrates the proposal will accommodate predicted traffic flows.

In terms of employment, consultation responses related to the type of employment uses proposed in the document. The officer response to this relates to the work to identify target employment sectors for the North West Bicester site as set out in the economic strategy supporting the masterplanning. The SPD also reflects the employment policies and proposals set out in Policy Bicester 1 of the adopted Local Plan. The SPD has been amended to reflect the job numbers set out in the adopted Local Plan.

One response concerned the requirement for BREEAM Excellent in commercial development. The officers' response refers to the Local Plan seeking BREEAM very good for non-residential buildings with the capability of achieving BREEAM Excellent. The Eco-towns PPS sets out a definition of zero carbon development which is referred to a "true zero carbon development" in 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.

Historic England submitted further comments relating to the Oxfordshire Landscape Character Assessment, Oxfordshire Historic Environment Record and listed buildings on the site. The officers' response has been to include references to the comments of Historic England and add text to retain and respect the listed buildings and their setting on the site.

A respondent points out that the Code for Sustainable Homes is being phased out and the definition of zero carbon varies to the Government's current definition. The officers' response has been to continue to apply the masterplan's definition of true zero carbon and retain references to the Code for Sustainable Homes as set out in Policy Bicester 1.

The Cultural Wellbeing section and strategy has been updated to take account of comments received.

A summary of the consultation responses, officer comment and proposed changes is contained in Appendix 4.

Summary and Conclusion

This statement of consultation 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 SPD. It 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 had the opportunity to make comments. The consultation exercise has been comprehensive and, together with the consultation carried out by the developers, it has positively influenced and informed the final document.

North West Bicester Draft Supplementary Planning Document Statement of Community Involvement

January 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. Regulation 12 of the Town and Country Planning (Local Planning) Regulations 2012 (“The Regulations”) requires local authorities to prepare a statement setting out:

- (i) The persons the LPA consulted when preparing the SPD;
- (ii) A summary of the main issues raised by those persons; and
- (iii) How those issues have been addressed in the SPD

Regulation 35 is also relevant as it refers to the availability of local plan documents.

Cherwell District Council (CDC) Statement of Community Involvement (SCI)

The Cherwell District Council Statement of Community Involvement (SCI) was adopted in 2006 and has been referred to in the consultation on the NW Bicester SPD.

The SPD was prepared by the Eco Bicester Project Team comprising officers of the District Council, Oxfordshire County Council and Bicester Town Council. This followed the preparation of a Draft Masterplan by developers and promoters of the site, A2Dominion.

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 Natural England.

Council Members of the Eco Bicester Strategic Delivery Board were also notified of the consultation.

Draft NW Bicester Masterplan – consultation

A Draft Masterplan was prepared during 2013 and resulted in a public exhibition in December 2013. Further details 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.

SPD consultation

The Draft SPD was approved for consultation by the CDC Executive on 6 November 2015.

In preparing the North West Bicester SPD, the CDC Eco Bicester 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

The SPD was publicised by a press advert in the local Bicester press at the Issues and Options consultation stage and in the local press covering the District as part of the Draft SPD consultation.

It was made available for inspection at CDC offices and Linkpoints in Bodicote, Banbury, Bicester and Kidlington and libraries throughout the District.

Subscribers of the Eco Bicester newsletter were notified of the consultation.

The persons and organisations on the Cherwell Local Plan database have been notified by letter and email of the preparation of the North West Bicester Supplementary Planning Document.



Eco Bicester
be part of it

The information in this document can be made available in other languages, large print braille, audio tape or electronic format on request. Please contact 01295 227001

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać. 01295 227001

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੇ ਮੰਗ ਲਓ। 01295 227001

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。01295 227001

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو براے مہربانی ہم سے پوچھئے۔
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Appendix 2 – summary of issues and options consultation responses (July 2014) 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	<p>Chesterton Parish Council welcomes CDC's presence at one of its Council Meetings to discuss the Planning Document once it is finalised</p> <p>Main comment: An 'overriding concern' related to traffic</p>	<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 	<p>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</p>	<p>Include principles on transport, movement and access in Draft SPD</p>
Page 239	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- 	<p>Sport England's comments are welcomed</p>	<p>Include policy on sports pitches and requirements in the Draft SPD</p>

			<u>calculator/</u>		
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 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</p>	- Scale of development and funding	<p>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:</p> <p>The realignment of Howes Lane is a fundamental requirement of the masterplan</p>	Consider and review comments in preparing the Draft SPD.

		impacts to preserve the quality of life' in existing communities			
4	Oxfordshire County Council	<p>Oxfordshire County Council (OCC) comments upon:</p> <p>Traffic: 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: 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>Traffic: - 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> <p>Schools: - 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> <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>	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 taken into account	<p>Consider and review comments in preparing the Draft SPD specifically relating to infrastructure and delivery. The supporting documents to the Draft masterplan include ecological surveys.</p> <p>Tree planting is addressed in the Draft SPD which also include policies, requirements and principles on green infrastructure.</p>
5	Berkshire, Buckinghamshire and Oxfordshire	The Masterplan needs to demonstrate that a net gain in biodiversity on the NW Bicester site would be	<p>Masterplanning</p> <p>Net gain in biodiversity</p>	The comments are welcomed and reflect some of the discussion as part of the green infrastructure and	Comments were considered in preparing the Draft SPD and fed into

	Wildlife Trust (BBOWT)	<p>delivered</p> <p>The EIAs for individual applications should assess the impacts on Priority Habitats and Species. The 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>	<p>A Sensitive Lighting Scheme</p> <p>Flower-rich grassland should be included in the Green Loops Linear Park</p>	landscape workstream	Development Principles and requirements for masterplanning, biodiversity and green infrastructure
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</p>	Climate Change and its potential impact on the natural and built environment must be considered if future issues are to be mitigated against	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	The comments have been taken into account in drafting the development principles in the Draft SPD

		<p>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 important to ensure high standards of water efficiency in buildings and to reuse neighbourhood water</p>		<p>environment have been included in the development principles.</p>	
7	Bicester Town Council	<p>BTC supports the Masterplan but has specific concerns</p> <p>BTC is pleased to see the provision of a burial ground in the Masterplan and hopes it will be of adequate size</p> <p>Road traffic movements need to be carefully considered and could become a growing problem</p>	<p>- There is a concern that eco principles could be watered down by national demands for further housing numbers</p> <p>- The increase in housing numbers from 5000 to 6000 has led to concern that the 40% green open space could be compromised</p> <p>BTC hopes to continue to be involved in the Masterplan's development and over the entirety of the project</p>	<p>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.</p>	<p>The SPD ensures that the eco principles are strengthened and explained further in the development principles.</p>

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

Plans 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.

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 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 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 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.

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 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.

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 (January 2015) and officer response

Rep ID	Body/ person consulted	SPD Ref	Issue	CDC officer response	Proposed change
1	Mr JW 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
Page-255	Mr JW 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

2	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
3	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
3	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
3 Page 256	Tracey Matthews	DP8 – Local Services p 37 paras 4.122-4.125 DR8 – Local Services and delivery section 6.0	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 Authority.	Schools will be provided in a timely manner to support the delivery of new homes on the site.
4	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
4	Mr D Clayton	Development Principle 6 (c) – Strategic	Bicester Village is a major success for the local and UK Economy. Road networks won't carry the	Planning applications should ensure that key connections around the town do not become congested. Bicester Village is in the process of	No change

		highway improvements (page 33) Paras 4.94-4.112 Development requirement 6 (c)	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	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 be promoted.	
5	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
5	Middleton Stoney Parish Council	Development Principle 6 (c) – Strategic highway improvements p 33 Paras 4.94-4.112 Development requirement 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
5	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
5	Middleton Stoney Parish Council	Development Principle 6 (c) – Strategic highway improvements p 33 Paras 4.94-	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

		4.112 Development requirement 6 (c)			
5	Middleton Stoney Parish Council	Development Principle 6 (c) – Strategic highway improvements p 33 Paras 4.94-4.112 Development requirement 6 (c)	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
6	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
6	Highways Agency	General comment	Welcome further information regarding the validation for the SRN once revalidation exercise is complete	Noted	No change
6	Highways Agency	DR 6 p29 DR6 (a) p30	Support DR6 and DR6 (a) – Travel Plans and recommend promoters of development seek opportunities to	Support is welcomed	No change

			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.		
7	CDC Landscape (Aboriginal)	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
7	CDC Landscape (Aboriginal)	Page 22: ‘Development Req. 3’	Requested amendment “Urban cooling through Green Infrastructure (for example, the use of green space <u>and the incorporation of green streets</u>)	Accept inclusion of “green streets” in wording of DR3 and it supports the principle of creating green connections and a net gain in biodiversity.	Accept amendment and update text
Page 259	CDC Landscape (Aboriginal)	Page 22: ‘Development 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
7	CDC Landscape (Aboriginal)	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
7	CDC Landscape (Aboriginal)	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

7	CDC Landscape (Aboriginal Culture)	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
7	CDC Landscape (Aboriginal Culture)	Page 40: 'Development 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
7	CDC Landscape (Aboriginal Culture)	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
7	CDC Landscape (Aboriginal Culture)	Page 41: Page 41: Development Req 9(a –	“Where planning applications include proposals for tree planting <u>in or adjacent to hard surface areas</u> the provision.....”	Accept amendment and update text	Accept amendment and update text
7	CDC Landscape (Aboriginal Culture)	Page 41: Development 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
7	CDC Landscape	Page 43: Development	“Hedgerow loss should be minimised <u>and mitigated for</u> and existing	Accept amendment and update text	Accept amendment

	pe (Aboricu lture)	Requirement 9 (c)	hedges retained.....”		and update text
8	Frampto ns Plannin g	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
8 Page 261	Frampto ns Plannin g	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 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	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 could include the logistics sector.	No change

			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.		
8	Frampton 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
8	Frampton Planning	Development Principle 6 (c) – Strategic highway improvements (page 33) Paras 4.94-4.112 Development requirement 6 (c)	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
8	Frampton 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
8	Frampton 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</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

			<i>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>		
8	Frampton 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 period”.</i>	Amend paragraph 4.54 to include Local Plan jobs created figure.
8	Frampton 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

8	Frampton Planning	DR5	<p>DR5 states that planning applications should “<i>demonstrate access to at least one new opportunity per new home on site and within Bicester</i>”</p> <p>The meaning of this requirement is opaque. A LPA has no land use power to insist upon a set number of jobs to be provided by individual companies. The Requirement should be deleted.</p>	<p>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.</p>	No change
8	Frampton Planning	DR5	<p>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.</p>	<p>Support is welcomed.</p>	No change
8	Frampton Planning	DP6 (c)	<p>Infrastructure cannot be delivered unless a satisfactory planning permission can be secured 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.</p>	<p>Noted</p>	No change
8	Frampton	Policy Bicester 1	<p>The restricted limitations on land use in Policy Bicester 1 frustrate the</p>	<p>Noted – the SPD expands the Bicester 1 Policy and builds on it. The policy and SPD focus on the sectors</p>	No change

	Plannin g		delivery of jobs early in the Plan period and the arrangements for the delivery of wider infrastructure.	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.	
8	Frampto ns Plannin g	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
8	Frampto ns Plannin g	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
Page 265	Frampto ns Plannin g	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 Bicester 1.	Support is welcomed. The CLP Policy allows B1 with limited B2 and B8 uses therefore allowing some flexibility.	No change
8	Frampto ns Plannin g	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	Noted.	No change

			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.		
8	Frampton 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
8	Frampton 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 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	Noted	No change

			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.		
∞ Page 267	Frampton 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
9	Thames Water	DP10	Support in principle	Support is welcomed	No change
9	Thames Water	DR10 – Water - Water cycle study, page 47	Within the document a Water Cycle Study (WCS) is mentioned in 2 contexts. The WCS which forms part of the evidence base 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.	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 planning applications setting out detailed proposals based on the overarching WCS and building on its principles.	No change

<p>9</p>	<p>Thames Water</p>	<p>DP10</p>	<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 it 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 technologies proposed to be implemented within the North West Bicester area it is felt that the</p>	<p>CDC to work with Thames Water to agree the wording relating to sewerage network capacity.</p>	<p>Include wording suggested by Thames Water</p>
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			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.		
9	Thames Water	DR10	<p>Should be broadened to include sewerage infrastructure. As such a fourth bullet point should be included:</p> <p><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></p> <p>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.</p>	<p>The suggested amendment is welcomed and agreed with the following minor amendment for clarification.</p> <p>“d) demonstrate that adequate sewerage infrastructure capacity exists both on and/or off the site to serve the development and that would not lead to problems for existing users.</p>	<p>Insert fourth bullet point as suggested. Add fourth bullet point</p>
10	Berks Bucks and Oxon Wildlife Trust	DR 9(e) Page 45	<p>Strongly support this inclusion of this principle. Some amendments are needed as follows:</p> <p><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”.</p>	<p>Support is welcomed and wording should be amended accordingly with the following minor change.</p> <p>“Biodiversity mitigation and enhancement should <u>shall</u> be incorporated into the development proposals to provide a net biodiversity gain”</p>	<p>Amend as suggested</p>
10	Berks Bucks	DR 9(e)	<p>It is not possible to mitigate for the impact of farmland birds on the site,</p>	<p>Agreed - the wording should be amended as follows by the addition of a sentence with a minor change to</p>	<p>Amend</p>

	<p>and Oxon Wildlife Trust</p>		<p>and as such it has been agreed in the NW Bicester Masterplan (see page 23 of the NW Bicester Masterplan 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>replace “must” with “shall”:</p> <p><u>“Biodiversity mitigation and enhancement must shall 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>wording</p>
<p>10</p>	<p>Berks Bucks and Oxon Wildlife Trust</p>	<p>DR 9 (e)</p>	<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</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>	<p>Amend wording accordingly</p>

			reworded as follows: <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>		
10	Berks Bucks and Oxon Wildlife Trust	DR 9 (e)	“A biodiversity strategy shall accompany planning applications” (note there is a typo, amend to “accompany”).	Noted	Correct typo
10	Berks Bucks and Oxon Wildlife Trust	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
10	Berks Bucks and Oxon Wildlife Trust	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	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</u>	Amend wording accordingly to DR9 (e)

			<p>Development Biodiversity Strategy Appendix 6J August 2014 (pages 21-35)</p> <p>2) NW Bicester Eco Development Achieving a Net Gain in Biodiversity January 2014 (pages 16-27)</p> <p>To accommodate the above this sentence should be amended from: <i>“A biodiversity strategy shall accompany planning applications”</i> 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>	<p><u>accompany all planning applications. It should include an accepted numerical metric to show that a net gain in biodiversity will be achieved.”</u></p>	
<p>Page 272</p>	<p>Berks Bucks and Oxon Wildlife Trust</p>	<p>DR 9 (e)</p>	<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: <u>“All new development within the NW Bicester Eco-town must be in line with the “NW Bicester Masterplan – Green</u></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: <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>	<p>Amend DR9 (e)</p>

			<p><u>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>		
10	Berks Bucks and Oxon Wildlife Trust	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. 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>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 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 will be required for <u>all reserved matters and full planning applications.</u>”</u></p>	Insert suggested wording

10	Berks Bucks and Oxon Wildlife Trust	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”
10	Berks Bucks and Oxon Wildlife Trust	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> ” <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>	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> ” <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>	Accept amendment and update text
10	Berks Bucks and Oxon Wildlife Trust	4.145	4.145 reference should be made to the following existing documents: NW Bicester eco Development Biodiversity Strategy Appendix 6J August 2014 NW Bicester Eco Development Achieving a Net gain in biodiversity January 2014 NW Bicester Masterplan Green Infrastructure and Landscape Strategy, May 2014.	Agreed. Add appendix containing list of reference documents including: NW Bicester eco Development Biodiversity Strategy Appendix 6J August 2014 NW Bicester Eco Development Achieving a Net gain in biodiversity January 2014 NW Bicester Masterplan Green Infrastructure and Landscape Strategy, May 2014. Also include reference to the need for off-site farmland bird mitigation in order for a net gain in biodiversity to be achieved.	Accept amendment and update text

			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.		
10	Berks Bucks and Oxon Wildlife Trust	Para 2.19 Page 12	2.19 Ecology – suggest this is amended 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>	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>	Insert new wording
Page 275	Berks Bucks and Oxon Wildlife Trust	Fig 13 Page 17	We are concerned regarding the change to Fig 13. The initial Fig 13 showed the nature reserve 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.	Fig 13 as amended shows the spatial framework plan for the site. The nature reserve is shown on the landscape framework plan and relate to the green space shown on the spatial framework plan.	Correct typo on Key to framework plan.
10	Berks Bucks and Oxon Wildlife Trust	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

	Trust				
10	Berks Bucks and Oxon Wildlife Trust	DP1 Page 18	Strongly support the inclusion of this principle	Support is welcomed	No change
10	Berks Bucks and Oxon Wildlife Trust	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
Page 276	Berks Bucks and Oxon Wildlife Trust	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
10	Berks Bucks and Oxon Wildlife Trust	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
10	Berks Bucks and Oxon Wildlife Trust	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 two bullet points as	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	Amend paragraph 4.45 and DR4

			<p>follows: “gardens and food production” And “gardens for biodiversity e.g. fruit trees, wildflower meadows and log piles” 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><u>“gardens for biodiversity e.g. fruit trees, 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.....”</p>	
10	Berks Bucks and Oxon Wildlife Trust	DP7 page 36-37	<p>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 well being, encouraging exercise, and encouraging people to care for their environment.</p>	<p>Noted - include reference to how biodiversity –rich green spaces can play a particularly important role in, for example, reducing stress levels, promoting mental well being, encouraging exercise, and encouraging people to care for their environment.</p>	Amend DP7 and supporting text
10	Berks Bucks and Oxon Wildlife Trust	DP9 page 39	<p>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></p>	<p>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.</p>	No change

10	Berks Bucks and Oxon Wildlife Trust	DP9 Page 40 Green infrastructure and landscape	<p>As stated above, biodiversity is an essential outcome 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:</p> <p><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></p>	<p>Agreed. Consider rewording using suggested text to recognise biodiversity is an essential outcome 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:</p> <p><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></p>	Amend DP9
Page 278	Berks Bucks and Oxon Wildlife Trust	DP9	<p>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></p>	Support is welcomed	No change
10	Berks Bucks and Oxon Wildlife Trust	Page 41 – Tree planting	<p>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</p>	<p>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:</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>	Insert wording to reference native species of trees and shrubs in the SPD text

			section that reflects this.		
10	Berks Bucks and Oxon Wildlife Trust	DR 9 Hedgerows and stream corridors Page 43	<p>Welcome the inclusion of this section. It needs to be amended to reflect the commitments in the NW Bicester Eco Development Biodiversity 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>Support is welcomed. Amend text for clarification to reflect the commitments in the NW Bicester Eco Development Biodiversity 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>	Amend DR9
10	Berks Bucks and	DP10 – Water page 47	A SUDS scheme designed with biodiversity in mind can play a significant role in provision of wildlife	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	Amend DR10

	Oxon Wildlife Trust		<p>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. 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></p>	<p>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 schemes should be designed to maximise the opportunities for biodiversity.”</u></p>	
	Berks Bucks and Oxon Wildlife Trust	DR14 and Appendix III	<p>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></p>	Support is welcomed	Confirm suggested change with CC
10	Berks Bucks	DR14 and Appendix III	<p>Welcome the inclusion of the following in DR14 and Appendix III:</p>	Support is welcomed	No change

	and Oxon Wildlife Trust		<u><i>“Encouraging local residents and visitors to think about and become environmentally aware in their everyday living.”</i></u>		
10	Berks Bucks and Oxon Wildlife Trust	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 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.	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 on-site avoidance, mitigation and enhancement proposals, in order to achieve an overall biodiversity net gain.	Delete to take account of updates to biodiversity
11	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
11	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	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

			available for use by the wider community outside of school hours; assuming that this is the plan.		
11	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
11	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
11	Sport England	DP 9 (d) sports pitches page 44	Support the principle that proposals for new development be required to contribute to open space, outdoor sport and recreation provision commensurate with the needs that is generated.	Support is welcomed	No change
Page 282	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
	11	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	No change

			for new facilities to be built in accordance with Sport England design guidance notes.		
11	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
11	Sport England	Delivery – Planning Obs and Dev Contributions pages 56 and 57	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 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).	Indoor sports facilities will be provided in the existing Bicester leisure centre.	No change
11	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	Needs of population will be identified based on CLP Policy BSC11	No change

			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/		
13 Page 284	Mr D Leigh	DP5 page 26	Concern about ongoing proposal to allow B2 and B8 usage of the land in the south east 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.	Policy Bicester 1 identifies a minimum of 10 Ha of employment land on the site within use class B1 with limited B2 and B8. The North West Bicester masterplan economic strategy supports the proposed employment uses on the site.	No change
13	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
13	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	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	No change

			will generate a number of vehicle movements to/from the area both of which would go against “eco-principles.”	employment in the CLP. The employment has been located and designed to fit with the surrounding uses.	
14	CDC Landscape	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
15	CDC Community Services	DR 9 (e) – Biodiversity page 45	<p>Add to first and third points:</p> <p><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></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>	<p>The proposed additions will strengthen the development requirement and therefore the SPD text should be updated to include them as follows:</p> <p>Add to first and third points:</p> <p><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></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>	Amend DR9 (e)
16	CDC Sustainability	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)
17	CDC Community	Section 6.0 – Delivery	Include obligation in draft heads of terms to require developers to install CCTV in public open spaces where	Cannot require but can include text to ensure design addresses community safety issues	Include text to ensure design addresses

	Service s		there are situated retail facilities, or recreational facilities such as public houses, hotels and restaurants. Summary, list CCTV in Draft Heads of Terms		community safety issues
17	CDC Community Service s	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
17	CDC Community Service s	Draft HoTs page 57	An unhelpful reference to neighbourhood policing, makes no reference to other community safety responses such as CCTV. This is contradictory to the aspirations of the CLP and NPPF supporting this request is listed below.	Thames Valley Police has set out its requirements and therefore TVP should be included in the Draft Heads of terms on page 57	Include Thames Valley Police on the Draft Heads of terms.
18	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	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

			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.		
18	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.
18	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
Page 287	English Heritage	Para 2.23	Welcome the recognition of the sensitivity of the grade II* listed St Lawrence's Church, just to the north-east of the site.	Support is welcomed	No change
18	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	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	No change

			through the proposed development.	historic landscape features. The site's heritage assets have been identified and both the SPD and masterplanning seek to retain them in their settings.	
18	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
18	English Heritage	Para 4.7	The draft masterplan should show the historic features that are to be retained and appropriate treatment of their setting.	The masterplan does not show the listed buildings on the site and should be amended	Amend masterplan to show listed buildings
Page 288	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>
	18	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	Reference to St Michael's Church is incorrect and should refer to St Lawrence's Church. References to listed buildings should include setting

			be St Lawrence's Church?) with sensitivity (and further recognition of this in para 4.134).		
18	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>
18	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
18	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 recognition of the listed barns at Himley Farm as a key consideration for any development near them.	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 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	Add reference to Himley Farm in paragraph 5.18

				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.	
18	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
20	Theatre Trust	Para 3.10	Support the emphasis that infrastructure requirements will be "future proofed"	Support is welcomed	No change
20	Theatre Trust	DP8 – Local services	Support	Support is welcomed	No change
20	Theatre Trust	DP13 – Community Governance	Support (e) where community assets are maintained.	Support is welcomed	No change
Page 290	Theatre Trust	DP14 – Cultural wellbeing	Support promotion of a cultural wellbeing strategy to create a "Culturally vibrant place".	Support is welcomed	No change
20	Theatre Trust	DP14 page 51	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"</u>	Agree and accept revision, supported by additional explanation in the accompanying text: "To use the creation of artworks to assist in the creation of a distinctive, safe, vibrant, cohesive and socially sustainable community" to become : <u>"To use the creation of artworks and provision of community and cultural facilities to assist in the creation of....."</u> This amendment allows the subsequent implementation of community facilities to be linked to the policy objective of creating a culturally vibrant place, combing both artworks and appropriate community facilities which may include theatre/cultural facilities....	Add bullet point to DP14 and change supporting text

Page 29			<p><u>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>		
	Theatre 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
21	Middleton	DP 6 (c)	Need a semi-fast orbital road with a	The proposed strategic link to realign Howes Lane has been designed to allow integration and connectivity of	No change

	Stoney Parish Council		speed limit of 40/50 mph.	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.	
22	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
Page 292	Natural England	Para 3.5 page 16	Support this paragraph stating the vision in principle, particularly the wording “ <i>increases 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>	Agreed. The current wording of the vision would be clarified by the suggested amendment. Revise 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>	Change wording in paragraph 3.5 as set out in the officer’s comments
22	Natural England	DP1 page 18	Support principle to prevent ad hoc development that is not likely to provide strategic solutions for the	Support is welcomed	No change

			natural environment.		
22	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
22	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
22	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 “demonstrate”: “required to demonstrate the principles and vision set out in the site wide masterplan spatial framework plan the SPD.”	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
22	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

22	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.
22	Natural England	Para 4.35 page 24	Supports the inclusion of this paragraph relating to walkable neighbourhoods	Support is welcomed	No change
22	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, 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.....”	Insert agreed changes
22	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
22	Natural England	Paras 4.121 and 4.122	Support these paras particularly in relation to locally grown food.	Support is welcomed	No change
22	Natural	DP9 GI page 39	Support this DP. Suggest last sentence be amended to more	Support is welcomed. Accept change as follows:	Amend DP9

	England		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.	<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.	
22	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
22	Natural England	DR 9(a) p41	Support submissions by BBOWT to include 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.	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>	Incorporate BBOWT comments
22	Natural England	DR 9 (c) p 44	Support the establishment of a 60m buffer zone for the watercourses and suggest stronger language for the	Support is welcomed and welcome comment to strengthen wording to reflect the work of the green infrastructure workstream as follows:	Revise text

			<p>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><i>“The establishment of a minimum 60metre corridor to the watercourse (30 metres each side of the centre line) <u>shall</u> be provided....”</i></p>	
22	Natural England	DR 9 (c) p 44	<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>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:</p> <p><i>“For example, they will help maintain water quality, provide interface with development and may include recreational routes and play.”</i></p>	Insert suggested wording
22	Natural England	DR 9 (c) p 44	<p>This section should also specify how the corridors maintained and managed.</p>	<p>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:</p> <p><i>“and as such long term management proposals will be required as part of any planning application.”</i></p>	Add suggested wording
22	Natural England	DR 9 (c) p 44	<p>With regards to dark buffers, the last sentence in this paragraph should be amended to read: <i>“the lighting strategy scheme for the development will avoid disturbance to these dark areas.”</i></p>	<p>Accept change for clarification and amend text as follows:</p> <p><i>“the lighting strategy scheme for the development will avoid disturbance to these dark areas.”</i></p>	Revise text
22	Natural	Para 4.145 p45	<p>Should be reworded to: <i>“The Draft</i></p>	<p>Accept change and amend text as follows:</p>	Revise

	England		<i>masterplan proposals shall retain the most valuable habitats and ecological features on the site including protecting the majority of hedgerows and watercourses.</i>	<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>	wording
22	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
22	Natural England	DR 9 (e)	Support BBOWT amendments to sentence “A biodiversity strategy shall accompany planning 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 all planning applications.	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>	Accept change
22	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.
22	Natural England	DR10 p47	Commend the intention of the last bullet that applications include long-term management measure. Amend	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	Delete reference to the SUDs

			as follows: <i>“Incorporate SUDS. Planning applications shall include a strategy for the long term maintenance, adoption and management of SUDS.”</i>	maintenance adoption and management of SUDs should be deleted.	strategy
22	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.
22	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
Page 298	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
23	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
23	BioRegional	Vision and	Include an intention for NW Bicester	The PPS refers to “smart energy management systems”	No change

	onal	objectives	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.	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.	
23	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
23	BioRegional	Design principles and character areas	Suggest an additional section on “uniqueness” of NW Bicester and how this could be expressed through the design of buildings, green infrastructure and the public realm.	A separate section is not considered necessary and the design and development principles set out the framework to create the new community at North West Bicester.	No change
Page 299	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.
	23	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>
23	BioRegional	Para 5.10	Clarify what it means	The purpose of the design guidance relating to buildings is to create active frontages to buildings	No change

				through the use of ground floor windows.	
23	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
23	BioRegional	DR1 p19	Welcome use of BREEAM Communities assessment. Provide additional information on how to use BREEAM Communities assessment process with early engagement with the BREEAM Assessor to get maximum benefit from the standard.	BREEAM Communities is an assessment method that provides a way to improve the sustainability of large scale projects and is therefore relevant to North West Bicester. A link to the BREEAM Communities webpage should be included.	Insert link to www.BREEAM.org in paragraph 4.10.
Page 300	BioRegional	DP2 p20 para 4.13	Para 4.13 add “energy efficient buildings” to “mixture of low carbon district heating and PV energy efficient buildings”	This is consistent with the approach to zero carbon development and therefore the text should be amended as follows: Para 4.13 add “energy efficient buildings” to “mixture of low carbon district heating and PV energy efficient buildings”	Amend para 4.13
23	BioRegional	DP2 p20 para 4.14	Replace first bullet with “Provide a large scale solar photovoltaic solar array on all roofs”	Accept comment. Replace first bullet with “Provide a large scale solar photovoltaic solar array on all roofs”	Change
23	BioRegional	DP2 p20 para 4.15	Provide further information or references to support statement “PV panels currently appear to provide the most viable solution”.	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
23	BioRegional	DP2 p20 para 4.19	Replace with “Solar masterplanning at early design stages can be carried out with software such as sketchup to check for best use of solar	The suggested change will assist and guide applicants and should therefore be included as follows: Replace with “Solar masterplanning at early design	Add to para 4.19

			<i>resources on a site” http://sketchup.com</i>	stages can be carried out with software such as sketchup to check for best use of solar resources on a site” http://sketchup.com “ □	
23	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: <u>“The design and siting of the energy centres should allow for the space requirements including the need for biomass deliveries.”</u>	Amend para 4.20
23	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 <i>“...a local heat network for Bicester as a whole...”</i>	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 <i>“...a local heat network for Bicester as a whole...”</i>	Update
23	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
23 Page 301	BioRegional	DR2 p21	Add <i>“that connection to any Bicester heat network should be explored.”</i> As well as Ardley ERF being investigated	Agreed. Add <i>“that connection to any Bicester heat network should be explored.”</i> As well as Ardley ERF being investigated	Amend DR2 page 21
	BioRegional	DR2 p21	Include <i>“and complies with the definition of zero carbon as described in the Eco-towns PPS.”</i>	Accept comment and Include <i>“and complies with the definition of zero carbon as described in the Eco-towns PPS.”</i>	Amend DR2 page 21
23	BioRegional	DR3 p23	Format bullet points 3,4,5 and 6	Formatting	Format bullet points in DR3
23	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	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

			approach with every detailed application.		
23	BioRegional	DP4 p23	Express 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: 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>	Amend DP4
23	BioRegional	DP4 p24 para 4.38	Replace “require” with “encourage local services and facilities”	Require is the appropriate wording	No change
23 Page 302	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
23	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
23	BioRegional	DR4 p25	Add “ <i>In summary, all homes should</i> ”	Accept and Add “ <i>In summary, all homes should</i> ”	Amend
23	BioRegional	DR4 p25	Daylighting parameters – format bullet points	Amend formatting	Format
23	BioRegional	DP5 p26	Add “Development Principle 5” to the heading of the text box	Accept	Amend
23	BioRegional	DP5 p26	Include a stronger aspiration for low carbon environmental goods and services and greener businesses. This should include both large scale	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	Include aspiration for greener

			employment spaces but also local centres e.g. takeaways, hairdressers or grocery shops in the local centres potentially businesses that choose sustainability practices.	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 businesses that choose sustainability practices.	business
23	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
24	CPRE Bicester District	General comments relating to employment	N/A	No change	
Page 303	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	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

			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.		
25	Cerda Plannin g	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 technologies.	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
25	Cerda Plannin g	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
25	Cerda Plannin g	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
25	Cerda Plannin g	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
25	Cerda Plannin g	Para 3.1	Planning policy position has changed subsequent to eco-town	Noted. Eco-towns PPS and policies for NW Bicester remaining until CLP is adopted. Standards for NW	No change

	g		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.	Bicester are currently more ambitious than Building Regs and the expectation is that true zero carbon will deliver higher standards than Building Regs.	
25	Cerda Plannin g	Design principles and character areas	There is nothing particularly pioneering about the approach being taken in terms of design. 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 will be developed further through Urban Design Frameworks.	No change
25	Cerda Plannin g	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

25	Cerda Plannin g	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
25	Cerda Plannin g	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.
Page 306	Cerda Plannin g	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
25	Cerda Plannin g	Zero energy development	The SPD lacks detail on zero energy development.	Noted	No change
25	Cerda Plannin g	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
25	Cerda Plannin g	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,	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

			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.		
25	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
27	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 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 initiative which includes CarShare Warwickshire which is open to the general public. It would be helpful if this information could be included in the SPD.	Noted	No change
28	Bicester TAG	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
28	Bicester TAG	DP6 (c)	Issues with Howes Lane/Vendee Drive/Shakespeare Drive have been	Noted. The difference between the roads and therefore design is specific to the location.	No change

			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.		
28	Bicester TAG	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
29	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
29	Margaret Holmes	DP4 – Homes page 24	Houses should have proper car parking/garages available.	Homes will be design with parking provision	No change
Pages 308	Colin Cockshaw	General comments	Support development in accord with eco-principles although basic objection to development in countryside.	Support is welcomed	No change
30	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
30	Colin Cockshaw	Howes Lane	Realignment is “an error of judgement”	The realignment of Howes Lane is supported by modelling undertaken by OCC.	No change
31	P3Eco	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

31	P3Eco	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
31	P3Eco	GI and Landscape	Further emphasis should be made to ensure <u>all</u> 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
31	P3Eco	General comment	References to the “ <u>Draft</u> 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
31	P3Eco	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
31	P3Eco	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
32	Catherine Murffit	General comment	Support the principles and objectives of the SPD	Support is welcomed	No change
32	Catherine Murffit	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

32	Catherine Murffit	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
32	Catherine Murffit	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
Page 310	A2Dominion Group	Relationship with NW Bicester masterplan	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
	A2Dominion Group	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
33	A2Dominion Group	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
33	A2Dominion	SPD should clearly set out evolution of NW	SPD should include the draft masterplan framework (currently as an appendix). The status of the	Include draft masterplan framework within SPD and move from Appendix to main body text to support	Move A2D masterplan to earlier in

	Group	Bicester MP	masterplan needs to be resolved	design principles	document.
33	A2Dominion Group	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. 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.	Include reference to A2D vision documents that have been relied on in the preparation of the SPD in the appendices.
33	A2Dominion Group	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.
Page 311	A2Dominion Group	"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
	33	A2Dominion Group	Site area	A2D refer to approx. 400 Ha	Clarify outer edge to ensure consistency with Local Plan
33	A2Dominion Group	Ardley 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
33	A2Dominion Group	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.

33	A2Domion Group	Section 4.0 – Development 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
33	A2Domion Group	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 applicants should refer to	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.
33	A2Domion Group	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
33	A2Domion Group	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.
33	A2Domion Group	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
33	A2Domion Group	DP and DR3	Too specific in referring to detailed layouts and will not allow flexibility –	suggest we ignore this comment.	No change
33	A2Domion Group	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
33	A2Domion Group	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</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 designed to accommodate	No change

			<p><i>of developing the proposals for homeworking to 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>homeworking needs further to be retained to ensure that homeworking facilities are considered in the design of new homes.</p>	
Page 313	A2Domion Group	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
33	A2Domion Group	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</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</p>

			<i>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. This is unclear as to the requirement or policy and the form of development being promoted.</i>		the business park.
33	A2Dominion Group	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
Page 314	A2Dominion Group	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
33	A2Dominion Group	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.
33	A2Dominion Group	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	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	No change.

			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> .	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>	
33	A2Domion Group	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 playspace 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
33	A2Domion Group	Development Requirement 6	Development Requirement 6 also states that all homes should be within an 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
33	A2Domion Group	Development requirement 6 Paragraph 4.82	Paragraph 4.82 should make reference to reduced car ownership or use	Noted	Insert reference to car ownership and use

33	A2Domion Group	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 percent 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.
33	A2Domion Group	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
Page 316	A2Domion Group	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"
	33	A2Domion Group	Development Requirements 6 (c)	Development Requirement s 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
33	A2Domion Group	DP/DR8 – Local Services	The NW Bicester Masterplan Framework Plan, as submitted to CDC, shows required local services based upon projected population outputs. The masterplan Framework	The masterplan framework plan should be approved and adopted by CDC before making amendments to the SPD. The plan showing key facilities should be included in the SPD.	Include plan showing key facilities.

			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.		
33	A2Domion Group	Development Principe 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 an 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
33	A2Domion Group	Development Principe 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	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

			that all green spaces rather than the network should be linked to the open countryside. This text should be reviewed and amended accordingly		
33	A2Domion Group	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.
33	A2Domion Group	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
Page 318	A2Domion Group	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 uncompacted 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 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 present any foreseeable level of risk to property and adjacent hard surfaces. Various systems to achieve this are now available and	No change

				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.	
33	A2Dominion Group	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.
Page 319	A2Dominion Group	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)
33	A2Dominion Group	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 support that water neutrality can be achieved on-site but rather it should be considered	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

			relative to a defined area normally associated with a water company water resource catchment zone. This should be reflected in the SPD.		
33	A2Domion Group	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
33	A2Domion Group	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
33	A2Domion	DP/DR14 – Cultural	In the Implementation section of the Cultural Wellbeing Strategy, the	Cultural wellbeing must be embodied in section 106 agreements at the outline planning application stage.	No change

	Group	wellbeing	Draft SPD states that each outline approval for the site must be 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.		
33 Page 321	A2Domion Group	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</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 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</i></p>	Update Delivery Section

			<p>set out in Principle / Requirement 1 Developing the Spatial Framework.</p> <p>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</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>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>Statement of Community Involvement;</p> <p>Affordable housing statement;</p> <p>Economic Strategy;</p> <p>Aboricultural report</p> <p>Cultural Strategy;</p> <p>Monitoring Plan</p> <p>Indicative masterplan in accordance with the NW Bicester masterplan;</p> <p>Information to assess site specific matters.</p>	
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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*
5. *Landscaping*

Additional detail will also need to be submitted and approved no later than the first Reserved Matters.

Additional Strategic detail includes:

1. *Design guidelines and design review;*
2. *Phasing;*
3. *Green infrastructure design and management strategy;*
4. *Travel Plan, plus access strategy including public transport;*
5. *Strategic SUDs strategy;*
6. *Strategic energy strategy;*
7. *Employment strategy*
8. *Cultural wellbeing strategy*
9. *LMO Implementation Scheme*

			<p>10. <i>Infrastructure delivery;</i></p> <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>		
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33	A2Domion Group	Appendix 1	Appendix 1 includes masterplan BIMP6 01 Rev B. Since submission of the masterplan to CDC in May 2014, amendments have been made to the revised alignment of the strategic road. The revised masterplan should be included in the SPD.	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 reflect its status to be adopted as the approved masterplan when the SPD is adopted.	Incorporate revised masterplan in SPD.
34	HS2	No comments	No comment	No comment	No change
35	Oxforshire 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
36	Oxforshire 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

35	Oxfords hire 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 sustainable aspects.	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
35	Oxfords hire 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 in 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
35	Oxfords hire County Council	Monitoring	Progress in delivering infrastructure against housing and employment delivery should be subject to annual	The SPD relies on the monitoring of the CLP and requirements of the Eco-towns Planning policy	No change

	Council		monitoring as agreed in the statement of common ground between CDC and OCC as part of the local plan examination.	statement	
35	Oxforshire 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.
35	Oxforshire 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
35	Oxforshire 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
328	Oxforshire 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
35	Oxforshire 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
35	Oxforshire County Council	Development Principle 2 page 19	The requirement on page 19 – development principle 2 and para 4.12 – that all buildings should allow for zero carbon development will	Noted – however zero carbon will have savings in operation	No change

		Paragraph 4.12	have cost implications for schools provision.		
35	Oxfords hire 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 <p>And will work with developers in exploring opportunities to provide digital access to support assisted living.</p>	Support is welcomed	No change
35	Oxfords hire County Council	Development requirement 4	OCC supports Development Requirement 4 for homes to meet lifetime homes space standards	Support is welcomed	No change
Page 329	Oxfords hire 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 the proposed developments to the Ardley ERF to provide a heat supply.	Support is welcomed	No change
	Oxfords hire County Council	Paragraph 4.51	Employment use classes: paragraph 4.51 states that: <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>	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.

			This paragraph should reflect that Policy Bicester 1 stipulates <i>limited B2 and B8</i> uses.		
35	Oxfords hire 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
35	Oxfords hire County Council	Development Requirement 6 – Transport Movement and Access –	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 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.	Noted	No change
35	Oxfords hire 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
35	Oxfords	Development	DR6 (a) should also include	Agree. Include reference to bus infrastructure	Insert

	hire County Council	Requirement 6 (a)	provision of bus infrastructure.		reference to bus infrastructure
35	Oxfords hire 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.
35	Oxfords hire 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 reduced speeds.	Noted. Remove reference to the urban boulevard facilities	Amend text
35	Oxfords hire 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
35	Oxfords hire 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	Noted. The input of OCC is welcomed and will continue to be required as the proposals for the urban boulevard progress	No change

			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.		
35	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. 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 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</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 can be secured through a condition on the planning permission. There will be a need for this further scheme of investigation.”</p>	Insert text

			be a need for this further scheme of investigation.”		
35	Oxfords hire 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 to the school.	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
35	Oxfords hire County Council	Development Requirement 8 – Local Services	Secondary School. The housing developer is to provide off-site parent drop off parking prior to the completion of the Secondary	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

			<p>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>		
35	Oxforshire County Council	Development Requirement 8 – Local Services	<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 circular routes to prevent the need to reverse</p>	Noted. These principles are too detailed for the SPD and should be appended to the document.	Include principles in an appendix.

			<p>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</p>		
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			<p>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>		
35	Oxfords hire 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>	Noted. These principles are too detailed for the SPD and should be appended to the document.	Include principles in an appendix.

Noise generation around school sites should be minimal. For example, proximity to the railway, major roads, energy centres etc should be avoided. The noise level on the boundary of the school playing field should not exceed 40 dB LAeq, 30 min

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

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

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

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

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

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

			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 underwrite or otherwise the locations of the schools.		
35	Oxfords hire 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 firefighting – 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 firefighting – 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 firefighting and water supplies for firefighting could be dealt with by a condition.	No change
35	Oxfords hire 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</p>	Support is welcomed. Reference to utilities has been reviewed and a cross reference to DP2 included	Revise text

			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.		
35	Oxfords hire 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
35	Oxfords hire 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
Page 339	Oxfords hire 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
35	Oxfords hire 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	Noted	No change

			<p>provision of additional household waste recycling centre capacity (HWRC) capacity. The nearest HRWC to Bicester is at Ardley and planning consent for 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>		
35	Oxforshire 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
35	Oxforshire 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</p>	<p>Add: "All development should to be consistent with the Green infrastructure and Landscape Strategy May 2014"</p>	Amend text

			green infrastructure and landscape strategy, May 2014.		
35	Oxforshire County Council	Biodiversity	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 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 <i>“A biodiversity strategy, which is part of an approved biodiversity strategy for the whole masterplan area shall accompany planning applications.”</i>	Add: <i>“A Biodiversity Strategy which builds on a biodiversity strategy for the masterplan area shall accompany planning applications.”</i>	Amend text
Page 341	Oxforshire 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-</i>	Add: <i>“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

			<i>wide impact all developments with the masterplan area should be expected to contribute to offsite mitigation.”</i>		
35	Oxforshire 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 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.	Noted	Review monitoring references
34	Oxforshire 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
36	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	Support is welcomed	No change

			improvements to existing connections.		
36	Dorchester Group	Para 4.87	Note and commend the aspirations of the SPD in terms of achieving a significant degree of self-containment.	Noted	No change
36	Dorchester Group	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
36	Dorchester Group	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 adoption.	Include reference to CIL in SPD as a position statement from CDC. Check CLP reference and cross refer.	No change
Page 343	Dorchester Group	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
	38	Mr K Kidney	Transport	Distances to bus stops	The masterplanning ensures that all homes are 400m from a bus stop
39	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
39	Chiltern	Sustainable	Support creation of dedicated	Support is welcomed	No change

	Railways	Transport	walking and cycle pathways between the stations and employment sites in NW Bicester		
44	Environment Agency	Development Principle 9 – GI and Landscape	Although we fully support the concept of multi-functional greenspace, 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
44 Page 344	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	Noted	No change

			identification of the means by which this is to be resourced.		
44	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
44	Environment Agency	Section 5 – Design Principles	It may be appropriate to have a design principle that covers the design of natural greenspace, 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
Page 345	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	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

			etc		
44	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
44	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

Appendix 4 - Summary of representations on the Final Draft North West Bicester SPD and officer response

Person/ Consultation Body	SPD Reference (Final Draft November 2015)	Issue	CDC officer response	Proposed change (Reference Final SPD, February 2016)
Gary Bell	None	General comments about consultation process and preparation of the SPD.	Noted.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The SPD should ensure that under occupancy of housing is avoided.	It is not the responsibility of planning policy to determine how development is occupied.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The development should not replicate the mix of dwellings that has evolved to meet the “demands” of homeowners for as much space they can afford with a view to providing a pension pot or to finance a care package.	The development is informed by demographic studies and supported by a residential strategy which sets out the housing types, size and mix. Section B.2 of the adopted Cherwell Local Plan sets out policies for building sustainable communities based on housing need.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The SPD should cite the typical size of households in country towns (i.e. about 2.4 and failing) and provide dwellings predominantly to meet that “need”.	The Council is committed to meeting housing needs and accelerating delivery. The Local Plan and SPD are informed by various studies prepared as part of the Local Plan’s housing evidence base. It is therefore not considered necessary to include reference to typical household sizes in country towns.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	Larger houses should be designed to be adaptable so that they can be divided simply and cheaply. Adaptability should be an important part of eco buildings.	Agreed. This is already included in the SPD supporting text to DP4 on page 23 which states “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	No change to text but format Development Principle 4 to clarify supporting text and highlight development principle section.

			<i>home.”</i>	
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	Permissions for residential development designed for adaptability should include conditions to prevent extensions without the express permission of the LPA so that the impact on housing mix and energy efficiency can be assessed in each case.	Development Requirement 4 – Homes, states: <i>“Design principles will be set out and include the use of local materials, flexibility in house design and size including the potential for additions to the building to adapt to changing circumstances.”</i> The Council does not intend to remove permitted development rights for home extensions unless in dealing with detailed designs it is justified.	No change.
Daniel Sharf	Development Principle 4 (DP4) – Homes Page 24	The SPD does not appear to be planning positively for either self/custom building/finishing or for co-housing. In this respect it is likely to be out of date when the Housing and Planning Bill is enacted to place an obligation on LPA’s to find sites to meet the demand from individuals and associations for self/ group building. It is true that CDC has designated a site for self- building at Graven Hill but the allocation of one site does not amount to providing the choice which should be available to these important parts of housing supply. Those joining the registers might well include people not wanting to build at Graven Hill.	In Bicester, large scale provision for self build housing is to take place on The Graven Hill strategic development site and as such the Council has not identified a need at this site. However, there is the opportunity for individual parcels of land to bring forward this type of housing should the need arise. The self/custom build element of the housing market is emerging and it is recognised that there may be opportunities for it on the strategic development sites. Policy BSC3: Affordable Housing of the adopted Local Plan states, <i>“The Council will require active consideration of proposals for community self-build or self-finish housing particularly where it is to a high design standard and will result in suitable empty properties being brought into residential use.”</i> The SPD should reflect the changes in the housing market therefore it is proposed to insert the following wording at the end of the first	Insert the following wording at paragraph 4.77 under Development Requirement 4 – Homes: <i>“The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”</i>

			paragraph 1 under Development Requirement 4 – Homes: <i>“The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”</i>	
Page 350	Daniel Sharf Development Principle 4 (DP4) – Homes Page 24	Sites should be reserved for self-building on all development sites, giving time for these opportunities to be taken up before the development completes the building. Depending on the level of input from the self or custom builders (definitions should be included in the SPD) this should qualify to be included in the quota of affordable housing (both being exempt from CIL/s106 payments).	The adopted Cherwell Local Plan 2011-2031 recognises in paragraph B.109) that securing new affordable housing on site as part of larger developments is the most significant way in which homes can be provided. Policy BSC3 seeks to achieve this so that the supply of new homes reflects the high level of need. Policy BSC4: Housing Mix is the starting point for the mix of affordable housing to be secured. Paragraphs B.117 to B.119 inclusive of the Local Plan refer to community self-build or self-finish affordable housing. At NW Bicester, self-build schemes are not envisaged in the SPD although individual developers may bring forward schemes in the future. The focus for self-build development in Bicester will be at Graven Hill.	No change.
	Daniel Sharf Development Principle 4 (DP4) – Homes Page 24	The reference to associations of individuals in the Housing and Planning Bill could include co-housing schemes that should be supported in the SPD whether or not allied to self or custom building. This is the most suitable form of housing should play a prominent role in any eco-settlement. Land should be reserved for this form of use on permitted sites giving a reasonable time for groups to be formed (with the active assistance and encouragement of the LPA.)	The SPD does not make reference to the Housing and Planning Bill and it is considered not appropriate to do so at this stage as it has not passed into law. Co-housing has been considered as part of the Eco-town proposals but is not included in the SPD. Instead the Draft SPD makes reference to a local management organisation to	Insert the following wording at paragraph 4.77 under Development Requirement 4 – Homes: <i>“The Council would welcome proposals for self-build, co-housing, or other innovative</i>

			<p>support the community governance aspects of the scheme. The masterplan provides the spatial planning framework and proposed land uses for the site. It does not identify housing areas for particular sectors of the housing market and is designed to be flexibility in terms of the location and mix of housing within the parameters set by the SPD. The detail of affordable housing provision will be negotiated in individual planning applications. The SPD should reflect the changes in the housing market therefore it is proposed to insert the following wording at the end of the first paragraph 1 under Development Requirement 4 – Homes:</p> <p><i>“The Council would welcome proposals for self-build, co-housing, or other innovative forms of residential development that meet local housing needs.”</i></p>	forms of residential development that meet local housing needs.”
Daniel Sharf	DP6 (b)– Electric and low emission vehicles Page 31	The SPD should emphasise the benefits in terms of both lower car ownership and use (and less risk of congestion) associated with car clubs. These should be developer funded (as part of all travel plans) and, importantly make membership available to both new and existing residents. Such clubs are more effective in reducing car ownership than car sharing schemes and can be made more popular through offering a range of vehicles – all could be EVs with a hybrid for longer journeys.	Noted. The SPD includes out a section on Transport, Movement and Access and expands upon this in the Development Principles that follow (DP6, 6 (a), 6 (b) and 6 (c). Low emission vehicles are encouraged in Development Principle 6(b) and car sharing and car clubs are referenced in DP 6 (a) recognising they have are an important element in reducing car ownership and use.	No change.
Daniel Sharf	DP6 (a) – Sustainable Transport –	It has been well established that the modal shift to low carbon transport is unlikely to happen in accordance with the UK Carbon Budgets or 2011	Noted. The SPD sets ambitious and challenging targets for modal shift in transport to achieve	No change.

	Mode Share and Containment Page 31	Carbon Plan.	reduction in carbon emissions.	
Daniel Sharf	DP6 (b) – Electric and low emission vehicles Page 31	The SPD must be bold in the measures that will be introduced to significantly reduce carbon from transport in ways that will provide examples to other new developments and existing residential areas.	Noted. The SPD is bold in terms of reducing carbon emissions from transport.	No change.
Daniel Sharf	DP7 – Healthy Lifestyles Green infrastructure Page 37	Suggest more attention is given to the Community Farm. This is shown on the masterplan but there is no reference to the Community Supported Agriculture movement which shows the potential of such a facility to contribute to most if not all those benefits associated to allotments. The main tenant of the community farm should be employed to provide education, and training as well as opportunities to tend livestock	The proposals for a Community Farm are indicative at this stage and will require more detailed consideration and design before they can be implemented.	No change.
Daniel Sharf Page 352	DR9 – Green infrastructure and landscape Page 38	Further land should be made available outside the development area for the provision of smallholdings and food processing facilities. Local food systems could and should form an important strand in the local economy (see NPPF para 161) and the SPD would be an appropriate if not necessary way of resolving the barriers that currently exist to new entrants. The SPD should also indicate that these land holdings must be made available at affordable prices or rents as must some suitably site housing (the agricultural occupancy condition would reduce the cost /rent to affordable levels and should be part of that provision.	The Local Plan recognises the importance of food processing to the economy of Bicester. The SPD cannot allocate land outside the development area for the uses proposed in this response.	No change.
Troth Wells – British Horse Society Oxon	Development Principle 6 - Transport, Movement and Access and DP 9 – GI and landscape Page 38	The proposed development will impact on Bridleways in the area (129/9/10 and 148/4/10 in particular). Every effort should be made to protect and preserve this vital route towards Heyford and Ardley	Noted. The bridleway leading from the eastern end of Howes Lane to Aldershot Farm is recognised in the SPD as an important link between the town and countryside and is identified as a green corridor in the masterplan. Furthermore the SPD recognises public rights of way as important links to the countryside	No change.

			that should be enhanced and reinforced through the masterplan and individual planning applications. The route from Bicester to Heyford and Ardley will be preserved, protected and enhanced by the proposals.	
Troth Wells – British Horse Society Oxon	DP9 - Green infrastructure and landscape Page 38	Horse riders are not mentioned at all in the document even though there are mentions of walkers and cyclists.	Noted. The SPD recognises the importance of the bridleway through the site but it does not refer to horse riders specifically. Many of the references to walkers and cyclists relate to sustainable modes of transport and healthy lifestyles. The reference to the bridleway in DP 9 on page 38 should be amended to take account of the needs of cyclists, walkers and horse riders.	Amend DP 9 as follows (paragraph 4.225): “The bridleway leading from the eastern end of Howes Lane...is an important link between the town and countryside <u>for walkers, cyclists and equestrians</u> ”
Page 353 Troth Wells – British Horse Society Oxon	DP9 - Green infrastructure and landscape Page 38	The surface of the bridleway must be retained for equestrian use and not tarmacked over. Horse routes should be retained as soft grassy track	BP will be retained on its existing route and proposed to retain access for horses with the potential for the verge to be retained for horse riders. Sufficient space for horses is provided. Detailed designs for the bridleway should consider use by horse riders. The SPD should make reference to horse riders and equestrian users of the bridleway	Amend text to include reference equestrians in paragraph 4.225– see above.
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	Various	General information provided relating to GIS mains records marked up for the site, letter to Chief Planning Officers.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power	General	The housing and development land areas detailed in the SPD are typical of a number of recent sites across southern England where insufficient discussion has taken place between the LPA and	Noted	No change

Distribution (SSEPD)		SSE prior to planning permission being granted.		
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	The land is crossed by various 132kV overhead power lines and other transmission lines which form part of the Southern Electric Power Distribution’s wider network and must be retained.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	General guidance on the provision of electricity infrastructure and the treatment of any existing infrastructure in relation to future development.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	Connections for new developments from existing infrastructure can be provided subject to cost and timescale.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	Where existing infrastructure is inadequate to support the increased demands from the new development, the costs of any necessary upstream reinforcement required would normally be apportioned between the developer and DNO (Distribution Network Operator) in accordance with the Current Statement of Charging Methodology agreed with the industry regulator (OFGEM). Maximum timescales in these instances are usually up to 2 years and should not impede any proposed housing development.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	In order to minimise costs, wherever possible existing overhead power lines can remain in place with such uses as open space, parking, garages or public highways generally being permitted in proximity to overhead lines. Where this is not practicable or where developers choose to lay out their proposals otherwise then agreement will be needed as to how these will be dealt with including agreeing costs and identifying suitable alternative	Noted	No change

		routing for the circuits. The existing customer base should not be burdened by any costs arising from new development proposals.		
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	To ensure certainty of delivery of a development site, any anticipated relocation of existing overhead power lines should be formally agreed with SSEPD, prior to submission of a planning application.	Noted	No change
Chris Gaskell – Scottish and Southern Electric Power Distribution (SSEPD)	General	The existing supply 33kV supply from Headington substation together with the Bicester 33/11kV primary substation is almost to full capacity. SSEPD has started the process of undertaking reinforcement works in order to be able to provide significant additional electrical capacity for the Bicester area comprising a new Grid Substation at NE Bicester off Skimmingdish Lane. To supply the Eco town it will be necessary to provide primary substation substation at an early stage of the development which will be supplied by 2 x 33kV underground circuits from the NE Bicester Grid S/S. Discussions have already taken place with A2Dominion and a suitable location for the S/S agreed with a planning application submitted Due to the timescales involved the exemplar phase of the development will be supplied from the existing hv distribution network supplied by the existing substation but will be transferred onto the eco town primary substation once completed.	Noted	No change
Martin Small – Historic England	2.0 Site context Page 8	Welcome reference to historic parkland of Bignell Park, particularly the reference to the Oxfordshire Historic Landscape Characterisation (HLC) are previously requested in accordance with para ET15.1 of the Eco-towns PPS.	Noted	No change
Martin Small – Historic England	5.0 Design and character areas Page 49	The HLC should be used to greater effect than simply a map regression exercise as currently indicated in the site history section. The HLC should inform each stage of the design process, from setting the site boundaries through to the masterplan and onto the detailed design ideally	Noted. Section 5 does not include reference to the Oxfordshire Historic Landscape Characterisation Project. From the comments it should include reference to the HLC in the design.	Amend Section 5 paragraph 5.2, to include reference to HLC as follows: <i>The HLC should inform each stage of the</i>

		through an iterative process between masterplanners/designers and those with understanding of the site's past history.		<i>design process, from setting the site boundaries through to the masterplan and onto the detailed design ideally through an iterative process between masterplanners/designers and those with understanding of the site's past history.</i>
Martin Small – Historic England	Masterplan	The boundaries of the development area have been drawn with no regard for the existing pattern of field boundaries, slicing through them and leaving awkwardly shaped remnants of fields all around the site boundary, a problem recognised on page 11 of the SPD.	Noted. The boundaries of the masterplan reflect the landownerships of the site and a topographical survey.	No change.
Martin Small – Historic England Page 356	Masterplan	A more sensitive consideration of the site boundaries in relation to the existing landscape framework would significantly help integrate the proposed development into the existing and future landscape.	The masterplanning of the site has been informed by a Landscape Character Assessment and Landscape and Visual Impact Study. The proposed built development does not go up to the site boundaries to ensure appropriate integration with the surrounding landscape.	No change.
Martin Small – Historic England	Masterplan	The masterplan and detailed design should be informed by a good understanding of how the landscape within land adjacent to the site has developed historically and how this has shaped its present day character (as documented by the HLC and other sources). This would help to ensure that the development meets the requirement of para 58 of the NPPF for developments to respond to “local character and history, and reflect the identity of local surroundings and materials...”	Noted.	No change.
Martin Small – Historic England	Masterplan framework Figure 10	From Figure 10, it appears consideration has been giving to historic field patterns and landscape framework in the masterplan framework. Suggest	Noted. Include reference to historic field patterns and landscape framework is included in	Amend final bullet on page 49 referring to GI and landscape to

	Page 19	detailed design and layout should be informed by a much close consideration of the existing (and historical) patterns on the site, as documented in the HLC and related sources (such as historic mapping).	Section 5 Design and Character areas on page 49.	include historic landscape and field boundaries.
Martin Small – Historic England	Archaeology Page 11	Welcome the archaeological assessment and the recognition of the site’s known potential for remains dating from the prehistoric period.	Noted	No change
Martin Small – Historic England	2.0 Site context – page 11	Welcome reference to the Oxfordshire Environment Record	Noted	No change
Martin Small – Historic England	Masterplan framework Figure 10 Page 19	Welcome recognition of the grade II* listed St Lawrence’s Church, just to the north east of the site, however masterplan should be amended to highlight these designated heritage assets with a specific notation.	Noted. Scale of masterplan does not allow individual buildings to be shown, the SPD relies therefore on the Development Principles, requirements and supporting documents as the evidence for protecting historic buildings on site.	No change
Martin Small – Historic England	3.0 Vision Page 16	Include in vision reference to the conservation and enhancement of heritage assets, including historic landscape features	The masterplan makes provision for the listed buildings on the site and this should be reflected in the Vision.	Insert at paragraph 3.5 after landscape setting: <i>“Conserves and enhances heritage assets, including historic landscape features...”</i>
Martin Small – Historic England	5.0 Design and character areas Page 50	Suggest SPD confirms that designated heritage assets, and any identified or potential non-designated heritage assets will be retained and their settings respected and any other historic landscape features (such as may be identified by the HLC) also retained and ideally their significance better revealed. This would be consistent with para ET 15.1 of the Eco-towns PPS which requires Eco-town proposals to set out measures to conserve and where appropriate enhance both heritage assets and their setting through proposed development.	Listed buildings have been retained in the masterplanning of the site as part of the mixed use development proposals for the existing farmsteads. This should be recognised in the SPD supporting text and it is considered appropriate to include text in the design and character areas section.	Insert under character and setting (paragraph 5.24): <i>“Heritage assets, and any identified or potential non-designated heritage assets will be retained and their settings respected and any other historic landscape features (such as may be identified by the HLC) also retained and ideally their significance</i>

				better revealed.“
Martin Small – Historic England	Masterplan	Is there a case for keeping Gowell Farmstead?	Gowell Farm has been considered as part of the masterplanning and is not to be retained as the land is required for the realignment of Howes Lane and secondary school site. The buildings are in a poor condition and as such it is not proposed to retain them.	No change.
Martin Small – Historic England	Masterplan 5.0 Design and character areas.	Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense.	Noted. Now that the masterplan has been fixed and approved as part of the SPD, the SPD should make reference to the existing farms in more detail.	Insert at end of Section 5.0 (paragraph 5.39): <i>“Careful thought about the way the farms related to the agricultural land around them may point towards ways in which the retained buildings can be integrated into the new surroundings in a way that retains a degree of historical sense.”</i>
Martin Small – Historic England	Character areas	Suggest public open space could be used to retain some of the setting of the farm complexes.	This could be included in the design principles at the end of Section 5.0	Add at paragraph 5.39: <i>“Public open space could be used to retain the setting of the farm complexes”</i>
Martin Small – Historic England	Character areas - Existing farms	The proposals for mixed use development at the existing farmsteads should retain and respect the list bars at Himley Farm and the listed farmhouse at Home Farm. Could these complexes be the heart of different neighbourhoods, reflecting their historical role as focal points in the local landscape?	The masterplanning has resulted in the retention of the existing farm complexes as Himley Farm and Home Farm. These will provide a mix of uses and be integrated into the wider development but it is not intended that they become the focal point of the neighbourhood. Consideration has been given to the appropriate treatment and location of the farmsteads in the	No change.

			masterplanning of the site, for example, Himley Farm will be the centre of a new neighbourhood on the western area of the site. Home Farm is located on the eastern periphery of the site and does not lend itself to being the heart of a neighbourhood.	
Martin Small – Historic England	DP9 – GI and landscape page 38 and page 51	Welcome recognition on page 38 of the SPD of the need to handle the interface with Bignell Park and the import views of St Lawrence's church in Caversfield with sensitivity (and the further recognition of this on page 51).	Noted	No change
Martin Small – Historic England	DP9 – GI and landscape page 38	Welcome recognition on page 38 of setting of listed buildings within the site being considered carefully when preparing planning applications. And the recognition of the setting of St Lawrence's Church, Himely Farm Barns and Home Farm as key considerations for any development in their area on page 51	Noted	No change
Martin Small – Historic England	DP9 (b) – Development edges Page 40	Consideration of the setting of listed buildings should be reflected in the Development Principles	The setting of listed buildings is recognised in the masterplan and should be reflected in the SPD as part of an expanded DP9 (b) – development edges. Insert a new Development Requirement/Principle on the setting of listed buildings.	Add at the end of DP9 (b) (paragraph 4.253): <i>Development should give consideration to the setting of listed buildings</i>
Martin Small – Historic England	DP14 – Cultural Wellbeing Page 48	Disappointing that conservation and enhancement of the historic environment is not a development principle or requirement in its own right or included as part of development principle 14.	Given the response to previous comments it would appear reasonable to include a reference to conservation and enhancement of historic assets as a final bullet point to DR14 – Cultural wellbeing.	Add bullet to DR14 paragraph 4.350 as follows: <i>Conservation and enhancement of the historic environment.</i>
David Leigh	5.0 Design and Character Areas – Building Heights	The SPD makes mention of controlling building heights but should be more specific in relation to the heights of the industrial units. There is a general statement that buildings will only be 2 stories in height but no specific limits on buildings which will have the greatest environmental impact.	The masterplanning of the site has provided a business park in the south west corner of the site to accommodate large format commercial buildings. The prominence of the business park in	No change

	Page 50		relation to existing development and the wider masterplan is recognised in the SPD. Detailed designs will establish the building heights.	
Page 360	David Leigh Employment DP5 and DR5 Page 25	There is very little, if any, consideration of the impact on existing residents of the proposed B8 development particularly in terms of noise light traffic and transportation	The masterplan identifies the opportunity for mixed use development. Consideration has been given to how the employment land is accessed to minimise impact on existing residential property. The masterplan proposes mixed use employment and identifies a specific area for B8 uses surrounded by a landscape buffer to mitigate any potential negative impacts. The buildings will be designed to a high standard to meet the requirements of the SPD. Heavy goods vehicles will access the site from Middleton Stoney Road and routing restrictions can be used to control the impact on the neighbouring local highway network	No change.
	David Leigh Employment	The SPD contains specific guidance for various aspects of the development such as Eco-town standards and an appendix for design principles for schools, however, there is no guidance or specific requirements for the design and use of employment areas – even though 1,000 jobs are anticipated and which will unavoidably generate noise and light disturbance. In particular the positioning of B8 uses in the centre of a residential area needs to be considered carefully.	The SPD contains a section on employment proposals. The section includes a development principle and requirement for employment on the site to create local jobs. The detailed design and impacts of the employment uses will be considered at the planning application stage and develop the design principles in Section 5.0.	No change
	David Leigh DR 5 – page 26 - Employment	As a minimum, the SPD should set out: Limits on noise generation by commercial developments including specific noise level limits for various times of day/night at existing buildings Control of visual intrusion and lighting impacts	The assessment of noise impact, visual impact, traffic and lighting will be made at the planning application stage. The SPD sets out the broad development	Insert at paragraph 4.103 after “Relationship to neighbouring uses”: “so that they do not have an adverse impact

		Control of vehicle movements into and out of the industrial area together with an undertaking to limit the noise impact of the additional traffic generated.	principles and requirements of developers in preparing planning submissions however it could provide further detail on the requirements for planning applications to consider the impact of employment proposals on adjacent uses. For clarification, the following bullet points should be added to DR5: <i>Not have an adverse impact on adjacent uses;</i> <i>Provide a satisfactory relationship with adjacent properties.</i>	on adjacent properties” in the list of requirements employment proposals will need to address”
Becky Micklem – Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT)	DP9 (c) DR 9 (c) DP9 (e) DR 9 (e)	Welcome Development Principle and Development requirements that have been included on biodiversity (9e) and hedgerow corridor (9c)	Noted	No change
Becky Micklem – BBOWT	Masterplanning and comprehensive development DR9 – GI and landscape	The SPD needs to include the mechanism to ensure the nature reserve is delivered	The Council is looking to require net biodiversity gain as planning applications come forward. The SPD recognises the importance of securing the land for the nature reserve. The Council is looking to negotiate a net gain in biodiversity on planning applications as they are submitted and will also seek to secure land for the nature reserve as the opportunity arises.	No change
Becky Micklem – BBOWT	Appendices	The Biodiversity Strategy for the masterplan area and the NW Bicester masterplan green infrastructure and landscape strategy should be included as appendices	It is not considered appropriate to include supporting strategies in the appendices; rather they should be available online as background and a resource for the preparation of planning applications.	No change
Becky	DP 9 (e) –	The SPD should include a minimum buffer width	The masterplan makes provision	Include further

Micklem – BBOWT	Biodiversity page 42	requirement for ponds and woodlands. The biodiversity strategy identifies the need for woodlands and ponds to have a minimum buffer width of 10m with a 50m buffer around ponds supporting great crested newts. These minimum standards should be incorporated in the SPD.	for buffers as part of the Green infrastructure framework but it would provide clarity to include reference to 10 metre buffers around ponds and 50 metres for ponds supporting great crested newts.	reference under development Principle 9 (e) at paragraph 4.285: “The biodiversity strategy identifies the need for woodlands and ponds to have a minimum buffer width of 10m with a 50m buffer around ponds supporting great crested newts.”
Becky Micklem – BBOWT	Masterplanning and comprehensive development DR9 – GI and landscape	It is identified that the creation of a nature reserve is fundamental to the principle of a net biodiversity gain. The lack of a holistic approach to individual planning applications coming forward for the masterplan area could fail to deliver the nature reserve and thus a net gain in biodiversity. This concern is founded on the current position whereby the only parcel of land within the masterplan area not covered by a current planning application or permission includes the area identified for the nature reserve. The development as a whole relies on the nature reserve to achieve a gain in biodiversity; it would be useful for the SPD to identify the mechanism to ensure individual permissions do not go ahead without the delivery of the nature reserve being secured.	The mechanism to deliver the nature reserve is being negotiated as part of the comprehensive development of the site.	No change
Becky Micklem – BBOWT	DR9 (e) – Biodiversity Page 42	Whilst the requirement of a landscape and habitats management plan is identified in the DR for Biodiversity 9 (e) it is not included as one of the documents needed to accompany planning applications in the PPA section of Chapter 6 Delivery. For clarity and completeness it would be useful to see LHMP listed in this section.	Agreed. Reference to the requirement for a Landscape and Habitats Management Plan to be submitted with planning applications should be included in the list of supporting information for planning applications.	Insert at 6.15: Landscape and Habitats Management Plan In list of requirements for planning applications.
Becky Micklem – BBOWT	DR9 (e) – Biodiversity page 42	Welcome contributions towards off site mitigation for impacts on farmland birds but note no detail is included as to how it will be achieved. Concerns were set out in BBOWT consultation response to	Noted	No change

		Planning Application reference 14/01641/OUT). Best option would be for funds to be allocated for land purchase in an agreed area and subsequent management for nature conservation by an appropriate body.		
Becky Micklem – BBOWT	DR9 (e) – Biodiversity page 43	Welcome reference to a biodiversity strategy and suggest it is included as an appendix so that it is easily found and referenced.	The SPD should be read alongside the evidence base for the NW Bicester masterplan which includes the Biodiversity Strategy and Green Infrastructure and Landscape Plan. All supporting information will be easily accessible on the CDC Planning Policy Webpage	No change
Carmelle Bell – Savills for Thames Water plc	DP10 and DR10 – Water	Happy to see comments submitted in January 2015 have been taken on Board and included in the final Draft SPD, as such Thames Water support both DP 10 and DR10 in relation to Water. As further information becomes available as to the location and scale of specific developments TW would like to be contacted to discuss how this will impact on their assets further.	Noted	No change
Andrew F Rickman – Middleton Stoney Parish Council	2.0 Site context	Disappointed that none of previous concerns have been addressed in the Final Draft SPD. Major concern relates to traffic impacts on Middleton Stoney. There appears to be a supposition that the main access to the M40 should be along the B4030 to the crossroads at Middleton Stoney village via the B430 north through Ardley to J10 of the M40. The crossroads at Middleton Stoney is already at capacity at peak times and accommodating further west bound traffic will be difficult without encouraging further traffic to access the M40 via the J10. It should be clearly stated within the SPD that the main access to the M40 should be at J9 with the NW Bicester traffic using Vendee Drive	The SPD refers to the Middleton Stoney Road in a description of the site location. It describes the current character and use of the road. As the development comes forward the character of the road will change. Middleton Stoney Road provides access to the site and links to the surrounding highway network. Transport modelling shows that the number of vehicles on the network and trips will increase in the future, across the whole area not just in Bicester. At the same time the NW Bicester SPD aims to reduce the need to travel is reduced for residents and users of the North West Bicester	No change

			<p>site. Sustainable modes (walking, cycling and public transport) will be the first choice of travel, however there will inevitably be an increase in traffic using routes through Middleton Stoney as a result of the proposed growth in the area, however, it is not possible for the SPD to restrict movement of private motor vehicles on the surrounding highway network. Other measures such as traffic calming schemes will be considered as part of detailed planning applications where there is evidence to justify a negative impact.</p>	
<p>Andrew F Hickman – Middleton Stoney Parish Council Page 364</p>	<p>DP6 (c) and DR6 (c) – Proposed highways infrastructure – strategic link road and highway realignment pages 32 and 33</p>	<p>The construction of a new road from Middleton Stoney Road roundabout to Lords Lane east of Purslane Drive fails to provide the strategic link which is required. There must be a robust transport route to bypass Bicester to the West. The current Howes Lane/ Lords Lane route is an important strategic route which accomplishes this at present. The proposed new road, “a tree lined boulevard” is shown to meander through the residential areas of the NW Bicester Eco town site. It proposes a road with a maximum speed limit of 30 mph and traffic calming measures will be introduced. This concept is fundamentally flawed. The proposed road will be virtually useless for traffic wishing to bypass the town to the west, particularly the HGV traffic currently using Howes Lane</p>	<p>The proposed strategic link road is required to facilitate the integration of the new development with the existing and has been shown to accommodate increase vehicle capacity anticipated from transport modelling. The concept has been established through the masterplanning and various other options including an outer perimeter road have been explored and discounted.</p>	<p>No change</p>
<p>Andrew F Hickman – Middleton Stoney Parish Council</p>	<p>DP6 (c) and DR6 (c) – Proposed highways infrastructure – strategic</p>	<p>A semi-fast perimeter or orbital road with a speed limit of 40/50 mph is required. Alternatively, consideration should be given to widening Howes Lane.</p>	<p>Bicester has a perimeter route, sometimes referred to as “the ring road” with speed limits of 40/50 mph providing an orbital route for through traffic to avoid the town centre. As the town centre grows</p>	<p>No change</p>

	link road and highway realignment pages 32 and 33		as proposed by the strategic development sites around the edge of the existing urban area, the character and design of the perimeter route will have to be amended to accommodate increased traffic volumes, provide integration with new development and increase safety.	
Andrew F Hickman – Middleton Stoney Parish Council	DP6 (c) and DR6 (c) – Proposed highways infrastructure – strategic link road and highway realignment pages 32 and 33	With many new developments in and around Bicester, OCC and CDC need to ensure there are robust conditions in place for developers to build roads to the appropriate highway standard and this applies to Howes Lane realignment.	Noted. The proposed strategic link road to be provided as part of the realignment of Howes Lane has been designed and engineered to the required standards.	No change
<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> Peter Bateman – Hamptons Planning </div>	Employment	<p>The Eco-towns PPS states under Standard ET10 that:</p> <p><i>“It is important to ensure that eco-towns are genuine mixed-use communities...”</i></p> <p>There is no policy statement within the PPS, NPPF or NPPG that suggests a particular form of employment is objectionable as a matter of principle within an eco-town. That employment within Class B8 – logistics sector – is inconsistent with the aspirations for an eco-town is an elitist/absurd proposition – employment within an office environment with an employee working on a computer is acceptable, whereas an employee working on a computer in a logistics is objectionable.</p>	Noted. The masterplan and employment proposals for NW Bicester have been guided by the Eco-towns PPS and the Council welcomes the attention drawn to Eco-town standard ET10 as this is a fundamental principle underpinning the development framework for the site. In developing the Economic Strategy that supports the masterplanning, the focus has been on job creation and providing facilities that provide employment on site for local residents thus avoiding the need to travel and creating “genuine mixed-use communities” including employment created in the local centres and jobs created as part as the overall growth of the town. At	No change

			the same time, the economic strategy has identified target sectors and the development of a business park as part of the employment mix and opportunities for local jobs.	
Peter Bateman – Framptons Planning	Employment - general	The Council's Employment Land Study 2012 refers to a report provided by Cranfield University, "Making and Moving: The Future Prospects of British Industry 2007" explains clearly how the B8 sector has change fundamentally over the past years with the consequent "blurring" of the Use Classes.	Noted	No change
Peter Bateman – Framptons Planning	Employment – general	The SPD should build on the policies of the adopted Local Plan and give direction for development proposals reflecting the fact this is a unique Eco-town location. The SPD should embrace the realities of the modern business world, where a rigid division between Use Classes is less prevalent. Modern production (Class B2) and logistics (Class B8) buildings now comprise substantial office components and sophisticated logistics systems, together with other transferred processes, including assembly, servicing and finishing. The modern logistics sector should be fully embraced within the objective to create 'a genuine mixed use community'. The prevailing perception in the SPD remains that employment in the logistics sector is a 'low value, bad job' and is not wanted in this development.	Noted. The NW Bicester Economic Strategy supporting the masterplan identifies logistics as one of five key economic sectors supporting the economy of Bicester. The strategy also considers how to support jobs growth in the main opportunity areas (including logistics) related to NW Bicester and Bicester's location. Bicester has a high proportion of employment in the logistics sector. The site's location provides an opportunity for jobs creation in the high value logistics sector.	No change
Peter Bateman – Framptons Planning	Employment	The SPD needs to be more detailed and flexible to address the reality that if a policy framework remains as restricting Uses Classes as "limited" as stated within Policy Bicester 1, this site will not provide jobs early in the Plan period.	Policy Bicester 1 of the Local Plan sets out the requirement for employment to be for business uses within Use Class B1 with some general industrial uses (Use Class B2) and storage or distribution (Use Class B8). This is considered reasonable as it allows the proposed development to respond to market signals and	No change

			provides flexibility to encourage investment and implementation.	
Peter Bateman – Framptons Planning	DP5 – Employment page 26	Development Principle 5 (page 26) states that planning applications should: “ <i>Demonstrate access to at least one new opportunity per 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. Policy Bicester 1 has anticipated between 700-1,000 jobs – this statement of expectation is sufficient for the land use planning process. The above requirement should be deleted.	Noted. The requirement for at least one new employment per new home is taken from the Eco-towns PPS and supported by the NW Bicester economic strategy. It is a fundamental principle of the masterplan and should not be deleted. The requirement for one job per new dwelling has resulted in identification of land for employment uses and mixed use development has is proposed in the masterplan.	No change.
Peter Bateman – Framptons Planning	DR5 – Employment (page 26)	The DR5 (p26) states that applications should ‘pursue target sectors of the high value logistics, manufacturing (including performance engineering) and low carbon companies is welcomed. This requirement emphasises the need for the restricted employment uses (as set out in Policy Bicester 1) to be omitted by the SPD and the Use Classes as being flexible.	To clarify the development requirement it should be reworded to confirm that target sectors include high value logistics and performance engineering within the business park. The target sectors should be flexible allowing the development to respond to the latest economic baseline information and the economic strategy submitted with individual applications while being broadly consistent with the masterplan economic strategy.	Amend the requirement as follows (paragraph 4.103): <i>Pursue target sectors including high value logistics, manufacturing (including performance engineering) and low carbon <u>environmental goods and services.</u></i>
Peter Bateman – Framptons Planning	DP6 – Transport Movement and Access (p29)	The key constraint impacting on all development at North West Bicester is the railway line which splits the Bicester 1 allocation into two parts. The critical issue, which the SPD needs to assist resolving if it is to constitute a credible place making tool, is to assist facilitating the ability for traffic movement between the two sections of the allocation which is presently only achieved via a substandard and awkward junction arrangement.	The SPD masterplan shows the realignment of Howes Lane and the reconfiguring of the road layout around the Howes Lane Bucknell Road junction to provide connectivity between the areas of the site on either side of the railway line via a route under it.	No change
Peter Bateman –	DP6 – Transport	Suggest the SPD should be used by the LPA to provide a mechanism for adequately defining the	The SPD sets out the strategic issues relating to transport.	No change

Framptons Planning	Movement and Access (p29) 6.0 Delivery	issues of road capacity over a memorandum produced by one of the applicants of NW Bicester as this will be more transparent and likely to deliver a fair and equitable delivery mechanism.	Further detail is provided in the supporting transport documents. The delivery section of the SPD sets out the general approach to delivering the infrastructure requirements of the site. Now applications have been submitted for the majority of the site detailed negotiations are taking place with developers and applicants.	
Peter Bateman – Framptons Planning	Section 6 (p53)	Section 6 is silent on the railway tunnel delivery mechanism and does not define a “framework agreement”.	Noted. The railway tunnel is being negotiated through the planning application process and a framework agreement is being considered.	No change
Peter Bateman – Framptons Planning	Page 55	<p>SPD states: <i>‘Developers will be expected to work collaboratively to deliver the infrastructure.’</i></p> <p>Such arrangements are already being discussed between Albion Land and A2Dominion. A2D acknowledges that is essential Albion Land is able to respond to market signals in terms of the provision of employment buildings. Unless a planning permission is available to Albion Land that responds to market demand, Albion Land is not able to deliver infrastructure for the wider development in isolation.</p> <p>It is essential that the developers and the local planning authority work collaboratively towards the delivery of infrastructure. The LPA cannot ignore its responsibilities to ensure implementable planning permissions are issued to enable development, including infrastructure, to be delivered.</p> <p>The delivery of infrastructure is dependent on obtaining viable and deliverable planning permissions. Land cannot be brought forward without such consents because it is the creation of value through the granting of planning. The delivery of infrastructure is dependent on obtaining</p>	Noted. The delivery of infrastructure is being progressed through the planning application/development management process.	No change

		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.		
Peter Bateman – Framptons Planning	Page 49	The SPD at page 49 states: <i>'The following design principles should be incorporated into proposals submitted as planning applications.'</i> It is essential the principles are reasonable in the context of the objectives for NW Bicester and do not frustrate delivery of development.	Noted	No change
Peter Bateman – Framptons Planning	Design and Character Areas – Adaptability Page 49	Support the principle of flexibility in design and uses. Allowing buildings to 'change use, or serve a different purpose' is welcomed. However, this principle is not facilitated by the restrictive tone for the commercial buildings on the main employment site, provided for by Policy Bicester 1 and the SPD should make it clear that flexibility of employment buildings is desirable where justified.	Support is welcomed. The section on adaptability is intend to apply to all buildings on the site and should be reworded to reflect this.	In Section 5 "Design and character areas", amend first bullet under adaptability as follows (paragraph 5.11): "Ensure flexibility and adaptability of <i>all</i> buildings including provision for homeworking <i>in homes</i> "
Peter Bateman – Framptons Planning	Building Heights (page 50)	The SPD allows for taller buildings up to 20 metres in height 'along the strategic routes' – which includes the realigned Howes Lane. Notwithstanding the 20 metre provision, the height of the proposed business park is required to relate to the 'residential neighbourhood to the south of Howes Lane.' This residential development is a suburban two storey development about 9 metres in height – and is wholly unacceptable in the context of market signals – where building volume is as important as floor area to impose unjustified restrictions.	Noted. The intention in wording this design principle is to ensure the height of the buildings in the proposed business park is carefully considered. However, the wording could be clarified as follows: <i>The masterplan sets out the separation between the existing development and proposed commercial buildings. The realignment of Howes Lane sets back the proposed business park and separates it from the existing housing development on the edge of the town to the south. Given the separation planning applications and design of employment proposals should take account of</i>	Insert (paragraph 5.20): <i>The masterplan sets out the separation between the existing development and proposed commercial buildings. The realignment of Howes Lane sets back the proposed business park and separates it from the existing housing development to the south. Given the separation planning applications and design of employment proposals should take</i>

			<i>the existing housing and ensure new buildings have a suitable relationship in terms of height, distancing, separation and landscape schemes.”</i>	<i>account of the existing housing and ensure new buildings have a suitable relationship in terms of height, distancing, separation and landscape schemes.”</i>
Peter Bateman – Framptons Planning	Building heights (page 50)	Irrespective of the text included in the SPD, the submitted masterplan produced by Albion Land has safeguarded a significant and satisfactory spatial separation between the existing housing on Howes Lane and the proposed business park with buildings up to 16.75 metres in height. There is no cogent planning argument for restricting the height of the building below this height.	Noted. The masterplanning of the wider site and proposals for the business park seek to provide separation between the proposed commercial buildings and the existing residential development to the south of the site.	No change
Peter Bateman – Framptons Planning Page 370	Commercial Development Design (page 50)	The reference to BREEAM is inconsistent with the provision of Policy Bicester 1 in seeking to introduce a restriction that BREEAM Excellent will be reached ‘on occupation of 50% of development’. Achieving BREEAM Excellent depends upon the occupiers requirements and should not be imposed upon the entire development. This provision acts as a deterrent to the delivery of jobs and infrastructure for NW Bicester.	Noted. The reference to BREEAM requirements should be consistent with the Local Plan Policy Bicester 1. It is recognised that BREEAM Excellent is difficult to achieve early in the development when some site facilities may not be in place. However, it is anticipated by the time 50% of the site is built out that the development will address the BREEAM Excellent requirement.	Include reference to BREEAM Excellent on occupation of 50% of the development in Development Requirement 5 – employment (paragraph 4.103).
Peter Bateman – Framptons Planning	General – zero carbon	Repeated reference to zero carbon is unduly onerous given Policy Bicester 1 includes a requirement submission of a ‘carbon management plan’ for all employment applications. This clear difference should be noted in the SPD.	The development will be required to meet the definition of zero carbon as set out in the Eco-towns PPS and subsequently referred to “True Zero Carbon”. The Carbon Management should set out how the proposals will reduce carbon emissions.	No change.
Peter Bateman – Framptons Planning	Code for sustainable homes – explanatory text page 3	Reference to Code for Sustainable Homes is now obsolete as it has been deleted by Government.	Noted. Officers have agreed to retain the reference to the Code for Sustainable Homes as it reflects the policies in the adopted Local Plan	No change.

Peter Bateman – Framptons Planning	Pages 22 and 23 – 6 th bullet	Still requires CSH 5 which should be deleted	Noted. Officers have agreed to retain the reference to the Code for Sustainable Homes as it reflects the policies in the adopted Local Plan	No change
Peter Bateman – Framptons Planning	Page 24	Delete reference to CSH5	Noted. Officers have agreed to retain the reference to the Code for Sustainable Homes as it reflects the policies in the adopted Local Plan	No change
Peter Bateman – Framptons Planning	General comment – page 19	Masterplan has been superseded. It includes an area of Green infrastructure on what is now residential. It is requested all figures in the SPD reflect the most recent data.	The masterplan sets out the spatial planning and development for the site. As detailed proposals come forward some land uses may change and this is recognised in the Eco-towns PPS standard ET 20 which states there should be a presumption in favour of the original masterplan; that is the first permitted masterplan. Any subsequent planning applications that would materially alter and negatively impact on the integrity of the original masterplan should be refused consent.	No change.
Peter Bateman – Framptons Planning	General comment – Appendix 3 page 61	Copies PPS1 supplement – Eco-towns and adds it to the SPD. It is not necessary for an SPD to copy central government guidance in this manner. Why should it form part of an SPD and effectively be kept alive should the Government delete it? Matters covered in the PPS do not need repeating by the SPD and if guidance changes replacement policy advice will be forthcoming from the Government.	The Eco-towns PPS informed the Local Plan and SPD. The extract forms part of the SPD as it underpins the development principles and requirements in the SPD. It is also the basis of the masterplanning of the site and a useful reference in preparing subsequent development proposals. It is included as an extract to retain its integrity and provide a reference.	No change.
Peter Bateman – Framptons	DP14 – Cultural Wellbeing	The requirement for a Cultural Wellbeing Strategy to accompany planning applications is not mentioned elsewhere in the SPD nor in the Part 1	The NPPF and NPPG refer to cultural wellbeing. Policy Bicester 1 requires the provision of public	Insert reference to Cultural Wellbeing Strategies in the SPD in

Planning	page 48 Appendix 5 page 70	Local Plan and would be linked to a Section 106 Agreement. It has no basis in the adopted text for Policy Bicester 1 and should be clarified or deleted.	art. The SPD refers to the requirements of planning applications in terms of Cultural Wellbeing in DP4. The need for a Cultural Wellbeing Strategy should be clarified in DP4 and the subsequent development requirement DR4. Similarly, the delivery section sets out the requirement for a Cultural Strategy to accompany outline planning applications. The SPD should clarify the references to Cultural Wellbeing.	Development Principle 14 (paragraph 4.348) and in Section 6 under “Outline planning applications” (paragraph 6.15).
Peter Bateman – Framptons Planning Page 372	Infrastructure Provision Page 52 Head of Terms	The SPD lists a number of Head of Terms. Developer contributions should only be imposed if they are necessary to mitigate the impact of the development. The list on page 54 needs assessing against the tests of CIL Regulation 122. It is considered unlawful to make requests without development specific justification of need or without infrastructure being included on an adopted Regulation 123 list following examination.	Noted. The infrastructure provision section on page 52. The introductory paragraph of this section should include reference to CIL Regulation 122 after the need of residents as follows: <i>“to meet the needs of residents and compliant with CIL Regulation 123.”</i> A CIL schedule is being prepared with a report to the Council’s Executive in February 2016. The list on page 54 is intended as a guide to developers and will be assessed the CIL requirements.	Section 6 Infrastructure provision (paragraph 6.9) include reference to CIL Regulation 122 after “the need of residents” in first paragraph as follows: “and compliant with CIL Regulation 122.”
Raakhee Patel – Sport England	DR9 - Sports Pitches page 42	Sport England along with Public Health England launched ‘Active Design Guidance’ in October 2015 (www.sportengland.org/activedesign). Sport England believes that being active should be an intrinsic part of everyone’s life pattern.	Noted. The update is welcomed and the SPD should be amended accordingly.	Include reference to guidance and insert hyperlink under DR9 (d) (paragraph 4.278) as follows: “Sport England along with Public Health England launched ‘Active Design Guidance’ in October 2015

				(www.sportengland.org/activedesign). Sport England believes that being active should be an intrinsic part of everyone's life pattern."
Lisa Michelson – Oxfordshire County Council	Howes Lane realignment – page 31	Especial care will be needed to manage speeds and ensure a high standard of provision for pedestrians and cyclists on the higher tier roads, and in particular on the diverted urbanised A4095. Such road environments often have quite a high accident rate unless speeds are well controlled, cyclists are segregated from general traffic and convenient crossings for both pedestrians and cyclists are provided. Very careful consideration must also be given to loading and parking provision to minimise accident risks.	Noted. This has been considered as part of the masterplanning in consultation with the highways authority and the detailed design submitted as a planning application (reference: 14/01968/F) will be determined in early 2016.	No change.
Lisa Michelson – Oxfordshire County Council Page 373	DR8 – Local Services (Schools) page 36	The SPD should include pupil drop off requirements and refer to OCC's drop off standards (draft document attached; the guidance is expected to be finalised early in 2016)	The requirements of the proposed schools have been considered as part of the masterplanning of the site. More detailed guidance is contained in the delivery section of the SPD and Appendix IV. For completeness the Draft Drop off standards should be included in the SPD. Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, "Drop-off standards for new primary schools built as part of a larger development"	Under Development Requirement 8 (paragraph 4.214), refer to the Draft Drop off standards for schools after reference to Appendix IV on page 36 as follows: "Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, "Drop-off standards for new primary schools built as part of a larger development".
Lisa Michelson – Oxfordshire County Council	Appendix IV (page 67)	Contains errors and omissions for example on noise requirements and the secondary school frontage, please refer to the site integrated design principles.	The masterplanning of the site has considered the OCC school integration requirements and been designed accordingly. The	Correct reference to noise levels in Appendix IV as follows: "The noise level on the

Council			Delivery Section of the SPD makes reference to schools provision in terms of infrastructure (page 52) and delivery (page 55).Appendix IV takes the key elements of Design Principles required by OCC and uses them in the context of the masterplanning of the North Wet Bicester site. The detailed design of the school will address the requirements. None of the proposed schools shown on the masterplan are located near the railway, major roads or energy centres and reference to these should be deleted from the design principles.	boundary of the school playing field should not exceed 50 dB LAeq, 30 min” Delete reference to “For example, proximity to the railway, major roads, energy centres etc. should be avoided” in Appendix IV.
Lisa Michelson – Oxfordshire County Council	Appendix IV	Contains errors and omissions for example on noise requirements and the secondary school frontage, please refer to the site integrated design principles.	The masterplan establishes the siting of schools and was prepared through an iterative process, including extensive consultation with CDC and OCC. All planning applications should be brought forward in accordance with this plan. The reference to the location of schools near railway, major roads energy centres etc. should be removed. This detail is too specific for the SPD.	Delete reference to “For example, proximity to the railway, major roads, energy centres etc. should be avoided” in Appendix IV.
Lisa Michelson – Oxfordshire County Council	DR8 page 36	Statement: ‘ school dropping off/picking up points should be agreed with OCC and CDC’ should be replaced with: ‘Primary school dropping off/picking up shall be in accordance with OCC’s <i>‘Drop-off standards for new primary schools’</i> for 2FE Primary Schools. Secondary school dropping off/picking up shall be as agreed with OCC for a 1,200 place Secondary School.”	School drop off /pick up points have been considered in the masterplanning of the site. More detailed design proposals should be agreed with OCC and CDC at the detailed planning application stage.	No change
Lisa	Appendix 4	This appendix should fully reflect all the site	The requirements of the proposed	Under Development

<p>Michelson – Oxfordshire County Council</p>		<p>integration requirements below. Currently it partially repeats OCC’s comment below but with errors and omissions.</p>	<p>schools have been considered as part of the masterplanning of the site. More detailed guidance is contained in the delivery section of the SPD and Appendix IV. For completeness the Draft Drop off standards should be referred to in the SPD.</p>	<p>Requirement 8 (paragraph 4.214), fourth paragraph, refer to the Draft Drop off standards for schools after reference to Appendix IV on page 36 as follows: “Applicants will be required to liaise with OCC in submitting proposals for school developments and should refer to the OCC guidance, “Drop-off standards for new primary schools built as part of a larger development”.</p>
<p>Alex Wilson – Barton Willmore</p>	<p>General comment – NW Bicester</p>	<p>Support the allocation of land at North West Bicester and welcome the preparation of the SPD.</p>	<p>Support is welcomed</p>	<p>No change</p>
<p>Alex Wilson – Barton Willmore</p>	<p>General – Eco-towns PPS</p>	<p>PPS1 Supplement remains a statement of Government policy and requires the preparation of a masterplan. The SPD provides the vehicle for the masterplan to be enshrined into policy.</p>	<p>Noted</p>	<p>No change</p>
<p>Alex Wilson – Barton Willmore</p>	<p>Masterplanning</p>	<p>The SPD should clearly set the status of the SPD in relation to the PPS1 Supplement requirement for a masterplan and how the ‘masterplan’ submitted on behalf of A2D has been carried over into the SPD. Is the intention for the SPD to constitute the masterplan for the purposes of the PPS1 Supplement? If so, what is the status or what weight does the masterplan submitted on behalf of A2D carry in terms of its inclusion in the SPD?</p>	<p>Policy Bicester 1 requires planning applications for proposals at North West Bicester to be determined “<i>in accordance with a comprehensive masterplan for the whole area to be approved by the Council as part of a North West Bicester supplementary planning document</i>”. The status of the SPD in relation to the Eco-towns PPS has been clarified. The SPD includes the North West Bicester masterplan as the approved masterplan for the site and this is</p>	<p>No change.</p>

			recognised in the SPD. The masterplan will have the status of Council planning policy once the SPD is adopted.		
Page 376	Alex Wilson – Barton Willmore	Appendix I	When referring to the masterplan and its supporting documents, Appendix I should list the following and where these can be accessed: Access and Travel Strategy Community Involvement and Governance Energy Strategy Flood Risk Assessment Economic Baseline Economic Strategy BIMP6 01 NW Bicester Masterplan Framework Rev B BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A BIMP6 03 NW Bicester Masterplan Movement and Access Framework Rev A GI and Landscape Strategy Residential Strategy Statement of Community Involvement Strategic Environmental Report Social and Community Facilities and Services Strategy Transport Strategy Vision and objectives document Water Strategy	The documents referred to are already publicly available. They will be added to the Council's website as supporting documents to the SPD. For clarification, add where the supporting documents can be accessed to the Appendix I supporting text	Add at end of Appendix I: Copies of the above documents can be found at: www.cherwell.gov.uk
	Alex Wilson – Barton Willmore	Masterplanning and comprehensive development DP1 and DR1	The SPD should be clear that applications should be consistent with the Framework Plan (Drawing BIMP6 01 NW Bicester Masterplan Framework Rev B) and the various strategies supporting it.	There are various references to the need for comprehensive development and consistency of development proposals with the masterplan framework set out in the Figure 10. However, for clarity the wording of the SPD should be emphasised to ensure that applications are consistent with the Framework masterplan.	Amend DR1 (paragraph 4.15)as follows: Planning applications will be: <ul style="list-style-type: none">• Determined in accordance with the masterplan framework in Figure 10 of the SPD;
	Alex Wilson –	Background	Request the first paragraph is replaced by:	It is considered that the paragraph	In the Introduction to

“The Planning Policy Statement: Eco-towns – Supplement to Planning Policy Statement 1 identified four potential locations for eco-towns. This included land at NW Bicester. The PPS1 Supplement sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living. The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. Policy Bicester 1 of the Cherwell Local Plan (adopted 2015) has identified NW Bicester as a strategic allocation for up to 6,000 new homes. In April 2014, the Government published its ‘Locally-led Garden City Prospectus’ which led to Bicester being named a Garden City. On 5th March 2015, the Minister for Housing and Planning announced in a Ministerial Statement that the Eco-town PPS 1 Supplement had been cancelled for all areas except NW Bicester. It is anticipated in time that the PPS1 will be cancelled in its entirety.’

referred should not be replaced in its entirety although elements of the suggested wording should be incorporated into an amended paragraph to better reflect the current position and provide clarity as follows:
 “The Planning Policy Statement: Eco-towns – Supplement to Planning Policy Statement 1 identified four potential locations for eco-towns. This included land at NW Bicester. The PPS1 Supplement sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living. The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. Policy Bicester 1 of the Cherwell Local Plan (adopted 2015) has identified NW Bicester as a strategic allocation for up to 6,000 new homes. In April 2014, the Government published its ‘Locally-led Garden City Prospectus’ which led to Bicester being named a Garden Town. On 5th March 2015, the Minister for Housing and Planning announced in a Ministerial Statement that the Eco-town PPS 1 Supplement had been cancelled for all areas except NW Bicester. It is anticipated in time that the PPS1 will be

the SPD under “Background” (paragraphs 1.4-1.6) amend as follows:
 “In 2009, the site at North West Bicester was identified as having potential as an eco-town location in the Planning Policy Statement (PPS): Eco-towns a supplement to PPS1. The Eco-towns PPS sets out a range of criteria to which eco-town developments should respond and which aim for eco-towns to be exemplars in good practice and provide a showcase for sustainable living. The Council promoted the site and was supportive of the principle of bringing forward an eco-town in this location. It was subsequently included in the adopted Cherwell Local Plan 2011-2031 (Part 1) as Policy Bicester 1, a strategic allocation for up to 6,000 new homes. In April 2014, the “Locally-led Garden City Prospectus” (Department of Communities and Local

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 378</p>			cancelled in its entirety.'	Government) led to Bicester being awarded Garden Town status. On 5th March 2015, the Minister for Housing and Planning announced in a ministerial written statement that the Eco-towns PPS was cancelled for all areas except North West Bicester. As it is expected that the PPS Supplement will in time be cancelled in its entirety, the Eco-town standards have now been brought into this SPD (Appendix II).'
Alex Wilson – Barton Willmore	Appendix II	The SPD sets out the Local Plan Policy Bicester 1 in its entirety. Furthermore Appendix 2 sets out most of the PPS1 Supplement. The SPD has been informed by the PPS1 Supplement, NW Bicester Masterplan and Local Plan. Design principles and standards are addressed throughout relevant sections of the SPD. It is not considered necessary to include entire policy extracts from the Local Plan and PPS1 Supplement in Appendices 2 and 3. Propose that key objectives are summarised in Section 3.0 of the SPD entitled “ <i>Vision and Objectives</i> ”.	The Local Plan policy and PPS is included in the SPD for completeness and as easy reference for users of the SPD.	No change
Alex Wilson – Barton Willmore	Page 5	The SPD sets out the current status of the extant planning application submissions relating to NW Bicester. This information will soon become out of date and it is proposed that it is removed	Agreed.	Remove reference to planning applications.
Alex Wilson – Barton Willmore	Masterplan framework	Welcome inclusion of the following plans into the SPD: BIMP6 01 NW Bicester Masterplan Framework Rev B	Noted	No change

		BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A BIMP6 03 NW Bicester Masterplan Movement and Access Framework Rev A		
Alex Wilson – Barton Willmore	Figure 1 – site location plan	The site boundary shown in Figure 1 does not reflect the site boundary in Figure 10. This should be updated to reflect the correct boundary as per the A2D submission	Figure 1 shows the site location and is taken from the North West Bicester eco-town site boundary. For completeness the Local Plan Inset Map for Policy Bicester 1 should be included with the Policy Bicester 1 extract in Appendix II.	Add Policy Bicester 1 Inset Map to Appendix II.
Alex Wilson – Barton Willmore	Plans – general	All plans should be consistent with the Masterplan Framework Drawings	Various plans are used throughout the SPD. Masterplanning of the site has resulted in a larger site area than the strategic site allocation boundary in the Local Plan. Other plans in the SPD may differ slightly from the masterplan framework drawing Other plans such as Fig 1 are illustrative	Insert Policy Bicester 1 inset map in the introduction section. Refer to Figures 1 and Figure 8 as illustrative.
Alex Wilson – Barton Willmore	DP9 (c) and DR9 9 (c)	Welcome the removal of the hedgerow buffer appendix to reflect the inclusion of BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A. All hedgerows buffers should be provided in accordance with the Green Infrastructure and Landscape Strategy (BIMP6 02 NW Bicester Masterplan Framework Green Infrastructure Framework Rev A).	Noted	No change
Alex Wilson – Barton Willmore	Cultural Wellbeing Strategy	In the implementation section of the Cultural Wellbeing Strategy, it states that CDC will require each outline or full planning application on the site to include a Cultural Wellbeing Statement. Propose that this is dealt with in tandem with the submission of Reserved Matters. Propose that the draft SPD states that each outline approval for the site must be accompanied by a Section 106 Agreement which will require an overarching Cultural Wellbeing Statement to be submitted and	The Council requires that all planning applications (outline and full applications) on the NW Bicester site must demonstrate how proposals to support cultural wellbeing will be incorporated into detailed development plans, by creating a Cultural Wellbeing Statement. The statement should be prepared and implemented by a	No change

		approved in writing prior to the submission of Reserved Matters.	public art consultant/curator or artist and should contain detailed proposals to support the cultural enrichment of the site. It should demonstrate that the proposals are realistic and achievable and can be funded as a necessary part of the site development costs, though the council is willing to discuss other funding options for particularly ambitious or innovative proposals.	
Alex Wilson – Barton Willmore	CSH reference – general	Following the technical housing standards review, the Government issues a written Ministerial Statement withdrawing the Code for Sustainable Homes (CSH) aside from the management of legacy cases. CSH is referred to throughout the Draft SPD. Development at NW Bicester will strive to achieve CSH Level 5 performance standards, however, certificates will not be sort. The SPD should reflect this.	The local plan refers to CSH levels and the SPD picks up on this reference. Local Plan Part 2 will provide further detail following the withdrawal of the CSH.	No change
Alex Wilson – Barton Willmore	Page 23	It should be clear that CSH Certificates will not be sort in referring to neighbourhood water recycling and water consumption requirements.	It is recognised that the CSH references are no longer Government policy, however, they provide fundamental principles to guide the proposed development and remain relevant for NW Bicester as set out in Policy Bicester 1	Under “Homes” (paragraph 4.66) amend to read: “Neighbourhood water recycling should be implemented as a means to deliver reduced water consumption requirements, rather than house by house scale water recycling which may be expensive.”
Alex Wilson – Barton Willmore	DR4 – Daylighting parameters	Sets out Average Daylight Factors. This level of detail should not be set out in the SPD.	Natural lighting is an important consideration in the design of development both in residential	Amend reference to ADF (Average Daylight Factors) in DR4

			and commercial buildings and it is appropriate that the SPD sets out the requirements. It is proposed to amend the format of the development principle to include the detailed daylighting requirements in a footnote	(paragraph 4.81) and include detail in a footnote.
Alex Wilson – Barton Willmore	Pages 22, 24 and 43	Rainwater recycling and grey water recycling – The SPD should state “rainwater recycling, grey water recycling or other equivalent solutions” to allow other options to be explored.	The SPD is based on the documents supporting the masterplan which in terms of water promote rainwater and greywater recycling. The supporting text on Water (page 43 refers to the options for providing non-potable water to dwelling It should also refer to other options may exist and should also be explored.	Amend text (paragraph 4.299) as follows: “4.299. Other options may exist and should also be explored.”
Alex Wilson – Barton Willmore Page 381	Page 44	Water neutrality – The SPD should not stipulate how water neutrality is achieved. The method of delivery should therefore be removed (the SPD states that local reclamation of surface water will be required to increase water neutrality further.	This was taken from the supporting information on water strategy prepared as part of the masterplanning of the site. The SPD sets out the method of delivery as a statement but should recognise that there may be other solutions to deliver water neutrality therefore it is proposed that the wording is amended to replace “will” with “may” on page 44.	Paragraph 4.300 - Replace “will” with “may” in the penultimate sentence of the paragraph preceding Development Principle 10- Water on page 44.
Alex Wilson – Barton Willmore	Appendix IVpage 67 – Design Principles for primary and secondary school sites.	The masterplan establishes the siting of schools and was prepared through an iterative process, including extensive consultation with CDC and OCC. All planning applications should be brought forward in accordance with this plan. The reference to the location of schools near railway, major roads energy centres etc. should be removed. This detail is too specific for the SPD.	The wording of the Appendix IV is taken from suggested wording taken from the OCC response to the SPD. It is standard wording and should be amended to reflect the context of the masterplan site.	Delete reference to railways, major roads etc. in Appendix IV.
Alex Wilson – Barton Willmore	Page 45 SUDS Manual, CIRIA C697	CIRIA C697 has been replaced by the CIRIA C753 “The SUDS Manual” in November 2015. The SPD should be updated accordingly.	Agreed and noted	Update SPD.

Alex Wilson – Barton Willmore	Formatting	Request paragraph numbers are reintroduced for clarity	Agreed	Insert paragraph numbers.
Alex Wilson – Barton Willmore	Page 9 – site area	The site area is incorrectly stated as being approximately 390 hectares. Masterplan BIMP6 001B (Figure 10) comprises 406.5 hectares. This should be updated to state approximately 400 hectares as per the masterplan.	The site area is based on the Local Plan strategic allocation and the masterplan area was based on more detailed work.	No change
Alex Wilson – Barton Willmore	Page 15 – Figure 8	Figure 8 states that the site comprises approximately 397 hectares which does not accord with page 8 which states that the site area is approximately 390 hectares. This should be updated to accord with Masterplan BIMP 001B (Fig 10) which comprises 406.5 hectares. This should be updated to state approximately 400 hectares.	Figure 8 is an indicative diagram to show the key features of the site and is not intended to show the detailed site area.	No change.
Sue Mackrell – Bicester Town Council Page 382	Howes Lane realignment	Recognise and accept the response to original comments. Serious concerns with regard to the designation of the main spine road through the development, in that it is designed not only to take local circulatory traffic but will also push through traffic and heavy goods traffic through the centre of the built up residential areas. The realigned Howes Lane although intended to be of a “boulevard” design will effectively be a fast through route adjacent to adjacent residential retail and school facilities.	The proposed strategic link road that will realign Howes Lane is a fundamental feature of the masterplan. It has been designed to allow connectivity of the new development with the existing town and allow accessibility by all road users including cyclists and pedestrians. The proposed urban boulevard is a key design feature of the proposed new development	No change.
Georgia Erhmann	General	Highly supportive of the plans and principles set out in the SPD.	Support is welcomed	No change
Georgia Erhmann	General – accessibility to railway stations	Providing excellent connectivity to both railway stations in the town by car as well as more sustainable modes would not only better balance capacity on Chiltern Trains into London but also improve Bicester connectivity to Oxford and other locations via East West Rail.	Noted	No change
Georgia Erhmann – Chiltern Railways	Employment	Agree mixed employment opportunities will stimulate major growth in Bicester as a self-sustaining economic entity.	Noted	No change
Georgia Erhmann–	Employment	The SPD could place more emphasis on Bicester as an employment <u>destination</u> . Bicester has	Noted	No change

Chiltern Railways		excellent connectivity particularly by rail being at the centre of a “golden cross” linking it to London, Birmingham, Oxford and eventually Milton Keynes. It has potential to attract employees from a catchment spanning wider Oxfordshire and beyond in synergy with Science Vale at the other end of the County’s “knowledge spine” This requires the targeting of suitable economic sectors for employment growth which includes pursuing the opportunities provided by a business park at Middleton Stoney Road and Howes Lane as well as the current Avonbury Business Park		
Georgia Erhmann– Chiltern Railways	General – railway stations	As gateways to the town, Bicester’s rail stations have a crucial role to play in determining the attractiveness of North West Bicester as a place to live and work. The SPD could do more to demonstrate this and further integrate access to the stations into it development plans.	The SPD recognises the importance of the railway stations in providing accessibility and sustainable transport links to the proposed new development.	No change
Mr VN Smith	Transport, Movement and Access Modal shift	Walking and cycling as the first choice of travel will never happen whilst roads are so congested unless segregated cycle lanes and footpaths are provided.	Noted. A sustainable transport strategy for Bicester has been prepared which sets out proposals for comprehensive improvements to the walking and cycling network.	No change
Mr VN Smith	Modal shift	Travel by non-car modes of transport will not increase if subsidies on buses are reduced.	The Council is looking for the developers to subsidise the provision of bus services to the development in the early phases. The SPD and Bicester Sustainable Transport Strategy encourage increased walking and cycling in the town which does not require direct subsidy.	No change
Mr VN Smith	Local services	It is a good idea to have local services within the development but it is impractical unless adequate parking is available and rents are economic. There must be plenty of parking to avoid queues for parking spaces.	Local services are an important element of the masterplan and designed to be easily accessible by local residents on foot, bike or public transport. Some car parking will be provided but it is not intended that cars will dominate the development.	No change

Mr VN Smith	Green infrastructure	Provision of allotments is supported but sites should be secure to prevent thefts and vandalism.	The SPD sets out the requirement for allotments but not the detail of the plots including security.	No change.
Mr VN Smith	Transport – modal shift	Car ownership will continue to grow so it will be vital to ensure sufficient car parking is provided off road for every house or there will be severe traffic congestion.	Noted	No change
Mr VN Smith	Water capacity	It should be confirmed that Thames Water has sufficient capacity to supply water to new dwellings	Thames Water has been involved throughout the masterplanning process and as part of the preparation of the SPD. The development also seeks to ensure water neutrality	No change
Mr VN Smith	Sports Pitches	Provision of sports facilities is supported	Support is welcomed	No change
Mr VN Smith	Flooding issues	Building on land liable to flooding should not be permitted.	The masterplan does not propose any development in flood risk areas and seeks to reduce runoff from the site to reduce the risk of flooding downstream	No change
Mr VN Smith	Local services and community facilities	Community facilities should be viable and funded.	Noted	No change

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Appendix 5 – Consultation list

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
Payne 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 Larner	Urban and rural communities
Rob Lowther	Noise and anti-social behaviour
Kevin Lane	Legal and Democratic

Cherwell District Council

Council

22 February 2016

Appointment of Interim Section 151 Officer

Report of Chief Executive

This report is public

Purpose of report

To appoint an Interim Section 151 Officer to replace Martin Henry who leaves the Council on 31 March 2016.

1.0 Recommendations

The meeting is recommended to:

- 1.1 Appoint Paul Sutton as the Council's Interim Section 151 officer with effect from 1 April 2016 and request him to appoint a suitably qualified and experienced Deputy Section 151 Officer from the same date.

2.0 Introduction

- 2.1 In accordance with Local Government Act 1972, there is a statutory requirement on the authority to designate a Section 151 Officer/ Chief Finance Officer, who is required to be a suitably qualified individual, holding a CCAB recognised professional accountancy qualification.
- 2.2 Martin Henry, Director of Resources, is currently Section 151 Officer for both Cherwell District Council and South Northamptonshire Council and is leaving the councils on 31 March 2016.

3.0 Report Details

- 3.1 The most senior finance role in any organisation plays a critical role in ensuring the overall success of the organisation or business. In local government each council is required to appoint a statutory finance officer, known as a Section 151 officer, who must hold a recognised qualification.
- 3.2 Martin Henry is currently the S151 Officer for CDC and SNC and leaves the councils on 31 March 2016. The councils need to appoint another suitably qualified

and experienced person prior to Martin's departure. This will be on an interim basis whilst recruitment is carried out for the permanent role of Chief Finance Officer as agreed by the Joint Commissioning Committee in January 2016. It is important that, the period of the interim arrangement is kept to a minimum to reduce the risk to either or both councils.

- 3.3 There have been a number of interim appointments in the Finance section over the last two years and additionally during the interim arrangements the councils will implement their move to a new financial management system. The reduction in public sector budgets increases the dependency of CDC and SNC on the provision of robust and appropriate financial information and due to this the interim S151 officer needs to be close to the Finance team and be focused on providing financial information and advice to members.
- 3.4 Paul Sutton has been Head of Finance and Procurement and Deputy Section 151 Officer since September 2014. Paul is on a fixed term contract which expires in August 2016. Paul is both suitably qualified and experienced to be appointed as Interim Section 151 Officer. Paul has worked closely with and supported the finance team during a period of considerable change and is currently rebuilding the team following a period of high turnover and reliance on interim and temporary staff. Additionally Paul is leading the implementation of the new financial management system. As the council already has a suitably qualified and experienced individual who is able to provide continuity and stability to the team, it is believed that there would be risk to the council in making another external interim appointment at this time. Additionally Paul is the only joint management post at management team level who is suitably qualified.
- 3.5 In order to enable Paul to take on the added responsibility of Interim Section 151 Officer, it is likely that temporary finance resources may be required to work on projects, transformation and commercialisation; this can be resourced from underspends within the Resources Directorate, although these funds will need to be carried forward into the new financial year.

4.0 Conclusion and Reasons for Recommendations

- 4.1 It is believed that the recommendations set out in this report are in the best interests of the councils during a critical period of change.

5.0 Consultation

Leader of Cherwell District Council	Supportive of report recommendations
Leader of South Northamptonshire Council	Supportive of report recommendations

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 appoint an external interim Section 151 Officer (who would also need to be designated as an officer of one of the councils). This will be at cost to the council and not provide continuity which is strongly felt to be of importance to the Council at this time.

7.0 Implications

Financial and Resource Implications

- 7.1 There are no financial implications arising from this report. The Section 151 Officer post attracts an annual allowance of £2,500 which is built into council budgets and will be available to be utilised when Martin Henry leaves the authority. Any other temporary finance resources that are required can be funded through underspends within the Resources Directorate. It is recommended that sufficient underspends are carried forward from this financial year in order for them to be utilised in 2016-17 when this arrangement comes into place.

Comments checked by: Martin Henry, Director of Resources 0300 003 0102
martin.henry@cherwellandsouthnorthants.gov.uk

Legal Implications

- 7.2 It is a legal requirement that the councils appoint one of their suitably qualified officers as chief finance officer pursuant to section 151 of the Local Government Act 1972. This must be done by each full council.

Comments checked by: Kevin Lane, Head of Law and Governance 0300 003 0107
kevin.lane@cherwellandsouthnorthants.gov.uk

8.0 Decision Information

Wards Affected

All

Document Information

Appendix No	Title
N/A	N/A
Background Papers	
None	
Report Author	James Doble, Democratic & Elections Manager
Contact Information	01295 2201587 james.doble@cherwellandsouthnorthants.gov.uk

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