

BICESTER STRATEGIC DELIVERY BOARD - NOTES – 18 OCTOBER 2018

MEETING: Bicester Strategic Delivery Board DATE AND TIME: 18 October 2018 at 10:30am VENUE: Meeting Room, 1st Floor, Franklins House, Wesley Lane, Bicester, OX26 6JU		Board Members: Cllr Barry Wood (Cherwell District Council (CDC)) Jenny Barker (CDC) (Chairman) Lesley Tims (Environment Agency (EA)) Cllr Ian Hudspeth (Oxfordshire County Council Ben Jackson (Bicester Chamber of Commerce) (OCC)) Phil Shadbolt (Bicester Vision) Cllr Colin Clarke (CDC) Rosie Rowe (NHS Clinical Commissioning Group (CCG)) Cllr Richard Mould (Bicester Town Council (BTC)) Ian Collinson (Homes and Communities Agency (HCA)) Cllr Lynn Pratt (CDC) Attendance as required (DCLG) Cllr Sean Gaul (BTC) Cllr Rose Stratford (BTC) Cllr Lawrie Stratford (OCC) Cllr Michael Waine (OCC)	
	TOPIC	PURPOSE	ACTION
		Cllr Wood, Chairman, noted that this is Ben Jackson's last SDB meeting as he is stepping down as President of the Bicester Chamber of Commerce. The Chairman thanked Ben and was extremely grateful for his input.	
1.	Apologies	Cllr Colin Clarke, Cllr Sean Gaul, Cllr Rose Stratford	
2.	Notes of previous meeting and matters arising	<p>The Board agreed the notes of 19 July 2018, with the following comments and updates included in the agenda items:</p> <p>SPARK Funding – meeting held with BTC. Currently £9k left with plans in place to spend the remaining amount.</p> <p>Page 5, item 8 – Bicester Masterplan – Cllr Waine's query amended from "Oxfordshire green space" to "Bicester green space".</p> <p>Page 6, item 10 – Motorway Junction –Oxford Cambridge Expressway consultations on route options expected Autumn 2019.</p> <p>ACTION add standing item to Forward Plan re Expressway</p>	Bicester Delivery Team (SC)

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3.	Heat Network Study	<p>This report provides a summary of the feasibility investigation of a heat network connection from Ardley Energy from Waste (EfW) facility to the NW Bicester Eco-town development.</p> <p>The Chairman was extremely grateful for the report and the realistic financial viability information. Interest raised in the Heat Network Investment Fund (HNIF) and to be kept pending.</p> <p>Comments from the Board</p> <p>Although planning permission is temporary, there is a 10 year extension.</p> <p>The Environment Agency, as regulator for the incinerator, offered help with any conditions.</p> <p>The Board noted the report.</p>	
4.	Task and Finish Panel – Healthy New Town	<p>The report provided a progress report on the HNT Programme:</p> <ul style="list-style-type: none"> • Built environment - health routes being repainted with thermo plastic paint. 20,000 people have looked at the social media post with a number of positive comments being posted. To date the Discovery Walk has not increased footfall and this is being explored with companies as to why not. Will engage with stakeholders on whether to make it permanent. • Community activation – very successful B2B (Business to Business) event which was a joint initiative with 2B's Management Consultancy and Bicester Vision. Well attended by health and wellbeing businesses. Cookery skills classes supported by Tesco and held at the Salvation Army. Currently collecting evidence, shown in the media report at Appendix A, but initial feedback shows that these activities take time to become established. Outcomes to be brought to the next meeting. The student volunteer fayre to raise awareness of volunteering opportunities in the town, CV and work experience advice and opportunity for the voluntary sector to find volunteers, was attended by 150 students and is now in the activity plan to be held annually. • New models of care – work ongoing looking at opportunities for a site for primary care facilities. The Clinical Commissioning Group (CCG) is keen to engage with 	

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		<p>councillors and primary care in November 2018. Very successful diabetes education event held which brought together groups to show how people can help themselves. 76 people attended. In active discussion with Public Health, OCC and CDC to sustain the programme after March and spread the approach to other towns and counties.</p> <p>Comments from the Board</p> <p>Cllr Lawrie Stratford advised lessons from the Bicester HNT Programme and Barton Healthy New Town were shared at an OCC Cabinet meeting. Cllr Stratford offered to work with the HNT Programme Manager (HNT PM) to widen the knowledge learned and encourage others. The HNT Programme Manager thanked Cllr Stratford and advised the Board that there are also HNT Ambassadors from the schools to promote the activities and will work to promote this over the next 6 months.</p> <p>Cllr Richard Mould advised Bicester School had agreed to take on a nurse. Following on from the under 11's health article in the Garth Gazette, an article for the 0-5 age group will be included in the next issue.</p> <p>It was noted that attendance at the B2B event could have been affected by the closure of the A34.</p> <p>The Board noted the report.</p>	
5.	Task and Finish Panel – London Road	<p>OCC's Principal Infrastructure Planner verbally updated the Board. OCC's Infrastructure Policy and Practice Manager will be recruiting a Special Projects Manager for London Road and the Oxford Cambridgeway Expressway. Likely appointment February 2019. The postholder will attend SDB meetings. Cllr Waine asked for the postholder to report to the SDB and the Locality Group.</p> <p>The Board noted the update.</p> <p>ACTION the new OCC Special Projects Manager at OCC to attend SDB and Local Group meetings.</p>	OCC
	Note	Cllr Lawrie Stratford, Ben Jackson and Jacqui Cox left the meeting.	

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6.	Task and Finish Panel – Town Centre	<p>The Bicester Delivery Manager arranged a meeting with reps from BTC, BV and the Bicester Team. It was a positive meeting and commitment to working together to maximise the benefits for Bicester. A schedule of meetings has been arranged including stakeholder mapping, survey work, work on culture and publicity and to review and develop the action plan further.</p> <p>Discussion took place on town centres nationally and that the town centre should be seen as an experience destination, not solely retail. To also look for opportunities to link Bicester Village with the town centre.</p> <p>Cllr Waine advised OCC bringing in a team to do remedial work on the drainage in Sheep Street.</p> <p>ACTION</p> <ul style="list-style-type: none"> • include the industrial strategy in the SDB meetings. • Standing item. Update on planning applications pending for Bicester at the next meeting. <p>The Board noted the update.</p>	<p>RJ</p> <p>JB</p>
7.	Task and Finish Panel – Housing	<p>The report is an update on affordable housing provision from the March SDB meeting. At the time of writing, the figures for Bicester were not available.</p> <p>Highlighted developments included Old Place Yard – supported housing scheme; and Gardeners Close – primarily shared ownership delivered by the Build! Team. The first affordable housing occupation has taken place at Graven Hill through Bromford Housing Group.</p> <p>A note of caution was raised as the revised National Planning Framework (NPPF) has widened the definition of affordable housing. CDC's Housing Services team are producing a new Housing Strategy on how this can meet new housing needs in the district.</p> <p>Comments from the Board</p> <p>A query was raised on plans for the old library and it was advised that progress is actively</p>	

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		<p>moving with a Place Programme Board at CDC discussing options for use.</p> <p>The Board noted the report.</p>	
8.	Garden Town Programme	<p>The report updates on funding received and further funding bid for specifically under the Garden Town Programme.</p> <p>Comments from the Board</p> <p>Bicester and Banbury were both entered in Britain in Bloom with both towns winning Gold awards and the wider Bicester town achieving Silver Gilt. Bicester Town Council reviewing options to re-enter the competition in future years.</p> <p>A request expressed to see safeguarding of central town green spaces for the future.</p> <p>The EA offered support for green and blue infrastructure funding bids and that next year the Government will launch a 25 year plan with 2029 to be the year of green action with the possibility of funding pots available for local initiatives.</p> <p>Bicester Town Council advised that the lease with CDC concludes 2019 for Bicester green space (except Pingle Field).</p> <p>The Board noted the report.</p>	
		<p>Cllr Hudspeth left the meeting</p>	
9.	Bicester Project update	<p>The report updates on Bicester projects by the Bicester Delivery Team.</p> <p>ACTION</p> <ul style="list-style-type: none"> • A report showing a holistic view for all developments requested. 	Bicester Delivery Team (ST)
10.	Project Bids	<p>The report provides the current position on project bids submitted by the Bicester Delivery Team.</p> <p>Successful Electric Vehicle funding secured to look at all car parks in Oxfordshire for countywide park and charge scheme. This is a 2 stage process with Stage 1 feasibility study to conclude in March. If successful, Stage 2 option to bid to implement the project.</p>	

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		The Board noted the report.	
11.	Risk Log	<p>Updates to risks shown or marked as “no change”.</p> <p>Capacity of Bicester Delivery Team – 3 officers on temporary contracts have been extended.</p> <p>Recruitment to be arranged to support the Garden Town work following the vacancy of the Garden Town Delivery Manager.</p> <p>The Chairman noted the value of the Bicester Delivery Team to service the SDB.</p> <p>The Board noted the Log.</p>	
12.	Press release summary and agreed communication messages	<p>The Board noted the press release report and identified the key communication messages as:</p> <ul style="list-style-type: none"> • Town centre improvements • Successful Electric Vehicle bid for Park and Charge scheme • HNT report – voluntary fayre to become annual event and use of students as HNT Ambassadors 	
13.	Forward Plan	<p>The Board noted the Forward Plan and the additional items to be added as above:</p> <ul style="list-style-type: none"> • Local Industrial Strategy and effects on CDC and the Cherwell Industrial Strategy • New development update report requested • Update on Oxford Road green space and medium and long term potential • One Public Estate – Bicester Magistrates’ Court • OCC Special Projects Officer to attend January SDB 	
	Date of next meetings	<p>2019 dates: 31 January, 21 March, 25 July, 31 October</p> <p>Venue: Franklins House, Bicester</p>	