

ECO BICESTER STRATEGIC DELIVERY BOARD - NOTES – 20 JANUARY 2011

<p>MEETING: Eco Bicester Strategic Delivery Board</p> <p>DATE AND TIME: 20 January 2011 at 10am</p> <p>VENUE: Courtyard Youth Arts Centre, Bicester</p>	<p>Board Members: Councillor Barry Wood (CDC) (Chairman); Councillor Keith Mitchell (OCC); Councillor Michael Waine (OCC); Councillor Richard Mould (BTC); Councillor Debbie Pickford (BTC); Councillor James Porter (BTC); Councillor Norman Bolster (CDC); Jodee Katalanos (HCA) (rep for Ken Glendining); Bob Langton (Bicester Vision); Richard Dutch (Bicester Community Hospital) (rep for Sonia Mills, Oxon PCT); Sarah Green (Environment Agency) (rep for Sally Coble).</p>	
<p>Completed by: Sue Cavalier</p>	<p>In attendance: Ian Davies (CDC); Jenny Barker (CDC); Andrew Bowe (CDC); Gerry Walker (A2D); John Allan (A2D); Ian Inshaw (P3 Eco); Graham Johnson (P3 Eco); Chris Cousins (OCC); Daniel Round (OCC); Linda Currie (OCC) Sue Mackrell (BTC); Michelle Eyre (OCC); Azul Strong (CDC); Lesley Donoghue (OCVC); Chris McAlorum (Martin Robeson Planning Practice); Rachel Faulkner (Bicester Vision).</p>	
	<p>A2D – A2 Dominion ATLAS - Advisory Team for Large Applications BTC – Bicester Town Council CDC – Cherwell District Council DCLG – Department for Communities and Local Government</p>	<p>GOSE – Government Office for the South East HCA – Homes and Communities Agency OCC – Oxfordshire County Council OCVC – Oxford and Cherwell Valley College SEEDA – South East England Development Agency</p>

	ISSUE	STATUS/ACTION REQUIRED	RESP.	DUE
	Note	Nikki Richards has been replaced by Sally Coble, Planning and Corporate Services Manager at the Environment Agency.		
	Welcome	Councillor Barry Wood particularly welcomed Henry Cleary, DCLG, to the meeting as this project is an exemplar across the country and Europe and strengthening the link between local and central government. Introductions given by Board members.		
1.	Apologies	Received from Cllrs Gibbard, Hudspeth; Ken Glendinning (HCA), Sonia Mills (NHS Oxfordshire); Sally Coble (Environment Agency), Warren Ralls (SEEDA).		
2.	Notes of the previous meeting and matters arising	The Board agreed the notes of 21 July 2010 with the following updates:- <ul style="list-style-type: none"> Page 1 – LEP is the Local Enterprise Partnership (not local economic partnership). 		

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		<ul style="list-style-type: none"> Page 1 – Board membership – to be reviewed at 14 April 2011. Members to feedback views on current membership to JB. Page 2 – Vision for Bicester – endorsed by BTC, OCC and CDC. Cllr Wood extremely grateful for all the work involved. Important to keep momentum and encourage a wide knowledge base of the vision. Looking at how to incorporate the vision into the LDF draft core strategy as part of planning policy and continuing to promote Bicester. SDB requested regular updates. Employment and Economic Strategy Group – met on 10 January 2011. Revised strategy submitted with the Exemplar application. Further work continuing for the Masterplan to be submitted Summer 2011. Risk Register – Bryan House – verbal update from HCA highlighted the old funding regime ends March 2011 however there may be some movement in slippage although there is a list of further substitution projects awaiting funding in this region which needs to be aligned with priorities and value for money. Currently working with A2D on Phase 1 to obtain evidence required for HCA funding. Noted the amount of funding required exceeds what is available. Looking at new opportunities for funding using Corporate Social Responsibility (CSR). The Chairman sought feedback from HCA on ways that this project's priority could be raised for HCA funding. JK advised match funding; private funding; working with A2D to ensure development continues. The Chairman thanked JK for the update. <p>Action: JB to update at the next SDB meeting on 14 April 2011.</p>	<p>All</p> <p>AB</p> <p>JB</p>	
3.	Localism Bill and New Homes Bonus	<p>Localism Bill - JB presented and the Board noted the circulated report and "Decentralisation and the Localism Bill: an essential guide". The report highlights potential changes in the planning system and the effects on the NW Bicester proposals. A future report to be bought to the Board when further clarity and the impact on the project is known.</p> <p>New Homes Bonus – clarity still required on process of New Homes Bonus. Emerging funding; LEP workstrand and SPIP workstrand updates to be given at the Board. Martin Tugwell's paper to SPIP today. Project Officers to liaise with</p>		

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		SPIP for sponsorship for a countywide workshop with the SDB/LEP/SPIP/stakeholders to discuss the New Homes Bonus.	JH	
4.	Application for Development at NW Bicester	<p>JB presented the circulated report on the hybrid Exemplar application for NW Bicester which was registered on 23rd December 2010. A layout plan accompanies the application which takes access off the Banbury Road with a through route. Consultation commenced 5 January 2011 and closes on 4 February 2011. Ongoing discussions with HCA for funding of affordable housing. Also looking at S106 delivery of infrastructure and how to take this forward including the community governance. Masterplan expected Summer 2011.</p> <p>Affordable housing – (the HCA sought clarification on the long term stewardship and negotiations and the framework for formal housing. Clarity also sought on old or new system of funding being used.) a lettings plan is being discussed to support moving on site with priority for existing Bicester residents and those sympathetic to the eco ethos.</p> <p>Primary school – a Member/Officer task group has been set up to deliver the school within the constraints and will report to the next joint Leading Members Group on 3 March 2011.</p> <p>Community governance – meetings taking place on different tiers of governance for Eco Bicester. A wider district project is underway with the Democratic Services team re district and parish boundaries.</p> <p>Energy strategy – accompanied the application. Using photovoltaics and gas CHP backed up by a biomass boiler. Assistance being provided by BioRegional to review the strategy.</p> <p>Water – grey water recycling proposed with sustainable urban drainage. Water supply via Thames Water. Foul drainage needs work offsite.</p> <p>Broadband – highspeed broadband can be provided to the Exemplar and discussions taking place with a provider (not BT). Officers to ensure there is no conflict between County BT discussions and P3's alternative broadband provider discussions.</p>	AB/DR (DW)	

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		<p>Draft LDF (Local Development Framework) – key document which details proposals to 2026 to provide a framework for local development. This policy also has a separate chapter to address Bicester in its entirety and incorporates the vision. The emerging third local transport plan also specifically includes Bicester as a whole town including the developments within it.</p> <p>Action: Forward Plan – the Group agreed a Forward Plan to be introduced.</p>	JB	
5.	Oxford and Cherwell Valley College – update	<p>JB introduced Ian Francis, Acting Deputy Principal. IF circulated handouts giving an update on the campus at Telford Road, Bicester. (Presentation to be circulated with SDB notes.) The campus is increasingly delivering a range of training in new technologies with requests for full time apprenticeships in new technologies, eg photovoltaics and rainwater harvesting. From September 2011 the training industry will include this training as a standard unit. The campus is also a high performance engineering centre, which green technology will be a part. Key priorities are upskilling the workforce to meet legislative requirements including smart meters for homes by 2014/15; to raise awareness within the local population on green issues; to work with local schools raising awareness using a roadshow for the primary and secondary schools to promote a career path.</p> <p>Ambitious three phase proposed plans to develop an OCVC eco Bicester centre: (i) training staff to deliver qualifications – OCVC have been upskilling their own staff for the past 9 months to provide training on photovoltaic cells, and biomass courses; (ii) acquiring further investment for the college and identify space to train locally. From September 2011 a full time provision for 14-19 yrs; and (iii) create a new renewable energies and green technologies training centre as part of the Eco Bicester development. Will also be following up solar installation training attendees from May 2010 to invite them back for further training. In negotiation with Oxford Brookes University to develop a foundation degree in sustainable construction for 2012 to be delivered by the Bicester campus.</p> <p>Assistance sought from the SDB and its partners to raise awareness on OCVC current and proposed plans, to promote the green technology courses and local community seminars. Also seeking contribution where available and feedback on appropriate ways to raise awareness.</p>		

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		The Chairman thanked IF for his excellent presentation which fits with the rebranding and what Bicester stands for.		
6.	Eco Bicester Communications Strategy	<p>JB introduced Michelle Eyre, Strategic Community Engagement Manager in the Eco Bicester Project Team. ME presented the circulated report outlining the importance of a Communications Strategy to engage with the whole of the community giving a strong impact and clear messages.</p> <p>The Chairman thanked ME for the encouraging report and the Board agreed an extremely good report. The Board also agreed the recommendations with the focus to endorse the communication protocols at 14.2 (but not design a brand); a separate bullet point for “provision for child onsite”; ensure any information for the public domain is in plain English; reword “high tech businesses” to “businesses”; no logos to be used on promotional documents and not to mix Employment and Economic Strategy information on businesses and employment with the Communications Strategy.</p>		
7.	Demonstration projects update	<p>The Board noted the circulated update report.</p> <p>Demonstration building – wooden frame structure completed, external due for completion during March with internal completion during April. Official opening in May.</p> <p>Bryan House – redevelopment of town centre site within conservation area. Planning permission issued and legal agreement completed. Seeking further funding opportunities.</p> <p>Cooper School sixth form centre – due to open September 2011.</p> <p>Travel planning – part of a larger travel behaviour project. Easily met target of 2,000 households responding to the travel journey request. This will give a good baseline for work going forward. Work underway to go back to 100 of the households for further in depth questions to give actual measures. Updates to be given at the April SDB meeting. Very successful walking audits with members of the public have also taken place on key routes to and from the railway stations, town centre, Bure Park and Cooper School seeking feedback and improvements.</p>	DR	

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		<p>Cycling audit to take place on 28 January 2011.</p> <p>Community hall – underway, saxon burials discovered resulted in delay in programme. Completion due Summer 2011. Will be the largest PassivHaus non-residential building in the UK.</p> <p>Bicester Insulation Scheme – 250 referrals made to Cocoon as at December 2010. Using a variety of channels for promotion. Also work ongoing using thermal imaging cameras for local groups. Local firms can be contracted subject to correct certification. Please forward local insulation company details to JB.</p> <p>11:15am Councillor Waine left the meeting.</p> <p>Bicester community hospital – Richard Dutch, Project Director, for Bicester Community Hospital, advised looking to appoint a developer by December 2011. Requested formal involvement from the SDB re selection of partner to maintain aims and objectives for their proposals and ongoing development of hospital. Formal involvement key to keep consistency for the hospital in the community. The Board agreed continuing dialogue between CDC and the community hospital via the working party already in place. ID to update the Board.</p> <p>Suggestion of an eco trail around Bicester from the railway stations to include and promote the demo projects.</p>	<p>ALL/JB</p> <p>ID</p>	
8.	Risk Register	<p>Updated Risk Log circulated.</p> <p>The Board agreed the risk log.</p> <p>Action: future risk logs to have an additional column clearly identifying proposed action.</p>	JB/AB	14/04/11
9.	Future of Strategic Delivery Board	Item for next meeting on 14 April 2011 to review both the membership and progress of the Board to date. Board members to email feedback to JB.	ALL	
10.	Date of next meeting	Thursday, 14 April 2011 at 10am at The Courtyard Youth Arts Centre, Bicester	ALL	

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11.	Items for next meeting (Forward Plan)	Review of the SDB and future priorities		