

Agenda

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Scrutiny Committee

Date: **Tuesday 17 December 2019**

Time: **6.00 pm**

Place: **Council Chamber - Oxford Town Hall**

For any further information please contact:

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If you intend to record the meeting, it would be helpful if you speak to the Committee Services Officer before the start of the meeting.

Scrutiny Committee

Membership

Chair Councillor Andrew Gant

Vice Chair Councillor Dr Joe McManners

Councillor Mohammed Altaf-Khan

Councillor Lubna Arshad

Councillor Nadine Bely-Summers

Councillor Tiago Corais

Councillor Dr Hosnieh Djafari-Marbini

Councillor Alex Donnelly

Councillor James Fry

Councillor Richard Howlett

Councillor Ben Lloyd-Shogbesan

Councillor Craig Simmons

The quorum for this Committee is four, substitutes are permitted.

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AGENDA

		Pages
1	APOLOGIES FOR ABSENCE	
2	DECLARATIONS OF INTEREST	
3	CHAIR'S ANNOUNCEMENTS	
4	MINUTES	9 - 16
	Recommendation: That the minutes of the meeting held on 05 November 2019 be APPROVED as a true and accurate record.	
5	CORPORATE STRATEGY 20-24	
	At its meeting on 19 December, Cabinet will consider a report on the Corporate Strategy 2020 - 2024. This item provides an opportunity for the Committee to comment on the report and make such recommendations to the Cabinet as it wishes. The report will be introduced by Councillor Susan Brown, Leader of the Council; and Mish Tullar, Corporate Policy, Partnership and Communications Manager. This report will be published as a supplement to the agenda.	
6	ANNUAL MONITORING REPORT 2018/19	17 - 118
	At its meeting on 19 December, Cabinet will consider a report on the Annual Monitoring Report 2018/19. This item provides an opportunity for the Committee to comment on the report and make such recommendations to the Cabinet as it wishes. The report will be presented by Councillor Alex Hollingsworth, Cabinet Member for Transport and Sustainable Transport; Amanda Ford, Team Leader (Planning Policy); and Keerpa Patel, Senior Planner.	
7	CITIZEN'S ASSEMBLY ON CLIMATE CHANGE: OUTCOMES	
	At its meeting on 19 December 2019, Cabinet will consider a report on the Citizen's Assembly on Climate Change: Outcomes. This item provides an opportunity for the Committee to comment on the report and make such recommendations to the Cabinet as it wishes. The report will be presented by Tom Hayes, Cabinet Member for Zero Carbon Oxford; and Mish Tullar, Corporate Policy, Partnership and Communications Manager. This report will be published as a supplement to the agenda.	

8	PERFORMANCE MONITORING - QUARTER 2	119 - 124
	<p>The Scrutiny Committee has a role in monitoring Council performance. Quarterly reports are provided on a set of selected corporate and service performance indicators. This item provides an opportunity for the Committee to comment on the report and make such recommendations to the Cabinet as it wishes. This report will be presented by Helen Bishop, Head of Business Improvement.</p> <p>Also attached is a note of responses to matters raised by the Committee when it considered the quarter 1 report at its meeting on 01 October.</p>	
9	WORK PLAN AND FORWARD PLAN	125 - 146
	<p>The Scrutiny Committee operates within a work plan which is agreed at the start of the Council year. The Work Plan is reviewed at each meeting so that it can be adjusted to reflect the wishes of the Committee and take account of any changes to the latest Forward Plan (which outlines decisions to be taken by the Cabinet or Council). The Committee is asked to review and note its work plan for the 2019/20 Council year as well as the proposed scope of this year's budget review.</p>	
10	REPORT BACK ON RECOMMENDATIONS	147 - 150
	<p>At its meeting 13 November, Cabinet considered the Committee's recommendations in relation to: the reports on Community Led Housing Delivery; and Workforce Equality. The Cabinet's response to those recommendations is attached.</p>	
11	REPORTS FOR APPROVAL	151 - 170
	<p>The Committee is asked to approve the following reports for submission to Cabinet at its meeting on 19 December.</p> <ol style="list-style-type: none"> 1. Recommendations flowing from Committee consideration of report on Oxford's Waterways on 05 November 2019; 2. Recommendations flowing from Committee consideration of report on Universal Credit on 05 November 2019; and 3. Recommendations flowing from Housing Panel meeting on 07 November 2019. 	
12	DATES OF FUTURE MEETINGS	
	<p>Meetings are scheduled as followed:</p> <p>Scrutiny Committee</p> <ul style="list-style-type: none"> • 14 January • 04 February • 03 March • 06 April 	

Standing Panels

- Housing Standing Panel: 05 March, 08 April
- Finance Standing Panel: 29 January, 25 February
 - 06 January 08 January, 20 January (Budget Review Group)
- Companies Panel: 12 March

All meetings start at 6.00 pm.

13 MATTERS EXEMPT FROM PUBLICATION

If the Committee wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Committee to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Committee may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

14 REPORT FOR APPROVAL - EXEMPT

The Committee is asked to approve the recommendations flowing from the Finance Panel's meeting on 02 December 2019 in relation to the Cabinet report on Commercial Property Portfolio Investment Strategy for submission to Cabinet at its meeting on 19 December.

171 - 176

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

Minutes of a meeting of the SCRUTINY COMMITTEE on Tuesday 5 November 2019

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Committee members:

Councillor Gant (Chair)

Councillor Altaf-Khan

Councillor Bely-Summers

Councillor Djafari-Marbini

Councillor Howlett

Councillor Simmons

Councillor McManners (Vice-Chair)

Councillor Arshad

Councillor Corais

Councillor Fry

Councillor Lloyd-Shogbesan

Officers:

Helen Bishop, Head of Business Improvement

Paul Adams, HR & Payroll Manager

Tanya Bandekar, Service Manager Revenue & Benefits

Laura Bessell, Benefits Manager

Tim Wiseman, Oxford Waterways Coordinator

Tom Hudson, Scrutiny Officer

John Mitchell, Committee and Member Services Officer

Also present:

Councillor Nigel Chapman, Cabinet Member for Safer Communities and Customer Focused Services

Councillor Marie Tidball, Cabinet Member for Supporting Local Communities

Apologies:

Councillor Donnelly sent apologies.

43. Declarations of interest

In relation to the item on Oxford's Waterways, Councillor Howlett declared a non-pecuniary interest as someone who lived on a boat in the City and Councillor Fry declared a non-pecuniary interest as the Chair of the Oxford Canal Festival.

44. Chair's Announcements

The Committee agreed with the Chair's proposal to re-order the agenda for the benefit of the Committee's guests.

45. Universal Credit

Councillor Marie Tidball, Cabinet Member for Supporting Local Communities, introduced the report, drawing attention to some of its key elements.

The administrative burden of processing Universal Credit was considerable, greater than anticipated and exacerbated by inaccurate (and changing) information from the Government. This sometimes resulted in over or under payments which, in turn, required more administration to resolve. Despite increased and increasing administrative costs, Government grants to assist with the administrative burden were decreasing. Claims had to be re-visited once a month and the costs of doing so (c. 2000 a month) were estimated to be about £50k pa for which there was no funding from the DWP. These concerns and others about the introduction of UC had been the subject of a Council Motion in July 2018 and the Leader and Portfolio holder had subsequently written to the then Secretary of State for Work & Pensions. A non-committal reply had been received in response to this letter.

The nature of UC payments (in arrears) combined with the possibility of over or under payments was often a source of considerable psychological distress to claimants, particularly those who were already vulnerable. The application of UC to those who had a disability and single mothers had been found to be discriminatory.

Councillor Tidball concluded her introduction by saying that the Housing Benefit element should be taken out of UC so that it could be paid direct to landlords, as it had been hitherto. Ultimately UC should be withdrawn because of its impact on the vulnerable.

The Committee shared Councillor Tidball's view about the iniquity of UC and was appreciative of the team's work to mitigate its detrimental consequences to the extent that they can. They went on to raise a number of detailed matters to which the officers responded.

Eviction of any tenant sat uncomfortably alongside the Council's declared intention to reduce and, ultimately, have no rough sleeping in the City. In practice eviction was only ever a very last resort and the number evicted was very small. The team had to go through a lengthy and detailed process, which sought to take full account of a person's circumstances, the Homeless Reduction Act and consultation with relevant support agencies. It was unusual for those who were evicted to have no alternative provision at all.

The irrecoverable sum of £900k cited in the report related to all debt write offs and not just those associated with UC. Those in receipt of UC were offered advice about maximising energy efficiency in their homes.

Discretionary Housing Payments are funded through an annual allocation of money by the Department of Work & Pensions to the Council. The Council is at liberty to devote more money to this purpose if it wishes and the Committee agreed that there would be

merit in moving to a needs based policy for its allocation in future. Many of those families in receipt of UC were affected by long term issues and while there would be merit in exploring connections with such things as health outcomes, school attendance and achievement etc., access to the necessary data was often difficult.

The fluctuating administrative burden caused by the introduction of UC was being weathered by the team, albeit at some financial cost. Looking to the future, greater levels of automation were being explored.

The process of recovering debt from those in receipt of UC was a delicate matter and one which sought to take full account of a debtor's circumstances, the Council's Financial Inclusion Strategy and the Corporate Debt Recovery Policy. All staff receive safeguarding training as financial hardship often leads to other concerns. This training was increasingly necessary given the anxieties and vulnerability of many of those in receipt of UC. Enforcement agents were only ever used as a last resort and for those who simply refuse to pay. A member of staff had been employed to support UC claimants to sustain their tenancies as far as possible.

It was now clear however that the Government was likely to address some of the issues which had been raised about the shortcomings of UC and was awaiting the outcome of a pilot in Harrogate before announcing the next steps. It was noted that the Government was still catching up with the consequences of recent case law in relation to UC, this was a further source of shifting ground rules about the application of UC.

Councillor Nigel Chapman, Cabinet Member for Safer Communities and Customer Focused Services, had worked closely with the team over the previous year, looking at the administrative processes involved, and said it should be congratulated for all it had achieved in that time, meeting its target deadlines, while dealing with a complex set of arrangements.

In conclusion, the Committee recommended that there should be:

1. A review of the Council's Discretionary Housing Payments Policy from a needs-based perspective and consideration given to funding from general reserves any necessary top-ups beyond the committed total; and
2. A needs-based analysis to demonstrate the need for Discretionary Housing Payments above the committed total.

46. Workforce Equality Report & Update on the Equalities Action Plan

Councillor Nigel Chapman, Cabinet Member for Safer Communities and Customer Focused Services, introduced the report. Good progress was being made in increasing the proportion of the Council's BAME employees. The number of BAME candidates is increasing and twice as many new starters are from the BAME community as in the recent past. Much more needed to be done, however, both to increase the proportion (so as provide a closer match to City's overall BAME community) and, more urgently, to increase the proportion holding senior positions. Similar efforts were needed to increase the proportion of women holding senior

positions. More employees were declaring themselves to have a disability. There was a significant lack of voluntary disclosure of sexual orientation (the voluntary nature of such disclosures was emphasised). These declarations assisted the Council in enabling it to respond more effectively to the workforce's need. The recent 'Everyone Matters' Equality, Diversity and Inclusion Week had been a success and created a "palpable sense of enthusiasm."

Helen Bishop, Head of Business Improvement, said a "step change" was needed in relation to the employment of those from the BAME community and women in senior positions as described by Councillor Chapman. To do this there would be a focus on the existing BAME and female workforce, combined with some targeted recruitment of apprentices and graduates. Following the Equality, Diversity and Inclusion Week, some employees had expressed interest in acting as ambassadors for recruitment to the Council. The Council's recruitment process was being looked at very closely. This included taking positive action at the interview stage and consideration of whether the person specifications were, on occasions, unnecessarily stringent. In relation to the absence of BAME and females in more senior positions, discussions would be held with those in post who might aspire to more senior roles to see what could be done to support their development.

Appointment Panels were as representative as possible and it was agreed that it was desirable to have adequate BAME representation on them but, regrettably, this was not always possible. For more senior positions in particular it was noted that other local institutions (eg the Universities) had been successful in recruiting members of the BAME community to senior positions and might be able to assist in the process, to the extent, perhaps, on occasions, of providing someone to serve on a panel. Exit interviews provided important intelligence to inform future recruitment and employment practices. The take up rate of exit interviews had increased to about 60%, helped by the new practice of having them conducted by HR colleagues rather than line managers. The majority of departures were accounted for by the need for career progression of one kind or another.

In discussion it was suggested that the increase in the proportion of BAME employees (1% over the previous year) was not enough and that the proportion cited (13.1%) was itself flawed because the total BAME population in the City was much greater than the base figure which had been used. In response it was noted that the base figure used was the latest confirmed figure available and that this figure referred, only, to the number who were economically active. A revised version of this figure would be available following the next census in 2 years' time. The importance of actively promoting the opportunities for work with the Council with the BAME community was recognised but there was concern that some associations and groups had not been contacted at all. Some members of the Committee would be able to assist with making those contacts. More generally, the Committee agreed that further job promotion workshops in the community would be helpful.

Councillor Chapman was clear that the efforts to increase the level of BAME representation were both considerable and having an impact, while still accepting that much more still needed to be done. He rejected any suggestion that these efforts were superficial 'tick box' ones.

The adoption of a proactive and affirmative approach to the recruitment of women and members of the BAME community to more senior positions was welcome and reflected similar issues in the NHS. The importance of training on the subject of structural discrimination for those on interview panels was crucial. Those who are not promoted are likely to leave and if this is the result of racism (whether intended or not) it is unlikely to be declared.

It was noted that those holding Civic Office had many opportunities to speak to wide and diverse groups in and around the City. This provided an excellent opportunity, with provision of suitable briefing, to promote job opportunities in the Council.

Oxford Direct Services (ODS) and its employees, as a separate legal entity, were not now included in these data. Councillor Chapman made clear however that the Council, in its role as Shareholder, would have similar expectations in terms of its wish to see take steps taken to establish a properly diverse and representative workforce. This would be open to Scrutiny by the Companies Panel.

In conclusion the Committee recommended that:

1. Consideration should be given to the suitability of the Council's current policy with regard to BAME and female representation on officer-led recruitment panels, with particular reference to the recruitment of heads of service;
2. When making appointments to Director and Head of Service level, the Council should be clear in its expectation to relevant recruitment agencies that shortlists should include women and BAME candidates;
3. All managers, particularly senior managers, should be given structural discrimination training;
4. Briefings on current outreach and employment opportunities should be provided to civic office holders, with details to include i) the support available to BAME groups to make applications to work at the Council, ii) upcoming job fairs and other events, and iii) upcoming apprenticeship and graduate placements;
5. The Council should extend the number of targeted BAME-focused careers fairs to reach different BAME communities;
6. Oxford Direct Services should be held to the same equality standards as the Council, and that it should make regular reports on actions taken towards and progress against equality goals to the shareholder;
7. The reasons for the high rate of non-disclosure over sexual orientation should be investigated, and consideration given as to whether, as part of that work, to engage with the Stonewall Workforce Equality Index; and
8. Before new census data are released, learning on which approaches are and are not successful in attracting BAME staff should be captured to inform recruitment strategies.

47. Oxford's waterways

Tim Wiseman, Oxford Waterways Coordinator, introduced the report. His post had been established a year previously in recognition of the complexity and wealth of benefits the waterways could offer the City. The post was temporary, due to end in September 2020. He was hopeful that the post would be extended to enable his initial work to be developed. A vision for Oxford's waterways had recently been published, identifying areas to deliver against the Council's priorities. A significant benefit of the vision had been its success in getting partners to sign up to its aspirations, so recognising their shared responsibilities. While the waterways touched specific parts of the City, he was keen to find ways in which they benefited the whole City. It was noticeable that few of the Council's policies made reference to the City's waterways.

Communications with those living on the waterways could be challenging, in part for historical reasons. He tried to develop a good relationship through, for example, small initiatives, such as dropping off letters to encourage people to vote or sign up with a GP.

The Committee congratulated Tim Wiseman for the significant improvement he had made to the Council's relationship with those who live on the City's waterways. Among the many initiatives, the potential development of biodiversity "corridors" and waterways as a sustainable transport option were particularly welcome.

There was wide acknowledgement of the potential offered by the waterways to contribute to the City's housing crisis. If and when new homes become available on the water, serious consideration will need to be given to how they will be allocated on an equitable basis. For those currently living on the water it was not without significant challenges (e.g. supply of fresh water; toilet emptying facilities; and refuse collection). Some city moorings (e.g. Port Meadow) needed considerable investment to bring them up to an acceptable standard. Little seemed to be made of the significant historical role played by the waterways in the history of Oxford which was a regret. The potential of waterways to serve as locations for social prescribing/health walking was noted.

Tim Wiseman concluded by saying he was happy to make himself available to any communities in the City to encourage them to make use of and engage with the waterways and would welcome requests from Councillors to that end.

In conclusion the Committee recommended that:

1. Where appropriate and relevant, council strategies and policies should reflect the contribution of the waterways to the city and that the review cycle be used to update those which are already in place. For example, the Local Plan, Infrastructure Delivery Plan, Housing and Homelessness Strategy, Green Spaces Strategy and Leisure Strategy.
2. The importance of the City's waterways should be recognised as an infrastructure asset, and there should be the requirement to support them through capital investment, alongside that of wider partners;
3. Given the limited understanding of the diverse communities living on boats in the City, there should be a study to get a better understanding of the number of people living permanently on boats in the City, the varying reasons for living on boats, the

provision of mooring sites and services and the suitability of existing infrastructure to support these communities;

4. Consideration should be given as to how the Council should best develop a policy position on the issue of boats used as housing and what roles the Council has, considering the following questions:
 - 1) Does Cabinet agree with the Scrutiny Committee that boats should be recognised and welcomed for the contribution they currently make to housing?
 - 2) Cabinet should consider the implications for the Council with regard its role as both a housing and planning authority, on wider policy and strategy matters and the role of our other partners.
 - 3) Are there sufficient mooring sites and service infrastructure and what is the Council's role in addressing any shortfalls?
 - 4) Is the infrastructure at current Council-owned sites sufficient?
 - 5) Are there opportunities for the Council to develop approaches to prioritise the allocation of moorings to those most in need?
5. Given that the City's waterways (particularly through their rich history and heritage) contribute to the visitor experience and provide a visitor attraction and a leisure asset, efforts should be made to maximise this potential. This may include the need for future investment to regenerate areas of the city and improve facilities;
6. There should be support for the use of the waterways as a health and wellbeing resource, supporting healthy communities. In particular, there should be support for efforts to explore how the waterways can contribute to social prescribing activity and other health initiatives such as health walks;
7. The contribution the waterways make to the natural environment of the City, providing habitat and biodiversity, should be acknowledged. As such, there should be support for improvement initiatives on the waterways which contribute to wider efforts to combat the climate crisis; and
8. There should be support for increased access and use of the waterways by all in the city, particularly as routes for sustainable alternative transport modes such as cycling and walking.

48. Minutes

The Committee resolved to APPROVE the minutes of the meeting held on 01 October 2019 as a true and accurate record.

49. Report back on recommendations

The Chair spoke briefly to the paper which detailed Cabinet's response to the Committee's most recent recommendations, the majority of which had been accepted in full. There were however a few concerns.

Floyds Row The recommendation had not sought to "seek information on illegal activities" as the response had suggested.

Modernising Leisure Concessions This "partially" agreed response had not given the number of over 60 year olds who would lose their existing discount.

Performance Monitoring The absence of any comment to the “agreed” recommendations failed to respond to the question posed in the first recommendation.

The Chair agreed to feed these observations back to Cabinet.

50. Work Plan and Forward Plan

The Scrutiny Officer updated the Committee with changes to the work plan.

Draft Corporate Strategy 2020 – 2024, originally due in November, would now go to the December Committee meeting as a result of slippage in the Cabinet timetable.

Oxpens Lane Redevelopment would now go to the February meeting, as a result of slippage in the Cabinet timetable.

Climate Emergency /Carbon Management, originally scheduled for the March Committee meeting had since been superseded by the review group. The March meeting would therefore be an item to consider the group’s report.

Community Wealth Building will go to April Cabinet as a subset of an item on the Economic and City Centre Strategy and so will go to the April Committee meeting.

Property Investment Strategy & Portfolio Strategy report going to Cabinet in December will go the December Finance Panel meeting.

51. Dates of future meetings

Meetings are scheduled as followed:

Scrutiny Committee

- 03 December
- 14 January
- 04 February
- 03 March
- 06 April

All meetings start at 6.00 pm.

Standing Panels

- Housing Standing Panel: 07 November, 05 March, 08 April
- Finance Standing Panel: 05 December, 06 January
- Companies Panel: 14 November, 12 March

The meeting started at 6.00 pm and ended at 8.45 pm

Chair

Date: Tuesday 3 December 2019

To: Cabinet
Date: 19 December 2019
Report of: Head of Planning Services
Title of Report: Annual Monitoring Report 2018/19

Summary and recommendations	
Purpose of report:	To approve the Annual Monitoring Report for publication.
Key decision:	No
Executive Board Member:	Councillor Alex Hollingsworth, Planning and Regulatory Services
Corporate Priority:	A Vibrant and Sustainable Economy Meeting Housing Needs Strong and Active Communities A Clean and Green Oxford An Efficient and Effective Council
Policy Framework:	The Annual Monitoring Report is a statutory requirement providing information as to the extent to which the policies set out in the Local Plan are being achieved and the implementation of the Local Development Scheme. The scope of those policies is wide and encompasses all of the Council's corporate priorities.
Recommendations: That Cabinet resolves to:	
<ol style="list-style-type: none"> 1. Approve the Annual Monitoring Report 2018/19 for publication; and 2. Authorise the Head of Planning Services to make any necessary additional minor corrections not materially affecting the document prior to publication. 	

Appendices	
Appendix 1	Annual Monitoring Report 2018/19
Appendix 2	Risk Assessment

Introduction and background

1. The Annual Monitoring Report (AMR) 2018/19 assesses the effectiveness of planning policies contained within Oxford's Local Plan as well as the implementation of the Local Development Scheme, Statement of Community Involvement and the Duty to Cooperate. The AMR also includes Community Infrastructure Levy (CIL) reporting. The AMR covers the period 1st April 2018 to 31st March 2019 and is a factual document.
2. Section 35 of the Planning and Compulsory Purchase Act 2004 requires local planning authorities to publish monitoring reports at least yearly in the interests of transparency.
3. The AMR provides feedback to Members, stakeholders and residents on the performance of planning policies and whether the objectives of those policies are being achieved. In doing so, monitoring enables the City Council to respond more quickly to changing priorities and circumstances. In addition, statutory plans are assessed at independent examination on whether the policies are founded on robust and credible evidence, and whether there are clear mechanisms for implementation and monitoring.

Findings of the 2018/19 Annual Monitoring Report

4. The performance of planning policies is monitored using a traffic-light approach. Performance in 2018/19 is summarised in Table 1.




	 Targets and objectives have been met / data indicates good progress towards meeting targets.	 Limited progression towards meeting targets / insufficient information to make an assessment.	 Data indicates under-performance against targets and objectives.
A Vibrant and Sustainable Economy	4	1	1
Meeting Housing Needs	4	3	1
Strong and Active Communities	3	0	0
A Clean and Green Oxford	8	1	0
An Efficient and Effective Council	N/A – Traffic lights are not used to monitor progress in this section as there are no fixed targets.		

Table 1: Summary of performance against targets 2018/19

5. Overall performance in 2018/19 is positive, with the majority of indicators scoring green ratings for meeting or making considerable progress towards targets.

A Vibrant and Sustainable Economy

6. AMR indicators show that current policies are providing strong protection for existing protected key employment sites.
7. 11,516.4m² of new B1 employment floorspace was permitted during the 2018/19 monitoring year. Whilst this does not meet the annual Corporate Plan 2016-20 target of 15,000m², permission for new B1 employment floorspace on average over the last three monitoring years is 14,245m² meaning the Council is still on track and is very close to meeting its targets. There has also been continued investment in

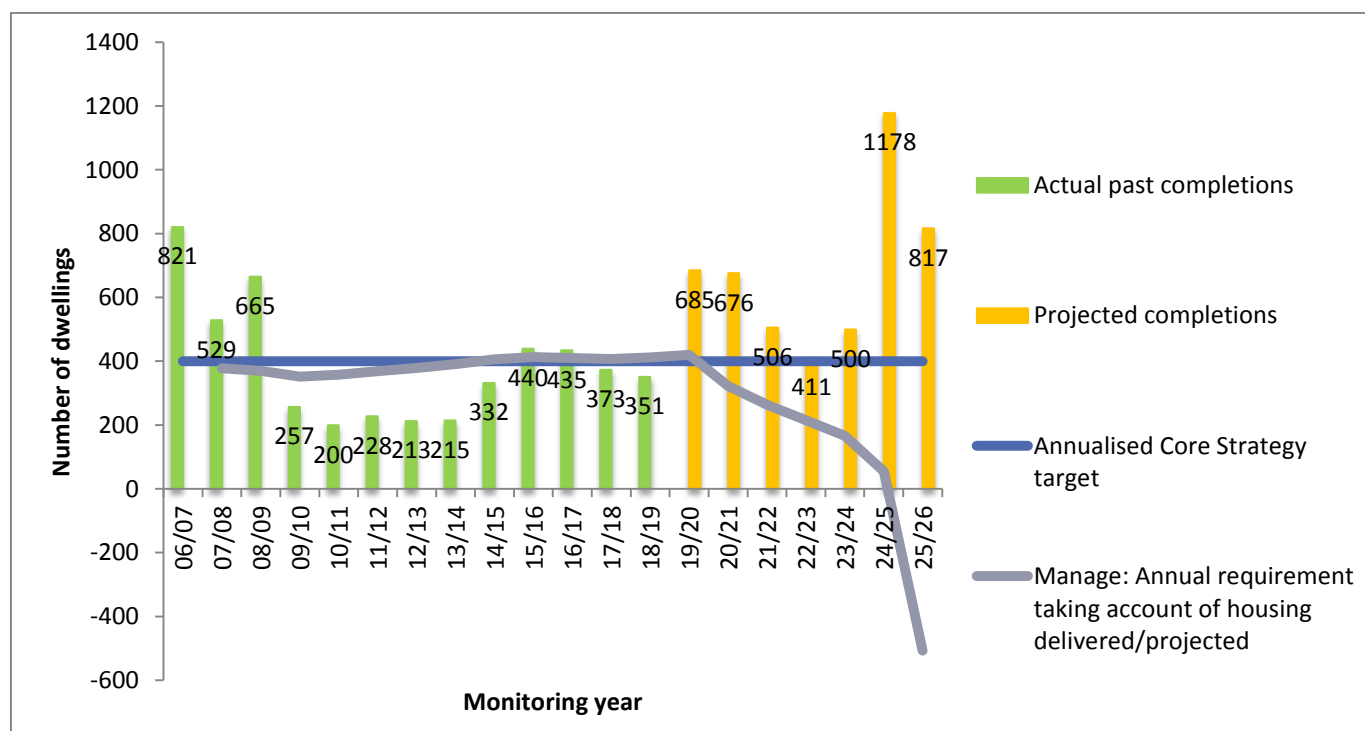
new medical research and hospital healthcare facilities in Oxford during the monitoring year, with 1,723m² of new floorspace permitted during 2018/19.

8. Planning permission was granted for five developments that would result in new net A1 retail floorspace totalling 691.4m² in 2018/19, if implemented. Two out of five of these applications were located on sites that do not fall within Oxford's retail hierarchy and therefore did not comply with the locational requirements of Policy CS31. These two applications combined represent a total net increase in A1 floorspace of 97m². The East Oxford Cowley Road district centre lost approximately 7% of its A1 (retail). It remains a thriving district centre due to high foot fall using the many restaurants, café and entertainment facilities.
9. In recent years, additional permitted development rights have been introduced by central Government allowing A1 retail uses to change, temporarily or permanently, to other specified uses without the need for planning permission (although prior approval is required in some cases). This means that it is slightly more difficult to control the proportion of A1 retail uses on Oxford's designated street frontages through the planning system. However, this has not had a significant impact on Oxford's designated frontages to date. The emerging Oxford Local Plan 2036 seeks to support the role that town centres play in Oxford and seeks to ensure that a significant retail presence is maintained at the ground floor level of Oxford's city, district and local centres. The NPPF continues to highlight the importance of the high street however it also highlights that centres should be responsive to changes in retail and leisure industries. The emerging policies remain adaptive to changes in the retail circumstances of Oxford's centres going forward by taking an evidence based approach to future planning applications.

Meeting Housing Needs

10. In the 2018/19 monitoring year, 351 (net) dwellings were completed in Oxford. The cumulative number of dwellings completed in the 13 years since the start of the Core Strategy period (2006/07 to 2018/19) is 5,059 (net) with the new ratios for communal accommodation are applied. The cumulative number of completions that might have been expected during this period, based on an average annual requirement of 400 homes per year, is 5,200 dwellings (net). The housing trajectory in Figure 2 below shows that the Core Strategy housing target of 8,000 new homes to 2026 (Policy CS22) will be met prior to the end of the Core Strategy period 2026 part way through 2024/25.

Figure 1: Housing trajectory to 2026



11. The AMR also show that 105 affordable dwellings were completed in 2018/19. The main contributors were 35 social rent dwellings at Barton Park (Phase 1) 11 social rent and 13 affordable rent at former Travis Perkins site and 21 social rent dwellings at Former Community Centre, Westlands Drive, As with the overall housing numbers for completions and permissions, it is natural for affordable housing delivery to fluctuate due to the limited number of larger sites available within Oxford.

12. The Council seeks to ensure that the tenure split of affordable housing be at least 80% social rented and up to 20% intermediate (including shared ownership, intermediate rental and affordable rental). 88 of the 105 affordable homes delivered were on a social rent basis meaning in total throughout the monitoring year 84% of affordable homes delivered were on a social rent basis. The 80% target was met on all applications except one (Northway Centre) which lowered the overall percentage for the monitoring year. On an application-by-application basis however the Council is achieving the 80:20 tenure split in most cases.

13. In the 2018/19 monitoring year the City Council received £4,613,425.08 through s106 agreements towards affordable housing provision. The majority of the money will be used to support the delivery of affordable housing elsewhere across Oxford and in particular at Blackbird Leys Regeneration Scheme.

14. Whilst housing completions are important for considering housing supply and delivery, it is also relevant to consider planning permissions to understand the number of dwellings the City Council is permitting. In the 2018/19 monitoring period the number of C3 residential dwellings permitted by the City Council was 504, exceeding the Cooperate Plan 2016-2020 target of 400 dwellings per year from 2016/17-2019/20. On average over the last two years the Council is permitting well above 400 dwellings per year.

15. The City Council has also taken the lead in promoting new housing development in the city through releasing land, securing funding for infrastructure, and working with developers to masterplan new schemes. The City Council is directly involved in bringing forward 30% of all major housing schemes anticipated to be undertaken in Oxford over the next five years, and has also been involved in bringing forward dozens of smaller development projects across the city.
16. Regarding housing land supply, this has been assessed against what is defined as the 'standard method' as the plan is more than 5 years old. This has resulted in a local housing need of 742 homes per annum, or 3,710 homes over the next five years. A 5% buffer is then applied to this figure in line with national policy, which brings the requirement to 3,896 homes. Against this requirement, the City Council has identified a deliverable supply of 3,293 homes, providing a housing land supply of 4.2 years. In most circumstances, a housing land supply of less than 5 years would trigger presumption in favour of sustainable development. However, the Oxfordshire Housing and Growth Deal provides a 3 year bench mark for Oxfordshire authorities for decision taking purposes. The City Council can therefore demonstrate a sufficient supply of housing. More detail on housing land supply can be found in paragraphs 3.17 to 3.22 of the AMR document.
17. Core Strategy Policy CS25 requires each university to have no more than 3,000 full-time students living outside of university provided accommodation in Oxford and all increases in academic floorspace that would facilitate an increase in student numbers at the two Universities should be matched by an equivalent increase in student accommodation. Planning permission was granted for 1,797m² of new academic floorspace for replacement building and new auditorium at Trinity College. The University of Oxford has kept within its 3000 threshold however Oxford Brookes University have again exceeded their Core Strategy target in the 2018/19 monitoring year.
18. In 2018/19, the University of Oxford had 2,703 students living outside of university provided accommodation in Oxford. Oxford Brookes University had 4,079 students living outside of university provided accommodation in Oxford in 2018/19, a decrease of 10 students when compared to the previous monitoring year. This information was provided to the City Council in September 2019. This information would be a key consideration in determining any planning applications for new or redeveloped academic floorspace that may be submitted by the universities. It should be noted that the 885 room Oxford Brookes scheme off James Wolfe Road fell outside the 2018/19 monitoring year. This will be included in the 2019/20 monitoring year and as a result will have an impact on the figures for that period as they will be closer to the threshold.
19. In the 2018/19 monitoring year 185 (net) units of student accommodation were completed in Oxford. Planning permission was granted for a further 351 (net) units of student accommodation in 2018/19. In addition, a number of other student accommodation schemes have been considered by the City Council during the monitoring year:

Table 1: Planning permissions granted for new student accommodation

Application	Site	Development	Total No. Rooms Net
18/03082/VAR	British Telecom	Variation of Condition 1 of planning permission 18/00770/VAR (development	2

Application	Site	Development	Total No. Rooms Net
	James Wolfe Road Oxford OX4 2PY	in accordance with approved specifications) to enable increase in number of student study rooms from 885 to 887. (amended description)	
18/01687/FUL	St Edward's School Woodstock Road Oxford OX2 7NN	Erection of 2.5 storey boarding house with House Masters House, tutor flat and assistant House Masters Flat and associated facilities to accommodate 70 students (aged 13-18) in 55 bedrooms over three floors (Amended Plans).	55
18/01340/FUL	Trinity College Broad Street Oxford OX1 3BH	Demolition of the existing building and the erection of a replacement building to provide a new auditorium, teaching, and student communal area. On the lower floors together with administration offices and student accommodation to the upper floors. The relocation and widening of the existing vehicular access from Parks Road further South. External alterations to the rear of the President's Garage. Landscape enhancements to the immediate setting of the proposed new building, library quad and the small quad to the south of library quad. Provision of covered cycle parking and replace glass house and machinery and tool store for the gardeners.	36
18/02907/FUL	Canterbury Works Glanville Road Oxford OX4 2DD	Demolition of existing two storey building and redevelopment with a part two and a half storey and part three storey building providing a mixed use comprising A1 (retail), A2 (financial and professional services) or B1 (business) use classes at ground floor and 12 x 1-bed student bedrooms at first and second floors. Provision of bin and cycle store in ground floor lobby and provision of car parking.	12
18/00258/FUL	Northgate House 13 - 20 Cornmarket Street Oxford Oxfordshire OX1 3HE	Application for planning permission for the demolition of the existing building to ground level and the erection of a replacement building to provide replacement commercial units on the basement, ground and first floors, and new teaching facilities, ancillary accommodation and student fellows rooms on the upper floors for Jesus College. (Amended Plans)	68
17/03330/FUL	2 Savile Road Oxford OX1 3UA	Proposed demolition of Warham House, New College School hall and partial demolition of Savile House rear	74

Application	Site	Development	Total No. Rooms Net
		extension. Erection of three new buildings and reconstruction of Savile House rear extension to provide C2 residential college including Music Hall, assembly, academic and study space, Porter's Lodge and associated accommodation, and replacement D1 facilities for New College School including dining hall, assembly space and class rooms. (amended plans) (amended information)	
18/00840/FUL	Fairfield 115 Banbury Road Oxford OX2 6LA	Change of Use from residential home (Use Class C2) to student accommodation (Use Class Sui generis) *(Previous use was for 13 rooms in residential home and application proposes 12 student room, hence net gain of -1)	-1
18/00782/FUL	23 James Street Oxford Oxfordshire OX4 1ET	Change of use of the outbuilding to the rear, from a use incidental to the use of a dwellinghouse to provide two single student studios (C2). Insertion of 4No. new windows to south elevation, replacement of 1No existing window to south/west elevation (Amended Plans).	2
17/02979/FUL	Wadham College Parks Road Oxford OX1 3PN	Proposed demolition of existing JCR and Goddard Building and erection of new collegiate development comprising an Access Centre and Undergraduate Centre (existing basement to be retained) including 20 accessible student bedrooms and social and academic facilities.	20
17/02386/FUL	Stoke House 7 Stoke Place Oxford OX3 9BX	Erection of 12 study bedroom annex on two floors	12
17/02387/FUL	Ruskin Hall Dunstan Road Oxford OX3 9BZ	i) Erection of 65 bed student accommodation building on four storeys. ii) Erection of 30 bed student accommodation building on two and three storeys. Demolition of Bowen Building. (additional information and revised plans) *(Previous use was for 24 rooms in and application proposes 90 student rooms, hence net gain of 71)	71

20. In 2018/19 the City Council has only granted planning permission for additional purpose-built student accommodation on sites that meet the locational requirements of the Sites and Housing Plan.

Strong and Active Communities

21. Significant progress has been made towards delivering new homes at Barton Park. The affordable housing units in phase 1 have all been completed (95 units).

22. Northern Gateway Development: Although outside this monitoring period, a planning application has come forward for the majority of the Northern Gateway Area Action Plan site. The application, reference 18/02065/OUTFUL, was received and validated on 31 July 2018 and is a hybrid application consisting of an outline and full application. The outline application is for up to 87,300sqm of employment space, up to 550sqm of community space, up to 2,500sqm of Use Class A floorspace, up to a 180 bedroom hotel and up to 480 residential units as well as associated works, including the provision of a new link road between the A44 and A40 and an energy sharing loop. The full part of the application is for 15,850sqm of employment space and associated works. The application has been made by Thomas White (Oxford) and the development is being referred to as Oxford North. The application was considered at September planning committee with a resolution to defer until November 2019.

23. The Oxpens SPD was adopted in 2013. Oxford West End Development Limited ('OXWED'), a joint venture between Oxford City Council and Nuffield College has been formed to deliver the development of this site. The site could deliver up to 500 new homes; retail; up to 10,400m² of B1a offices and B1b research and development floorspace; a hotel with around 155 bedrooms; and student accommodation. An application (16/02945/FUL) for student accommodation with 500 rooms and small-scale retail and office units¹ went to planning committee in March 2017; planning committee resolved to grant permission subject to legal agreements. Since permission was granted in 2017, demolition work for the Student Castle Scheme has now commenced on site with the intention of completion in 2020. Additionally, OXWED has gone to the open market to seek a development partner for the wider masterplan area. It is anticipated the development partner will be in place by the end of 2019.

24. Work on bringing forward the redevelopment of Oxford train station continued during 2018/19. The Supplementary Planning Document (SPD) builds on work carried out for the Oxford Station Masterplan and an architectural competition held in 2016. The City Council produced a Draft Oxford Station Supplementary Planning Document (SPD) that was consulted on during summer 2017. Following this consultation, the Oxford Station SPD was adopted in November 2017. Work has been ongoing on this project in the period 2018/19.

A Clean and Green Oxford

25. Planning policies are continuing to protect and enhance Oxford's natural environment. As part of the development of the new Local Plan 2036, the Council

¹ Planning application reference 16/02945/FUL (Oxford Business Centre)

undertook a review of its local-level designated biodiversity sites. This resulted in a reduction in area of sites specifically designated for biodiversity purposes. However the emerging Local Plan introduces a different policy approach which looks at the multi-functional benefits of green spaces. This Green Infrastructure (GI) methodology provides protection for the majority of existing green spaces in the city.

26. During 2018/19, planning permissions have been granted for a number of applications that are small in scale or directly opposite/adjacent to protected spaces, such as community halls, sports pavilions. The majority of the applications have comprised of developments that would not result in a meaningful loss of open spaces. Where this is not the case such as the Harlow Centre, a net gain in replacement provision has been provided to ensure the loss of space is adequately mitigated.
27. Planning policies are effectively ensuring onsite renewable energy generation on qualifying schemes with 20% on-site renewable energy generation being achieved on all but one of the qualifying sites in 2018/19. Nevertheless, the nature of the proposal and site circumstance justified an exception in this case.
28. The only indicator where the target has not been met relates to applications involving the total, substantial or partial demolition of a Listed Building. Four applications were received in the 2018/19 period that were all granted consent. The majority of the works proposed were minor, with the exception of the works to The Mitre on the corner of High Street and Turl Street. This application (18/00897/LBC) involved the removal of later unsympathetic link extensions resulting in the loss of a small selection of fabric from the rear elevation of the building. However, these works would improve the escape routes and circulation around the site, which would not have a harmful impact on the settings of the listed buildings. Therefore it was considered that the small amount of harm caused was considered to be outweighed by the public benefits.

An Effective and Efficient Council

29. Work on the emerging Oxford Local Plan 2036 has continued during 2018/19. The proposed submission (otherwise known as Regulation 19) consultation was carried out in December 2018. This consultation sought the views of residents, businesses and other stakeholders as to whether the Proposed Submission Draft Oxford Local Plan 2036 was legally compliant and consistent with national policy. The draft Local Plan was submitted to the Planning Inspectorate for Examination in March 2019 in line with the LDS timescales. Hearings for the Local Plan Examination are set to commence in December 2019.
30. During the monitoring year the Summertown and St Margaret's Neighbourhood Plan was made.
31. CIL receipts for the 2018/19 monitoring year totalled £4,812,471, whilst expenditure of CIL receipts totalled £1,815,559.
32. As of 1 April 2018 the City Council held £8,415,052 of developer funding which is due for expenditure (subject to Council approval).

Environmental Impact

33. There are no environmental implications arising from this report, however the AMR does report on environmental issues such as biodiversity, energy efficiency and compliance with the Natural Resources Impact Analysis (NRIA) requirements.

Financial implications

34. There are no financial implications arising from this report, however the AMR does report on the collection and spending of monies through the Community Infrastructure Levy (CIL) and s106 developer contributions.

Legal issues

35. The preparation and publication of the AMR is a statutory requirement, as set out in Appendix B of the AMR.

Level of risk

36. A risk assessment has been undertaken and the risk register is attached (Appendix 2). All risks have been mitigated to an acceptable level.

Equalities impact

37. There are no equalities impacts arising from this report.

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Introduction

Building a world-class city for everyone

- 1.1 The City Council's ambition, developed with partners including local businesses, community organisations, the health and education sectors and the County Council, is to make Oxford a world-class city for everyone. Planning plays a key role in helping to deliver this, by encouraging and facilitating positive improvements in the quality of Oxford's built and natural environments. Planning is essential in ensuring that Oxford has the homes, jobs and infrastructure necessary to make this vision a reality. The Annual Monitoring Report (AMR) reviews how effective our planning policies and processes are in helping to achieve this vision.
- 1.2 Regularly reviewing the effectiveness of Oxford's planning policies (Appendix A) helps to ensure that progress is being made towards achieving objectives. Monitoring also helps to identify when policies may need adjusting or replacing if they are not working as intended or if wider social, economic or environmental conditions change. The City Council also has a legal duty to monitor certain aspects of planning performance (Appendix B).
- 1.3 This is Oxford's fourteenth AMR. It monitors the implementation of policies in the Core Strategy 2026 and the Sites and Housing Plan 2011-2026 (Appendix C).
- 1.4 The AMR is based on the City Council's five corporate priorities as set out in the Corporate Plan: A Vibrant and Sustainable Economy; Meeting Housing Needs; Strong and Active Communities; A Clean and Green Oxford; and An Efficient and Effective Council.

How performance is assessed

- 1.5 Throughout the AMR traffic light symbols are used to summarise performance in relation to targets and to highlight where action may need to be taken:



Explanation: Targets and objectives have been met or data indicates good progress towards meeting them.

Action: Continue policy implementation as normal.



Explanation: Limited progress towards meeting targets or where there is insufficient information to make an assessment.

Action: The policy requires close attention in the next monitoring year.



Explanation: Data indicates under-performance against targets.

Action: Monitor the policy closely during the following monitoring year. Consecutive red scores may indicate that policies require adjusting or replacing because they are not working as intended or are no longer relevant.

Summary of Performance 2018/19

A Vibrant and Sustainable Economy



4 (66%)



1 (17%)



1 (17%)

- 1.6 Oxford makes a significant contribution to the national economy and is a global centre for education, health, bioscience, digital and car manufacturing. AMR indicators show that current policies are providing strong protection for existing protected key employment sites (Indicator 1). Oxford's employment land supply will be reviewed further as part of the work on the emerging Oxford Local Plan 2036.
- 1.7 11,516.4m² of new B1 employment floorspace was permitted during the 2018/19 monitoring year. Whilst this does not exceed the annual Corporate Plan 2016-20 target of 15,000m², permission for new B1 employment floorspace on average over the last three monitoring years is 14,245m² meaning the Council is still on track and is very close to meeting its targets. There has also been continued investment in new medical research and hospital healthcare facilities in Oxford during the monitoring year, with 1,723m² of new floorspace permitted.
- 1.8 In this monitoring year, planning permission was granted for five developments that would result in new net A1 retail floorspace totalling 692.4m². One of these includes the net loss of 333m² of A1 floorspace at Canterbury Works, whilst two of the five applications were located on sites that do not fall within Oxford's retail hierarchy and therefore did not comply with the locational requirements of Policy CS31. These two applications combined represent a total net increase in A1 floorspace of 97m² which is not a significant amount. There was one proposal for new retail floorspace within the Summertown district centre comprising 889m², and one for 39.4m² in a Primary District Centre. This represents 86% of net new A1 floorspace approved in the 2018/19 monitoring year. This indicator is intended to help monitor whether developments which attract substantial numbers of people are suitably located. In this case only 97m² of the approved floorspace was for extensions to existing retail parks or conversions from offices located outside of designated city, district and neighbourhood centres. This is not a significant amount and is unlikely to negatively impact on these designated centres. The 100% target was not met during this monitoring year but at 86%, is a significant increase from the previous monitoring year.
- 1.9 Only one (Primary shopping frontage) of Oxford's city and district centres met the Local Plan targets for A1 (retail) uses on designated frontages in the city and district centres, however, the majority of centres were close to their targets. In terms of changes from the previous year, increases in the proportion of A1 retail units were found in the primary shopping frontage, located in the city centre on streets such as Cornmarket Street and Queen Street, Headington and in Summertown, whilst East Oxford-Cowley Road, Cowley Centre and the secondary shopping frontage, secondary streets in the city centre such as St Aldates and Gloucester Green, each decreased slightly.

- 1.10 In recent years, additional permitted development rights have been introduced by central Government allowing A1 retail uses to change, temporarily or permanently, to other specified uses without the need for planning permission (although prior approval is required in some cases). This means that it is slightly more difficult to control the proportion of A1 retail uses on Oxford's designated street frontages through the planning system. However, this has not had a significant impact on Oxford's designated frontages to date. The emerging Oxford Local Plan 2036 seeks to support the role that town centres play in Oxford and seeks to ensure that a significant retail presence is maintained at the ground floor level of Oxford's city, district and local centres. The Revised NPPF (2018) continues to highlight the importance of the high street, however it also highlights that centres should be responsive to changes in retail and leisure industries. The emerging policies remain adaptive to changes in the retail circumstances of Oxford's centres going forward by taking an evidence-based approach to future planning applications.

Meeting Housing Needs



4 (50%)



3 (37.5%)



1 (12.5%)

- 1.11 In the 2018/19 monitoring year, 351 (net) dwellings were completed in Oxford. The cumulative number of dwellings completed in the 13 years since the start of the Core Strategy period (2006/07 to 2018/19) is 5,059 (net) with the new ratios for communal accommodation are applied. The cumulative number of completions that might have been expected during this period, based on an average annual requirement of 400 homes per year, is 5,200 dwellings (net). The housing trajectory in Figure 2 below shows that the Core Strategy housing target of 8,000 new homes to 2026 (Policy CS22) will be met prior to the end of the Core Strategy period 2026 part way through 2024/25.
- 1.12 The data also shows that 105 affordable dwellings were completed in 2018/19. The main contributors were 35 social rent dwellings at phase 1 of Barton Park (15/03642/RES), 11 social rent and 13 affordable rent dwellings at the Former Travis Perkins Site (15/03328/FUL), and 21 social rent dwellings at the Former Community Centre, Westlands Drive (12/03281/FUL). As with the overall housing numbers for completions and permissions, it is natural for affordable housing delivery to fluctuate due to the limited number of larger sites available within Oxford. However, as mentioned above, affordable housing delivery is expected to increase in future monitoring years.
- 1.13 The Council seeks to ensure that the tenure split of affordable housing be at least 80% social rented and up to 20% intermediate (including shared ownership, intermediate rental and affordable rental). 88 of the 105 affordable homes delivered were on a social rent basis meaning in total throughout the monitoring year 84% of affordable homes delivered were on a social rent basis. The 80% target was met on all applications except one (Northway Centre)

which lowered the overall percentage for the monitoring year. On an application-by-application basis however the Council is achieving the 80 to 20 tenure split in most cases.

- 1.14 In the 2018/19 monitoring year the City Council received £4,613,425.08 through s106 agreements towards affordable housing provision. The majority of the money will be used to support the delivery of affordable housing elsewhere in the city, in particular the regeneration project at Blackbird Leys.
- 1.15 Core Strategy Policy CS25 requires each university to have no more than 3,000 full-time students living outside of university provided accommodation in Oxford and all increases in academic floorspace that would facilitate an increase in student numbers at the two Universities should be matched by an equivalent increase in purpose built student accommodation. Planning permission was granted for 1,797m² of new academic floorspace for The University of Oxford, however this was predominantly an application for a replacement building. Within this monitoring period, the University of Oxford have less than 3,000 full-time students living outside of university provided accommodation within Oxford, therefore they have not exceeded the target set within the Core Strategy. This is an improvement to the previous monitoring year where this target was exceeded. However, Oxford Brookes University have again exceeded this threshold in the 2018/19 monitoring year.
- 1.16 In 2018/19, the University of Oxford had 2,703 students living outside of university provided accommodation in Oxford. Oxford Brookes University had 4,079 students living outside of university provided accommodation in Oxford in 2018/19, a decrease of 10 students when compared to the previous monitoring year. This information was provided to the City Council in September 2019. This information would be a key consideration in determining any planning applications for new or redeveloped academic floorspace that may be submitted by the universities.
- 1.17 Oxford Brookes University has acknowledged that the number of students living outside of university provided accommodation within the 2018/19 monitoring period has again exceeded the threshold. They comment that there has been an increase in places and occupancy for University managed and owned housing, but that there was an overall fall in the number of University and nominated halls places. This is partly due to the refurbishment of Paul Kent Halls which will continue into 2019/20 and has resulted in a reduction in the number of places. Once this has been completed this will provide improved accommodation and will contribute to overall numbers living in university accommodation. Oxford Brookes University state that there has been a reduction of 409 students at the University since the previous monitoring period and that there has not been significant growth in recent years despite the student cap on number being removed in 2015/16. They state that their commitment in relation to numbers of students living in university accommodation is an important factor in this and that they will continue to work with the council and key stakeholders to ensure that appropriate student accommodation can be developed accordingly.

- 1.18 In the 2018/19 monitoring year 185 (net) units of student accommodation were completed in Oxford. Planning permission was granted for a further 351 (net) units of student accommodation in 2018/19

Strong and Active Communities



3 (100%)



0 (0%)



0 (0%)

- 1.19 Significant progress has been made towards delivering new homes at Barton Park. Phase 1 of the development (237 dwellings) commenced on site in January 2017. Phase 1 includes 40% affordable housing (95 units), all of which will be provided as social rent. Two further reserved matters applications for community sports facilities and a community sports pavilion were approved in April and December 2016. Work is on-going to bring forward the subsequent phases of development. The delivery of Barton Park will help to support the regeneration of the wider Barton and Northway areas in a number of ways, including offering new sources of local employment, new housing choices, new leisure and community facilities in the development, and improved integration across the A40 helping to connect the communities. The first homes were marketed for sale in September 2017, with the first residents moving into Phase 1 of the development in July 2018. Work is on-going to bring forward the subsequent phases of development. In February 2018, Grosvenor announced house builder Redrow Homes had been appointed to deliver over 200 further dwellings for Phase 3 of the development. In February 2019 the first council tenants started moving into their new homes following the handover of completed properties to the City Council by Hill. In March 2019, Redrow Homes submitted a reserved matters application for 207 residential units (Class C3) and although outside of this monitoring period, was subsequently approved by East Area Planning Committee in August 2019.
- 1.20 Northern Gateway Development: In June 2018 it was announced that the development was to be renamed 'Oxford North'. The plans for the project were also revealed and detail that the development would deliver up to 87,000sqm of workspace, 4,500 new jobs, 480 homes (both market and affordable) and 23 acres of open spaces including three new parks. These plans were open to consultation in July 2018, closing for comments on 22nd July. A hybrid planning application (18/02065/OUTFUL) was subsequently received towards the end of July 2018 consisting of an outline and full application. The outline application was largely akin to what was publicly consulted on and is for up to 87,300sqm, up to 550m of community space, up to 2,500m of mixed A Class uses, up to a 180 bedroom hotel and up to 480 residential units as well as associated works, including the provision of a new link road between the A44 and A40. The full part of the application is for 15,850m Class B1 floorspace and associated works. Additional information was submitted in March 2019 at the request of Oxford City Council, and as a result a further public consultation took place ending 27th April 2019.
- 1.21 The Oxpens SPD was adopted in 2013. Oxford West End Development Limited ('OXWED'), a joint venture between Oxford City Council and Nuffield College has been formed to deliver the development of this site. The site could deliver up to 500 new homes; retail; up to 10,400m² of B1a offices and B1b research and development floorspace; a hotel with around

155 bedrooms; and student accommodation. An application (16/02945/FUL) for student accommodation with 500 rooms and small-scale retail and office units went to planning committee in March 2017; planning committee resolved to grant permission subject to legal agreements. Since permission was granted in 2017, demolition work for the Student Castle Scheme has now commenced on site with the intention completion in 2020. Additionally, OXWED has gone to the open market to seek a development partner for the wider masterplan area. It is anticipated the development partner will be in place by the end of 2019.

- 1.22 Work on bringing forward the redevelopment of Oxford railway station continued during 2018/19. The Supplementary Planning Document (SPD) builds on work carried out for the Oxford Station Masterplan and an architectural competition held in 2016. The City Council produced a Draft Oxford Station Supplementary Planning Document (SPD) that was consulted on during summer 2017. Following this consultation, the Oxford Station SPD was adopted in November 2017. Work has been ongoing on this project in the period 2018/19.

A Clean and Green Oxford



8 (89%)



1 (11%)



0 (0%)

- 1.23 Planning policies are continuing to protect and enhance Oxford's natural environment. As part of the development of the new Local Plan 2036, the Council undertook a review of its local-level designated biodiversity sites. This resulted in a reduction in area of sites specifically designated for biodiversity purposes. However the emerging Local Plan introduces a different policy approach which looks at the multi-functional benefits of green spaces. This Green Infrastructure (GI) methodology provides protection for the majority of existing green spaces in the city.
- 1.24 Planning policies are effectively ensuring onsite renewable energy generation on qualifying schemes with 20% on-site renewable energy generation being achieved on all qualifying sites in 2018/19. The one exception (17/02979/FUL, Wadham College, Parks Road) did not comply, but this was justified as an exceptional circumstance. The committee report stated that for this development, 'there are factors in the form of embodied carbon saving from re-use of the existing basement; the passive and other measures going beyond Building Regulations to reduce energy demand; use of available roof area for solar energy systems; and connection to an existing heating network that mitigate this. It is considered therefore due to these mitigating factors and the high quality architectural design of the proposal within a constrained site, that on balance that an exception could be made in this case'.
- 1.25 The only indicator where the target has not been met relates to applications involving the total, substantial or partial demolition of a listed building. Five applications at four sites were submitted in 2018/19 that involved the partial demolition of a listed building/boundary treatment. However, it was established that whilst the performance in 2018/19 is below the established baseline, the total harm caused to listed buildings was minor.

An Efficient and Effective Council

- 1.26 Work on the emerging Oxford Local Plan 2036 has continued during 2018/19. The proposed submission (otherwise known as Regulation 19) consultation was carried out in December 2018. This consultation sought the views of residents, businesses and other stakeholders as to whether the Proposed Submission Draft Oxford Local Plan 2036 was legally compliant and consistent with national policy. The draft Plan was submitted to the Planning Inspectorate for Examination in March 2019 in line with the LDS timescales. Hearings for the Local Plan Examination are set to commence in December 2019.
- 1.27 The City Council has continued to engage in on-going, constructive collaboration with neighbouring authorities and other statutory bodies as required under the Duty to Cooperate. This includes engagement in relation to the new Oxford Local Plan 2036 and active involvement in a number of on-going joint-working and partnership relationships.
- 1.28 CIL receipts for the 2018/19 monitoring year totalled £4,812,471, whilst expenditure of CIL receipts totalled £1,815,559.
- 1.29 As of 1 April 2019, the City Council held £8,415,052 of developer funding which is due for expenditure (subject to Council approval).

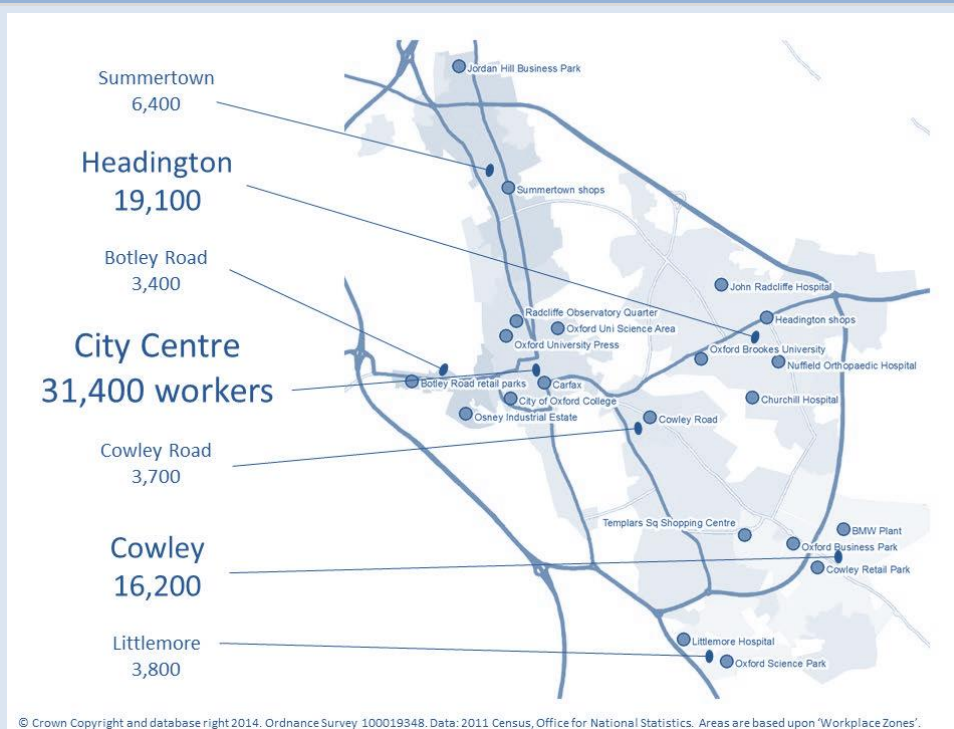
A Vibrant and Sustainable Economy

Ambition: A smart and entrepreneurial city with a thriving local economy supported by improved infrastructure, training and skills.

Snapshot of Oxford's Economy

Number of businesses:	4,890 businesses were based in Oxford as of March 2019 (+3.4% on last year). ¹
Total number of jobs:	135,000 jobs located in Oxford in 2018. ²
People travelling into Oxford for work:	46,000 people commute into Oxford for work. ³
Education and skills:	In 2018, 63.2% of Oxford's residents between the ages of 16-64 had degree level qualifications or above, whilst 14.4% had low or no qualifications. ⁴
Unemployment:	3,000 people in Oxford were considered unemployed in 2018. This represents 3.2% of Oxford's population. ⁵
Contribution to the National Economy:	Oxford is ranked 7 th out of 55 English cities for its contribution to the national economy (£58,150 GVA per worker). ⁶ Oxfordshire has also been named the most innovative business location in the UK by the Enterprise Research Centre. ⁷
Economic contribution of the universities:	The University of Oxford contributions £2 billion GVA to the economy. Oxford Brookes University generated an income of £192.6 million in 2015/16. ⁸
Annual number of visitors:	Oxford attracts approximately 7 million visitors per year, generating £780 million of income for local businesses. Oxford is the seventh most visited city in the UK by international visitors. ⁹

Spatial distribution of jobs in Oxford:



¹ Nomis (2019) [UK Business Counts](#)

² Nomis (2018) [Job Density](#)

³ Office of National Statistics (2011) Census Data

⁴ Nomis (2017) [Qualifications January-December 2017 and Population aged 16-64](#)

⁵ Nomis (2018) [Employment and Unemployment January-December 2018](#)

⁶ Centre for Cities (2016) [Oxford Fact Sheet](#)

⁷ Enterprise Research Centre [Benchmarking Local Innovation: The innovation geography of the UK](#)

⁸ BIGGAR Economics (2017) [The Economic Impact of the University of Oxford](#)

⁹ Oxford City Council (2018) [Oxford Economic Profile](#)

Indicator 1: EMPLOYMENT LAND SUPPLY

Target: Strengthen and diversify the economy and provide a range of employment opportunities
(Oxford Core Strategy Policy CS27)

Performance against target 2018/19:



Performance in previous two years:



- 2.1 The Core Strategy seeks to support economic growth up to 2026 by allocating land for employment development and by protecting existing key employment sites. Table 1 shows the amount of land allocated for employment development in Oxford over the whole plan period, as well as total protected key employment sites in the city.

Employment Development Sites	B1a Office	B1b Research + development	B1c Light industry	B2 General industry	B8 Storage or distribution	Total
Sites and Housing Plan Allocated Sites (ha)	27.56	11.53	2.16	9.92	-	51.17
West End and Northern Gateway Allocated Sites ¹⁰ (ha)	-	-	-	-	-	14.90
Existing Protected Key Employment Sites (ha)	27.42	-	26.01	109.56	11.00	173.99
Total Gross Employment Land Supply (ha)						240.06

Table 1: Oxford's gross employment land supply up to 2026 (allocated sites and those currently in use)¹¹

- 2.2 There has been no change in the total gross employment land supply in 2018/19 when compared to the previous monitoring year. A thorough review of Oxford's employment land supply has been undertaken as part of the evidence base for the new Local Plan 2036.

Protected Key Employment Sites

- 2.3 Policy CS28 of the Core Strategy states that changes of use away from B1, B2 or B8 business uses within protected key employment sites will not be supported.
- 2.4 There were four permissions granted in the 2018/19 monitoring year that will result in a change in Class B floorspace within protected key employment sites if implemented. One of these permissions was for the conversion of B1 floorspace to D1 floorspace and resulted in a loss of 594m² of B1 floorspace. Another of these permissions was for a change of use of parts of protected key employment sites from Class B use to Sui Generis use (29.6m²) which would continue to have an economic function as taxi operator business. Another permission was for the conversion of B8 floorspace to 302m² (net) of flexible B1(a), B1(b) and B8 floorspace. The final permission for the 2018/19 monitoring year was for the erection of new B1 floorspace. Overall there was a net loss of B Class floorspace. Details of the permissions are as follows:

¹⁰ A planning application for the Northern Gateway is due to be determined by Planning Committee in November 2019. If approved, the schedule which accompanies the application indicates that at least 2.57ha of employment floorspace is anticipated to come forward before 2026.

¹¹ Estimates for the West End and Northern Gateway have been included in the totals column as the exact breakdown between uses is unknown at present.

- Application 18/01946/FUL related to the first floor (594m²) of a building within the Nuffield Industrial Estate. Although the proposed D1 use does not fall within the B use classes, it will generate employment for specialist health care - a key economic sector of Oxford. It was also argued that the proposed use would promote managed economic growth, for example, spin out companies related to medical/scientific research, with the ongoing provision of D1 healthcare on this site, thus arguing that not only does the application retain employment use on this site but crucially supports “managed economic growth” of a key sector as set out in Policy CS27 of the Core Strategy. Overall the change of use has resulted in a net loss of 594m² of B-class floorspace.
- Application 18/00819/FUL proposes the conversion of 29.6m² of B1a office floorspace to Sui Generis floorspace on Oxford Business Park. The proposed Sui Generis use as a taxi operator business is compatible with the wider use of the building and maintains the overall employment function on a key protected employment site.
- Application 18/00813/FUL proposes the change of use of the former Royal Mail sorting office from B8 use to a mix of B1a, B1b and B8 floorspace. Although the proposal proposes 8,090m² of gross B-class floorspace, the net gain of B-class floorspace is only 302m² (of B1a floorspace). The biggest gain in B-class floorspace is B1b floorspace, where an additional 2,514m² is proposed, whilst the equivalent amount of B8 floorspace is lost.
- Application 16/01789/FUL proposes the demolition of 535m² B1a floorspace and the erection of 480m² of new B1a floorspace. Although this would result in a slight loss of B1 floorspace, it was seen that the nature and high standard of the proposed new office space could accommodate a higher employment density at an existing key protected employment site.

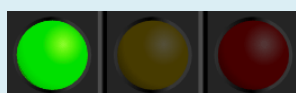
2.5 The City Council’s planning policies are continuing to maintain protected key employment sites.

2.6 During the 2018/19 monitoring year, planning permission was also granted for new Class B floorspace within protected key employment sites (see Indicator 2).

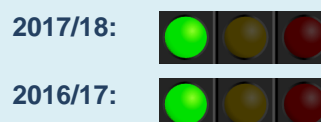
Indicator 2: PLANNING PERMISSIONS GRANTED FOR NEW B1 FLOORSPACE

Target: Strengthen and diversify the economy and provide a range of employment opportunities
(Oxford Core Strategy Policy CS27)

Performance against target 2018/19:



Performance in previous two years:



Monitoring Year	B1a Office	B1b Research + development	B1c Light industry	B1 General/ mixed B1 use	Total B1 floorspace permitted
2018/19	4,593.4m ²	2,514m ²	255m ²	4,154m ²	11,516.4m ²
2017/18	3,699m ²	2,566m ²	28m ²	4,154m ²	10,447m ²
2016/17	13,060m ²	4,139m ²	Nil	3,574m ²	20,773m ²
2015/16	513m ²	48,458m ²	Nil	-	48,971m ²

Table 2: New B1 floorspace (GIA) permitted 2015/16-2018/19 (gross)

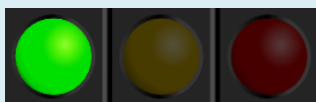
- 2.7 Table 2 shows that planning permission was granted for 11,516.4m² (gross) of new B1 floorspace in 2018/19. The permission for the change of use of the Royal Mail Building, (7000 Alec Issigonis Way) from B8 to B1a, B1b and B8 floorspace is the most significant application granted in terms of quantum with an additional 302m² of B1a and 2,514m² of B1b floorspace planned (18/00813/FUL). Other significant planned additions to B1 stock include the conversion of a Sui Generis Job Centre with 604m² of B1a floorspace (18/01856/CT3); and the reconfiguration of the existing coach and car park at Redbridge Park & Ride to provide 957m² of B1 floorspace.
- 2.8 It is important to note that the figures above are gross rather than net changes in B1 floorspace. Losses in B1 floorspace have been given permission in the 2018/19 monitoring year where evidence has suggested that B1 Class is no longer the best use for the site.
- 2.9 There is no specific target in the Local Plan for new B1 floorspace, however the Corporate Plan 2016-2020 sets a target of permitting 15,000m² of employment floorspace each year from 2016/17 onwards. In this context, permissions for new employment floorspace granted in 2018/19 have not met expectations, however quantum will vary year-by-year and an average over a longer time period would be more meaningful. In this context, the average over the last three monitoring years is just over 14,000m² per annum. This will continue to be monitored regularly.

Indicator 3: PLANNING PERMISSIONS GRANTED FOR KEY EMPLOYMENT USES (hospital healthcare, medical research and university academic teaching and study)

Target: Majority (more than 50%) of new hospital healthcare and medical research development to focus on Headington and Marston. 100% of new academic (teaching and study) development to focus on existing sites under the control of the universities.

(Oxford Core Strategy Policies CS25, CS29 & CS30)

Performance against target 2018/19:



Performance in previous two years:

2017/18:

2016/17:

- 2.10 Oxford is home to world-class hospital healthcare and medical research facilities. The hospital trusts based in Oxford and University medical schools also provide significant employment opportunities within the city.

2.11 Table 3 shows that planning permission was granted for 1,723m² (net) of new hospital healthcare and medical research floorspace in 2018/19. This is slightly larger than the 1,393m² delivered in the previous monitoring year but significantly less than the 60,228m² delivered in the 2016/17 monitoring year. However, these permissions demonstrate the on-going investment in medical research and hospital healthcare facilities in the city.

2.12 There were only two permissions regarding any changes in hospital healthcare and medical research. The more significant development permitted in healthcare floorspace was at the John Radcliffe Hospital site where an additional 1,129m² of D1 floorspace was delivered through the expansion of the emergency department. This accounted for 66% of total development permitted for this type of land use. The other permission was for the change of use from B1 offices to a D1 specialist cancer care centre which accounted for an additional 594m² of D1 floorspace. Permissions granted in this instance were in accordance with the Core Strategy targets.

Application Reference	Description of Development	Net additional floorspace (GIA)	Located on existing sites in Headington and Marston?
18/01851/FUL	The expansion of the Emergency Department of the John Radcliffe Hospital through to the provision of a two storey extension to A and E unit and refurbishment of existing space to provide, resuscitation bays, paediatric resuscitation bays, enhanced resuscitation room and isolation room. The provision over ancillary works such as external plant and other associated landscape works including revised land layout and dedicated ambulance parking bays.	1,129m ²	Located on existing site (John Radcliffe Hospital site) John Radcliffe Hospital Headley Way Oxford OX3 9DU
18/01946/FUL	Change of use of first floor Office (Use Class B1) to Specialist Cancer Care Centre (use Class D1). Insertion of steel frame and 1no. flue to east elevation. Insertion of 1no. fire escape door to west elevation. Insertion of 2no. fire escape doors to south elevation. Alterations to existing windows. Alterations to car parking and electricity substation. Erection of plant, cycle and refuse storage and new vehicle barrier.	594m ²	Not located on existing site within Headington or Marston (Orion House Sandy Lane West Oxford OX4 6LB)
TOTAL:		1,723m ²	

Table 3: Location of new hospital healthcare and medical research developments permitted in 2018/19

- 2.13 Oxford is also a global centre for education and the city benefits significantly from the presence of the two Universities both in terms of the skills emerging from them and employment and investment opportunities.

Table 4 below shows three planning permissions granted in 2018/19 for new university academic teaching and study floorspace. The University of Oxford developments were permitted as the University had met the requirements of Core Strategy Policy CS25, which requires each university to have no more than 3,000 students living outside of university provided accommodation in Oxford (Indicator 17). Permission was sought for the erection of 2,616.5m² (net) of new academic research floorspace. All of the developments permitted would be located on existing sites under the control of the University in accordance with the Core Strategy target. The permission at Oxford Brookes University involved the demolition of an existing building, with the replacement building resulting in a net gain of additional floorspace (GIA) of 819.5 m².

Application Reference	Description of Development	Net additional floorspace (GIA)	Located on existing university site?
The University of Oxford			
18/01340/FUL	Demolition of the existing building and the erection of a replacement building to provide a new auditorium, teaching, and student communal area. On the lower floors together with administration offices and student accommodation to the upper floors. The relocation and widening of the existing vehicular access from Parks Road further South. External alterations to the rear of the President's Garage. Landscape enhancements to the immediate setting of the proposed new building, library quad and the small quad to the south of library quad. Provision of covered cycle parking and replace glass house and machinery and tool store for the gardeners.	1,787m ²	Located on existing site Trinity College Broad Street Oxford OX1 3BH
18/00896/FUL	Turl Street: erection of two storey infill lodge building. Courtyard: localised demolition of existing buildings, formation of new first floor access platform, including new stairs, canopy	10m ²	On existing site (Student Accommodation At The Mitre, No. 16 High

Application Reference	Description of Development	Net additional floorspace (GIA)	Located on existing university site?
	and decking to connect existing building, bike storage, new entrances, alterations to doors and fenestration, relocation of extract plant and condensers to new plant stack. Exterior: repair and renewal works to roofs of No's 3, 6 and 7 Turl Street, replacement dormers to no's 4 and 5 Turl Street and No. 16 High Street. Interior: internal reconfiguration, addition of en-suites, upgrading of all mechanical and electrical services, fire safety measures, provision of an internal fire escape in 16 High Street exiting in the Covered Market Entranceway and other alterations. (Amended certificate of ownership and amended plans)		Street and Nos. 3-7 Turl Street Oxford OX1 4AG)
Oxford Brookes University			
18/00872/FUL	Demolition of existing Helena Kennedy building, and erection of replacement academic building for the Faculty of Technology, Design, and Environment (amended plans)	819.5m ²	On existing site (Helena Kennedy Centre Headington Hill Oxford OX3 0BT)
		TOTAL:	2616.5m ²

Table 4: University academic (teaching and study) development permitted 2018/19

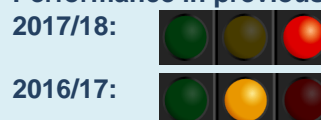
Indicator 4: LOCATION OF NEW A1 RETAIL DEVELOPMENT

Target: 100% of new A1 retail development to be located within city, district and neighbourhood centres (Oxford Core Strategy Policy CS31)

Performance against target 2018/19:



Performance in previous two years:



2.14 The Core Strategy aims to focus land uses that attract a large number of people (such as retail) in the city centre, primary district centre, four other district centres and neighbourhood centres. These are highly accessible locations, reducing the need to travel by car. This also encourages the reuse of previously developed land and helps to maintain the vitality of Oxford's centres. Table 5 outlines planning permissions granted for new A1 retail development in 2018/19 and whether they complied with the locational requirements of Policy CS31

Application Reference	Site	Proposed Retail Development	Net Additional A1 floorspace (GIA)	Within the six areas of Oxford's retail hierarchy?
18/02907/FUL	Canterbury Works Glanville Road Oxford OX4 2DD	Demolition of existing two storey building and redevelopment with a part two and a half storey and part three storey building providing a mixed use comprising A1 (retail), A2 (financial and professional services) or B1 (business) use classes at ground floor and 12 x 1-bed student bedrooms at first and second floors. Provision of bin and cycle store in ground floor lobby and provision of car parking.	-333m ² (This figure is negative as the application relates to the demolition of 500m ² of A1 floorspace, with 167m ² to be replaced as part of the redevelopment, thus resulting in a net loss of 333m ² of A1 floorspace).	Located within the retail hierarchy Cowley Road District Centre
18/00902/FUL	4 And 5 King Edward Street Oxford Oxfordshire OX1 4HS	Change of use ground floor of No.4 King Edward Street (Use Class B1(A)) and change of use of basement and ground floor of No.5 King Edward Street from (Use Class A2) to mixed retail use (Use Class A1, A2, A3, A4 and A5).	39.4m ²	Located within the retail hierarchy City centre
18/01418/FUL	75 Wilkins Road Oxford OX4 2HZ	Demolition of existing outbuilding. Erection of a two-storey side extension to create an additional commercial space (Use Class A1) at ground floor level and a 1 x 1-bed flat (Use Class C3) at first floor level. Part single, part two storey rear extension to create a 1 x 2-bed dwellinghouse (Use Class C3). Provision of 5no. car parking spaces and bin and cycle stores.	11m ²	Not located within the retail hierarchy The proposal involves the extension to an existing retail unit.
18/00323/FUL	Office 44 Downside Road Oxford Oxfordshire OX3 8HR	Change of use from office (Use Class B1) to retail unit (Use Class A1).	86m ²	Not located within the retail hierarchy The proposal involves the change of use from existing office
17/02832/FUL	278-280 Banbury Road Summertown	Demolition and redevelopment of existing retail office, and residential premises, to provide a mixed-use scheme comprising 4 x	889m ²	Located within the retail hierarchy – Summertown district centre

Application Reference	Site	Proposed Retail Development	Net Additional A1 floorspace (GIA)	Within the six areas of Oxford's retail hierarchy?
		units (use classes of either A1,A2,A3 or A4) at ground floor with a 180 bed hotel over three floors and 6 maisonette flats over two floors (1+x1 bed, 1x3 bed, 4x2 bed) (amended plans) (amended description)		
Total:			692.4m² (86% located within city, district and neighbourhood centres)	

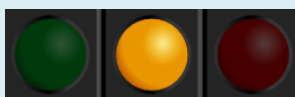
Table 5: New A1 retail floorspace permitted in 2018/19

- 2.15 Table 5 shows that planning permission was granted for six developments that would result in new A1 retail floorspace totalling 692.4m² in 2018/19, if implemented. Two out of five of these applications were located on sites that do not fall within Oxford's retail hierarchy and therefore did not comply with the locational requirements of Policy CS31. These two applications combined represent a total net increase of 97m² in A1 floorspace which is not a significant amount. There was one proposal for new retail floorspace within the Summertown district centre comprising 889m², one for 39.4m² in the city centre shopping area and one for minus 333m² in Cowley Road District Centre. This represents 86% of net new A1 floorspace approved in the 2018/19 monitoring year. This indicator is intended to help monitor whether developments which attract substantial numbers of people are suitably located. In this case only 97m² of the approved floorspace was for extensions to existing retail units or conversions from offices located outside of designated city, district and neighbourhood centres. This is not a significant amount and is unlikely to negatively impact on these designated centres. The 100% target was not met during this monitoring year but at 86%, is a significant increase from the previous monitoring year.

Indicator 5: DESIGNATED RETAIL FRONTAGES

Target: Local Plan targets for A1 uses on designated frontages in the city and district centres should be met (Saved Oxford Local Plan Policies RC.3 & RC.4)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



Vitality

- 2.16 Saved Local Plan Policies RC.3, RC.4, and RC.5 identify a number of designated retail frontages and set targets for the proportion of A1 retail units each should contain at ground floor level. The city centre is identified as being the main location for new retail development, with district centres identified as being suitable for retail serving local level needs. The targets for district shopping frontages are therefore slightly lower than for the city centre.

		Target	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13
		City Centre Shopping Frontages							
Primary shopping frontage		75%	75.9%	74.76%	74.30%	75.29%	78.19%	77.73%	78.57%
Secondary shopping frontage		50%	44.9%	49.24%	49.24%	50.00%	50.00%	52.27%	51.88%
		District Centre Shopping Frontages							
Cowley Centre		65%	74.47%	76.09%	74.00%	72.04%	73.91%	74.73%	74.71%
East Oxford - Cowley Road		65%	49.71%	56.36%	58.00%	56.60%	58.49%	50.33%	58.49%
Headington		65%	64.55%	65.14%	63.00%	62.50%	63.39%	64.29%	63.40%
Summertown		65%	62.14%	62.00%	63.00%	63.00%	63.00%	64.00%	64.36%
Blackbird Leys ¹²		N/A	53.85%	N/A	N/A	N/A	N/A	N/A	N/A

Table 6: Designated Retail Frontages - Percentage of A1 retail units at ground floor level 2012/13-2018/19¹³

- 2.17 As Table 6 shows, there was a slight increase in the proportion of A1 retail uses at ground floor level in the city centre during the 2018/19 monitoring year. In gross numbers of units, a dramatic increase in A1 provision arrived in October 2017 with the opening of the newly renovated and expanded Westgate Shopping Centre. However, the retail shopping frontage policies refer to frontages by highlighting them on the Proposals Map. The Proposals Map only identifies primary shopping frontage according to the layout of the old Westgate Shopping Centre, and as such, the bulk of new A1 units delivered in the expanded development beyond the North Arcade are not able to be included in the calculation. New units in the North Arcade (refurbished/renovated section) of the Westgate are included in the 2017/18 A1 shopping frontage calculation.
- 2.18 Increases in proportion of A1 retail units were found in Cowley Centre and Summertown, whilst East Oxford-Cowley Road and Headington each decreased slightly, nevertheless these fluctuations with the exception of East-Oxford Cowley Road are negligible. The council have recognised that in recent years the proportion of A1 uses in the East-Oxford Cowley Road District Centre has continued to decline and echoes what is happening nationally. This is reflected in the emerging policy of the submission draft Oxford Local Plan 2036 which allows a more flexible approach in line with paragraph 85 of the updated NPPF (2018).
- 2.19 In recent years, additional permitted development rights have been introduced by central Government allowing A1 retail uses to change, temporarily or permanently, to other specified uses without the need for planning permission (although prior approval is required in some cases). This means that it is slightly more difficult to control the proportion of A1 retail uses on Oxford's designated street frontages through the planning system. However, Table 6 indicates

¹² Blackbird Leys is a new district centre designated by the Core Strategy and therefore targets from Saved Local Plan Policies do not apply.

¹³ 2015/16 and 2016/17 figures for the city centre primary shopping frontage exclude the Westgate Centre as this was being redeveloped during this period.

that this has not had a significant impact on Oxford's designated frontages to date. The emerging Oxford Local Plan 2036 seeks to support the role that town centres play in Oxford and seeks to ensure that a significant retail presence is maintained at the ground floor level of Oxford's city, district and local centres. The Revised NPPF (2018) continues to highlight the importance of the high street however it also highlights that centres should be responsive to changes in retail and leisure industries. The emerging policies remain adaptive to changes in the retail circumstances of Oxford's centres going forward by taking an evidence-based approach to future planning applications.

Vacancy Rates

2.20 The proportion of vacant units is a key market indicator used to measure the vitality and viability of city and district centres (Figure 1).

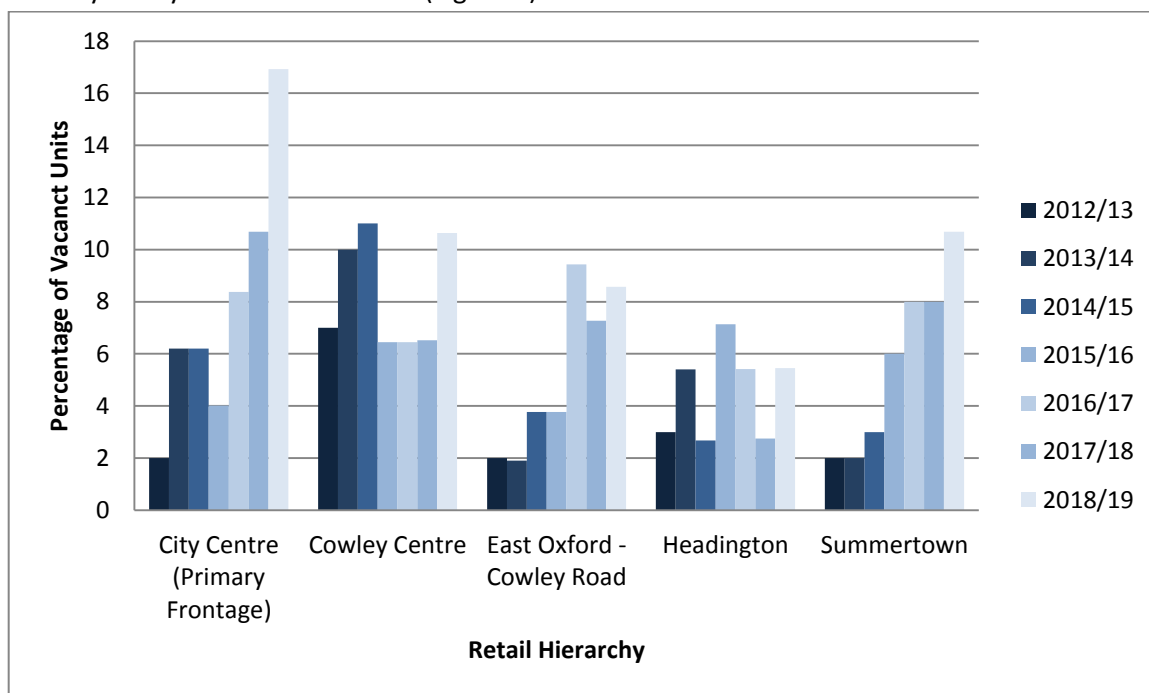


Figure 1: Designated retail frontages – proportion of vacant units 2012/13-2018/19¹⁴

2.21 The opening of the renovated and expanded Westgate Shopping Centre has had the anticipated effect of causing a great deal of flux and churn in the real estate market of the city centre. Not only has the Westgate brought a host of new retail outlets whose business is having an effect on existing retail outlets, but the influx of newly built units has also caused numerous existing retail occupants to move from their previous Oxford locations into the new Westgate. These forces have manifested themselves in a further year-on-year increase in vacancy rates – breaching the 10% threshold this year. These changes are most visible on Cornmarket Street, Queen Street, and in the Clarendon Centre. At the moment, this churn and shifting is on-going, and until the market settles, long-term retail trends across the city centre cannot be reasonably assessed.

2.22 Increases in vacancy rates are also seen in Cowley Centre, East Oxford, Headington and Summertown. This monitoring year has not seen any drops in vacancy rates along the

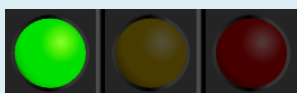
¹⁴ 2015/16 and 2016/17 figures for the city centre primary shopping frontage exclude the Westgate Centre as this was being redeveloped during this period.

designated retail frontages after previous monitoring years showed decreasing or plateauing vacancy rates. Cowley Centre will require special attention over the next years as a regeneration and expansion project gets underway that will increase retail space, the local residential population, and the supply of short-term accommodation. Consideration of the impact of the redevelopment works upon retail performance will be required.

Indicator 6: SUPPLY OF SHORT STAY ACCOMMODATION

Target: Net growth in short-stay accommodation bedrooms (Oxford Core Strategy Policy CS32)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



2.23 Tourism is a key part of Oxford's economy and the city receives a large number of visitors each year. The Core Strategy seeks to support sustainable tourism by encouraging longer stays and greater spend in the city by increasing the amount and range of short-stay accommodation available. In the 2018/19 monitoring year planning permission was granted for 209 (net) short stay accommodation bedrooms in Oxford. This is only a small decrease from the previous monitoring year, and there exists continued interest in the market to bring forward further development proposals for hotels in the city.

2.24 One permission is delivering the bulk of the prospective short-stay accommodation with the rest delivering under 10 additional rooms:

- 180 bedrooms at 276-280 Banbury Road (17/02823/FUL)
- 9 bedrooms at 5 St Thomas Street (19/00228/FUL)
- 9 bedrooms at Premier Inn, Garsington Road (18/00807/FUL)

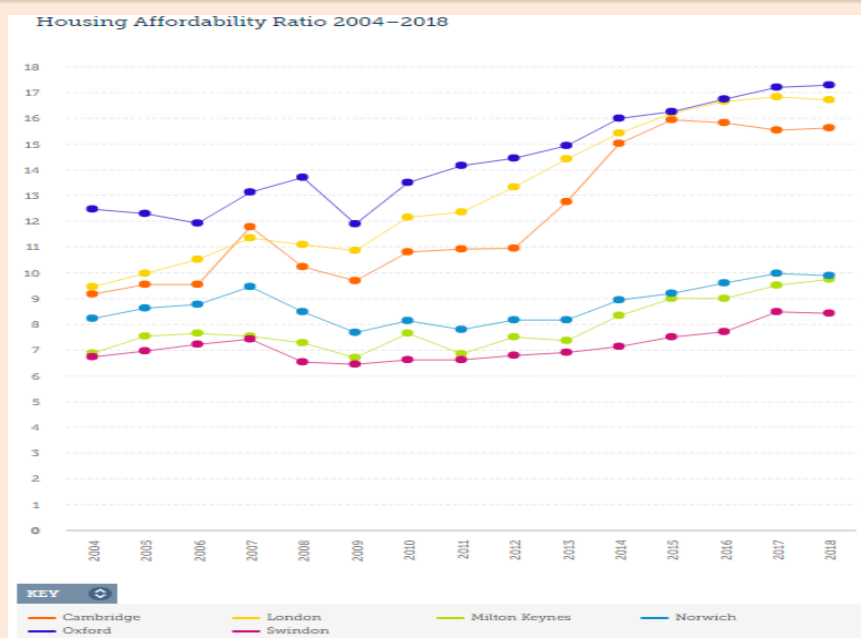
Meeting Housing Needs

Ambition: Improving Oxford residents' access to affordable and high-quality homes in good environments that are close to jobs and facilities.

Snapshot of Oxford's Housing Needs

Total number of households:	55,400 households in Oxford ¹⁵
Total students at Oxford University:	24,289 students (December 2018)
Total students at Oxford Brookes:	16,579 students (December 2018)
Housing Register:	2,340 households ¹⁶ (March 2019)
Households in temporary accommodation:	84 households in temporary accommodation (March 2019). This is a 22% decrease from March 2018.
Homeless households:	74 households were accepted as statutory homeless in 2018/19. This is a 25% decrease from 2017/18. ¹⁷

Housing affordability (Ratio of average income to average house price):



Average house prices in Oxford are 17.28 times the average wage, making it the least affordable place to live in England¹⁸. This has many impacts on families and communities, as well as employers and services that struggle to attract and retain staff.

¹⁵ Office of National Statistics (2011) UK Census data

¹⁶ Oxford City Council (2017) [Housing Needs Performance – how did we do in 2018/19?](#)

¹⁷ Oxford City Council (2017) [Housing Needs Performance – how did we do in 2018/19?](#)

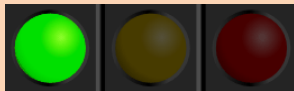
¹⁸ Centre for Cities (2018) <http://www.centreforcities.org/data-tool/#graph=map&city=show-all>

Indicator 7: HOUSING TRAJECTORY

(Planned housing and provision, net additional dwellings in previous years, the reporting year and in future years plus the managed delivery target)

Target: 8,000 dwellings between 2006 and 2026 (Oxford Core Strategy Policy CS22)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:

**Housing Completions**

- 3.1 The Core Strategy provides for a minimum of 8,000 dwellings from 2006 to 2026, with an average annual completion target of 400 dwellings per year.
- 3.2 Table 7 shows net dwellings completed since the start of the Core Strategy period. This takes into account dwellings gained and lost through new build completions, demolitions, changes of use and conversions.
- 3.3 In the 2018/19 monitoring year, 351 (net) dwellings were completed in Oxford. The cumulative number of dwellings completed in the 13 years since the start of the Core Strategy period (2006/07 to 2018/19) is 5,059 (net) with the new ratios for communal accommodation are applied. The cumulative number of completions that might have been expected during this period, based on an average annual requirement of 400 homes per year, is 5,200 dwellings (net). The housing trajectory in Figure 2 below shows that the Core Strategy housing target of 8,000 new homes to 2026 (Policy CS22) will be met prior to the end of the Core Strategy period 2026 part way through 2024/25.

Year	Dwellings Completed (net) applying new student and care home ratios from Housing Delivery Test measurement rule book from 2015/16
2006/07	821
2007/08	529
2008/09	665
2009/10	257
2010/11	200
2011/12	228
2012/13	213
2013/14	215*
2014/15	332*
2015/16	440**
2016/17	435**
2017/18	373**
2018/19	351**
Total:	5,059

Table 7: Net additional dwellings completed since the start of the Core Strategy period

* These figures for the years 2013/14-2014/15 include C3 residential dwellings plus a dwelling equivalent figure for C2 student accommodation and care home rooms using the ratio 5:1 and 1:1 respectively.

**These figures include a ratio of 2.5:1(student accommodation) and 1.8:1 (care home) to reflect changes for how to treat communal accommodation introduced in the Housing Delivery Test measurement rule book. This is only applied from 2015/16 to reflect the first year included in the Housing Delivery test measurement. The figures for 2015/16-2017/18 were reported in the 2018 Housing Delivery test measurement available at: <https://www.gov.uk/government/publications/housing-delivery-test-2018-measurement>

Housing Permissions

- 3.4 Whilst housing completions are important for considering housing supply and delivery, they only show part of the picture. It is also relevant to consider planning permissions to understand the number of dwellings that the City Council is permitting (Table 8).
- 3.5 Table 8 shows C3 self-contained dwellings permitted (net) since the start of the Core Strategy period. This takes into account C3 dwellings gained and lost through new build completions, demolitions, changes of use and conversions. It excludes outline permissions where reserved matters have subsequently been permitted to avoid double counting. Table 8 shows that planning permission was granted for 504 C3 residential dwellings in 2018/19.
- 3.6 The Corporate Plan 2016-2020 set a target of permitting 400 dwellings each year from 2016/17 to 2019/20. The number of C3 residential dwellings permitted in 2018/19 exceeds this target, and on average over the last two years the Council is well above permitting 400 dwellings per year. It is normal for completion and permission figures to vary annually and to fluctuate, particularly for an urban authority such as Oxford that is so heavily reliant on small housing sites. If an average is taken based on the cumulative total of 5,754 dwellings being permitted over the 13 year period, it is equivalent to 443 dwellings being permitted each year.

Year	Dwellings permitted (net)
2006/07	501
2007/08	653
2008/09	348
2009/10	283
2010/11	148
2011/12	235
2012/13	102
2013/14	1,113
2014/15	184
2015/16	855
2016/17	304
2017/18	524
2018/19	504
Total:	5,754

Table 8: Net additional C3 dwellings permitted since the start of the Core Strategy period

Note: This does not include dwelling equivalent figures for C2 student accommodation and care home rooms.

Boosting housing supply

- 3.7 The City Council has taken the lead in promoting new housing development in the city through releasing land, securing funding for infrastructure, and working with developers to masterplan new schemes. The City Council is directly involved in bringing forward 30% of all major housing schemes anticipated to be undertaken in Oxford in the next five years. For example, the City Council has secured funding for new infrastructure for schemes such as Oxpens (expected to deliver up to 450 new homes) and the Northern Gateway (which now has a hybrid planning application, 18/02065/OUTFUL, in place for an outline of 480 dwellings). On top of this, the City Council is involved in bringing forward dozens of smaller development projects across the city, including City Council owned sites such as; playground rear of 22-28 Bracegirdle Road, 18/00408/CT3, which has been approved for 4 new dwellings.

Student Accommodation and Housing Numbers

- 3.8 In 2013/14 the Planning Practice Guidance (PPG) introduced that student accommodation can be counted in housing land supply figures. In July 2019, the PPG was updated and it states *'All student accommodation, whether it consists of communal halls of residence or self-contained dwellings, and whether or not it is on campus, can in principle count towards contributing to an authority's housing land supply, based on the amount of accommodation that new student housing releases into the wider housing market, and the extent to which it allows general market housing to remain in such use.'*¹⁹ In Oxford, where there are large numbers of students, provision of purpose-built student accommodation can have a significant impact on the housing market.
- 3.9 The question of the 'amount of accommodation it releases in the market' was not previously defined in the PPG and it was up to local authorities to determine based on local circumstances. Previously, it was assumed that developing five student rooms would release the equivalent of one dwelling in the housing market. For example, a site being proposed for 100 student rooms was assessed as delivering 20 equivalent 'dwellings' as those 100 students would have, on average, occupied 20 houses in the open market. Paragraph 10 of the Housing Delivery Test Measurement Rule Book published in July 2018 says that a ratio of 2.5 will now be applied to completions in order to complete the Housing Delivery Test measurement. The 2018 Housing Delivery test measurement²⁰ has applied this back to 2015/16 and therefore this is also reflected below. Table 9 below demonstrates the number of equivalent dwellings that has been calculated using the ratio applied to the number of student rooms completed since 2013/14.

Monitoring year	Number of student rooms completed	Ratio Applied	Number of equivalent 'dwellings'
2013/14	720	5:1	144
2014/15	312	5:1	62
2015/16	125	2.5:1	50
2016/17	295	2.5:1	118
2017/18	472	2.5:1	189
2018/19	185	2.5:1	74

Table 9: Student housing completions and equivalent 'dwellings' 2013/14-2018/19

Care Homes and Housing Numbers

- 3.10 In 2013/14 the PPG also introduced that care homes can be counted in housing land supply figures. This was reinforced in July 2019 when the guidance was updated to state: *"Local planning authorities will need to count housing provided for older people, including residential institutions in Use Class C2, as part of their housing land supply.."*²¹

¹⁹ Planning Practice Guidance: Housing Supply and Delivery: [Counting other forms of accommodation: Paragraph 034 Reference ID: 68-034-20190722: How can authorities count student housing in the housing land supply?](#)

²⁰ These figures include a ratio of 2.5:1(student accommodation) and 1.8:1 (care home) were applied from 2015/16- in the 2018 Housing Delivery test measurement available at: <https://www.gov.uk/government/publications/housing-delivery-test-2018-measurement>

²¹ Planning Practice Guidance: Housing Supply and Delivery: [Methodology – Stage 5: Final evidence base: Paragraph 037 Reference ID: 3-037-20150320: How should local planning authorities deal with student](#)

- 3.11 The City Council has always counted housing for the elderly in its housing supply if it consists of C3 self-contained dwellings, i.e. a ratio of 1 to 1 has applied. The Guidance widens this to include potentially non self-contained C2 care home rooms as well. The Guidance does not provide any methodology as to how they should be counted.
- 3.12 The ratio of 1.8:1 was introduced following the publication of the Housing Delivery Test Measurement Rule Book in July 2018²². Paragraph 11 of this document infers that this ratio should be applied. Therefore where a residential care home is likely to be developed on a site, or where one has been completed, a 1.8:1 ratio of rooms to dwellings delivered will be applied for calculating housing supply.
- 3.13 In 2018/19 there was one development involving a care home. This provided an additional 36 care home rooms to Oxford. Using the ratio explained in the above paragraph, this development provided an additional 20 C3 equivalent dwellings to Oxford's housing market.
- 3.14 In 2018/19 planning permission was granted for a net loss of 24 care home rooms in Oxford.

Housing Trajectory

- 3.15 The housing trajectory is a tool used to estimate the number of homes likely to be built in Oxford during the rest of the Core Strategy period up to 2026 (Figure 2). This is the same as the annualised trajectory submitted as part of the new local plan examination.²³

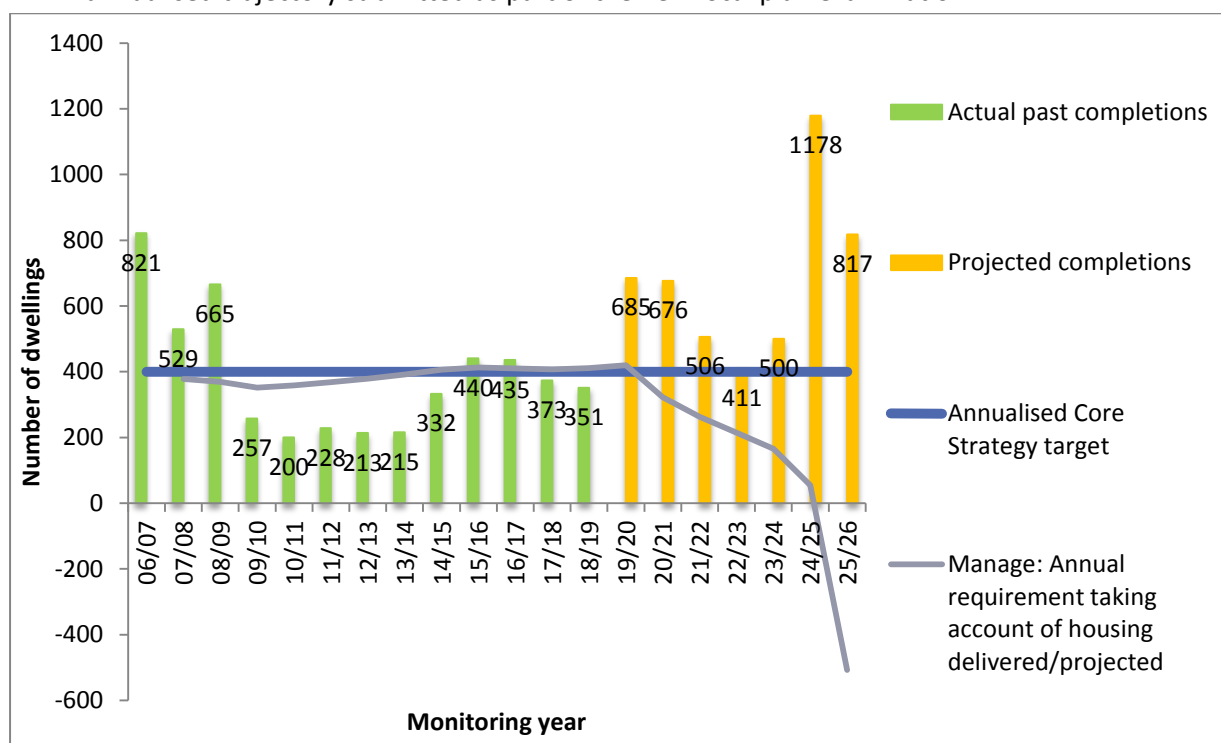


Figure 2: Housing trajectory to 2026

[housing? Counting other forms of accommodation: Paragraph 035 Reference ID: 68-035-20190722: How can authorities count older people's housing in the housing land supply?](#)

²² <https://www.gov.uk/government/publications/housing-delivery-test-measurement-rule-book>

²³ Oxford City Council (2019) PSD.4 - Housing Trajectory V1 Annualised Target June 2019

- 3.16 The light blue 'manage' line of the trajectory graph (Figure 2) shows that, on the basis of the current pipeline of planning permissions and other sites expected to come forward during the plan period (such as allocated sites, sites identified through the Housing and Employment Land Availability Assessment and windfalls), we are on target to meet the Core Strategy housing target of 8,000 new homes (Policy CS22) by 2024/25, prior to the end of the Core Strategy period in 2026. Indications are that housing completions will be boosted in the next five to six years as major schemes including later phases of Barton Park, and two sites in Littlemore, are expected to be implemented and built out.

Housing Land Supply

- 3.17 Paragraph 73 of the NPPF states that local authorities should assess their housing supply against the housing requirement set out in adopted strategic policies, or against their local housing need where these policies are more than 5 years old. The Core Strategy contains the adopted housing requirement for Oxford, which was adopted in 2011. This plan is more than 5 years old, and so the City Council is required to assess its supply against the local housing need, which is defined as the application of the "standard method".
- 3.18 For Oxford, the standard method results in a local housing need of 742 homes per annum for 2018/19 or 3,710 homes over the next five years. Against this requirement, the City Council has identified a deliverable supply of 3,067 homes. This gives a housing land supply of **4.1 years**.
- 3.19 In these circumstances, where the standard method is applied due to the absence of an up to date adopted development plan requirement, it is applied looking forward not retrospectively. As such, there is no need to add any shortfall of housing delivery to this figure for calculation of 5 year land supply. This would not be the case once an up to date development plan housing requirement is in place as that would be used for the plan period.
- 3.20 In most circumstances, a housing land supply of less than 5 years would trigger the presumption in favour of sustainable development set out in Paragraph 11 of the NPPF. However, the Oxfordshire Housing and Growth Deal provides a three year bench mark for the Oxfordshire authorities for decision taking purposes. The City Council can therefore demonstrate a sufficient supply of housing land.
- 3.21 It should be noted that the City Council is at an advanced stage of preparing its new Local Plan that will contain a new housing requirement for the city. Please visit our website at: www.oxford.gov.uk/localplanexamination to find more information on the housing land supply in relation to the targets in the emerging plan.
- 3.22 Using the standard method as the basis of the requirement, Oxford's housing land supply for the period 2019/20 to 2023/24 is 4.2 years (Table 10).

	Standard Method	Figure
A	Requirement	742
B	Next 5 years requirement (A x 5)	3,710
C	Shortfall	0
D	Buffer at 5% (B x 5%)	3,896
E	5 year requirement	3,896
F	Supply from large sites -excluding emerging allocations in the draft Oxford Local Plan 2036 currently within the Oxford Green Belt (2019/20-2023/24)	2,718
G	Outstanding permissions on small sites of less than 10 dwellings (2019/20 – 2021/22)	303
H	Windfall allowance (2022/23 – 2023/24)	272
I	Total supply (F+G+H)	3,293
	5 year land supply ((I/E) x 5)	4.2

Table 10: Oxford's housing land supply 2019/20 – 2023/24

Indicator 8: AFFORDABLE HOUSING COMPLETIONS (TENURE)

Target: Tenure split of affordable housing should be at least 80% social rented and up to 20% intermediate (including shared ownership, intermediate rental and affordable rental) (Oxford Core Strategy Policy CS24, Sites and Housing Plan Policy HP3 & Affordable Housing and Planning Obligations SPD)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 3.23 Providing more affordable housing in Oxford is essential to ensure mixed and balanced communities, for the health and well-being of residents, and for the vibrancy of the local economy.
- 3.24 The published 17/18 figures in the AMR (18 completions) were net figures that took account of losses to the affordable housing stock. The affordable housing team figures are reported as gross not net.
- 3.25 Upon review of the 2017/18 AMR data, and when undertaking a comparison with the figures presented by the Affordable Housing Team a mistake has been identified. The reported AMR figures only included 10 affordable housing units at Marywood House and it should have been

20. Furthermore an additional unit at Leopold St was incorrectly added. The correct figures should be 27 units net which can be seen in Figure 3 below.

Affordable Housing Completions

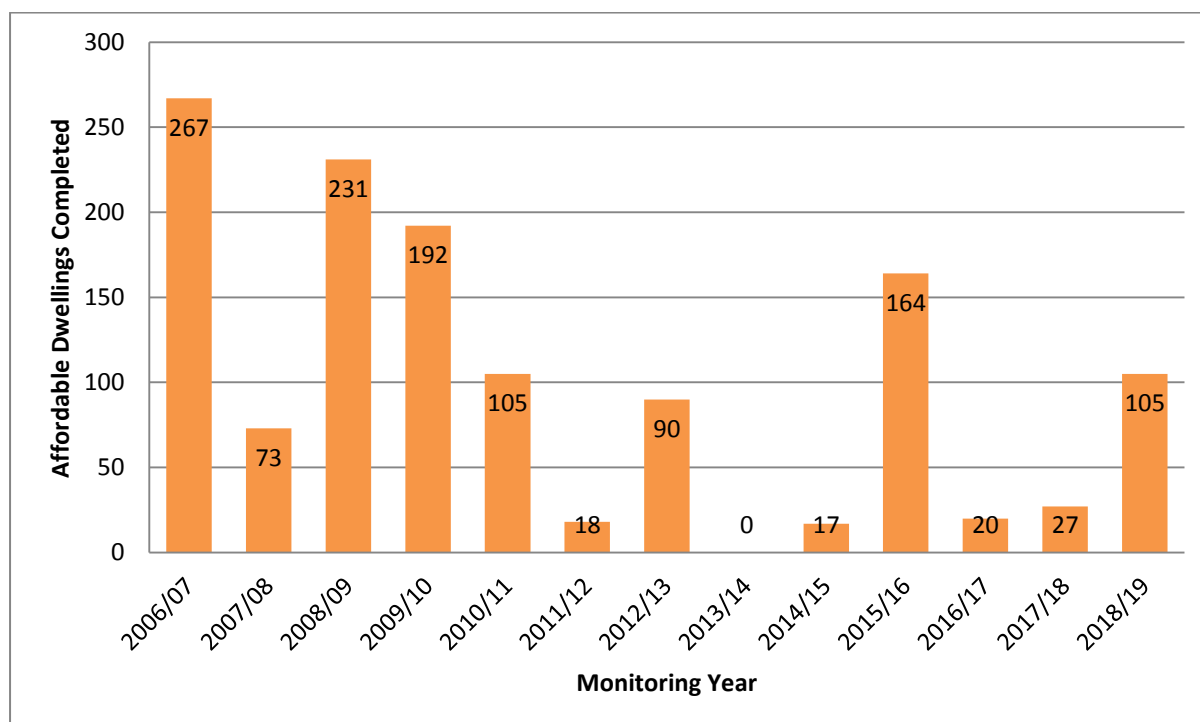


Figure 3: Net affordable dwellings completed 2006/07-2018/19

- 3.26 Figure 3 shows that 105 affordable dwellings were completed in 2018/19. This is an increase from the previous monitoring year, mainly due to the start of completions for phase 1 of Barton Park, with 35 affordable social rent units being completed. Another main contributor was 11 social rent and 13 affordable rent dwellings at the Former Travis Perkins Site (15/03328/FUL), as well as 21 social rent dwellings at the Former Community Centre, Westlands Drive (12/03281/FUL).
- 3.27 The total net number of affordable homes completed since the start of the Core Strategy period (2006/07 to 2018/19) is 1,309 dwellings. These homes have mainly been delivered through a combination of developer contributions from qualifying developments (either provision onsite or financial contributions towards off-site provision) and the City Council's own housebuilding programme. The supply of affordable housing in Oxford is expected to be further boosted in future monitoring years as major schemes are built out. This includes Barton Park Phase's 2, 3 and 4 (circa 260 affordable homes), land north of Littlemore Healthcare Trust (70 affordable homes) and Littlemore Park (135 affordable homes expected). As with the overall housing numbers for completions and permissions, it is natural for affordable housing delivery to fluctuate due to the limited number of larger sites available within Oxford.

Affordable Housing Tenure

- 3.28 The gross number of affordable homes delivered in the 2018/19 monitoring year was 105. 35 of the 105 affordable homes were delivered through the development of Phase 1 of Barton Park (15/03642/RES). These 35 homes are available on a social rent basis through a registered social landlord. 21 affordable homes were completed through the redevelopment of the Former Community Centre (12/03281/FUL) and are all available on a social rent basis. A further 6 affordable homes (flats) were delivered at 27 Brasenose Driftway, (15/02778/FUL) through the demolition of the existing buildings on site and are all offered on a social rent basis. A further 19 affordable homes were delivered at the Northway Centre, Maltfield Road (12/03280/FUL) where 15 are available on a social rent basis through a registered landlord and 4 on a shared ownership basis. 24 additional affordable homes were delivered at the Former Travis Perkins Site (15/03328/FUL) where 11 are offered on a social rent basis and 13 on an affordable rent basis through a registered landlord.
- 3.29 88 of the 105 affordable homes delivered were on a social rent basis meaning in total throughout the monitoring year 84% of affordable homes delivered were on a social rent basis. The 80% target was met on all applications except one (Northway Centre) which lowered the overall percentage for the monitoring year. On an application-by-application basis however the Council is achieving the 80% social rent tenure split in most cases.

Indicator 9: AFFORDABLE HOMES BUILT ON CITY COUNCIL LAND

No set target. The City Council is committed to delivering more affordable housing in Oxford and is one of the few authorities in England building its own council housing. The City Council has been identifying land in its ownership capable of delivering affordable homes and is bringing this forward wherever possible. The AMR will now report on the number of affordable units built on City Council land.²⁴

- 3.30 Of the 105 affordable dwellings completed in Oxford in 2018/19, 75 were delivered on City Council land (Table 11).

City Council owned site	Planning application reference	No. homes for social rent completed	No. homes for shared ownership completed	No. of intermediate homes completed	Total number of affordable homes completed
Northway Centre, Maltfield Road, Oxford	12/03280/FUL	15	4	0	19
Former Community Centre, Westlands Drive, Oxford	12/03281/FUL	21	0	8	21
Barton Park phase 1	15/03642/RES	35	0	0	35
Total:					75

Table 11: Affordable homes completed on City Council land (by tenure) 2018/19

²⁴ This indicator was added to the AMR in 2015/16 following a recommendation put forward by the Scrutiny Committee which was agreed by the City Executive Board on [12 November 2015](#).

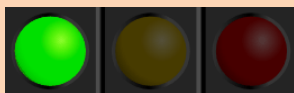
- 3.31 In 2016 the City Council set up its own housing company, Oxford City Housing Limited (OCHL). The housing company is wholly owned by the City Council and will be used to deliver new affordable homes in Oxford. In December 2018, 2 planning applications were submitted to the council to deliver 35 new homes, 50% of which will be affordable, across 2 sites at Elsfield Hall and Cumberlege Close. In addition to this, 40% of the homes will be available for social rent for people on the city council's housing register. The Elsfield Hall and Cumberlege Close schemes are part of the current and planned developments which include Barton Park, Oxpens and Blackbird Leys among others. The City Council's decision to set up a housing company follows changes introduced by the Housing and Planning Act 2016 which would make it more difficult for the City Council to continue building and maintaining its own affordable housing stocks.

Indicator 10: PROPORTION OF AFFORDABLE HOUSING WHERE THERE IS A POLICY REQUIREMENT (PERMISSIONS)

Target: 50% provision of affordable housing on qualifying sites.

(Oxford Core Strategy Policy CS24 & Sites and Housing Plan Policy HP3)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 3.32 Sites and Housing Plan Policy HP3 states that planning permission will only be granted for residential development on sites with capacity for 10 or more dwellings, or which have an area of 0.25 hectares or greater, if generally a minimum of 50% of the dwellings on the site are provided as affordable homes. At least 80% of the affordable homes must be provided as social rented housing.
- 3.33 The majority of housing permissions in 2018/19 were small scale developments that did not meet the thresholds for applying Policy HP3. There were four applications that met the threshold for applying Policy HP3 during 2018/19 as shown in Table 12.

Application	Site	Qualifying Development	Affordable Housing Provision (as agreed in the planning permission)
18/00966/RES	Wolvercote Paper Mill Mill Road Oxford Oxfordshire OX2 8PR	Reserved matters of outline planning permission 13/01861/OUT seeking permission for the appearance, landscaping, layout and scale of 190 residential units, employment space, community facilities, public open space and facilities. (Amended plans and additional information)	50% Affordable Housing 76 social rent, 19 intermediate and 95 market homes.
17/03050/FUL	Land North Of Littlemore Healthcare Trust Sandford Road Littlemore	140 residential units together with roads, parking, landscaping and open space. (Amended Plans/Documents)	50% Affordable Housing 70 Social rent, 70 market dwellings

Application	Site	Qualifying Development	Affordable Housing Provision (as agreed in the planning permission)
	Oxford Oxfordshire OX4 4XN		
18/02818/FUL	Rose Hill Advice Centre And Scout Hut Ashhurst Way Oxford Oxfordshire OX4 4RF	Demolition of existing buildings and erection of two residential buildings (part two and part three storey) comprising 18no. residential dwellings (C3 Use Class) with associated access, parking and landscape arrangements.	100% Affordable Housing 18 social rented dwellings
18/02817/FUL	Former Rose Hill Community Centre The Oval Oxford Oxfordshire OX4 4UY	Erection of two three storey residential buildings comprising 25no. residential dwellings (Use Class C3) with associated access, parking and landscape arrangements.	100% Affordable Housing 25 Intermediate dwellings

Table 12: Proportion of affordable housing where there is a policy requirement (permissions) 2018/19

3.34 Table 12 shows that all qualifying developments met the 50% requirement for on-site provision of affordable housing with two developments (Rose Hill Scout Hut and Former Rose Hill Community Centre) providing 100% affordable provision.

Indicator 11: FINANCIAL CONTRIBUTIONS TOWARDS AFFORDABLE HOUSING

Target: No set target. AMR to include a report on financial contributions collected towards affordable housing provision from residential, student accommodation and commercial developments (Sites and Housing Plan Policies HP3, HP4 and HP6)

3.35 Oxford's Local Plan policies require developers to make a financial contribution towards the provision of affordable housing in the city from smaller developments of 4-9 dwellings or from student accommodation and commercial developments. Little weight is now being given to Policy HP4 following the receipt of an appeal decision at 4 Lime Walk and conclusions from the Planning Inspector examining the draft policy in the H2(ii) in the emerging Oxford Local Plan 2036. This is explained in a Head of Planning Advice Note.²⁵

3.36 In 2013, the Government also made changes to permitted development rights which allow the conversion of B1a office space to C3 residential dwellings without Oxford's full range of Local Plan policies being applied. This means that financial contributions towards affordable housing cannot be required from these developments. (See Indicator 12 for further information on these applications.)

²⁵https://www.oxford.gov.uk/downloads/file/6677/head_of_planning_advice_note_on_hp4_affordable_housing_on_small_sites

3.37 In the 2018/19 monitoring year the City Council received £4,613,425.08 through s106 agreements towards affordable housing provision (Table 13). This money will be used to support the delivery of affordable housing elsewhere. The programme for s106 spending is set out on page 79.

Application	Site	Qualifying Development	Financial contribution towards affordable housing
13/02557/OUT	Westgate Centre And Adjacent Land Encompassing The Existing Westgate Centre And Land Bounded By Thames St, Castle Mill Stream, Abbey Place, Norfolk St, Castle St, Bonn Square, St Ebbes St, Turn Again Lane And Old Greyfriars St. OX1 1NX	Demolition of southern part of Westgate Centre, 1-14 Abbey Place and multi-storey car park, retention of library, refurbishment of remainder of the existing Westgate Centre and construction of a retail-led mixed use development together providing A1 (retail), A2 (finance and professional services) and/or A3 (restaurants and cafes) and/or A4 (public house, etc.) and/or A5 (hot food takeaways) uses, C3 (residential) use and D2 (assembly and leisure) uses, public toilets, associated car and cycle parking, shopmobility facility, servicing and access arrangements together with alterations to the public highway (Amended plans and further information)	£3,922,073.00
15/00858/FUL	36 38 40 London Road And 2 Latimer Road Headington Oxford Oxfordshire OX3 7PA	Demolition of residential houses at 36, 38 and 40 London Road and 2 Latimer Road. Erection of 167 student study rooms and ancillary facilities on 4 and 5 levels plus basement, together with 2 x 2-bed and 2 x 3-bed maisonettes. Provision of 4 car parking spaces and 1 car parking space for disabled drivers, 88 cycle parking spaces, landscaped areas and ancillary works. (Amended description, amended plans and additional information)	£691,352.08
Total amount received:			£4,613,425.08

Table 13: Financial contributions towards affordable housing received from all development types 2018/19

Indicator 12: CHANGES OF USE FROM NON-RESIDENTIAL TO RESIDENTIAL (COMPLETIONS)

No set target. AMR to report on the number of market and affordable dwellings delivered (completed) through changes of use from non-residential to C3 residential.²⁶

²⁶ This indicator was added to the AMR following a recommendation put forward by the Scrutiny Committee which was agreed by the City Executive Board on [12 November 2015](#).

- 3.38 Of the 351 dwellings completed in Oxford in 2018/19, 2 net additional dwellings at 6a King Street, 16/03160/FUL, were delivered through the change of use of existing buildings from non-residential to C3 residential (Table 14).

Type of change of use	No. market dwellings completed (net)	No. affordable dwellings completed (net)
Change of use from office B1(a) to residential (c3) (16/03160/FUL)	2	0
Total	2	0

Table 14: Net additional dwellings completed through non-residential to C3 residential changes of use 2018/19

- 3.39 Both of the dwellings delivered through changes of use from non-residential to residential in 2018/19 were market housing, with no additional affordable dwellings being delivered through this manner. The change of use application required full planning permission, however the application fell below the policy threshold for requiring onsite provision of affordable housing or financial contributions towards affordable housing. Local Plan policies requiring affordable housing or financial contributions towards affordable housing cannot be applied in the determination of prior approval applications.

B1a office to C3 residential prior approval applications

- 3.40 On 30 May 2013 the Government brought into force new permitted development rights which allow the conversion of B1a office space to C3 residential without the need for planning permission²⁷. Table 15 shows the number of applications and the number of dwellings granted and refused prior approval since this system was introduced, and for which the city council could only consider flood risk, land contamination, highways and transport, and noise, and could not apply other normal local plan policies in determining the applications²⁸.

Monitoring year	Prior approval required and granted		Prior approval required and refused	
	No. Applications	No. dwellings proposed	No. Applications	No. dwellings proposed
2013/14	9	167	4	70
2014/15	9	64	1	1
2015/16	10	39	1	3
2016/17	9	113	2	96
2017/18	3	141	0	0
2018/19	1	3	0	0
Totals	41	527	8	170

Table 15: B1a office to C3 residential prior approval decisions 2013/14- 2018/19

²⁷ This was originally a temporary change introduced by The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013. It was then made permanent by The Town and Country Planning (General Permitted Development) (England) (Amendment) Order 2016.

²⁸ The consideration of noise impacts from surrounding commercial premises on the intended occupiers of the proposed dwelling(s) is a new requirement introduced by the 2016 amendments to the GPDO.

- 3.41 As table 15 shows, the number of dwellings permitted through B1a office to C3 residential prior approval applications has fluctuated since the system was introduced in 2013/14. This is to be expected for an urban area such as Oxford.

Indicator 13: CHANGES OF USE FROM EXISTING HOMES (PERMISSIONS)

Target: 100% of planning permissions granted in Oxford to result in no net loss of a whole self-contained residential unit to any other use. AMR to report only on the number of known cases not complying with the policy. (Sites and Housing Plan Policy HP1)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 3.42 The benefits of building new homes in the city would be undermined if the stock of existing housing were to be reduced through loss to other uses. Sites and Housing Plan Policy HP1 therefore seeks to protect existing homes within the city.
- 3.43 In the 2018/19 monitoring year, one planning application was granted permission where development would result in a total net loss of one C3 residential dwelling. This application involved the change of use of the existing C3 building to a C1 guest house. The application was assessed against Policy HP1, taking into account other material considerations such as the quality of the residential accommodation and space standards.

Indicator 14: RESIDENTIAL DEVELOPMENT COMPLETED ON PREVIOUSLY DEVELOPED LAND

Target: 90% or more of new dwellings on previously developed land (2009-2014)
75% or more of new dwellings on previously developed land (2014-2026)
 (Oxford Core Strategy Policy CS2)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 3.44 There is limited land available for development in Oxford. It is important that we re-use previously developed (brownfield) sites to make the best use of this limited resource.
- 3.45 The NPPF defines previously developed land (PDL) as “Land which is or was occupied by a permanent structure, including the curtilage of the developed land... and any associated fixed surface infrastructure”. The NPPF is clear that private residential gardens cannot be considered PDL. However, the Core Strategy target for the proportion of new homes to be delivered on PDL was set before garden land was removed from the definition. The target of 75% of new dwellings to be delivered on PDL therefore includes both PDL and garden land.
- 3.46 Figure 4 below shows that 44.7% of housing completions in 2018/19 were on PDL (brownfield land) and 16% of housing completions were on garden land. These figures combined do not meet the Core Strategy target of 75%. However, this is as a result of 39.3% of housing completions delivered on greenfield land. This is significantly higher than previous monitoring

years and is due to the first phase of Barton Park being implemented where 66 market dwellings and 35 affordable dwellings were completed.

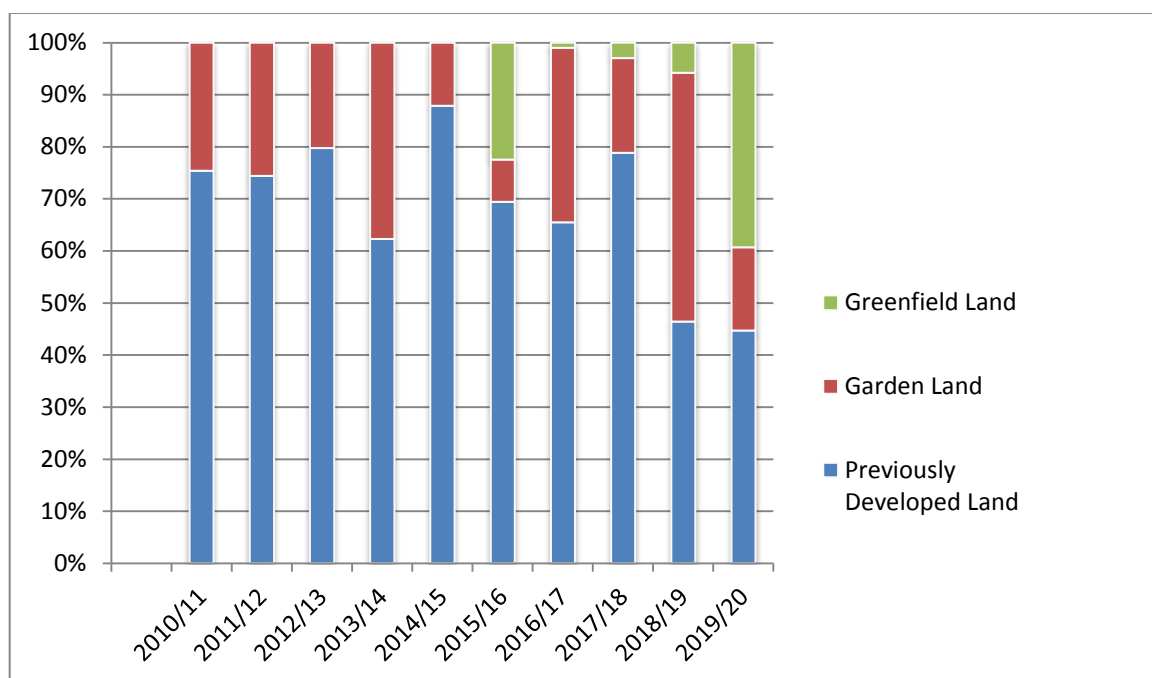


Figure 4: Dwellings completed by land type 2010/11 – 2018/19

Indicator 15: MIX OF HOUSING (DWELLING SIZE)

Target: 95% of schemes to comply with the Balance of Dwellings SPD
(Oxford Core Strategy Policy CS23)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



3.47 It is important to ensure that a mix of homes is delivered to meet Oxford's needs.

Overall Mix of Housing Delivered

3.48 In previous years there have been concerns that increasing proportions of smaller homes (one or two bedrooms) were being completed in Oxford and that this was limiting the supply of new family-sized homes. The 2015/16 and 2016/17 monitoring years were more successful in meeting the Core Strategy targets with over 30% of homes being 3 or more bed dwellings. Figure 5 however shows that during the 2017/18 and 2018/19 years the mix of dwelling sizes completed did not reach the Council's aspirations, although there was a notable improvement in this monitoring year compared to 2017/18.

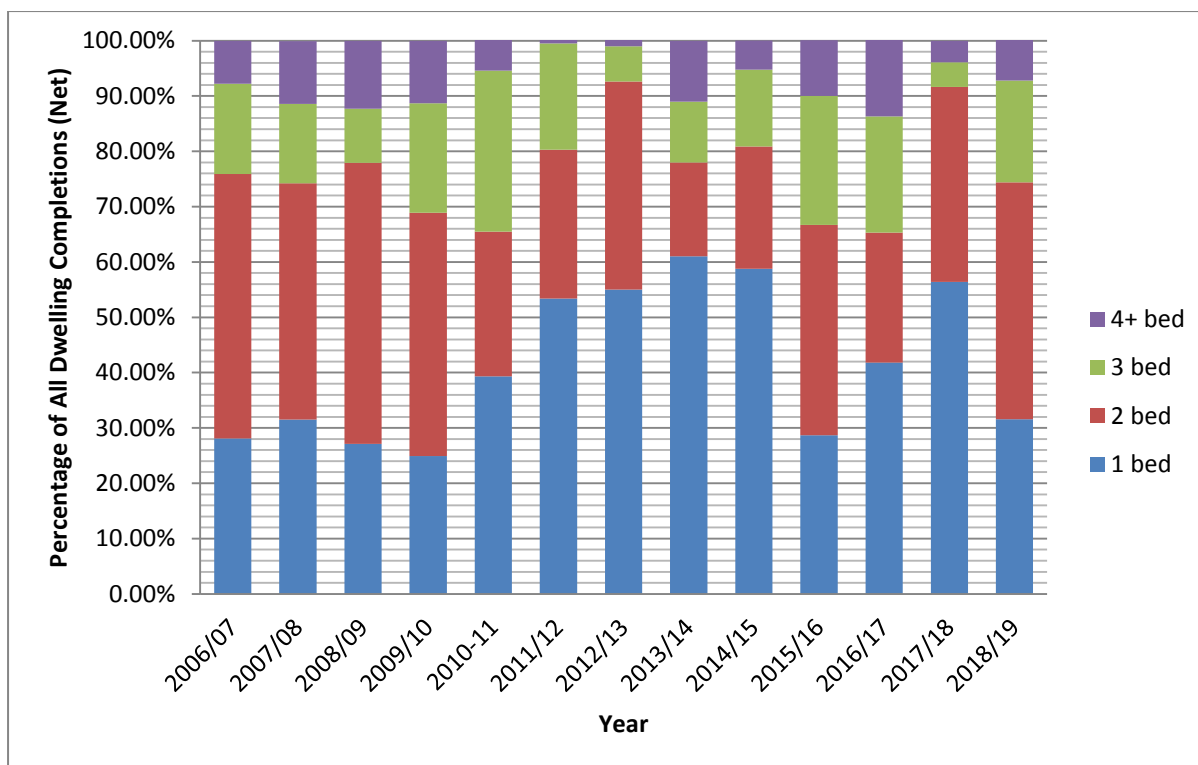


Figure 5: Mix of dwellings completed 2006/07-2018/19

Compliance with the Balance of Dwellings (BoDs) Supplementary Planning Document (SPD)

3.49 The Balance of Dwellings SPD sets out the appropriate mix of housing for strategic sites, developments of ten or more dwellings in the city centre and district centres, and developments of 4-24 new homes in other areas of the city taking into consideration local pressures on family housing. Table 16 shows qualifying completed developments' compliance with the requirements of the BoDs SPD in 2018/19.

Application	Site	Qualifying Development	Compliance with BoDs SPD
16/01880/FUL	78A St Clement's Street Oxford Oxfordshire OX4 1AW	Change of use from 8 x bedsit units (Sui Generis) to 4 x 1-bed flats (Use Class C3). Demolition of existing rear and side extension. Erection of four storey side extension. Provision of bin and cycle store. (amended plans)	Non-Compliant with BoDs SPD
16/00679/FUL	Site Of Former Shelley Arms 114 Cricket Road Oxford Oxfordshire	Demolition of public house. Erection of 3 x 4-bed dwellings and a three storey building to provide 2 x 2-bed and 2 x 1-bed flats (Use Class C3). Provision of private amenity space, carparking, bin and cycle store.	Compliant with BoDs SPD
15/02778/FUL	27 Brasenose Driftway	Demolition of existing building. Erection of 5 x 1 bedroom and 1 x	Compliant with BoDs SPD

Application	Site	Qualifying Development	Compliance with BoDs SPD
	Oxford Oxfordshire OX4 2QY	2 bedrooms flats (Use Class C3) and communal lounge and staff/guest bedroom . Provision of car parking spaces, bin and cycle storage (Amended Plans)	
12/03281/FUL	Former Community Centre Westlands Drive Oxford Oxfordshire OX3 9QY	Demolition of existing building. Erection of 21 flats (14 x 1-bed, 7 x 2-bed) on 3 floors, together with 21 car parking spaces, 56 cycle spaces and landscaping.	Compliant with BoDs SPD
12/03280/FUL (phase 2)	Northway Centre Maltfield Road Oxford Oxfordshire OX3 9RU	Demolition of existing buildings. Erection of 47 residential units (14 x 1-bed, 14 x 2-bed, 15 x 3-bed, 4 x 4-bed) plus community centre in 5 blocks on 2, 3 and 4 levels. Provision of 79 car parking spaces, 102 cycle parking spaces and landscaping. Relocation of hard play court, provision of newt pond, wetland habitat, Aunt Sally court, outdoor seating for the social club and playing field terrace. Amended ridge heights of terraced houses and provision of foul water drainage system comprising on site-storage and flow-control device.	Non-compliant with BoDs SPD .
15/03328/FUL	Part Of Former Travis Perkins Site, Collins Street, Oxford, Oxfordshire	Demolition of existing building. Erection of new building on four levels consisting of Class B1 (Offices) at ground floor level and 12 x 1-bed and 12 x 2-bed flats at upper levels. Provision of bin and cycle stores, 1no. disabled car parking space and communal garden area. (Amendments to approved planning permission 14/01273/OUT).	Non-compliant with BoDs SPD

Table 16: Compliance with the Balance of Dwellings SPD (qualifying completions) 2018/19

- 3.50 The BoDs SPD has been a key tool in ensuring that housing provision meets the needs of a wide range of households, however in light of recent evidence the Council's proposed submission draft Local Plan 2036 proposes a different approach going forward which the Council believes will help meet housing needs in the city. This new approach still emphasises the importance of a balanced mix of dwelling sizes.

Indicator 16: DEMAND FOR SELF-BUILD AND CUSTOM HOUSEBUILDING PLOTS

The City Council is required to keep a register of individuals and groups who are seeking to acquire serviced plots of land in Oxford on which to build their own homes.²⁹ The Planning Practice Guidance encourages authorities to publish headline information related to their Self-build and Custom Housebuilding Registers in their AMRs.

- 3.51 Table 17 provides headline information from Oxford's Self-build and Custom Housebuilding Register. This information will be used to help the City Council understand the demand for serviced self and custom build plots in Oxford.

Number of individuals on the Oxford Self and Custom Build Register	58 Individuals
Number of associations of individuals on the Oxford Self and Custom Build Register	1 Association (20 association members)
Total number of plots required	78 plots (11% increase from previous monitoring year)

Table 17: Oxford's Self and Custom Build Register Headline Information (at 31 March 2019)

Indicator 17: STUDENTS AND PURPOSE BUILT STUDENT ACCOMMODATION

Target: No increase in academic floorspace if there are more than 3,000 students outside of accommodation provided by the relevant university. (Oxford Core Strategy Policy CS25)

Performance against target 2018/19:



Performance in previous two years:



- 3.52 Core Strategy Policy CS25 requires each university to have no more than 3,000 full-time students living outside of university provided accommodation in the city. The policy is intended to reduce the pressures from students on the private rental market. To avoid worsening the situation, all increases in academic floorspace that would facilitate an increase in student numbers at the two universities should be matched by an equivalent increase in student accommodation provided by the relevant university. All applications for net increases in academic floorspace will be assessed on this basis.
- 3.53 The monitoring period that the universities use does not directly coincide with the period of the AMR. The AMR follows the financial year and runs from April to March, whereas the universities use a period linked to the academic year in order to complete their forms for Government. The data used to assess this indicator was submitted by the two universities as relevant to the monitoring year in December 2018.

²⁹ This is a requirement of the Self-build and Custom Housebuilding Act 2015.

University of Oxford

3.54 The University of Oxford states that there were 24,289 students attending the University (and its colleges) at 1 December 2018.

3.55 A number of agreed exclusions apply to the data:

- Students with a term-time address outside of the city (392 students)
- Students living within the city prior to entry onto a course (847 students)
- Visiting students (556 students) or those not attending the institution (nil students)
- Part-time students (2,928 students)
- Postgraduate research students past year four/assumed to be writing up (494 students)
- Students working full time for the NHS (DClinPsyc Students) (52 students)
- Specific course exclusions (BTh Theology and MTh Applied Theology) (32 students)
- Students who are also members of staff (234 students)
- Students living with their parents (132 students)
- Students on a year abroad (510 students)

3.56 Taking into account these exclusions, there were 18,112 full-time University of Oxford students with accommodation requirements. At 1 December 2018 there were 15,409 accommodation places provided across the collegiate University. This leaves a total of 2,703 students living outside of university provided accommodation in Oxford, which is within the threshold of Core Strategy Policy CS25. (Figure 6).

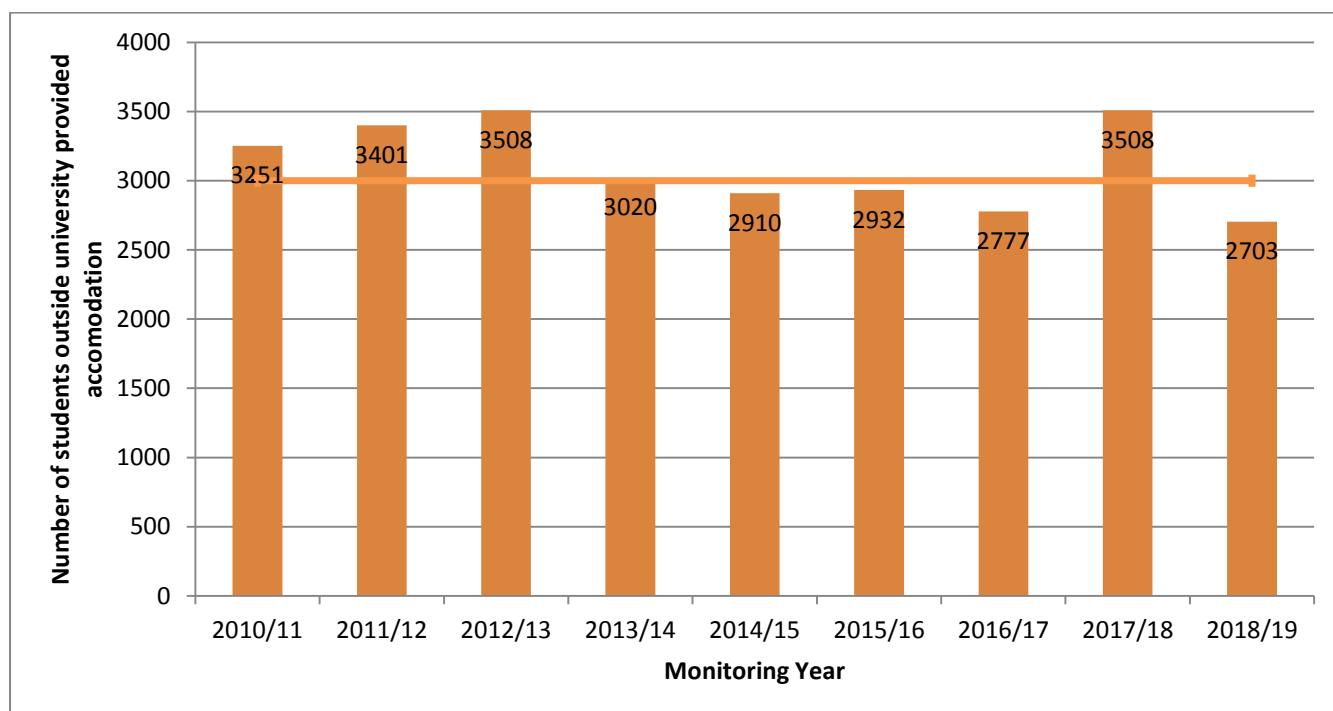


Figure 6: University of Oxford students living outside of university provided accommodation 2010/11-2018/19

3.57 At 1 December 2018 there were also 751 student accommodation places under construction across the collegiate University and extant planning permissions for a further 385 student accommodation places.

Oxford Brookes University

3.58 Oxford Brookes University states that there were a total of 16,579 students attending the university at 1 December 2018.

3.59 A number of agreed exclusions apply to the data:

- Part-time students (2,519 students)
- Students studying at franchise institutions (1,196 students)
- Students studying outside Oxford (i.e. Swindon campus) (354 students)
- Placement students away from the university (472 students)
- Students living at home or outside of Oxford (2,678 students)

3.60 Taking into account these exclusions, there were 9,360 full-time Oxford Brookes University students with accommodation requirements. At 1 December 2018 there were 5,281 accommodation places provided by Oxford Brookes University. This leaves a total of 4,079 students without a place in university provided accommodation living in Oxford, exceeding the Core Strategy target, a slight reduction from the previous monitoring year (Figure 7).

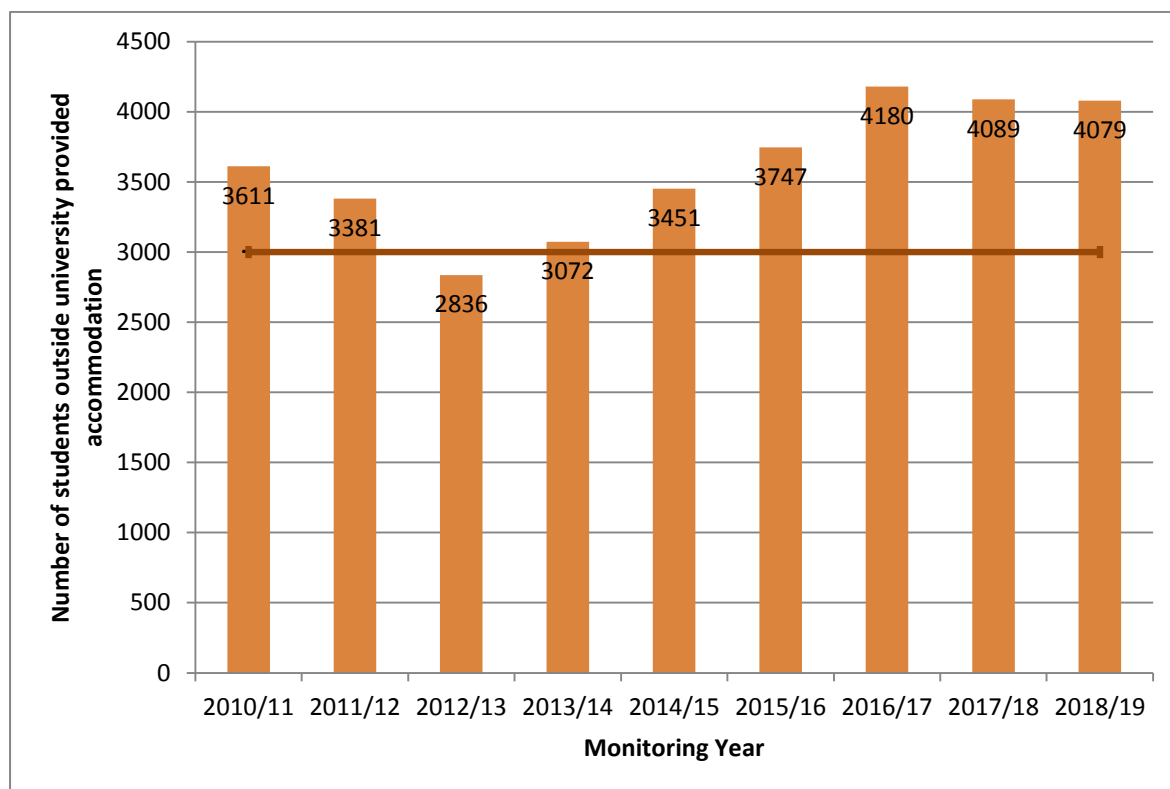


Figure 7: Oxford Brookes students living outside of university provided accommodation 2010/11 – 2018/19

3.61 When compared to the previous monitoring year, there was a reduction of 10 Oxford Brookes students living outside of university provided accommodation in the city in 2018/19. A more detailed breakdown of Oxford Brookes University's student numbers is provided in Table 18.

Monitoring year	Total Number of Students	Students needing accommodation in Oxford	Units of University provided student accommodation
2011/12	17,811	8,032	4,651
2012/13	17,115	7,909	5,073
2013/14	17,053	8,319	5,247
2014/15	16,553	8,489	5,038
2015/16	17,149	8,954	5,207
2016/17	17,069	9,504	5,324
2017/18	16,988	9,494	5,405
2018/19	16,579	9,360	5,281

Table 18: Oxford Brookes University's student numbers 2011/12 – 2018/19

3.62 Oxford Brookes University has acknowledged that the number of students living outside of university provided accommodation within the 2018/19 monitoring period has again exceeded the threshold. They comment that there has been an increase in places and occupancy for University managed and owned housing, but that there was an overall fall in the number of University and nominated halls places. This is partly due to the refurbishment of Paul Kent Halls which will continue into 2019/20 and has resulted in a reduction in the number of places. Once this has been completed this will provide improved accommodation and will contribute to overall numbers living in university accommodation. Additionally, it should be noted that the 885 room Oxford Brookes scheme off James Wolfe Road (17/02140/FUL) fell outside the 2018/19 monitoring year. This will be included in the 2019/20 monitoring year and as a result will have an impact on the figures for that period as they will be closer to the threshold. Oxford Brookes University state that there has been a reduction of 409 students at the University since the previous monitoring period and that there has not been significant growth in recent years despite the student cap on number being removed in 2015/16. They state that their commitment in relation to numbers of students living in university accommodation is an important factor in this and that they will continue to work with the council and key stakeholders to ensure that appropriate student accommodation can be developed accordingly.

3.63 Oxford Brookes University is seeing a trend, with different patterns of demand for student accommodation since 2012. Oxford Brookes has identified that the proportion of students who decide to live in Oxford has increased from around 64% in 2010 to well over 70% in 2016, meaning that their residential halls (including university owned and those under nomination agreements) cannot meet this increased demand. The University has identified the following underlying trends which explain this shift in demand:

- A decline in postgraduate students (who are more likely to live at home and, if they do live in university-provided accommodation, they often require the accommodation for shorter periods);
- An increase in undergraduate students (who are less likely to live at home);
- A decline in part-time students (with this shortfall being replaced with more full-time students); and
- A decline in the proportion of students recruited from Oxfordshire (with a higher propensity to live at home).

- 3.64 It is anticipated that these trends are set to continue. It will take time for additional student accommodation to be planned and built out. In 2018/19 0 student rooms for Oxford Brookes were constructed.
- 3.65 The approach set out in Core Strategy Policy CS25 will be a key consideration in determining any planning applications submitted by Oxford Brookes University. Core Strategy Policy CS25 and its supporting text is clear that planning permission will only be granted for additional academic/administrative accommodation (including redeveloped academic floorspace) for use by Oxford Brookes and the University of Oxford where it can be demonstrated that the number of students living outside of university provided accommodation is less than 3,000 students for that institution. One planning application was received from Oxford Brookes University during the 2018/19 monitoring year for the demolition of the Helena Kennedy Building and erection of replacement building providing an additional 819.5m² (net) of D1 floorspace (Indicator 3).
- 3.66 These policies were reviewed as part of the work on the emerging Oxford Local Plan 2036. The City Council, jointly with Cambridge City Council, commissioned an Assessment of Student Housing Demand and Supply, which was undertaken by the Cambridge Centre for Housing and Planning Research. This provided a detailed assessment of student housing demand in Oxford, designed to inform development of policies for the emerging Oxford Local Plan 2036. It included an assessment of a broad range of students, including those at language schools. For the assessment Higher Education Statistics Agency (HESA) data was used as the basis of university student numbers data. The HESA data is a 'flow' which records all students of the course of the academic year. For the AMR, the universities publish 'snapshot' data for a point in time relevant to the AMR, and this dataset will therefore not match the HESA data.
- 3.67 The approach set out in the submission draft Oxford Local Plan 2036 is to continue to link new or redeveloped university academic accommodation to the delivery of associated residential accommodation. The policy threshold is set based on evidence about existing student numbers, expected changes in the student population and information about new student accommodation likely to come forward. The threshold reduces across the plan period and varies between each university. The threshold for the University of Oxford would be 2,500 at the time of the application reducing to 1,500 at 01 April 2022. The threshold for Oxford Brookes University would be 3,500 reducing to 3,000 at 01 April 2022. In acknowledgement of the changing student accommodation and varying student accommodation needs the definition of students captured by the threshold has also changed in the Oxford Local Plan 2036 and applies only to full-time taught course students. Therefore, under the policy proposed for the new Local Plan, the number of students living outside of university managed accommodation for both universities would be within their respectively set threshold.

Indicator 18: LOCATION OF NEW STUDENT ACCOMMODATION

Target: 95% of sites approved for uses including new student accommodation to be in one of the following locations:

- On/adjacent to an existing university or college academic site or hospital and research site
- City centre or district centres
- Located adjacent to a main thoroughfare

(Sites and Housing Plan Policy HP5)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:

3.68 In the 2018/19 monitoring year, planning permission was granted for eleven new student accommodation developments which would provide a total of 351 (net) student rooms. Table 19 shows that all the developments permitted would be located on sites that meet the locational requirements of Sites and Housing Plan Policy HP5.

Application	Site	Development	Total No. Rooms Net	Compliance with HP5 locational criteria
18/03082/VAR	British Telecom James Wolfe Road Oxford OX4 2PY	Variation of Condition 1 of planning permission 18/00770/VAR (development in accordance with approved specifications) to enable increase in number of student study rooms from 885 to 887. (amended description)	2	Policy HP5 Compliant (Allocated site)
18/01687/FUL	St Edward's School Woodstock Road Oxford OX2 7NN	Erection of 2.5 storey boarding house with House Masters House, tutor flat and assistant House Masters Flat and associated facilities to accommodate 70 students (aged 13-18) in 55 bedrooms over three floors (Amended Plans).	55	Policy HP5 Compliant (Existing school campus)
18/01340/FUL	Trinity College Broad Street Oxford OX1 3BH	Demolition of the existing building and the erection of a replacement building to provide a new auditorium, teaching, and student communal area. On the lower floors together with administration offices and student accommodation to the upper floors. The relocation and widening of the existing vehicular access from Parks Road further South. External alterations to the rear of the President's Garage. Landscape enhancements to the immediate setting of the proposed new building, library quad and the small quad to the south of library quad. Provision of covered cycle parking and replace glass house and	36	Policy HP5 Compliant (Existing college campus)

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Application	Site	Development	Total No. Rooms Net	Compliance with HP5 locational criteria
		machinery and tool store for the gardeners.		
18/02907/FUL	Canterbury Works Glanville Road Oxford OX4 2DD	Demolition of existing two storey building and redevelopment with a part two and a half storey and part three storey building providing a mixed use comprising A1 (retail), A2 (financial and professional services) or B1 (business) use classes at ground floor and 12 x 1-bed student bedrooms at first and second floors. Provision of bin and cycle store in ground floor lobby and provision of car parking.	12	Policy HP5 Compliant (adjacent to Main thoroughfare)
18/00258/FUL	Northgate House 13 - 20 Cornmarket Street Oxford Oxfordshire OX1 3HE	Application for planning permission for the demolition of the existing building to ground level and the erection of a replacement building to provide replacement commercial units on the basement, ground and first floors, and new teaching facilities, ancillary accommodation and student fellows rooms on the upper floors for Jesus College. (Amended Plans)	68	Policy HP5 Compliant (Existing college campus)
17/03330/FUL	2 Savile Road Oxford OX1 3UA	Proposed demolition of Warham House, New College School hall and partial demolition of Savile House rear extension. Erection of three new buildings and reconstruction of Savile House rear extension to provide C2 residential college including Music Hall, assembly, academic and study space, Porter's Lodge and associated accommodation, and replacement D1 facilities for New College School including dining hall, assembly space and class rooms. (amended plans) (amended information)	74	Policy HP5 Compliant (Existing college campus)
18/00840/FUL	Fairfield 115 Banbury Road Oxford OX2 6LA	Change of Use from residential home (Use Class C2) to student accommodation (Use Class Sui generis) *(Previous use was for 13 rooms in residential home and application proposes 12 student room, hence net gain of -1)	-1	Policy HP5 Compliant (Main thoroughfare)
18/00782/FUL	23 James	Change of use of the outbuilding to	2	Policy HP5 Compliant

Application	Site	Development	Total No. Rooms Net	Compliance with HP5 locational criteria
	Street Oxford Oxfordshire OX4 1ET	the rear, from a use incidental to the use of a dwellinghouse to provide two single student studios (C2). Insertion of 4No. new windows to south elevation, replacement of 1No existing window to south/west elevation (Amended Plans).		(Main thoroughfare)
17/02979/FUL	Wadham College Parks Road Oxford OX1 3PN	Proposed demolition of existing JCR and Goddard Building and erection of new collegiate development comprising an Access Centre and Undergraduate Centre (existing basement to be retained) including 20 accessible student bedrooms and social and academic facilities.	20	Policy HP5 Compliant (Existing college campus)
17/02386/FUL	Stoke House 7 Stoke Place Oxford OX3 9BX	Erection of 12 study bedroom annex on two floors	12	Policy HP5 Compliant (Adjacent existing college campus)
17/02387/FUL	Ruskin Hall Dunstan Road Oxford OX3 9BZ	i) Erection of 65 bed student accommodation building on four storeys. ii) Erection of 30 bed student accommodation building on two and three storeys. Demolition of Bowen Building. (additional information and revised plans) *(Previous use was for 24 rooms in and application proposes 90 student rooms, hence net gain of 71)	71	Policy HP5 Compliant (Existing college campus)

Table 19: Planning permissions granted for new student accommodation 2018/19

Indicator 19: HOUSES IN MULTIPLE OCCUPATION (HMOs)

Target: No set target. AMR to include a report on the number of applications determined for the creation of new HMOs within each ward and of these the number approved.

(Sites and Housing Plan Policy HP7)

3.69 A house in multiple occupation (HMO) is a shared house occupied by three or more unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom. Shared properties can help to meet housing needs in some areas, although the conversion of family homes to HMOs can lead to a shortfall in family accommodation. HMOs form an unusually high percentage of housing in Oxford in comparison to other cities of a similar size. It is estimated that 1 in 5 of the resident population live in an HMO.

- 3.70 Planning permission is not usually required for the conversion of a C3 dwelling house to a C4 'small' HMO with three to six occupiers. However, on 25 February 2012 the City Council brought into force an [Article 4 Direction](#) that means planning permission is required for this change of use in Oxford. Planning permission is also required for the conversion of a C3 dwelling to a Sui Generis 'large' HMO with more than six occupiers. The change of use from a 'small' C4 HMO to a 'large' Sui Generis HMO also requires planning permission.
- 3.71 There is no Local Plan target for HMOs, however the AMR is required to report on the number of planning applications for new HMOs that are determined and approved during the monitoring year (Table 20).
- 3.72 Table 20 shows that the number of planning applications received to create new HMOs has increased significantly since the Sites and Housing Plan was adopted. The City Council has been actively working with HMO landlords to communicate the need for planning permission and therefore some of these applications may be regularising changes of use that have already taken place. The decrease in applications may also reflect a rising increase in the number of Airbnbs situated in Oxford which reflects a national trend, particularly within cities. In October 2019, Airbnb launched a consultation in which they recommend that the UK Government changes the law to require landlords to receive planning permission before they rent out an entire house on a short-let basis for more than 140 nights in a year. If the Government introduced similar laws across the country, it would require short-let landlords in Oxford to receive planning permission. This would provide the City Council with a complete list of entire homes that are being rented throughout the year on a short-let basis, which would make investigations significantly easier and could be used in deciding whether or not to grant planning permission for further short-lets within a community.

Ward	HMO applications determined 2015/16	HMO applications approved 2015/16	HMO applications determined 2016/17	HMO applications approved 2016/17	HMO Applications determined 2017/2018	HMO applications approved 2017/2018	HMO Applications determined 2018/19	HMO applications approved 2018/19
Barton and Sandhills	3	2	5	5	7	5	4	3
Blackbird Leys	2	1	2	2	3	2	4	3
Carfax	6	6	0	0	1	1	0	0
Churchill	6	2	15	11	12	10	9	5
Cowley	8	7	12	11	13	10	5	4
Cowley Marsh	4	2	10	4	3	1	6	4
Headington	4	3	11	9	4	4	5	2
Headington Hill and Northway	5	5	6	5	9	9	3	3
Hinksey Park	8	7	2	1	5	3	4	3
Holywell	0	0	1	1	0	0	0	0
Iffley Fields	1	1	6	3	3	2	5	1
Jericho & Osney	2	2	3	3	6	5	4	4
Littlemore	4	4	3	2	4	4	0	0
Lye Valley	15	13	10	10	13	8	9	8
Marston	2	2	8	6	8	8	3	3
North	0	0	2	2	3	3	1	1
Northfield Brook	0	0	2	2	0	0	0	0
Quarry & Risinghurst	4	4	2	2	10	5	2	2

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Ward	HMO applications determined 2015/16	HMO applications approved 2015/16	HMO applications determined 2016/17	HMO applications approved 2016/17	HMO Applications determined 2017/2018	HMO applications approved 2017/2018	HMO Applications determined 2018/19	HMO applications approved 2018/19
Rose Hill and Iffley	3	2	1	0	4	3	4	4
St. Clements	7	6	5	3	8	5	6	5
St. Margaret's	0	0	2	2	1	1	1	1
St. Mary's	5	2	6	3	3	2	12	10
Summertown	5	5	4	4	0	0	0	0
Wolvercote	2	2	1	1	2	2	2	2
Total	96	78 (81%)	119	92 (77%)	90 permitted c4 +23 refused (c4) + 3 permitted (sui gen)6 refused (sui gen) TOTAL 122	90 (c4) + 3 (sui gen) TOTAL 93 (66%)	62 permitted C4 + 17 refused C4. & 6 permitted Sui Gen + 4 refused Sui Gen. Total 89	62 permitted C4 & 6 permitted Sui Gen. Total 68 (76%)

Table 20: Planning applications for new HMOs determined and approved 2015/16-2018/19

Indicator 20: RESIDENTIAL MOORINGS

Target: No target set. Nil applications approved that are subject to an unresolved objection by the body responsible for managing the relevant river channel or waterway.

(Sites and Housing Plan Policy HP5)

Performance against target 2018/19:

N/A

Performance in previous two years:

2017/18: N/A

2016/17: N/A

3.73 No applications for residential moorings were received during the monitoring year, however six new moorings have been added to the council tax base within this period.

Strong and Active Communities

Ambition: **Socially cohesive and safe communities**

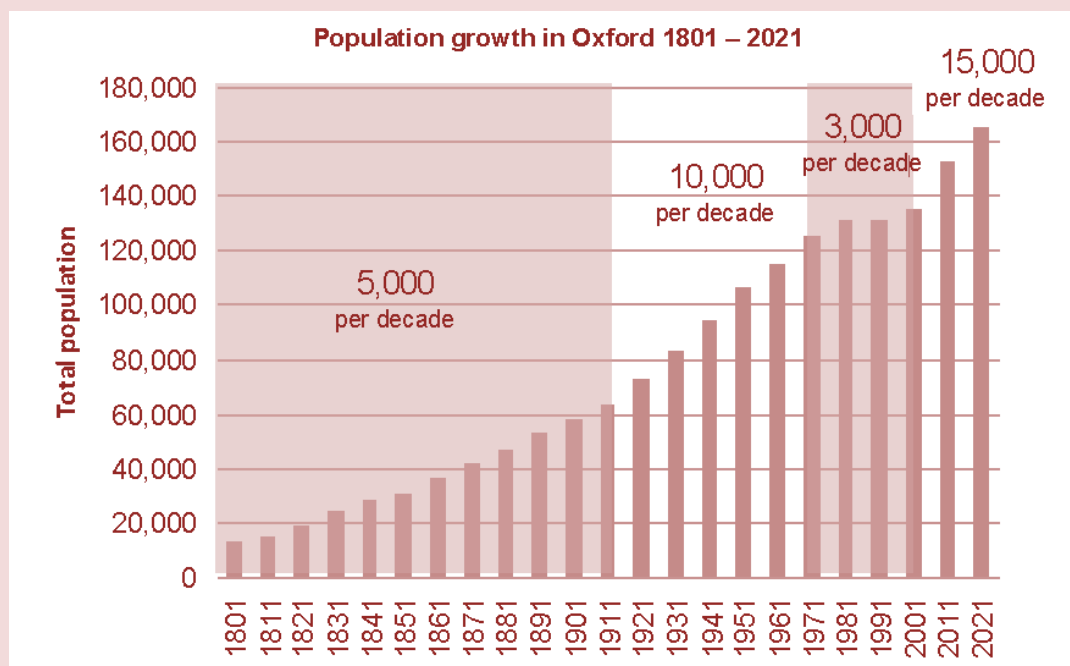
Our aim is that everyone in the city has the opportunity to:

- Be engaged in the diverse social and cultural life of the city
- Be active and engaged in leisure and sporting activities in the city
- Be protected from the risk of crime, exploitation and anti-social behaviour
- Have the support they need to achieve their potential

Snapshot of Oxford's population

Usual resident population:	154,582 people ³⁰
Annual population turnover:	26% annual population turnover ³¹
Students as % of adult population:	23% (approximately 35,421 full time university students)
Non-white British population:	22% from a black or minority ethnic background 14% from a white but non-British ethnic background ³²
Life expectancy at birth:	82.5 years ³³
% population in good or very good health:	87% of Oxford's population in good or very good health ³⁴
Areas of the city amongst the 20% most deprived parts of the country:	Of 83 'super output areas' in Oxford, 10 are among the 20% most deprived areas in England. These areas are in the Leys, Littlemore, Rose Hill and Barton areas of the city. ³⁵

Population changes over time



Oxford is currently in the middle of a new and distinct period of rapid population growth, adding around 15,000 people per decade. Oxford's population grew by 12% from 2001-2011, making it the sixth fastest growing English city. Oxford's population is projected to increase by another 13,000 people by 2021.

³⁰ Office of National Statistics (2019) [Population Estimates for UK](#)

³¹ [Oxford Profile 2018](#)

³² Office for National Statistics (2019) UK Census Data [Ethnicity Statistics Oxford](#)

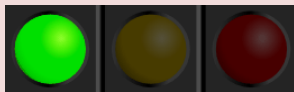
³³ [Oxford Profile 2018](#)

³⁴ [Office of National Statistics \(2011\) UK Census Data](#)

³⁵ Oxford City Council (May 2015) [Poverty and deprivation statistics](#)

Indicator 21: REGENERATION AREAS**Target: Individual targets have been set for each priority regeneration area**

(Oxford Core Strategy Policy CS3)

Performance against target 2018/19:**Performance in previous two years:****2017/18:****2016/17:**

4.1 The Core Strategy identifies five priority areas for regeneration: Barton; Blackbird Leys; Northway; Rose Hill; and Wood Farm. Physical regeneration is to be housing led, with a focus on improving the quality and mix of housing. Individual targets have been set for each of the priority areas based upon their specific circumstances (Table 21).

Regeneration Area Monitoring		
Indicator	Target	Progress to date
Extent of deprivation in Oxford relative to all areas nationally	Reduce number of super output areas (SOAs) in Oxford that fall amongst the 20% most deprived in England Baseline (2007) 10 SOAs Target 1 (2016) Less than 10 SOAs Target 2 (2026) . . . Less SOAs than in 2016	The English Indices of Deprivation 2015 identified 10 SOAs in Oxford that are amongst the 20% most deprived areas in England. These areas are in the Leys, Littlemore, Rose Hill and Barton.
Timely progression of regeneration action plans for each area.	Implement regeneration action plans in conjunction with other departments. (Timetable to be agreed corporately.)	To be taken forward by Neighbourhood/Community Partnerships.
Barton		
Reduce the sense of isolation from the rest of the city	Provision of new footbridge across the A40 and/or improvements to existing underpass by 2015/16.	A new footbridge is not being created. However, improvements to existing underpass to be delivered as part of the Barton Park development. This was confirmed in a legal agreement associated with the outline planning permission (13/01383/OUT).
'Investing in Barton': improvements to blocks of flats and the Community Centre; enhancement of the street environment; improvements to security and redevelopment of Underhill Circus.	Three year programme of improvements to low rise blocks.	Permission was granted in December 2016 for improvements to flats on Stowford Road and Bayswater Road and work commenced in early 2017. ³⁶ Permission was granted in January 2017 for improvements to flats on Barton Road. ³⁷ A further application was submitted in February 2018 for improvements

³⁶ Planning application references [16/02588/CT3](#) (2 to 24 Stowford Road), [16/02596/CT3](#) (26 to 60 Stowford Road), and [16/02597/CT3](#) (55 to 89 Bayswater Road).

³⁷ Planning application references [16/02802/CT3](#) (78-100 Barton Road), [16/02803/CT3](#) (102-112 Barton Road) and [16/02804/CT3](#) (114-136 Barton Road).

		to flats on Stowford Road. This application ³⁸ was approved in June 2018.
	Improvements to Barton Neighbourhood Centre.	Improvement works to Barton Neighbourhood Centre will include extending the existing health centre to provide health facilities for residents of Barton and Barton Park. An application for change of use from offices to use as a health centre was prepared in Spring 2017 ready for submission in June 2017. ³⁹ The application was approved in August 2017. Work began on creating the new £1m health and community hub at Barton Neighbourhood Centre in March 2018. On 14 th May 2019 Prince Harry reopened Barton Neighbourhood Centre following completion of the refurbishment works.
	Redevelopment of Underhill Circus.	Work is in its early stages to work up proposals for the redevelopment of Underhill Circus. Initial design ideas have been drawn up and the City Council are working with the community to develop a proposal. The City Council undertook a consultation from 5 th December 2018 to 9 th January 2019 asking for feedback on two initial design ideas for redeveloping Underhill Circus. The feedback was published following this consultation. Further community engagement plans are proposed for later in 2019.
Barton Healthy New Towns Project.	Work with partners at Grosvenor, Oxfordshire Clinical Commissioning Group and Oxfordshire County Council Public Health towards delivering equal opportunities to good physical and mental health through the planning system.	A health impact assessment to identify retrospective enhancements at Barton Park and proactive recommendations for Underhill Circus and the Barton Healthy Living Centre was completed in January 2017. Barton Healthy New Town is part of the Town and Country Planning Association's Developer and Wellbeing national programme. The project has also influenced planning policy, which is reflected

³⁸ Planning application [18/00290/CT3](#)

³⁹ Planning application reference [17/01507/CT3](#).

		in the Draft Local Plan 2036, which includes a policy requiring a Health Impact Assessment (HIA) is submitted for major development proposals. In terms of Barton's built environment, a way-finding project has delivered three new dementia-friendly trails, linking existing Barton with the new development ⁴⁰ .
Blackbird Leys		
Improve the centre to create a mixed-use district centre	District centre regeneration.	The Council advertised for potential builders in September 2017. Developers were appointed in September 2018 to take forward the master-planning and development of council-owned sites in Blackbird Leys. The scheme will deliver a new district centre, new homes – including affordable homes – and new community facilities. Throughout 2019 the City Council has worked with the local community to develop a basic plan for the development. This included: surveys sent to over 5000 households, two consultation events, a Community Planning Weekend in May 2019, pop-ups across the local area, and a Report Back Evening on 18 th June 2019. The City Council aim to submit a planning application in 2020 ⁴¹ .
Investigate the future of Windrush and Evenlode tower blocks	Undertake an options appraisal by 2011.	Planning permission granted for upgrade works in November 2014 (14/02641/FUL & 14/02640/CT3). Work on both tower blocks commenced on site in early 2016. As a result of the Grenfell disaster in June 2017, both Evenlode and Windrush tower blocks have had their rain screen cladding replaced (17/02391/VAR & 17/01792/VAR). This work was completed in June 2018.
Northway		
Access across the A40 linking safeguarded land at Barton to Northway, for use by buses, pedestrians and cycles.	Implementation by substantial completion of residential development at Barton by 2013/14.	To be delivered as part of the Barton Park development. See Indicator 23.

⁴⁰ [Barton's Built Environment – Oxford City Council](#)

⁴¹ [The Leys Regeneration Project – Oxford City Council](#)

Investigate the future use of Plowman tower block and the surrounding area.	Options appraisal for Plowman tower block by 2010.	Planning permission granted for upgrade works to Plowman Tower in November 2014 (14/02642/CT3). Works commenced on site February 2017. As a result of the Grenfell disaster in June 2017, the rain screen cladding on Plowman Tower has been replaced (17/01793/VAR). This work was completed in June 2018.
Rose Hill		
Redevelopment of the former Rose Hill Community Centre, and Rose Hill Advice Centre & Scout Hut	Redevelopment of the Former Rose Hill Community Centre and Rose Hill Advice Centre & Scout Hut to provide 25 new affordable residential units.	In October 2018 an application was submitted for the erection of two three storey residential buildings which will deliver 25 dwellings. 100% of the units will be shared ownership, contributing to the affordable housing need in Oxford. This application was approved in January 2019.
Wood Farm		
Investigate the future use of Foresters Tower block and surrounding area	Options appraisal for Foresters tower block by 2011.	Planning permission granted for upgrade works to Foresters Tower in November 2014 (14/02643/CT3). Works commenced on site November 2016 and were completed in July 2018.

Table 21: Core Strategy monitoring framework for Policy CS3 Regeneration Areas

- 4.2 Regeneration work is also progressing outside of the targeted priority regeneration areas, for example Northgate House in Central Oxford. Planning permission was granted in August 2018 for the demolition of the existing building and redevelopment of Northgate House to deliver retail, academic facilities and accommodation. As part of the project, Jesus College will improve the public realm in Market Street between Cornmarket Street and the Covered Market service yard. The College will also provide the City Council with developer contributions to continue this work further along Market Street.



Image 1: Northgate House upon completion

- 4.3 An application⁴² for the erection of a new Secondary School (The Swan School) in Marston was submitted in May 2018. This application was approved in December 2018, and will eventually provide 1,260 school places. This new school will benefit the local community, most significantly by addressing the urgent need for more Secondary School places within Oxford. The school will welcome students in September 2019; however this will be in temporary classrooms until the development is complete.



Image 2: The Swan School upon completion

West End Area Action Plan (AAP)

- 4.4 The previous AMR referred to the West End Area Action Plan (AAP). This document had previously formed part of the council's development plan but expired in 2016. As such, Indicator 22 relating to this AAP has been deleted.

⁴² [Planning application 18/01173/FUL](#)

Oxpens

- 4.5 The Oxpens SPD was adopted in 2013. Oxford West End Development Limited ('OXWED'), a joint venture between Oxford City Council and Nuffield College has been formed to deliver the development of this site. The site could deliver up to 500 new homes; retail; up to 10,400m² of B1a offices and B1b research and development floorspace; a hotel with around 155 bedrooms; and student accommodation. An application (16/02945/FUL) for student accommodation with 500 rooms and small-scale retail and office units⁴³ went to planning committee in March 2017; planning committee resolved to grant permission subject to legal agreements. Since permission was granted in 2017, demolition work for the Student Castle Scheme has now commenced on site with the intention completion in 2020. Additionally, OXWED has gone to the open market to seek a development partner for the wider masterplan area. It is anticipated the development partner will be in place by the end of 2019.

Oxford Station SPD

- 4.6 Work on bringing forward the redevelopment of Oxford train station continued during 2018/19. The Supplementary Planning Document (SPD) builds on work carried out for the Oxford Station Masterplan and an architectural competition held in 2016. The SPD further develops the station masterplan and includes a new station, a multi-modal transport interchange and car park, as well as commercial and residential uses. The City Council produced a Draft Oxford Station Supplementary Planning Document (SPD) that was consulted on during summer 2017. Following this consultation, the Oxford Station SPD was adopted in November 2017. Work has been ongoing on this project in the period 2018/19.

Indicator 23: BARTON AREA ACTION PLAN

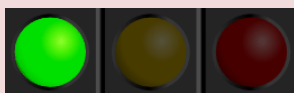
The Barton Area Action Plan (AAP) guides development and change at the Barton strategic site, aiming to deliver a development that reflects Oxford's status as a world class city and which supports integration and sustainability. The Barton AAP identifies five key objectives to support this vision:

- Deliver a strong and balance community
- Bring wider regeneration of neighbouring estates
- Improve accessibility and integration
- Encourage a low-carbon lifestyle
- Introduce design that is responsive and innovative.

The AAP establishes a specific monitoring framework for this site.

(Oxford Core Strategy Policy CS7, Barton Area Action Plan)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 4.7 Policy CS7 of the Core Strategy, supported by the Barton AAP, allocates 36ha of land in the north of the city between Barton and Northway (known as land at Barton) for a predominately

⁴³ [Planning application reference 16/02945/FUL \(Oxford Business Centre\)](#)

residential development of 800-1,200 new dwellings. This is the largest residential development opportunity in the city.

- 4.8 Outline planning permission was granted in September 2013 for means of access for the erection of a maximum of 885 residential units (Class C3); a maximum of 2,500m² gross Class A1, A2, A3, A4 and A5 uses (with a maximum of 2,000m² gross food store Class A1); a maximum of 50 extra care housing units; a maximum of 7,350m² GEA hotel (Class C1); and a maximum of 3,000m² GEA Class D1, D2 floorspace (community hub) in development blocks ranging from 2 to 5 storeys with associated cycle and car parking, landscaping, public realm works, interim works and associated highway works.⁴⁴ A reserved matters application for works needed to prepare the site for development was approved in February 2015⁴⁵; work commenced on site in Summer 2015. The new junction on the A40, connecting Barton Park to Northway, was completed in May 2017 and opened in August 2017.
- 4.9 A further reserved matters application for Phase 1 of the development (237 dwellings,) was approved in March 2016⁴⁶, and construction began in January 2017. Phase 1 includes 40% affordable housing (95 units), all of which will be provided as social rent. Two further reserved matters applications for community sports facilities and a community sports pavilion were approved in April and December 2016.⁴⁷ The first homes were marketed for sale in September 2017, with the first residents moving into Phase 1 of the development in July 2018. In February 2019 the first council tenants started moving into their new homes following the handover of completed properties to the City Council by Hill. Work is on-going to bring forward the subsequent phases of development. In February 2018, Grosvenor announced house builder Redrow Homes had been appointed to deliver over 200 further dwellings for Phase 3 of the development⁴⁸. In March 2019, Redrow Homes submitted a reserved matters application for 207 residential units (Class C3) and although outside of this monitoring period, was subsequently approved by East Area Planning Committee in August 2019⁴⁹.

⁴⁴ [Planning application reference 13/01383/OUT \(Barton Park outline planning permission\).](#)

⁴⁵ [Planning application reference 14/03201/RES \(Barton Park enabling works\).](#)

⁴⁶ [Planning application reference 15/03642/RES \(Barton Park Phase1\).](#)

⁴⁷ Planning application references [16/00067/RES](#) (Barton Park community sports facilities) and [16/02002/RES](#) (Barton Park Community Sports Pavilion).

⁴⁸ Phase 2 and 4 will follow later due to the positions of land on the site.

⁴⁹ Planning application reference [19/00518/RES](#) (Barton Park Phase 3)

Indicator 24: NORTHERN GATEWAY AREA ACTION PLAN

The Northern Gateway Area Action Plan (AAP) guides development and change at the Northern Gateway. It aspires to create a vibrant and successful extension to Oxford, with a flourishing community of knowledge-based industries and modern new homes. The Northern Gateway AAP identifies six key objectives to support this vision:

- Strengthen Oxford's knowledge-based economy
- Provide more housing
- Improve the local and strategic road network and other transport connections
- Respond to the context of the natural and historic environment
- Create a gateway to Oxford
- Encourage a low-carbon lifestyle/economy

The AAP establishes a specific monitoring framework for this site.

(Oxford Core Strategy Policy CS6, Northern Gateway Area Action Plan)

Performance against target 2018/19:



Performance in previous two years:

2017/18: N/A

2016/17: N/A

4.10 The Northern Gateway AAP was adopted in July 2015. In June 2018 it was announced that the development was to be renamed 'Oxford North'. The Northern Gateway/Oxford North is a key element of the Oxford and Oxfordshire City Deal, which was agreed to support innovation-led economic growth. The City Deal partners and Government have agreed to invest a total of £17.8m in highway infrastructure at Oxford North to enable the development. Improvement works to both Wolvercote and Cutteslowe roundabouts were completed in September 2016. The next phase will include the provision of a link road between the A44 and A40 and new signalised junctions. This will be bought forward as part of the wider development at the Oxford North.

4.11 A planning application was submitted for the majority of the Northern Gateway Area Action Plan site. The application, reference 18/02065/OUTFUL, was received and validated on 31 July 2018 and is a hybrid application consisting of an outline and full application. The outline application proposes up to 87,300sqm of employment space, up to 550sqm of community space, up to 2,500sqm of Use Class A floorspace, up to a 180 bedroom hotel and up to 480 residential units as well as associated works, including the provision of a new link road between the A44 and A40 and an energy sharing loop. The full part of the application is for 15,850sqm of employment space and associated works. The application has been made by Thomas White (Oxford). Additional information was submitted in March 2019 at the request of the City Council, and as a result a further public consultation took place ending 27th April 2019.

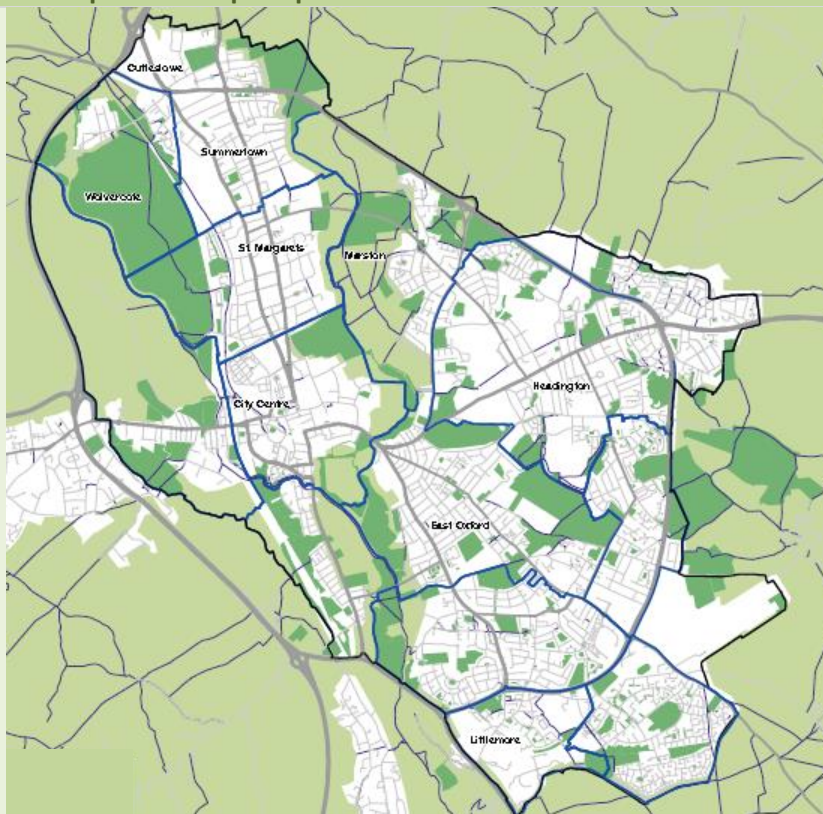
Cleaner and Greener Oxford

Ambition: An attractive and clean city that minimises its environmental impact by cutting carbon, waste and pollution

Environmental Snapshot

Total area:	17.6 square miles / 46 square kilometres
Green Belt (% of total area):	27% of Oxford's total area
Allotments:	36 allotment sites across the city
Listed Buildings:	More than 1,600 listed buildings
Conservation Areas:	18 conservation areas
Parks with Green Flag status:	Five parks (Cotteslowe & Sunnymead Park, Blackbird Leys Park, Hinksey Park, Florence Park and Bury Knowle Park)
Carbon emissions per capita:	4.4 tonnes per resident The target is to reduce Oxford's emissions by 40% by 2020, compared to a 2005 baseline. ⁵⁰
Cycling infrastructure per Km²:	Per 1km ² there is an average of 0.49km of cycle infrastructure across Oxford. ⁵¹
Land area covered by grassland and forests:	32% of the land within Oxford City Council's boundary is grassland or woodland. ⁵²
Oxford Household Recycling Rate:	Residual waste: 341.71kg per household in 2018/19 Household waste recycled and composted: 52.29% in 2018/19

Spatial distribution of parks and open spaces in Oxford:⁵³



⁵⁰ Oxford City Council (2016) [Oxford Sustainability Index 2016](#) (Page 5)

⁵¹ Oxford City Council (2016) [Oxford Sustainability Index 2016](#) (Page 8)

⁵² Oxford City Council (2016) [Oxford Sustainability Index 2016](#) (Page 13)

⁵³ Oxford City Council (2013) [Green Spaces Strategy 2013-2027](#) (Appendix 1)

INDICATOR 25: CHANGES IN AREAS OF BIODIVERSITY IMPORTANCE

Target: No net reduction in areas designated for their intrinsic environmental value i.e. SAC, SSSI, RIGS and locally designated sites (Oxford Core Strategy Policy CS12)

Performance against target 2018/19:**Performance in previous two years:****2017/18:****2016/17:**

- 5.1 Oxford has a diverse range of species and habitats and this is another part of what makes Oxford such a special place. It is important that Oxford's biodiversity is maintained as this is central to natural processes such as the maintenance of air, soil and water quality, and the regulation of climate and flooding. Biodiversity and good quality natural environments also contribute to health and wellbeing and are a key part of Oxford's character.
- 5.2 There are a number of sites in Oxford that are protected for their biodiversity and geological importance. This includes European designations (the Oxford Meadows Special Area of Conservation), national designations (Sites of Special Scientific Interest), and local level designations (local wildlife sites, local nature reserves and sites of local importance to nature conservation).
- 5.3 As part of the development of the new Local Plan 2036, the Council undertook a review of its local-level designated biodiversity sites. This resulted in a reduction in area of sites specifically designated for biodiversity purposes. However the emerging Local Plan introduces a different policy approach which looks at the multi-functional benefits of green spaces. This Green Infrastructure (GI) methodology provides protection for the majority of existing green spaces in the city.
- 5.4 Table 22 provides details of sites designated for their intrinsic environmental importance in Oxford. Sites are updated annually, and in the last monitoring year the area and number of Local Wildlife Sites has increased, from 14 to 19 sites. Additionally, following work on the Local Plan, the City Council has worked with Thames Valley Environmental Records Centre to re-assess the biodiversity value of some locally designated sites to ensure that they have the correct designation and level of protection to cover the emerging Local Plan period up to 2036. As a result of this work, the number of OCWS' have decreased from 50 to 32 sites.

Designation	2014/15	2015/16	2016/17	2017/18	2018/19	Change
Special Areas of Conservation (SAC) (1 site)	177.1	177.1	177.1	177.1	177.1	No change
Sites of Special Scientific Interest (SSSI) (12 sites)	278.24	278.24	278.24	278.24	278.24	No change
Local Geological Sites (formerly	2.0	2.0	2.0	2.0	2.0	No change

Designation	2014/15	2015/16	2016/17	2017/18	2018/19	Change
known as Regionally Important Geological or Geomorphological Sites – (RIGS)) (2 Sites)						
Local Nature Reserves (3 Sites)	6.63	6.63	6.63	6.63	6.63	No change
Local Wildlife Sites (19 sites)	125.44	125.44	125.44	125.44	117.77	Change in site numbers and thus area
Oxford City Wildlife Sites (OCWS) – (formerly known as Sites of Local Importance for Nature Conservation - (SLINCs)) (32 sites)	202.5	202.5	202.5	202.5	134.93	Change in site numbers and thus area

Table 22: Area (ha) of sites designated for their environmental importance in Oxford (Natural England Data)

INDICATOR 26: NATURAL RESOURCE IMPACT ANALYSIS AND ON-SITE RENEWABLE ENERGY GENERATION

Target: 100% of qualifying planning permissions granted to comply with NRIA requirements

Minimum of 20% on-site renewable or low carbon energy from qualifying sites

(Oxford Core Strategy Policy CS9, Sites and Housing Plan Policy HP11, Saved Local Plan Policy CP18)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 5.5 Oxford City Council has a longstanding commitment to making Oxford more sustainable. This commitment can be realised by requiring sustainable design in planning policy. By requiring greater efficiency of resources and a proportion of energy from on-site renewable sources, we can mitigate the wider environmental effects of increasing urbanisation.
- 5.6 Core Strategy Policy CS9 and Saved Local Plan Policy CP.18 require non-residential developments of 2,000m² or more to submit a Natural Resource Impact Assessment (NRIA). The NRIA assesses a range of factors including energy efficient design, renewable energy generation, use of materials and water management, as set out in the NRIA SPD. Qualifying

developments are required to meet 20% of their energy needs on site through renewable and low carbon technologies. Rarely is the City Council likely to approve a development where an NRIA checklist score of at least 6 out of 11 is not achieved, including at least the minimum standard in each section.

- 5.7 The requirement to undertake NRIsAs for residential developments of 10+ dwellings was removed when Part L of the Building Regulations was updated to require improved energy efficiency standards in all residential developments. Instead, Policy HP11 of the Sites and Housing Plan requires all applications for new residential or student accommodation development to include an energy statement explaining how energy efficiencies have been incorporated. Policy HP11 also requires developments of 10+ dwellings, 20+ student rooms or more than 500m² of student accommodation to meet at least 20% of their energy needs from on-site renewable or low carbon technologies.

Application reference & Site	Development	NRIA Checklist Score	Proposed On-Site Renewable Energy Generation
17/02832/FUL, 276 - 280 Banbury Road Oxford Oxfordshire OX2 7ED	Demolition and redevelopment of existing retail office, and residential premises, to provide a mixed-use scheme comprising 4 x units (use classes of either A1,A2,A3 or A4) at ground floor with a 180 bed hotel over three floors and 6 maisonette flats over two floors (1+x1 bed, 1x3 bed, 4x2 bed)	Not provided	20.06% (A number of measures including Combined heat and Power system and Air Source Heat Pumps).
17/02979/FUL, Wadham College Parks Road Oxford OX1 3PN	Proposed demolition of existing JCR and Goddard Building and erection of new collegiate development comprising an Access Centre and Undergraduate Centre (existing basement to be retained) including 20 accessible student bedrooms and social and academic facilities.	7	7.5% ((Does not comply, however the planning committee report states this is because 'there are factors in the form of embodied carbon saving from re-use of the existing basement; the passive and other measures going beyond Building Regulations to reduce energy demand; use of available roof area for solar energy systems; and connection to an existing heating network that mitigate

Application reference & Site	Development	NRIA Checklist Score	Proposed On-Site Renewable Energy Generation
			this. It is considered therefore due to these mitigating factors and the high quality architectural design of the proposal within a constrained site, that on balance that an exception could be made in this case')
18/00258/FUL, Northgate House 13 - 20 Cornmarket Street Oxford Oxfordshire OX1 3HE	Application for planning permission for the demolition of the existing building to ground level and the erection of a replacement building to provide replacement commercial units on the basement, ground and first floors, and new teaching facilities, ancillary accommodation and student fellows rooms on the upper floors for Jesus College.	8	26.65% (air source heat pumps, ground source heat pumps, photovoltaics).
18/00966/RES, Wolvercote Paper Mill Mill Road Oxford Oxfordshire OX2 8PR	Reserved matters of outline planning permission 13/01861/OUT seeking permission for the appearance, landscaping, layout and scale of 190 residential units, employment space, community facilities, public open space and facilities.	Not provided	20% (passive design measures, solar panels, use of renewables)
18/01340/FUL, Trinity College Broad Street Oxford OX1 3BH	Demolition of the existing building and the erection of a replacement building to provide a new auditorium, teaching, and student communal area. On the lower	9	29% (low carbon technology including air source heat pump and combined heat pump).

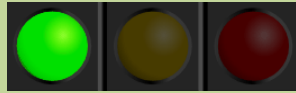
Application reference & Site	Development	NRIA Checklist Score	Proposed On-Site Renewable Energy Generation
	<p>floors together with administration offices and student accommodation to the upper floors. The relocation and widening of the existing vehicular access from Parks Road further South. External alterations to the rear of the President's Garage. Landscape enhancements to the immediate setting of the proposed new building, library quad and the small quad to the south of library quad. Provision of covered cycle parking and replace glass house and machinery and tool store for the gardeners.</p>		
18/01687/FUL, St Edward's School , Woodstock Road, Oxford, OX2 7NN	<p>Erection of 2.5 storey boarding house with House Masters House, tutor flat and assistant House Masters Flat and associated facilities to accommodate 70 students (aged 13-18) in 55 bedrooms over three floors</p>	Not provided	30% (low/zero carbon technologies, CHP engine).
18/02818/FUL, Rose Hill Advice Centre And Scout Hut Ashhurst Way Oxford Oxfordshire OX4 4RF	<p>Demolition of existing buildings and erection of two residential buildings (part two and part three storey) comprising 18no. residential dwellings (C3 Use Class) with associated access, parking and landscape arrangements.</p>	Not provided	20.6% (solar panels)

Table 23: Qualifying developments compliance with NRIA requirements (permissions) 2018/19

INDICATOR 27: DEVELOPMENT IN THE GREEN BELT

Target: No inappropriate development in the Green Belt unless specifically allocated in Oxford's Local Plan (Oxford Core Strategy Policy CS4)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 5.8 Green Belt is a policy designation that aims to prevent urban sprawl by keeping land surrounding urban areas open and undeveloped. Green Belt boundaries should only be altered in exceptional circumstances, through the preparation or review of the Local Plan.
- 5.9 Table 24 provides details of planning permissions granted for development in the Green Belt within the city boundary during the monitoring year. All applications were considered against Green Belt policies set out in the National Planning Policy Framework and Core Strategy. No inappropriate development was permitted during 2018/19.

Location	Application reference	Development	Reason for Approval
University Sports Centre Iffley Road Oxford OX4 1EQ	18/02701/FUL	Installation of replacement lighting associated with the hockey pitch, approach roadway and car park.	The replacement luminaires would not likely give rise to any significant detrimental visual impacts or likely impact upon any protected view cones to a level which would be deemed unacceptable, above and beyond the existing situation.
Botanic Gardens High Street Oxford OX1 4AZ	19/00093/FUL	Removal of 2no sheds from the Rose Cottage garden, replacement of fencing. Erection of a new shed on the western part of the site.	The proposed new shed would fit into this area visually, and would not look out of place. It has been concluded that the development would preserve the listed building and the character and appearance of the Conservation Area, and so the proposal accords with sections 16 and 72 of the Act. The proposed works are justified, and would not cause harm to heritage assets
The Observatory, South Parks Road, Oxford, OX1 3RQ	18/03383/FUL	Installation of a welfare compound and erection of modular buildings for a temporary period in connection with Biochemistry Phase 2 construction works.	Two main reasons: Firstly, the opportunity to improve the landscaping in this area at the end of the temporary period, which would make a positive contribution to the openness and permanence of the Green Belt. Secondly, the need for the facility in this location, as demonstrated by the site search detailed in the planning application and the

Location	Application reference	Development	Reason for Approval
			wider Phase 2 Biochemistry development it would. Thus, very special circumstances exist with this case and the harm to the Green Belt that would be caused by development is acceptable in compliance with local and national Green Belt policy.
1 The Cottage, Ferry Road	17/01646/FUL	Demolition of the existing side extension. Erection of a single storey side extension.	<p>The visual appearance of the proposal is considered to be acceptable and would not be harmful to the existing house and surrounding area.</p> <p>The proposal is for a small domestic extension and would be an unobtrusive change to the Green Belt setting.</p>

Table 24: Planning permissions granted for development in the Green Belt in 2018/19

INDICATOR 28: HERITAGE ASSETS AT RISK

Target: A decrease in heritage assets at risk or no net increase in heritage assets at risk
(Oxford Core Strategy Policy CS18)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



5.10 Oxford has a long, rich history and the city benefits from a diverse range of heritage assets. It is important that Oxford's heritage assets are protected and enhanced as they are an important part of the city's character and should be maintained for the benefit of future generations.

5.11 The National Planning Policy Framework requires that local planning authorities should make information about the significance of the historic environment, gathered as part the

development management process, publicly accessible. This Core Strategy established a target for the production of a Heritage Plan for Oxford. One component part of the Heritage Plan that has already been completed is a six year [Archaeological Action Plan \(2013-2018\)](#) that establishes the objective of producing an annual monitoring statement for archaeological heritage assets. The aim being to capture data about the patterns of development impacts and also monitor the effectiveness of heritage management processes. The [report](#) provides a short overview of the scope and impact of development led archaeology in Oxford in 2018. The annual statement will provide a basis for monitoring the on-going cumulative impact of both development and asset management on the city's archaeological resource.

- 5.12 Historic England's 'Heritage at Risk' programme identifies the heritage assets that are most at risk of being lost as a result of neglect, decay or inappropriate development across England. In 2018/19 two of Oxford's heritage assets were identified as being at risk (Table 25).

Heritage Asset	Condition	Priority Category
Swing bridge, near Rewley Road	Very Bad	F - Repair scheme in progress and (where applicable) end use or user identified.
Church of St Thomas the Martyr, St Thomas Street	Poor	C - Slow decay; no solution agreed

Table 25: Heritage assets at risk in Oxford (September 2019)

- 5.13 The same heritage assets have previously identified as being at risk in the previous AMR. There has been no notable change in their condition, although a repair scheme for the Swing Bridge is currently underway. There has been no net change in the number of assets at risk when compared to the previous monitoring year.

INDICATOR 29: APPLICATIONS INVOLVING THE TOTAL, SUBSTANTIAL OR PARTIAL DEMOLITION OF A LISTED BUILDING

Target: 0% Listed Building Consents or planning permissions granted that involve the total, substantial or partial demolition of a listed building

(Oxford Core Strategy Policy CS18)

Performance against target 2018:19:



Performance in previous two years:

2017/18:



2016/17:



- 5.14 Listed buildings are irreplaceable heritage assets and as such should be protected from substantial harm which in the worst instance will include their total or substantial demolition. As such it is the City Council's duty as custodians of Oxford's unique, historic environment to resist such loss of heritage assets as far as possible.

- 5.15 Four applications were received in 2018/19 which involved the partial demolition of a listed building. The applications were permitted subject to conditions (Table 26).

Application reference	Decision	Location	Proposal
19/00791/LBC (Amended proposal from previously approved consent below - 18/01613/LBC)	Permitted (June 2019)	26 Mill Lane Iffley Oxford OX4 4EJ	Partial demolition of listed building. Erection of single storey and two storey extensions to south and west elevations, Formation of lightwell to create basement and formation of 2no. rooflights to south elevation. Construction of stone wall to east boundary and associated landscaping. Internal alterations.
18/01613/LBC	Permitted	26 Mill Lane Iffley Oxford OX4 4EJ	Part demolition of listed building. Erection of single storey and two storey extensions to south and west elevations, construction of basement. Construction of stone wall to east boundary and associated landscaping. Internal alterations.
18/00897/LBC	Permitted	Student Accommodation At The Mitre, No. 16 High Street And Nos. 3-7 Turl Street Oxford	Turl Street: erection of two storey infill lodge building. Courtyard: localised demolition of existing buildings, formation of new first floor access platform, including new stairs, canopy and decking to connect existing buildings, bike storage, new entrances, alterations to doors and fenestration, relocation of extract plant and condensers to new plant stack. Exterior: repair and renewal works to roofs of No's 3, 6 and 7 Turl

Application reference	Decision	Location	Proposal
			Street, replacement dormers to no's 4 and 5 Turl Street and No. 16 High Street. Interior: internal reconfiguration, addition of en-suites, upgrading of all mechanical and electrical services, fire safety measures, provision of an internal fire escape in 16 High Street existing in the Covered Market Entranceway and other alterations.
18/00457/LBC	Permitted	19-20 Beaumont Street Oxford Oxfordshire OX1 2NA	Partial demolition and reconstruction of boundary wall to rear.
18/01016/LBD	Permitted	9 Merton Street Oxford Oxfordshire OX1 4JE	Part demolition of curtilage boundary wall in association with landscaping of existing garden areas to 9 & 10 Merton Street. (Amended plan)

Table 26: Applications involving the total, substantial or partial demolition of a listed building determined during 2018/19

- 5.16 Application 19/00791/LBC as permitted includes the partial demolition of a listed building. This application sought some small amendments to a previously consented scheme: 18/01613/LBC. The removal of the existing single-storey 1970s extensions was considered to not cause harm to the special interest, character or appearance of the listed building and therefore was not objected to. Additionally, it was considered that the existing two-storey rear wing contributes little to the special architectural and historic interest of the listed building, and given that was an opportunity to better reveal and enhance the significance of the building through the application, the principle of its removal was not objected to.
- 5.17 Application 18/00897/LBC as permitted proposed the localised demolition of existing buildings in the Courtyard. The works would ultimately improve the escape routes and circulation around the site, which would not have a harmful impact on the settings of the listed buildings, and would better reveal the significance of the rear of The Mitre through the removal of later unsympathetic link extensions. The new openings would result in the loss of a small selection of fabric from the rear elevation of The Mitre. However, the small amount of harm caused is considered to be outweighed by the public benefits of improving the circulation and escape routes.

- 5.18 Application 18/00457/LBC as permitted proposed the partial demolition and reconstruction of the rear boundary wall. The proposals were considered reversible, justified and proportionate, and minor/no harm would be caused as a result of the works.
- 5.19 Application 18/01016/LBD as permitted comprises of the removal of a section of a brick curtilage wall in order to create an opening and access between the garden areas of two adjoining properties. While the creation of a new opening would involve the removal of historic fabric and reduce the overall integrity of the wall and listed building, the council deemed that the extent of the harm caused by the scale of the works will be less than substantial. The reuse of existing bricks to make improvements to other poorly rebuilt sections of the wall would mitigate the harm caused. It was also considered that there are public benefits that would arise from the provision of a more usable, accessible and flexible communal garden areas, which would outweigh the less-than-substantial harm to the listed building context. It is noted that the application was submitted as a resubmission to a previously refused scheme, which proposed the demolition of the entire boundary wall.
- 5.20 Overall, whilst the performance in 2018/19 is below the established baseline, the total harm caused to listed buildings was minor.

INDICATOR 30: APPEALS ALLOWED WHERE CONSERVATION POLICIES WERE CITED AS A REASON FOR REFUSAL

Target: 80% of appeals dismissed where conservation policies are cited as a reason for refusal (Oxford Core Strategy Policy CS18)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



- 5.21 Oxford has a rich heritage, spanning over one thousand years. While it is clear that modern development must happen for Oxford to successfully function as an urban space, this should not be at the expense of Oxford's heritage assets. Oxford's conservation policies are therefore intended to accommodate modernity and growth but manage their effect on the historic environment.
- 5.22 Oxford's detailed conservation policies are the Saved Local Plan 2001-16 historic environment policies. Five appeals were determined in 2018/19 where these policies were cited as one of the reasons for refusal. Of these, all were dismissed (100%).
- 5.23 Performance in 2018/19 is demonstrates an improvement to the results in the previous AMR. However, the usefulness of using a percentage based target as a measure of the success of the policy remains questionable, given that the key factor (the number of appeals received) is subject to unpredictable variations year on year. It will therefore be prudent to give

consideration to an alternative measure for the success of comparable heritage policies in the upcoming Local Plan 2036.

INDICATOR 31: TREE PRESERVATION ORDERS (TPOS)

Target: 0% of applications for felling trees that are the subject of a TPO to be approved by the City Council contrary to officers' recommendations (Oxford Core Strategy Policy CS18)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:

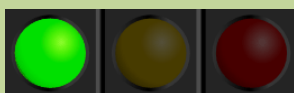


5.24 There were no permissions granted for the felling of trees subject to a TPO contrary to officers' recommendations in 2018/19.

INDICATOR 32: LOSS OF PUBLIC OPEN SPACE, OUTDOOR SPORTS AND RECREATION FACILITIES

Target: No net loss to other uses of publically accessible open space, outdoor sports and recreation facilities (Oxford Core Strategy Policy CS21)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



5.25 Public open space, outdoor sports and recreation facilities provide a range of benefits including helping to support health and wellbeing. No planning applications were permitted where there would be a net loss of publicly accessible open space, outdoor sports or recreation facilities in 2018/19.

5.26 Planning permissions have been granted for a number of applications that are small in scale or directly opposite/adjacent to protected spaces, such as community halls, sports pavilions. The majority of the applications have comprised of developments that would not result in a meaningful loss of open spaces. Where this is not the case such as the Harlow Centre,⁵⁴ a net gain in replacement provision has been provided to ensure the loss of space is adequately mitigated.

⁵⁴ [18/01173/FUL \(Harlow Centre\)](#)

INDICATOR 33: TRAFFIC GROWTH AT INNER AND OUTER CORDONS

Target: Inner Cordon - no more than 0% growth

Outer Cordon - no more than 0.2% average annual growth (Oxford Core Strategy Policy CS14)

Performance against target 2018/19:



Performance in previous two years:

2017/18:



2016/17:



5.27 Oxfordshire County Council monitors traffic flows at two 'cordons' in Oxford. The inner cordon count provides an indication of the average number of vehicles entering the city centre on any given weekday, whilst the outer cordon count provides an indication of the number of vehicles entering Oxford from beyond the city boundary on any given weekday.

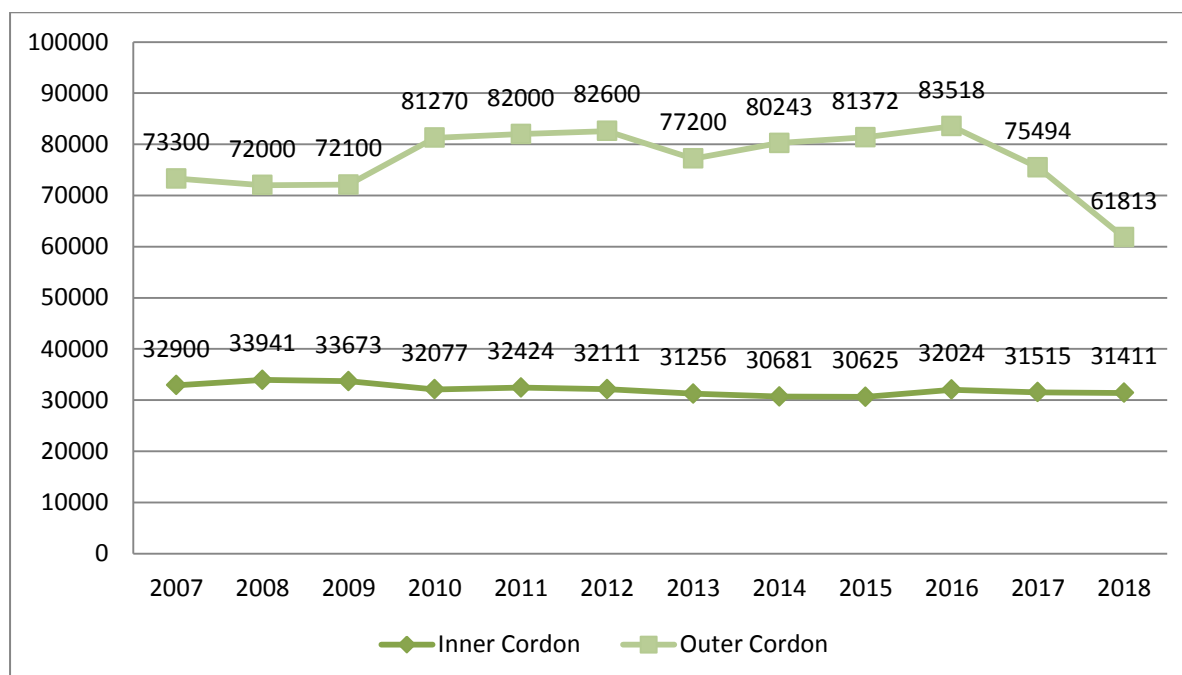


Figure 8: Traffic flows in Oxford at inner and outer cordons 2007-2018

5.28 Figure 8 shows that the number of vehicles travelling into the city centre (inner cordon) has decreased relatively consistently since the Core Strategy 2006 baseline (36,000 vehicles). Following on from the previous monitoring period, the number of vehicles measured in the traffic flow of the inner cordon has reduced by 0.33% which resumes the downward trend in the figures and remains significantly below the 2006 baseline.

5.29 The number of vehicles travelling into Oxford from across the city boundary (outer cordon) has shown a greater amount of fluctuation since the 2006 baseline. This is possibly due to the introduction of additional monitoring locations in 2010, resulting in a higher volume of traffic registered from that year, and a faulty receptor in 2013, meaning the data for that year shows

less traffic. For 2018 the available monitoring data indicates an 18% reduction in the number of vehicles travelling into Oxford compared to the previous monitoring year, however it should be noted that a receptor appears to have returned incomplete data, most likely due to a fault, and there may therefore be some undercounting of the outer cordon figures.

- 5.30 The issue of traffic flows and their management remains a difficult issue for the City Council to manage in the context of rapid population growth both within the city and the surrounding area, with many people commuting into Oxford from the wider city-region for work, leisure, health and education services. It remains to be seen whether the figures are part of an established trend or a temporary fluctuation. The City Council will meanwhile continue with various measures to encourage more sustainable travel options than private cars. A City Centre Movement and Public Realm Study were commissioned in partnership with the County Council to support work on the emerging Local Plan 2036 in September 2017. The report was published in July 2018.

An Efficient and Effective Council

LOCAL DEVELOPMENT SCHEME MONITORING

- 6.1 The Local Development Scheme (LDS) is a project plan that sets out timescales for the preparation and revision of documents in Oxford's Local Plan and other planning policy documents. The LDS provides details on what each document will contain and the geographical area it will cover. The LDS for this monitoring year was the LDS 2018-2021. A new LDS for Oxford will be produced later in 2019 and will cover the period 2019-2022.
- 6.2 As set out in the current LDS, the City Council is currently working on producing a new Local Plan that will shape development in Oxford up to 2036. When adopted, the Local Plan 2036 will replace the Core Strategy, Sites and Housing Plan and the saved policies of the Oxford Local Plan 2001-2016.

Document title	LDS timescale (as relevant to the monitoring period)	Progress during the 2018/19 monitoring year
Oxford Local Plan 2036	Proposed submission consultation (Regulation 19)	The proposed submission consultation was carried out in December 2018 in line with the LDS timescales. Following the close of the consultation the responses were summarised and both the responses and summary were sent to the Planning Inspectorate as part of the Local Plan submission.
Oxford Local Plan 2036	Submission	The submission draft Oxford Local Plan 2036 was submitted to the Planning Inspectorate in March 2019 as per the timescales published in the LDS.

Table 27: Progress against Local Development Scheme timescales in 2018/19

- 6.3 The Oxfordshire Plan 2050 (previously known as the Joint Statutory Spatial Plan) is also being prepared which will contain strategic policies for Oxfordshire for the period to 2050.

DUTY TO COOPERATE MONITORING

- 6.4 The Duty to Cooperate, introduced by the Localism Act 2011, requires on-going, constructive collaboration and active engagement with neighbouring authorities and other statutory bodies when preparing Local Plan documents.
- 6.5 The City Council has also been actively involved in a number of on-going joint-working and partnership relationships, which help to inform a shared evidence base for plan making and addressing strategic and cross-boundary issues. This includes the Oxfordshire Growth Board; the Oxfordshire Local Enterprise Partnership (LEP); the Oxfordshire Area Flood Partnership; and the Oxfordshire Planning Policy Officers Group. These meetings are attended either by lead members and/or by a range of senior officers. Engagement with other stakeholders about Duty to Cooperate matters is also important for the Local Plan 2036, and commentary about those processes is provided in more detail in the Local Plan Consultation Statement.
- 6.6 A detailed [Duty to Cooperate Statement](#) has been prepared which outlines the scope and nature of engagement, both formal and informal, and the impact this cooperation has had on decisions made by the Council, including which planning policies have been put forward and why.

NEIGHBOURHOOD PLAN MONITORING

- 6.7 The 2011 Localism Act introduced new powers for communities that enable them to be directly involved in planning for their areas. Neighbourhood planning allows communities to come together through a parish council or neighbourhood forum to produce a neighbourhood plan. Neighbourhood plans are about developing land in a way that is sympathetic to the needs of local stakeholders and that gives local people a greater say in where new development should go and what it should look like. Once plans are adopted they will become an important consideration when making decisions on planning applications.

Headington Neighbourhood Plan

- 6.8 The Headington Neighbourhood Plan was formally made on 20 July 2017. It therefore forms part of the development plan and has been subsequently used in to help determine planning applications in the Headington Neighbourhood Area.

Summertown and St Margaret's Neighbourhood Plan

- 6.9 The Summertown and St. Margaret's Neighbourhood Plan was successful at Referendum, with approximately 93% of voters electing for Oxford City Council to use the plan to help it determine planning applications in the Summertown and St Margaret's neighbourhood area. Following this positive result, the plan was formally made on 9 March 2019 and now forms part of the development plan.

Wolvercote Neighbourhood Plan

6.10 The Wolvercote Neighbourhood Plan was examined in late 2018. During the course of the independent examination, the forum as a 'qualifying body' ceased in January 2019. This is because designation as a Neighbourhood Forum lasts 5 years from the date it is designated. Once the designation expires, if the Neighbourhood Forum wishes to continue as such, the council will require the organisation to seek a renewal of its designation. The Wolvercote Neighbourhood Area and Forum was re-designated on 13 March 2019. The Examiner's report was issued in July 2019 and subject to the incorporation of all of the modifications set out in the report, the Examiner recommended the Neighbourhood Plan should proceed to referendum. All modifications were agreed at Cabinet on 9 October 2019, therefore the Plan will proceed to referendum, most likely early 2020.

Littlemore Neighbourhood Plan

6.11 Littlemore Parish Council has started work on producing a neighbourhood plan. Following on from the successful area application at the City Executive Board Meeting on 15 August 2017, an initial consultation on the vision and scope of the plan was carried out. The Parish Council undertook a survey which highlighted key issues for the plan to address. These included indications of the results of that consultation showed that the main issues to be planning and transport.

STATEMENT OF COMMUNITY INVOLVEMENT MONITORING

6.12 Effective community engagement is essential to good planning. The Statement of Community Involvement in Planning (SCIP) sets out how the City Council will involve the community and other stakeholders in both developing planning policy documents and determining planning applications. The AMR reports on planning policy consultations undertaken during the monitoring year and explains how they have complied with the SCIP.

Oxford Local Plan 2036: Proposed Submission Consultation (Regulation 19)

Consultation dates:	1 November 2018 – 28 December 2018 (eight weeks)
Summary of what we did:	<p>The consultation period on the submission draft Oxford Local Plan 2036, SA Report and the suite of technical evidence base documents commenced on 1st November 2018. Representations were invited initially over a six week period until 13th December 2018. This was extended subsequently to a total of eight weeks until 28th December 2018. This consultation period exceeds the requirements of the Town and Country Planning (Local Planning) Regulations 2012 and the City Council's usual consultation period as identified in its Statement of Community Involvement.</p> <p>Notice of the consultation was communicated by email and letter on 1 November 2018 to those on the City Council's database. The Council became aware that a technical error meant that not all notifications were sent (those affected were some of the respondents to the previous consultations) so a further notification was sent on 16 November 2018. The decision was made to extend the consultation period to maximise people's opportunity to comment.</p> <p>The publication period was publicised by a wide range of methods primarily via direct notification. Notice of the consultation was also disseminated by other means,</p>

	<p>including:</p> <ul style="list-style-type: none"> • by notice given in “Your Oxford”, in the edition published on 29 October 2018; • by press release and extensive local press coverage including through a widely reported interview with the Planning Portfolio Holder (Oxford Mail 17th October 2017) (Appendix 4); • through a launch event with the Civic Society to which local stakeholder groups were invited; • through social media; • through notices posted on community notice boards; • through drop in events that were held in the town hall (Wednesday 7th November 4pm-7pm and Saturday 17th November 10am-1pm); • through attendance by planning officers at meetings of groups such as the Oxford Preservation Trust to discussion and given guidance on how to respond to the draft Plan.
Further information:	<p>More information on the consultation, including summaries of the comments received, can be found in the Proposed Submission Consultation Statement and associated Appendix.</p>

COMMUNITY INFRASTRUCTURE LEVY MONITORING

- 6.13 The Community Infrastructure Levy (CIL) is a tariff in the form of a standard charge on new development to help the funding of infrastructure. Oxford’s CIL Charging Schedule came into effect on the 21 October 2013. Planning applications determined on or after 21 October 2013 may therefore be subject to CIL.⁵⁵ CIL rates are updated each January to reflect indexation.
- 6.14 The Council will use CIL to secure Strategic Infrastructure (as shown on the Regulation 123 list of infrastructure) whilst the local infrastructure will be secured through Planning Obligations in line with the Policies of the Core Strategy and the Affordable Housing & Planning Obligations SPD.
- 6.15 Regulation 62 of the CIL Regulations (as amended) requires charging authorities to “*prepare a report for any financial year (“the reported year”) in which – a) it collects CIL or CIL is collected on its behalf; or b) an amount of CIL collected by it or by another person on its behalf (whether in the reported year or any other) has not been spent.*” Table 28 sets out the CIL Monitoring information as required by regulation 62(4) for the period 1 April 2018 to 31 March 2019. Data for the 2014/15, 2015/16, 2016/17 and 17/18 monitoring years is also included for comparative purposes.

⁵⁵ The Community Infrastructure Levy Charging Schedule (October 2013) sets out which developments are liable for CIL and how CIL is calculated.

Annual Monitoring Report 2018/19

Regulation Reference	Description	2014/15 (£)	2015/16 (£)	2016/17 (£)	2017/18 (£)	2018/19 (£)	Total (£)
(3)	Land payments made in respect of CIL, and CIL collected by way of a land payment which has not been spent at the end of the reported year:- (a) development consistent with a relevant purpose has not commenced on the acquired land; or (b) the acquired land (in whole or in part) has been used or disposed of for a purpose other than a relevant purpose; and the amount deemed to be CIL by virtue of regulation 73(9) has not been spent.	Nil	Nil	Nil	Nil	Nil	Nil
4(a)	Total CIL receipts	1,379,000	2,046,196	2,295,923	4,995,586	4,812,471	15,536,240
4(b)	Total CIL expenditure	Nil	350,000	990,540.00	1,155,761	1,815,559	4,661,860
4 (c) (i)	The items of infrastructure to which CIL (including land payments) has been applied	N/A	1 Item ⁵⁶	2 Items ²	2 Items ³	4 Items ⁵	N/A
4 (c) (ii)	Amount of CIL expenditure on each item	N/A	350,000	1.£730k 2.£260,540	1.£380k 2. £775,761k	1.£207,288 2.£94,271 3.£380,000 4.£1,134,000	4,661,860
4 (c) (iii)	Amount of CIL applied to repay money borrowed, including any interest with details of the infrastructure items which that money was used to provide (wholly or in part)	Nil	Nil	Nil	Nil	Nil	Nil
4 (c) (iv)	Amount of CIL applied to administrative expenses pursuant to regulation 61, and that amount expressed as a percentage of CIL collected in that year in accordance with that regulation (5%)	68,950 (5%)	103,510 (5%)	114,796 (5%)	249,779 (5%)	238,987 (5%)	776,375 (5%)
4 (ca)	Amount of CIL passed to any local council (i.e. a parish council) under regulation 59A or 59B; and any person under regulation 59(4) (i.e. to another person for that person to apply to funding the provision, improvement, replacement, operation or maintenance of infrastructure)	14,895	18,941	13,230	34,784	25,531	107,381
4 (cb) (i)	Total CIL receipts under regulations 59E and 59F i.e. CIL recovered from parish councils because it hasn't been spent within five years, or the neighbourhood element of CIL in areas that do not have parish councils (15% in areas without an adopted Neighbourhood Plan)	193,015	484,603	723,881	1,334,223	1,949,378	4,686,16
4 (cb) (ii)	The items to which the CIL receipts to which regulations 59E and 59F applied have been applied	N/A	N/A	105,000	105,000	95,000	305,000
4 (cb) (iii)	Amount of expenditure on each item	N/A	N/A	2,500	2,500 ⁴	2,500 ⁴	95,000
4 (cc) (i)	Total value of CIL receipts requested from each local council under a notice served in accordance with regulation 59E	Nil	Nil		Nil	Nil	Nil
4 (cc) (ii)	Any funds not yet recovered from local councils at the end of the monitoring year following a notice served in accordance with Regulation 59E	Nil	Nil		Nil	Nil	Nil
4 (d) (i)	Total amount of CIL receipts retained at the end of the monitoring year, other than those to which regulation 59E or 59F applied (i.e. CIL recovered from parish councils, or the neighbourhood element of CIL in areas that do not have parish councils)	1,103,200	1,286,957	846,198*	2,823,200	3,807,097	9,020,454

⁵⁶ Oxford Spires Academy – provision of a new gym with community access.

² 1. Oxford & Abingdon Flood Alleviation Scheme 2. Quarry Pavilion construction

³ 1. Oxford & Abingdon Flood Alleviation Scheme 2. Quarry Pavilion construction

⁴ £2500 was passed to each ward councillor in non-parished wards

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Regulation Reference	Description	2014/15 (£)	2015/16 (£)	2016/17 (£)	2017/18 (£)	2018/19 (£)	Total (£)
4 (d) (ii)	CIL receipts from previous years retained at the end of the monitoring year other than those to which regulation 59E or 59F applied	5,651	1,108,851	2,395,808	3,242,006	6,065,166	N/A
4 (d) (iii)	CIL receipts for the monitoring year to which regulation 59E or 59F applied retained at the end of the monitoring year	191,955	291,588	130,788**	627,061	616,293	1,242,452
4 (d) (iv)	CIL receipts from previous years to which regulation 59E or 59F applied retained at the end of the monitoring year	1,060	193,015	484,603	615,391	1,242,452	N/A
4 (e) (i)	In relation to any infrastructure payments accepted, the items of infrastructure to which the infrastructure payments relate	N/A	N/A	N/A	N/A	N/A	N/A
4 (e) (ii)	In relation to any infrastructure payments accepted, the amount of CIL to which each item of infrastructure relates	N/A	N/A	N/A	N/A	N/A	N/A

Table 28: Community Infrastructure Levy Monitoring 2014/15-2018/19

*Amended amount due to some late payments for the financial year

**this has been amended due to the payment to ward councillors as per 4 (cb) iii and a cancelled invoice

S106 AGREEMENT MONITORING

6.16 In 2018/19, £86,752 of developer contributions held by the City Council was spent (Table 28).

Type of expenditure	Expenditure amount 2018/19
Park and Ride	£40,565
Leisure	£27,384
Environmental improvements	£18,803
Total	£86,752

Table 28: S106 expenditure 2018/19

6.17 As of 1 April 2019 the City Council held £8,415,052 of developer funding which is due for expenditure (subject to Council approval) as set out in Table 29.

	Amount of s106 developer contributions due for expenditure	
Type of expenditure	2019/20	2020/21 and beyond
Affordable housing	Nil	£7,593,564
Community facilities	£19,886	£100,000
Pedestrian infrastructure	Nil	£220,420
Leisure	£22,063	£152,882
Environmental improvements	£72,000	£195,553
Works of art	£8,000	£30,684
Total amount due for expenditure	£121,949	£8,293,103

Table 29: S106 money due for expenditure in 2018/19 and beyond⁵⁷

⁵⁷ The figures for the years of expenditure are only approximate and may change due to slippage or early completion of schemes.

Glossary

Affordable housing	Homes that are available at a rent or price that can be afforded by people who are in housing need. It includes social rented housing, intermediate affordable housing and shared ownership housing.
Appeal	If a planning application is refused, is not determined on time, or is permitted with conditions that the applicant does not agree with, then applicant has the right to appeal. The case will then be reviewed by the Planning Inspectorate.
Area Action Plan (AAP)	AAPs form part of the Local Plan. They guide development in key growth areas by establishing area specific objectives, policies and proposals.
Article 4 Direction	A direction which withdraws automatic planning permission granted by the General Permitted Development Order.
Biodiversity	Diversity of plant and animal life, usually measured by number of species.
Community Infrastructure Levy (CIL)	CIL is a standard charge on new development which is used to help fund infrastructure provision.
Core Strategy	One of the documents in Oxford's Local Plan. It sets out the long-term spatial vision for the city, with objectives and policies to deliver that vision.
Duty to Cooperate	A legal duty that requires local planning authorities to work with neighbouring authorities and key public bodies to maximise the effectiveness of Local Plan preparation in relation to strategic cross boundary matters.
Dwelling	A self-contained unit of residential accommodation (house, flat, maisonette, studio, etc.) but not a house in multiple occupation (HMO), bedsit or communal home.
Green Belt	An area of undeveloped land, where the planning policy is to keep it open to (amongst other purposes) prevent urban sprawl and preserve the setting and special character of Oxford and its landscape setting.
Greenfield land	There is no formal definition of greenfield land since the revocation of the Town and Country Planning (Residential Development on Greenfield Land) (England) Direction 2000 in 2007.
Gross Internal Area (GIA)	The area of a building measured to the internal face of the perimeter walls at each level.
Heritage Asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Houses in Multiple Occupation (HMOs)	Shared houses occupied by three or more unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom.
Housing trajectory	A tool that is used to estimate the number of homes likely to be built in the future, usually shown as a graph.
Local Development Scheme (LDS)	Outlines every Local Plan document that the City Council intends to produce over the next three years along with timetables for their preparation.
Local Plan	The plan for the future development of Oxford, produced by the City Council in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. Current core strategies or other planning policies, which under the regulations would be considered to be development plan documents, form part of the Local Plan. The term includes old policies which have been saved under

	the 2004 Act. The documents that make up Oxford's Local Plan are listed in Appendix A.
National Planning Policy Framework (NPPF)	The National Planning Policy Framework sets out the government's planning policies for England and how these are expected to be applied.
Neighbourhood Plan	Plans created by communities that establish a shared vision for their neighbourhood. Neighbourhood Plans can set out where new development should go, what it should look like and the infrastructure that should be provided.
Natural Resources Impact Analysis (NRIA)	A NRIA should evaluate the use of natural resources and the environmental impacts and benefits arising from a proposed development, both at the construction phase and through the subsequent day-to-day running of the buildings. Where an NRIA is required, it must demonstrate how the building is designed to minimise the use of natural resources over its lifetime.
Planning Practice Guidance (PPG)	A web-based resource that brings together national planning practice guidance for England.
Previously Developed Land (PDL)	Land which is or was occupied by a permanent structure, including the curtilage of the developed land and any associated fixed surface infrastructure. This excludes land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.
Sites of Local Importance for Nature Conservation (SLINC)	A site containing important habitats, plants and animals in the context of Oxford.
Sites of Special Scientific Interest (SSSI)	Areas identified by English Nature as being of special interest for their ecological or geological features.
Special Areas of Conservation (SACs)	These consist of areas that are vitally important for nature conservation and have been identified as containing the best examples of habitats and species under the European Habitats Directive 1992.
Supplementary Planning Documents (SPD)	A type of planning policy document that supplements and elaborates on policies and proposals in the Local Plan. It does not form part of the Local Plan and is not subject to independent examination
Sustainability Appraisal (SA)	A social, economic and environmental appraisal of strategy, policies and proposals required for Local Plan documents and sometimes Supplementary Planning Documents.
Tree Preservation Order (TPO)	A legal order made by the local planning authority, that prohibits the cutting down, uprooting, topping, lopping, willful damage or willful destruction of a tree or group of trees without the express permission of that authority.

Appendix A: Oxford's planning policy documents

Document	Date of Adoption
The Local Plan	
This includes a number of policy documents that have been prepared and adopted separately.	
Core Strategy 2026	March 2011
Sites and Housing Plan 2011-2026	February 2013
Oxford Local Plan 2001-2016 (Saved Policies)	November 2006
Northern Gateway Area Action Plan	July 2015
Barton Area Action Plan	December 2012
Policies Map	July 2015
Supplementary Planning Documents (SPDs)	
Affordable Housing and Planning Obligations SPD	September 2013
Balance of Dwellings SPD	January 2008
Diamond Place SPD	July 2015
Jericho Canalside SPD	December 2013
Natural Resource Impact Analysis SPD	November 2006
Oxford Station SPD	November 2017
Oxpens Master Plan SPD	November 2013
Parking Standards SPD	February 2007
Telecommunications SPD	September 2007
Technical Advice Notes (TANs)	
TAN 1A: Space Standards for Residential Development	May 2016
TAN 2: Energy Statement TAN	November 2013
TAN 3: Waste Storage TAN	November 2014
TAN 4: Community Pubs TAN	November 2014
TAN 5: External Wall Insulation	March 2016
TAN 6: Residential Basement Development	June 2016
TAN 7: High Buildings	October 2018
TAN 8: Biodiversity	March 2019
Other planning policy documents	
Annual Monitoring Report	Produced annually
Community Infrastructure Levy Charging Schedule	October 2013
Local Development Scheme	June 2018
Statement of Community Involvement	July 2015

Appendix B: How the AMR complies with statutory requirements

Statutory Requirement	How the AMR meets this requirement
<p>Section 35 of the Planning and Compulsory Purchase Act 2004 as amended by Section 113 of the Localism Act 2011 states that all local planning authorities in England must produce reports containing information on the implementation of the Local Development Scheme and the extent to which the policies in set out in the Local Development Plan are being achieved. These reports must be available to the public.</p>	<p>The AMR contains information on the implementation of the Local Development Scheme (see Local Development Scheme Monitoring). It also contains information on the implementation of policies in Oxford's Local Plan as set out in Appendix C. The AMR is made publically available on the City Council's website and at our main offices (St Aldate's Chambers).</p>
<p>Regulation 34 of The Town and Country Planning (Local Planning) (England) Regulations 2012</p> <p>(1) A local planning authority's monitoring report must contain the following information—</p> <p>(a) the title of the local plans or supplementary planning documents specified in the local planning authority's local development scheme;</p> <p>(b) in relation to each of those documents—</p> <p>(i) the timetable specified in the local planning authority's local development scheme for the document's preparation;</p> <p>(ii) the stage the document has reached in its preparation; and</p> <p>(iii) if the document's preparation is behind the timetable mentioned in paragraph (i) the reasons for this; and</p> <p>(c) where any local plan or supplementary planning document specified in the local planning authority's local development scheme has been adopted or approved within the period in respect of which the report is made, a statement of that fact and of the date of adoption or approval.</p> <p>(2) Where a local planning authority are not implementing a policy specified in a local plan, the local planning authority's monitoring report must—</p> <p>(a) identify that policy; and</p> <p>(b) include a statement of—</p> <p>(i) the reasons why the local planning authority are not implementing the policy; and</p> <p>(ii) the steps (if any) that the local planning authority intend to take to secure that the policy is implemented.</p> <p>(3) Where a policy specified in a local plan specifies an annual number, or a number relating to any other period of net additional dwellings or net additional affordable dwellings in any part of the local planning authority's area, the local planning authority's monitoring report must specify the relevant number for the part of the local planning authority's area concerned—</p> <p>(a) in the period in respect of which the report is made, and</p> <p>(b) since the policy was first published, adopted or approved.</p> <p>(4) Where a local planning authority have made a neighbourhood development order or a neighbourhood development plan, the local planning authority's monitoring</p>	<p>This information is included in the Local Development Scheme Monitoring section of the AMR.</p> <p>Little weight is now being given to Policy HP4. Further information is included in the Meeting Housing Needs section of the AMR.</p> <p>AMR Indicator 8: Housing trajectory AMR Indicator 9: Affordable housing completions (gross) and tenure</p> <p>To date, the following neighbourhood plans have been made:</p> <ul style="list-style-type: none"> • Headington Neighbourhood Plan

Statutory Requirement	How the AMR meets this requirement
<p>report must contain details of these documents.</p> <p>(5) Where a local planning authority have prepared a report pursuant to regulation 62 of the Community Infrastructure Levy Regulations 2010(2), the local planning authority's monitoring report must contain the information specified in regulation 62(4) of those Regulations.</p> <p>(6) Where a local planning authority have co-operated with another local planning authority, county council, or a body or person prescribed under section 33A of the Act, the local planning authority's monitoring report must give details of what action they have taken during the period covered by the report.</p> <p>(7) A local planning authority must make any up-to-date information, which they have collected for monitoring purposes, available in accordance with regulation 35 as soon as possible after the information becomes available.</p> <p>Regulation 35 of The Town and Country Planning (Local Planning) (England) Regulations 2012</p> <p>(1) A document is to be taken to be made available by a local planning authority when—</p> <p>(a) made available for inspection, at their principal office and at such other places within their area as the local planning authority consider appropriate, during normal office hours, and .</p> <p>(b) published on the local planning authority's website,</p>	<ul style="list-style-type: none"> Summertown and St Margaret's Neighbourhood Plan <p>No neighbourhood development orders have been made. Further information is included in the Neighbourhood Planning section of the AMR.</p> <p>This information is included in the Community Infrastructure Levy Monitoring section of the AMR.</p> <p>This information is included in the Duty to Cooperate Monitoring section of the AMR.</p> <p>The Annual Monitoring Report is published as soon as possible after the information becomes available.</p> <p>The AMR is made publically available on the City Council's website and at our main offices (St Aldate's Chambers).</p>
<p>Regulation 62 of The Community Infrastructure Levy Regulations 2010 Section</p> <p>In any year that a charging authority collects CIL it must produce a report that includes:</p> <p>(a) the total CIL receipts for the reported year; .</p> <p>(b) the total CIL expenditure for the reported year; .</p> <p>(c)summary details of CIL expenditure during the reported year including— .</p> <p>(i)the items of infrastructure to which CIL (including land payments) has been applied, .</p> <p>(ii)the amount of CIL expenditure on each item, .</p> <p>(iii)the amount of CIL applied to repay money borrowed, including any interest, with details of the infrastructure items which that money was used to provide (wholly or in part), .</p> <p>(iv)the amount of CIL applied to administrative expenses pursuant to regulation 61, and that amount expressed as a percentage of CIL collected in that year in accordance with that regulation; and .</p> <p>(d)the total amount of CIL receipts retained at the end of the reported year.</p> <p>The charging authority must publish the report on its website no later than 31st December following the end of the reported year.</p>	<p>This information is included in the Community Infrastructure Levy Monitoring section of the AMR.</p> <p>The Annual Monitoring Report has been published on the City Council website prior to the 31st December 2019.</p>

Appendix C: How we monitor the implementation of policies in Oxford's Local Plan

Policy	How we monitor this...
Core Strategy 2026	
CS1 Hierarchy of Centres	Indicator 4: Location of new A1 retail development
CS2 Previously developed land and greenfield land	Indicator 14: Residential development completed on previously developed land
CS3 Regeneration areas	Indicator 21: Regeneration areas
CS4 Green Belt	Indicator 27: Development in the Green Belt
CS5 West End	N/A - This was previously Indicator 22 (West Area Action Plan) but this AAP has now expired.
CS6 Northern Gateway	Indicator 24: Northern Gateway Area Action Plan
CS7 Land at Barton	Indicator 23: Barton Area Action Plan
CS8 Land at Summertown	N/A - This site did not become available during the 2015/16 monitoring year.
CS9 Energy and natural resources	Indicator 26: Natural Resources Impact Analysis (NIRA)
CS10 Waste and recycling	See Appendix D (Core Strategy Sustainability Appraisal Monitoring)
CS11 Flooding	N/A - Monitoring target no longer relevant.
CS12 Biodiversity	Indicator 25: Changes in areas of biodiversity importance
CS13 Supporting access to new development	Indicator 23: Barton Area Action Plan Indicator 24: Northern Gateway Area Action Plan
CS14 Supporting city-wide movement	Indicator 33: Traffic growth at inner and outer cordons
CS15 Primary healthcare	Indicator 23: Barton Area Action Plan
CS16 Access to education	Indicator 23: Barton Area Action Plan Indicator 21: Regeneration areas
CS17 Infrastructure and developer contribution	N/A - The Core Strategy does not set a specific monitoring target.
CS18 Urban design, townscape character and the historic environment	Indicator 28: Heritage assets at risk Indicator 29: Applications involving the total, substantial or partial demolition of a listed building Indicator 30: Appeals allowed where conservation policies were cited as a reason for refusal Indicator 31: Tree Preservation Orders (TPOs)
CS19 Community safety	N/A – Monitoring target no longer relevant.
CS20 Cultural and community development	N/A - This was previously Indicator 22 (West Area Action Plan) but this AAP has now expired.
CS21 Green spaces, leisure and sport	A Clean and Green Oxford
CS22 Level of housing growth	Indicator 7: Housing trajectory
CS23 Mix of housing	Indicator 15: Mix of housing (dwelling size)
CS24 Affordable housing	Indicator 8: Affordable housing completions Indicator 10: Proportion of affordable housing where there is a policy requirement (permissions)
CS25 Student accommodation	Indicator 17: Students and purpose-built student accommodation

Annual Monitoring Report 2018/19

Policy	How we monitor this...
CS26 Accommodation for travelling communities	N/A - The Core Strategy does not set a specific monitoring target.
CS27 Sustainable economy	Indicator 1: Employment land supply Indicator 2: Planning permissions granted for new B1 floorspace
CS28 Employment sites	Indicator 1: Employment land supply
CS29 The universities	Indicator 3: Planning permissions granted for key employment uses (hospital healthcare, medical research and university academic (teaching and study))
CS30 Hospitals and medical research	Indicator 3: Planning permissions granted for key employment uses (hospital healthcare, medical research and university academic (teaching and study))
CS31 Retail	Indicator 4: Location of new A1 retail development
CS32 Sustainable tourism	Indicator 6: Supply of short stay accommodation
Sites and Housing Plan 2011-2026	
HP1 Changes to existing homes	Indicator 13: Changes of use from existing homes (permissions)
HP2 Accessible and adaptable homes	N/A - Monitoring target no longer relevant.
HP3 Affordable homes from general housing	Indicator 10: Proportion of affordable housing where there is a policy requirement (permissions)
HP4 Affordable homes from small housing sites	Indicator 11: Financial contributions towards affordable housing
HP5 Location of student accommodation	Indicator 18: Location of new student accommodation
HP6 Affordable homes from student accommodation	Indicator 11: Financial contributions towards affordable housing
HP7 HMOs	Indicator 19: Houses in multiple occupation (HMOs)
HP8 Residential moorings	Indicator 20: Residential moorings
HP9 Design, character and context	See CS18 monitoring
HP10 Developing on residential gardens	N/A – The Sites and Housing Plan does not set a specific monitoring target
HP11 Low carbon homes	Indicator 26: Natural Resources Impact Analysis (NIRA)
HP12 Indoor space	N/A - Monitoring target no longer relevant as the Nation Spaces Standards are now being applied.
HP13 Outdoor space	N/A – The Sites and Housing Plan does not set a specific monitoring target.
HP14 Privacy and daylight	N/A – The Sites and Housing Plan does not set a specific monitoring target.
HP15 Residential cycle parking	Previous AMRs show that these policies are being consistently implemented. Monitoring will now be undertaken periodically.
HP16 Residential car parking	
Area Action Plans	
Northern Gateway Area Action Plan	Indicator 24: Northern Gateway Area Action Plan
Barton Area Action Plan	Indicator 23: Barton Area Action Plan

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Appendix 2 – Risk Assessment

Risk ID	Risk						Corporate Objective	Gross Risk		Residual Risk		Current Risk		Owner	Date Risk Reviewed	Proximity of Risk (Projects/ Contracts)
Category- 000- Service Area Code	Risk Title	Opportunity/ Threat	Risk Description	Risk Cause	Consequence	Date raised	1 to 5	I	P	I	P	I	P			
CEB-001-PS	Reputational risk	T	Failure to achieve planning policy targets	There could be a range of causes, some of which may be external (e.g. the state of the economy) and some internal (failure to properly implement policies)	Reputation of the City Council could be adversely affected in the eyes of the community and stakeholders	11 Nove mber 2019	1, 2, 3, 4, 5	2	1	2	1	2	1	Head of Planning Services		

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Performance Summary Quarter 2 Scrutiny Committee







Green = target met
Amber = within tolerance
Red = outside tolerance







Trends compare relative performance with
Prd: previous month
Prev Year End: previous March

September-2019

Year on Year: the same period from the previous year

Measure		Owner	Result 2018/19	Latest Data		Year End Target 2019/20	RAG	Trends		Comments
Ref	Description			Target	Result			Prd	Year on Year	
BIT019i	BIT019i: % all contact carried out online	Helen Bishop	37.1%	38.0%	43.4%	38%	G			On target.
WR001	WR001: Number of people moved into work by the Welfare Reform Programme	Paul Wilding	44 Number	25 Number	23 Number	50 Number	A			The target for this measure is currently being looked at and may be reduced for the next quarter to a more realistic figure.
BV009 17	BV009: Percentage of Council Tax collected	Tanya Bandekar	97.72%	48.87%	56.52%	97.75%	G			As at 30/09 we were a little over £1m short of the profiled collection target. However it is the time of year when the debit is at its peak due to exemptions being low. When the new academic year students are registered for Council Tax, exemptions will rise and the debit fall. We remain ahead of last year's collection rate that was 56.44% at this time.
BI001	BI001: The % of Council spend with local business	Amanda Durnan	67.34%	9.00%	74.67%	54%	G			We have exceeded our requirements for this quarter. We continue to try to increase local spend by requesting stakeholders to include a local supplier when tendering, however, this is dependent on the requirements, and the locality of the head office of the Supplier.
CS004	CS004: Enquiries resolved by customer service centre without hand off	Helen Bishop	94.44%	90.00%	94.45%	90%	G			On target.

Measure		Owner	Result 2018/19	Latest Data		Year End Target 2019/20	RAG	Trends		Comments
Ref	Description			Target	Result			Prd	Year on Year	
CH001	CH001: Days lost to sickness	Paul Adams	7.60 days	3.25 days	3.43 days	6.50 Days	A			The year-end projection of absence per FTE across all service areas remains slightly above the Council target absence rate for 2019/20 of 6.5 days per FTE, with 4 service areas having higher projected out-turn absence rates: Business Improvement; Community Services; Financial Services and Housing Services. The HR Business Partners continue to work with the relevant line managers to review absence cases to ensure that appropriate management interventions are in place to effect an early return to work, and reviewed to ensure the plans have been effective. In addition a further training course for line managers (Absence Management in iTrent) is scheduled for October, following the good feedback from line managers that attended earlier sessions. This intervention will be supplemented by training for line managers that will be focused on applying the Council's sickness absence policy/procedures as well as the effective use of the occupational health services provided by PAM Limited. This training will be developed early in the New Year for roll-out towards the end of Q4.
CS054	CS054: Time taken to determine DHP applications	Paul Wilding	12 Working Days	10 Working Days	12 Working Days	10 Working Days	R			This measure is currently being looked at and may be replaced with a more helpful measure that reflects the growing complexity of the cases we are required to assess.
CS025	CS025: Percentage of Business Rates Collected	Tanya Bandekar	98.14%	49.25%	58.50%	98.5%	G			Collection of current year Business Rates continues to be comfortably in excess of the profiled targets. By 30/09 we had collected £62.8m that equates to 58.05% of the £107.1m debit for the year. We had collected £1.5m in excess of the 30/09 profiled target and were well up on last year's equivalent result of 57.14%.

Measure		Owner	Result	Latest Data		Year End Target 2019/20	RAG	Trends		Comments
Ref	Description		2018/19	Target	Result			Prd	Year on Year	
ED002	ED002:Implementation of measures to reduce the city council's carbon footprint by 5% each year	Jo Colwell	446 Tonnes	150 Tonnes	191 Tonnes	408 Number	G			REGO certified green electricity purchased at prevailing grid intensity for 2019/20 - annualised figure = ca 107tCO2. Solar Car port project at Leys Pools - contract close to signature - and pending start date for recommencing project. Avoided energy overspend from energy billing checks/in-house energy bureau. 55 closed queries with a total value of £10,628.45 for the financial year to date.
LP119 119	LP119: The number people taking part in our youth ambition programme	Ian Brooke	6,155 Number	3,000 Number	3,012 Number	6,000 Number	G			The holiday activities data is now mostly confirmed. The results over the summer period have been quite strong which means we are now aligning with our cumulative target. It is important that the team focus on the positive work around the CIZ and capacity building through the various funding pots to ensure we continue maximise our impact.
CS003	CS003: Customer calls answered on the council's main telephone service lines without hanging up	Helen Bishop	94.10%	95.00%	94.41%	95%	A			Our performance in September was strong, answering 94.41% of calls, only just missing our 95% target. Compared to August the number of calls received increased by 2397. Our automated missed bins service answered 486 of these without the customer needing to speak to a Customer Service Officer. ODS tightened up on their bins process, refusing to collect any bins that were classed as contaminated. This increased our call volumes for the 1st few weeks of September whilst this process bedded in.

Measure		Owner	Result 2018/19	Latest Data		Year End Target 2019/20	Rag	Trends		Comments
Ref	Description			Target	Result			Prd	Year On Year	
FN045	Percentage of overpaid Housing Benefit collected	Tanya Bandekar	Not Recorded	1,500,000 %	1,293,902 %	3,000,000 %	A			In Sept we collected £224k of overpaid Housing Benefit. The majority of this was by deductions / offsets of Housing Benefit. Our year to date cumulative result is a little under £1.3m.
LP220	LP220: Number of people from our target groups using our leisure facilities	Ian Brooke	775,703 Number	399,500 Number	374,439 Number	798,970 Number	R			Targets set for the reporting year were ambitious the leisure market remains highly competitive with a number budget and boutique gyms. The Council are working closely with Fusion Lifestyle to continuously improve their targeted outreach work across the city's communities. This includes the introduction of additional partnership work and marketing and Communications Steering Groups. The Sport England Active Lives survey shows that Oxford has gone from being one the least active places in the country to one of the most active. This is down to very strong leadership by the City Council, effective partnership working, well-coordinated activities and improved facilities. The work of the Vibrant Active Communities steering group and effective community engagement will help further inform what and how services are provided.
CoS031	CoS031: Effective delivery of the capital programme	Ian Brooke	Not Recorded	82%		82%				This measure is currently being looked at given that there is now a corporate PMO office in the Council monitoring projects.

RESPONSES TO RECOMMENDATIONS FOR Q1 PERFORMANCE REPORT

Recommendation 1: There should be clarification about which, if any, of the corporate performance indicators include data from Oxford Direct Services or Oxford City Housing Limited and the way in which these were used, particularly in reference to whether under measure BI001 (percentage of Council spend with local businesses) Oxford Direct Services is recorded as a recipient of Council spend, a contributor to Council spend or both?

Response:

Caterina Abrusci

The figure BI001 records the Council spend with local business and this does include the spending with Oxford Direct Services.

Further measures will be considered for next quarter.

Recommendation 2: That the wording of measure ED002 (Implementation of measures to reduce the City Council's carbon footprint by 5% each year) should be reviewed and that information on the methodology for calculating the Council's anticipated carbon footprint be made available to members of the Scrutiny Committee.

Response:

No response yet, This will be considered for the next meeting.

Recommendation 3: That indicator LP220 (The number of people from the Council's target groups using its leisure facilities) be supplemented with two further measures: i) revenue vs previous periods, and ii) progress against maintenance targets.

Response:

Lucy Cherry

Measure LP220 (The number of people from the Council's target groups using its leisure facilities)

The organisation agreed for this to be retained as a corporate measure for the reporting period 2019/20. The Council has strong baseline data that supports visualising direction of travel (+ / -) and (where needed) to challenge improvement by Fusion. The measure should remain in 19/20.

Consideration could be given to place this as a Service Measure in 2020/21. However, this would be an organisational decision and should also consider and reflect wider contractual KPI requirements.

Progress against maintenance targets

A prudent output KPI and the Council would need to agree with Fusion how this could be measured and reported (self-reporting by Fusion).

The Agreement for the continuous development, management and operation of leisure services in Oxford could be reviewed to consider alternative opportunity for KPI amendment.

If there is desire to progress this approach this may require a contractual variation. As such, it would be prudent to consider any impact on the contract financial schedule. Satisfaction elements do currently include building condition and cleanliness, which is already a helpful and industry wide KPI.

Revenue vs previous periods

Under the principles of the contract revenue is a risk for Fusion, they also retain all revenue under the terms of the contract. It is an output based KPI and the Council should be encouraging measures for outcomes. This suggests there is no added value of having Revenue vs previous periods as a KPI.

Furthermore, a measure of this type would be public information and as such may breach the contract Commercial Sensitivity clause.

The current contract is very input v output based. However as part of the work for Fusions 2020/21 Service Plan and through the Leisure Partnership Board, the Council could perhaps look to work with Fusion to agree more outcome based KPI's (at no additional cost to either partner).

Recommendation 4: That measure CoS031 (Effective delivery of the capital programme) be changed to either i) disbursements, or ii) contractual commitments as a percentage of budgetary targets.

Response:

Hagan Lewisman

We had recently discussed this measure in the service area managers meeting and we were potentially looking to discontinue this given that there is now a corporate PMO office in the Council monitoring projects.

It does reflect milestones and I will follow this up.

Recommendation 5: That in light of the challenges facing the Welfare Reform team, WR001 (Number of people moved into work by the Welfare Reform Programme) is no longer realistic and that a revised target be agreed.

Recommendation 6: That in light of the growth of Universal Credit and the increasing influence factors external to the Council have on the delivery of this criterion that Cabinet considers whether indicator CS054 (Time taken to determine DHP applications) remains fit for purpose

Response to 5 & 6:

James Pickering

Paul Wilding has been discussing these measures. Our early thoughts are to reduce the target figure of WR001 to a more realistic figure and to replace CS054 with a more helpful measure that reflects the growing complexity of the cases we are required to assess.

SCRUTINY WORK PLAN

December 2019 - May 2020

Published on: 09/12/19

The Scrutiny Committee agrees a work plan every year detailing selected issues that affect Oxford or its people. Time is allowed within this plan to consider topical issues as they arise throughout the year as well as decisions to be taken by the Cabinet. This document represents the work of scrutiny for the 2019-20 council year and will be reviewed at each meeting of the Scrutiny Committee.

The work plan is based on suggestions received from all elected members and senior officers. Members of the public can also contribute topics for inclusion in the scrutiny work plan by completing and submitting our [suggestion form](#). See our [get involved webpage](#) for further details of how you can participate in the work of scrutiny.

The following TOPIC criteria will be used by the Scrutiny Committee to evaluate and prioritise suggested topics:

- T**imely – is it timely to consider the issue?
- O**xford priority – is it a council priority?
- P**ublic interest – is it of significant public interest?
- I**nfluence – can Scrutiny have a meaningful influence?
- C**ost – is there a significant financial impact?

Some topics will be considered at Scrutiny Committee meetings and others will be delegated to standing panels. Items for more detailed review will be considered by time-limited review groups.

The Committee will review the Council's [Forward Plan](#) at each meeting and decide which executive decisions it wishes to comment on before the decision is made. The Council also has a "call in" process which allows decisions made by the Cabinet to be reviewed by the Scrutiny Committee before they are implemented.

Scrutiny Committee and Standing Panel responsibility and membership

Committee / Panel	Remit	Membership
Scrutiny Committee	Overall management of the Council's scrutiny function	Councillors; Andrew Gant (Chair), Mohammed Altaf-Khan, Lubna Arshad, Nadine Bely-Summers, Tiago Corais, Hosnieh Djafari-Marbini, Alex Donnelly, James Fry, Richard Howlett, Ben Lloyd-Shogbesan, Joe McManners (Vice Chair), Craig Simmons.
Finance Panel	Finance and budgetary issues and decisions	Councillors; James Fry (Chair), Chewe Munkonge, Craig Simmons, Roz Smith.
Housing Panel	Strategic housing and landlord issues and decisions	Councillors; Nadine Bely-Summers (Chair), Mike Gotch, Richard Howlett Sian Taylor, Elizabeth Wade, Dick Wolff and a tenant co-optee.
Companies Panel	Shareholder function for companies and joint ventures	Councillors; James Fry (Chair), Tom Landell Mills, Chewe Munkonge, Craig Simmons.

Current and planned review groups

Topic	Remit	Membership
Review 1 Climate Emergency	To consider the Council's response to the Climate Emergency, primarily in relation to buildings, how to increase the number being retrofitted, and how to improve new build efficiency	Councillors; Richard Howlett (Chair), Craig Simmons (vice-Chair), Nadine Bely-Summers, Mike Gotch, Tom Landell Mills, John Tanner
Budget Review 2020/21	To review the 2020/21 budget proposals.	Finance Panel Membership

Timings of review groups

	Sept	Oct	Nov	Dec	Jan	Feb	March	April
Review 1 TBC		Scoping	Evidence Gathering			Reporting		
Budget review			Scoping	Evidence gathering		Reporting		

SCRUTINY COMMITTEE

NO MEETING ALLOCATED

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Oxford Living Rent	No	A report following up on the Council motion of 25th November 2019 to consider options for introducing an Oxford Living Rent	Councillor Linda Smith, Affordable Housing	Ian Wright, Head of Regulatory Services and Community Safety, Stephen Clarke, Head of Housing Services / Director Housing Companies

17 DECEMBER 2019 - REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Draft Corporate Strategy 20-24 - For consultation	Yes	Approval to externally consult on draft new Corporate Strategy to replace current Corporate Plan 16-20	Leader, Economic Development and Partnerships	Shelley Ghazi, Policy and Partnerships Officer
Annual Monitoring Report 2018/19	Yes	The AMR report is a statutory requirement providing information as to the extent to which the policies set out in the Local Plan are being achieved and the implementation of the Local Development Scheme.	Planning and Sustainable Transport	Keerpa Patel, Senior Planner
Citizen's Assembly on Climate Change: Outcomes	Yes	Outcomes of the Citizen's Assembly on Climate Change 2019	Leader, Economic Development and Partnerships, Councillor Tom Hayes Councillor Tom Hayes, Leader, Economic Development and Partnerships	Mish Tullar, Corporate Policy, Partnership and Communications Manager
Performance Monitoring - 2019/20 Quarter 2	No	For the Committee to consider Council performance against a set of corporate and service measures.	Deputy Leader - Finance and Asset Management	Helen Bishop, Head of Business Improvement

14 JANUARY 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Go Ultra Low Pilot	No	To consider the outcome of the Go Ultra Low Pilot and any next steps.	Zero Carbon Oxford	Jo Colwell, Service Manager Environmental Sustainability, Stefan Robinson, Scrutiny Officer
Planning for the 2020 Zero Emission Zone	No	To consider what work is underway in conjunction with the County Council to prepare for the introduction of the 2020 Zero Emission Zone in the City Centre.	Planning and Sustainable Transport, Zero Carbon Oxford	Jo Colwell, Service Manager Environmental Sustainability

4 FEBRUARY 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
East Oxford Community Centre - Improvement Scheme	Yes	To present an improvement scheme for the East Oxford Community Centre following public consultation.	Supporting Local Communities	Hagan Lewisman, Active Communities Manager
Apprentices and NEETs	Yes	To consider the Council's and Oxford Direct Service's future plans for employing apprentices. This may include inviting the County Council to set out their work to support people not in education, employment or training (NEET).	Supporting Local Communities	Paul Adams, HR & Payroll Manager
Update of the 2016-2020 Corporate Plan (2020)	Yes	Annual update to the Corporate Plan detailing key achievements and future plans	Leader, Economic Development and Partnerships	Mish Tullar, Corporate Policy, Partnership and Communications Manager
Corporate Strategy 20-24 - final draft for approval	Yes	Following external consultation this is submission of a final draft for approval	Leader, Economic Development and Partnerships	Shelley Ghazi, Policy and Partnerships Officer

3 MARCH 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Annual Report on Gender Pay Gap	Yes	A report to fulfil a requirement to report annually on the gender pay gap.	Safer Communities and Customer Focused Services	Paul Adams, HR & Payroll Manager
Oxpens Lane Redevelopment Update	Yes	The report is an update position on the redevelopment of the Oxpens Lane key City Centre site; the required delivery structure to take the project forward; and the Heads of Terms discussions. The City Council has formed a joint venture company, OxWED, with Nuffield College to progress the delivery of this scheme	Leader, Economic Development and Partnerships	Tom Bridgman, Executive Director (Development)
Oxford City Council Business Plan 2020-21	Yes	One year business plan setting out outcomes for the 20-21 financial year. This document will expand on the ambitions set out in Corporate Strategy 20-24	Leader, Economic Development and Partnerships	Shelley Ghazi, Policy and Partnerships Officer
Climate Emergency Review Group report	No	To consider the proposed report of the Climate Emergency Review Group	Councillor Richard Howlett	Tom Hudson, Scrutiny Officer
Performance Monitoring - 2019/20 Quarter 3	No	For the Committee to consider Council performance against a set of corporate and service measures.	Deputy Leader - Finance and Asset Management	Helen Bishop, Head of Business Improvement

6 APRIL 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Public participation in decision making and citizen involvement	No	To consider how the public could be better engaged with council decision making, such as through public meetings, consultations and other public forums, for example. A draft scoping document has been prepared for a possible scrutiny review.	Leader, Economic Development and Partnerships, Zero Carbon Oxford	Mish Tullar, Corporate Policy, Partnership and Communications Manager
Council engagement with Oxford's diverse communities (Equalities Strategy)	Yes	To consider the outcome of the assessment of the Council's key services against the LGA's equalities framework.	Supporting Local Communities	Mish Tullar, Corporate Policy, Partnership and Communications Manager
Tourism Management Review Group Report - 12 month update	No	To consider a 12 month update on the implementation of the recommendations of the Tourism Management Review Group that were agreed by Cabinet.	Culture and City Centre	Matthew Peachey, Economic Development Manager

Economic and City Centre Strategies	Yes	New city-level and city centre strategies and actions are being developed from Sept 2019 to May 2019 with focus on triple bottom line actions: economic growth, social/equity, and environment.	Leader, Economic Development and Partnerships	Matthew Peachey, Economic Development Manager, Dan Hodge, Principal Regeneration & Economic Development Officer
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FINANCE PANEL

2 DECEMBER 2019 - REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Integrated Performance Report for Quarter 2 2019/20	Yes	Financial and Performance data for Q2 2019/20	Deputy Leader - Finance and Asset Management	Anna Winship, Management Accountancy Manager
Property Investment Portfolio Analysis and Strategy Report	Yes	The report contains an overview of the council's existing commercial property portfolio and presents a number of recommendations. This includes options for re-balancing the portfolio, raising finance and capital deployment to support the objective of providing the council with a secure source of income.	Deputy Leader - Finance and Asset Management	Nick Twigg, Major Projects & Development Manager
Treasury Mid-Year Report 2019/20	Yes	To report on the performance of the Treasury Management function for the 6 months to 30th September 2019	Deputy Leader - Finance and Asset Management	Bill Lewis, Financial Accounting Manager

6, 8 & 20 JANUARY 2020 - ANNUAL BUDGET REVIEW

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Consultation Budget 2020-21 and Medium Term Financial Plan 2021-22 to 2023-24	Yes	Draft Consultation Budget 2020-21 and Medium Term Financial Plan 2021-22 to 2023-24	Deputy Leader - Finance and Asset Management	Anna Winship, Management Accountancy Manager

29 JANUARY 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Treasury Management Strategy 2020/21	Yes	To present the Council's Treasury Management Strategy for 2020/21 together with the Prudential Indicators for 2020/21 to 2023/24	Deputy Leader - Finance and Asset Management	Bill Lewis, Financial Accounting Manager
Capital Strategy 2020/21 – 2024/25	Yes	To present the Capital Strategy for approval	Deputy Leader - Finance and Asset Management	Bill Lewis, Financial Accounting Manager

Monitoring social value	No	To review the Council's current social value weighing in procurement of 5%.	Deputy Leader - Finance and Asset Management	Nigel Kennedy, Head of Financial Services
Annual Budget Review	No	To consider the draft Annual Budget Review report	Deputy Leader - Finance and Asset Management	Tom Hudson, Scrutiny Officer

25 FEBRUARY - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Integrated Performance Report for Quarter 3 2019/20	Yes	Financial and Performance data for Q3 2019/20	Deputy Leader - Finance and Asset Management	Anna Winship, Management Accountancy Manager

HOUSING PANEL

NO MEETING ALLOCATED

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Tenant Satisfaction	Yes	To consider the outcome of the Tenant Satisfaction Survey for council tenants.	Affordable Housing	Bill Graves, Landlord Services Manager
Building Control - outcomes of the Hackitt Review of Building Regulations and Fire Safety	Yes	To consider the outcomes of the Hackitt Review of Building Regulations and Fire Safety.	Planning and Sustainable Transport	Ian Wright, Head of Regulatory Services and Community Safety, Paul Smith, Building Control Team Leader

5 MARCH 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Housing Performance - 2019/20 Quarter 3	Yes	For the Panel to consider performance against a set of housing measures.	Affordable Housing, Deputy Leader (Statutory) - Leisure and Housing	Stephen Clarke, Head of Housing Services / Director Housing Companies
Private rented sector housing	Yes	To be scoped: consideration of housing issues in the private rented sector and the Council's response. Could include regulatory changes concerning no fault and revenge evictions and engagement with the tenants' union.	Deputy Leader (Statutory) - Leisure and Housing	Head of Regulatory Services & Community Safety

8 APRIL 2020 - PROVISIONAL REPORTS

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
Tenancy Management Standards	Yes	To consider performance and good practice in tenancy management standards with representatives from housing associations	Affordable Housing	Stephen Clarke, Head of Housing Services / Director Housing Companies

COMPANIES PANEL

12 MARCH 2020 - REPORTS WILL BE THE SAME AS THOSE AT THE SHAREHOLDER AND JOINT VENTURE GROUP MEETING

Agenda item	Cabinet item	Description	Cabinet portfolio	Lead officer
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FORWARD PLAN EXTRACT (04/12/19)

REPORTS TO CABINET AND COUNCIL CABINET: 19 DECEMBER 2019

ITEM 11: ID: I022694	BULLINGDON COMMUNITY CENTRE - PROJECT APPROVAL AND AWARD OF CONTRACT Report Status: Confirmed for this meeting
To seek project approval for the new build replacement of the existing Bullingdon Community Centre that is in poor condition and beyond its lifespan. The report also seeks approval for delegated authority for the Executive Director Communities in consultation with the Head of Finance to award the construction contract subject to it being within approved budgets.	
ITEM 12: ID: I022533	DRAFT CORPORATE STRATEGY 20-24 - FOR CONSULTATION Report Status: Provisional: Decision reliant on another action or process
Approval to externally consult on draft new Corporate Strategy to replace current Corporate Plan 16-20	
ITEM 13: ID: I022287	CONSULTATION BUDGET 2020-21 AND MEDIUM TERM FINANCIAL PLAN 2021-22 TO 2023-24 Report Status: Confirmed for this meeting
Draft Consultation Budget 2020-21 and Medium Term Financial Plan 2021-22 to 2023-24	
ITEM 14: ID: I020878	ANNUAL MONITORING REPORT 2018/19 Report Status: Confirmed for this meeting
The AMR report is a statutory requirement providing information as to the extent to which the policies set out in the Local Plan are being achieved and the implementation of the Local Development Scheme.	
ITEM 15: ID: I021772	INTEGRATED PERFORMANCE REPORT FOR QUARTER 2 2019/20 Report Status: Confirmed for this meeting
Financial and Performance data for Q2 2019/20	
ITEM 16: ID: I022770	ENFORCEMENT OF THE REGULATIONS IN RELATION TO ENERGY EFFICIENCY IN DOMESTIC AND NON-DOMESTIC PROPERTIES FOLLOWING DELEGATION OF POWERS BY OXFORDSHIRE COUNTY COUNCIL Report Status: Confirmed for this meeting
Report to ask for formal approval to enforce legislation applicable to: a) Domestic Private Rented Energy Performance Certificates (EPCs) b) Commercial Minimum Energy Efficiency Standards (MEES).	

ITEM 17: ID: I022798	PROPERTY INVESTMENT PORTFOLIO ANALYSIS AND STRATEGY REPORT Report Status: Confirmed for this meeting
The report contains an overview of the council's existing commercial property portfolio and presents a number of recommendations. This includes options for re-balancing the portfolio, raising finance and capital deployment to support the objective of providing the council with a secure source of income.	

ITEM 18: ID: I022908	TRANSFORMATION FUNDING FOR OXFORD DIRECT SERVICES LIMITED Report Status: Confirmed for this meeting
To present the funding and budget requirements of the Oxford Direct Services Transformation Project for approval and for recommendation on to Council.	

ITEM 19: ID: I023214	INITIAL RESPONSE TO REPORT OF CITIZENS' ASSEMBLY INTO CLIMATE CHANGE Report Status: Provisional: Decision reliant on another action or process
To formally report to Cabinet the receipt of the report on the Citizens' Assembly into Climate Change and to agree the Council's initial response.	

ITEM 20: ID: I021700	TREASURY MID-YEAR REPORT 2019/20 Report Status: Confirmed for this meeting
To report on the performance of the Treasury Management function for the 6 months to 30th September 2019	

CABINET : 22 JANUARY 2020

ITEM 21: ID: I023209	USE OF S106 AND RETAINED RIGHT TO BUY RECEIPTS TO INCREASE THE PROVISION OF MORE AFFORDABLE HOUSING Report Status: Provisional: Decision reliant on another action or process
The report will seek project approval and delegations to enable the spending of Retained Right to Buy Receipts and s.106 funding for the purpose of delivering, or enabling the delivery, of more affordable housing, through new build or acquisition activity.	

ITEM 22: ID: I019542	CUSTOMER EXPERIENCE STRATEGY Report Status: Provisional: Awaiting further information, advice or input.
The Customer Experience Strategy is a core component of New Ways of Working. It brings together the Customer, Digital and ICT strategies and is designed to make a difference in the places where it matters the most, putting customers at the heart of everything we do. The action plan reflects how we intend to use digital technology to support New Ways of Working, as well as highlighting those initiatives that will help deliver an improved customer experience.	

ITEM 23: ID: I022878	ANNUAL REPORT ON GENDER PAY GAP Report Status: Provisional: Decision reliant on another action or process
A report to fulfil a requirement to report annually on the gender pay gap.	

ITEM 24: ID: I023006	FLAG FLYING ON WORLD REFUGEE DAY Report Status: Confirmed for this meeting
To seek authority to fly the "City of Sanctuary" flag annually on 20 June for World Refugee Day, following a cross-party motion passed by Council on 22 July 2019.	

ITEM 25: ID: I022249	COUNCIL TAX REDUCTION SCHEME 2020/21 Report Status: Confirmed for this meeting
To agree proposals for the 2020/21 scheme following public consultation.	

ITEM 26: ID: I023386	STREET NAMING AND NUMBERING POLICY Report Status: Provisional: Awaiting further information, advice or input.
Revised Street Naming and Numbering Policy for adoption	

ITEM 27: ID: I023213	CONNECTING OXFORD Report Status: Confirmed for this meeting
Decision on whether to support Oxfordshire County Council Connecting OxforDs proposals	

COUNCIL 27 JANUARY

ITEM 28: ID: I023196	OUTSIDE ORGANISATION REPORT - OXFORDSHIRE PARTNERSHIPS NOT REPORTED THIS YEAR Report Status:
Purpose: to provide Council with an update on the work of the smaller partnerships and those not reported separately in this Council year	

CABINET: 12 FEBRUARY 2020

ITEM 29: ID: I022531	OXFORD DIRECT SERVICES - NEW DEPOT ARRANGEMENTS Report Status: Provisional: Decision needs further consideration or information
Seek approval of the updated outline business case and submit a planning application for a modern, net zero carbon operating base for ODS.	

ITEM 30: ID: I015275	EAST OXFORD COMMUNITY CENTRE - IMPROVEMENT SCHEME Report Status: Provisional : Decision needs further consideration or information
To present an improvement scheme for the East Oxford Community Centre following public consultation.	

ITEM 31: ID: I023177	HEADINGTON NEIGHBOURHOOD FORUM (RE) DESIGNATION Report Status: Provisional: Decision reliant on another action or process
Neighbourhood Forums are required to designate their status every five years. The Headington Neighbourhood Forum designation expired in September 2019. This application is to (re) designate the Neighbourhood Forum.	

ITEM 32: ID: I022356	BLACKBIRD LEYS DEVELOPMENT PROJECT DETAILED DESIGN Report Status: Confirmed for this meeting
To provide an update on the Blackbird Leys Development Project and seek approval to	

proceed to the detailed design phase.

ITEM 33: ID: I021433	ENERGY & WATER SUPPLY PROCUREMENT 2020 – 2024 Report Status: Provisional: Decision needs further consideration or information
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To seek approval for the approach to the procurement of the Council's energy and water for the period 1 October 2020 to 30 September 2024

ITEM 34: ID: I022288	BUDGET 2020-21 AND MEDIUM TERM FINANCIAL PLAN 2021-22 TO 2023-24 Report Status: Confirmed for this meeting
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Budget 2020-21 and Medium Term Financial Plan 2021-22 to 2023-24

ITEM 35: ID: I021702	CAPITAL STRATEGY 2020/21 – 2024/25 Report Status: Provisional: Decision reliant on another action or process
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To present the Capital Strategy for approval

ITEM 36: ID: I021701	TREASURY MANAGEMENT STRATEGY 2020/21 Report Status: Provisional: Decision reliant on another action or process
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To present the Council's Treasury Management Strategy for 2020/21 together with the Prudential Indicators for 2020/21 to 2023/24

ITEM 37: ID: I022535	CORPORATE STRATEGY 20-24 - FINAL DRAFT FOR APPROVAL Report Status: Provisional: Awaiting further information, advice or input.
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Following external consultation this is submission of a final draft for approval

ITEM 38: ID: I023234	CYCLING IMPROVEMENTS IN VICINITY OF SWAN SCHOOL Report Status: Provisional: Decision reliant on another action or process
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Various improvements for cyclist attending the Swan School in Marston to include enhancements to the Access to Headington scheme on Headley Way and Cherwell Drive, side road entry treatments, widening of the cycle track and a toucan crossing outside St Michael's Primary School on Marston Road which would assist cyclist travelling down John Garne Way onto the Swan School

COUNCIL 13 FEBRUARY

COUNCIL 24 FEBRUARY - IF REQUIRED

CABINET: 11 MARCH 2020

ITEM 39: ID: I019467	OXPENS LANE REDEVELOPMENT UPDATE Report Status: Provisional
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The report is an update position on the redevelopment of the Oxpens Lane key City Centre site; the required delivery structure to take the project forward; and the Heads of Terms discussions. The City Council has formed a joint venture company, OxWED, with Nuffield College to progress the delivery of this scheme

ITEM 40: ID: I022534	OXFORD CITY COUNCIL BUSINESS PLAN 2020-21 Report Status: Provisional: Awaiting further information, advice or input.
One year business plan setting out outcomes for the 20-21 financial year. This document will expand on the ambitions set out in Corporate Strategy 20-24	

ITEM 41: ID: I021773	INTEGRATED PERFORMANCE REPORT FOR QUARTER 3 2019/20 Report Status: Provisional: Decision reliant on another action or process
Financial and Performance data for Q3 2019/20	

COUNCIL 30 MARCH

ITEM 42: ID: I022334	PAY POLICY STATEMENT Report Status: Provisional: Decision reliant on another action or process
Annual review of the pay policy statement The current policy statement came into effect on 1st April 2019, superseding the 2017/18 statement and will continue to be reviewed on an annual basis.	

ITEM 43: ID: I023197	OUTSIDE ORGANISATION REPORT - OXFORDSHIRE LOCAL ENTERPRISE PARTNERSHIP (LEP) Report Status:
Purpose: to update Council on the work of this outside organisation.	

CABINET 15 APRIL

ITEM 44: ID: I022312	ECONOMIC AND CITY CENTRE STRATEGIES Report Status: Provisional: Awaiting further information, advice or input.
New city-level and city centre strategies and actions are being developed from Sept 2019 to May 2019 with focus on triple bottom line actions: economic growth, social/equity, and environment.	

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Scrutiny Budget Review 2020/21 – Scoping Document

Review Topic	Budget Review 2020/21 and Medium Term Financial Plan to 2023-24
Lead Member Review Group	Councillor James Fry
Other Review Group Members	<p>Councillor Craig Simmons Councillor Chewe Munkonge Councillor Roz Smith</p> <p>Members of the Housing Panel will be invited to scrutinise Housing-related budgetary items:</p> <p>Councillor Nadine Bely-Summers Councillor Mike Gotch Councillor Richard Howlett Councillor Sian Taylor Councillor Elizabeth Wade Councillor Dick Wolff Tony Buchanan (tenant co-optee)</p>
Officer Support and allocate hours	Scrutiny Officer support – approx. 2-3 days per week from mid-December 2019 to mid-February 2020. Additional support from the Head of Financial Services, Management Accountancy Manager and other Senior Officers.
Background	<p>The Finance Panel is responsible for scrutinising finance and budgetary issues and decisions, including the Budget 2020/21 decision.</p> <p>The Budget 2020/21 paperwork will be published for consultation on 11 December 2019, ahead of a final decision by full Council on 13 February 2019. In recent years the Panel has formed a Budget Review Group to scrutinise the budget proposals in detail before reporting to Cabinet in February.</p>
Rationale	To scrutinise the Council's draft budget for 2020/21 and medium term financial plan for the following three years, and provide public assurance of the Council's budget setting processes and decisions.
Key lines of inquiry	<p>Areas of focus for the Budget Review Group this year to include:</p> <ul style="list-style-type: none"> • Slippage in the Capital Programme • Business rate income • The overall shape of expenditure and income (gross and net) at a high level, including data for recent years and future years. • The evolution of Council budgets over recent years, tracking changes from original approved budgets to final outturn. • The impact on council finances of the establishment of the council owned companies, Oxford Direct Services Ltd and Oxford City Housing Ltd In addition to the joint ventures in relation to land at

	<p>Barton and Oxpens.</p> <ul style="list-style-type: none"> • Estimates of gross and net income and expenditure • Past and projected changes to external funding streams. • Service area budget proposals including planned savings and efficiencies, cost pressures and staffing (FTE) impacts. • Contingencies and earmarked reserves. • HRA Business Plan in the light of the changes to interest rates charged by the Public Works Loan Board • The expected impacts of any national government policy changes following the December 2019 UK General Election. 		
Indicators of Success	<ul style="list-style-type: none"> • Robust independent scrutiny of budget proposals; • Detailed consideration of key lines of inquiry; • The production of an evidenced based report with recommendations; • Broad agreement on conclusions and recommendations amongst Review Group members; • The majority of recommendations are agreed by the Cabinet. 		
Methodology/ Approach	<p>Evidence gathering to include:</p> <ul style="list-style-type: none"> • A budget briefing by the Head of Financial Services, • Reviewing Budget 2020/21 paperwork, including options or bids presented to members; • Submitting written questions to Senior Officers and reviewing their responses; • Meetings with Executive Directors, Assistant Chief Executive and Heads of Service. 		
Specify Witnesses/ Experts	<ul style="list-style-type: none"> • Assistant Chief Executive; • Executive Director – Development; • Executive Director for Sustainable City; • Executive Director – Communities and Customer (Interim) • Interim Director of Housing; • Head of Financial Services; • Head of Housing Services; • Head of Planning Services; • Head of Community Services; • Head of Business Improvement; • Head of Law and Governance • Head of Regulatory Services and Community Safety • Management Accountancy Manager. • 		
Out of scope	<p>Detailed estimates in relation to ODS and OCHL company business plans are out of scope, but not their overall impact on the Council's budget and Medium Term Financial Plan.</p>		
Projected start date	11 December 2019	Draft Report Deadline	29 January 2019 for Finance Panel
Meeting Frequency	4 meetings in January 2019	Projected completion date	12 February 2019 Cabinet

Draft outline of meetings

Meeting one – 6 January 2020, 6:00 – 8:00pm
<p>6pm: Finance overview, and consider service area budget proposals for:</p> <ul style="list-style-type: none"> • Assistant Chief Executive (Caroline Green) • Nigel Kennedy (Head of Financial Services) <p>Chief Executive, Gordon Mitchell, is unavailable in early January.</p>
Meeting two - 8 January 2020, 6:00pm - 8.00pm
<p>To consider service area budget proposals and form draft recommendations for:</p> <ul style="list-style-type: none"> • Planning and sustainable development (Tim Sadler and Adrian Arnold) • Housing Services (Paul Leo and Stephen Clarke) • Regeneration and Economy (Tom Bridgman and Jane Winfield) <p>Housing Panel members to be invited to contribute to the discussion on Housing Services</p>
Meeting three – 20 January 2019, 6:00pm - 8.00pm
<p>To consider draft recommendations from previous meetings, to consider budget proposals and form draft recommendations for:</p> <ul style="list-style-type: none"> • Communities and Customers (Ian Brook, Helen Bishop and Ian Wright) • Law and Governance (Nigel Kennedy and Anita Bradley)
Meeting Four – 29 January 2019 (as part of Finance Panel)
To consider the draft review group report.

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Cabinet response to recommendations of the Housing Panel made on 07/11/2019 concerning Community Led Housing and approval to dispose of land at Champion Way.

Provided by the Cabinet member for Affordable Housing, Councillor Mike Rowley

Recommendation	Agree?	Comment
1) That the Council will, when publicising and raising awareness of Community Led Housing, take steps to ensure that the barriers to demographic groups with less exposure to the concepts of communal living, particularly social housing tenants, are identified and addressed, and to ensure that these groups are equally equipped to understand the benefits of and to participate in the opportunities afforded by Community Led Housing.	Agreed	In the nature of the projects being “community led”, we must let the hub and CLH groups take the lead on this, i.e. we will promote interest in their model(s) by highlighting and distributing their publicity.
2) That the Council will, in identifying tenants with the values, skills and motivations suited to community living, give the Oxfordshire Community Land Trust a formal role in the selection process.	Agreed in part	As a Council we have a duty to ensure housing needs are met, and we will not give any provider a role in selection that could risk the “cherry-picking” of prospective tenants. I expect, however, that agreement can be reached on the CLH groups having an important advisory role.

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Cabinet response to recommendations of the Scrutiny Committee made on 05/11/2019 concerning Workforce Equality Report & Update on the Equalities Action Plan

Provided by the Cabinet member for Safer Communities and Customer Focused Services, Councillor Nigel Chapman

Recommendation	Agree?	Comment
1) That consideration is given to the suitability of the Council's current policy in regards to BAME and female representation on officer-led recruitment panels, particularly with reference to the recruitment of heads of service.	Agree	
2) That when making appointments to Director and Head of Service level that the Council expressly shares its expectation to relevant recruitment agencies that shortlists will include women and BAME candidates.	Agree	
3) That all managers, particularly senior managers, be given structural discrimination training	Agree	NB It will be necessary to ensure that this training does not simply repeat existing training.
4) That briefings on current outreach and employment opportunities be provided to civic office holders, with details to include i) the support available to BAME groups to make applications to work at the Council, ii) upcoming job fairs and other events, and iii) upcoming apprenticeship and graduate placements	Agree	
5) That the Council extends the number of targeted BAME-focused careers fairs to reach different BAME communities	Agree	
6) That Oxford Direct Services is held to the same equality standards as the Council, and that it should make regular reports on actions taken towards and progress against equality goals to the shareholder	Agree	
7) To investigate the reasons for the high rate of non-disclosure over sexual orientation, and consider whether as part of that work to engage with the Stonewall Workforce Equality Index.	Agree	

8) Before new census data are released learning on which approaches are and are not successful in attracting BAME staff is captured to inform recruitment strategies.	Agree	
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To: Cabinet
Date: 19 December 2019
Report of: Scrutiny Committee
Title of Report: Universal Credit

Summary and recommendations	
Purpose of report:	To present Scrutiny Committee recommendations concerning Universal Credit
Key decision:	No
Scrutiny Lead Member:	Councillor Andrew Gant, Chair of the Scrutiny Committee
Cabinet Member:	Councillor Marie Tidball, Supporting Local Communities
Corporate Priority:	An Effective and Efficient Council, Meeting Housing Needs
Policy Framework:	None
Recommendation: That the Cabinet states whether it agrees or disagrees with the recommendations in the body of this report.	

Appendices
None

Introduction and overview

1. At its meeting on 05 November 2019, the Scrutiny Committee considered a report on Universal Credit (UC), looking at the impact it had had on the Council and on recipients.
2. The Committee would like to thank Councillor Marie Tidball, Cabinet member for Supporting Local Communities for attending and presenting the report, Councillor Nigel Chapman, Cabinet member for Customer Focused Services, for supporting the meeting, Tanya Bandekar, Service Manager Revenues and Benefits, and Laura Bessell, Benefits Manager, for compiling the report and supporting the meeting.

Summary and recommendation

3. Councillor Marie Tidball, Cabinet member for Supporting Local Communities, introduced the report. From the Council side, the administrative burden of processing UC was reported to be considerable, greater than anticipated and exacerbated by inaccurate (and changing) information from the Government. This sometimes resulted in over or under payments which, in turn, required more administration to resolve. Despite increased and increasing administrative costs, Government grants to assist with the administrative burden were decreasing by approximately 10% per year. Claims had to be re-visited once a month and the costs of doing so (c. 2000 a month) were estimated to be about £50k pa for which there was no funding from the DWP. These concerns and others about the introduction of UC had been the subject of a Council Motion in July 2018 and the Leader and Portfolio Holder had subsequently written to the then Secretary of State for Work & Pensions. A non-committal reply had been received in response to this letter.
4. From the perspective of recipients, the nature of UC payments (in arrears) combined with the possibility of over or under payments was reported often to be a source of considerable psychological distress to claimants, particularly those who were already vulnerable. The application of UC to those who had a disability and single mothers had been found to be discriminatory.
5. Councillor Tidball concluded her introduction by saying that the Housing Benefit element should be taken out of UC so that it could be paid direct to landlords, as it had been hitherto. Ultimately UC should be withdrawn because of its impact on the vulnerable.
6. In response to the report the Committee devoted significant time to discussing the Council's approach to bad debts – eviction and the use of enforcement agents – and were convinced that the stated aim to use these as a last resort was fully embedded within the team. Lengthy discussion was also held over the impact on staff of having to deal with the changes, not simply the workload but also regular exposure to acutely stressful conversations such as threats of suicide. It was, however, recognised that the teams responsible were putting in measures, such as training and counselling, to manage the challenges faced around supporting their staff and that the teams were managing the volume and fluctuations in workload well.
7. The single area of focus for recommendations from the Committee relates to assessing the adequacy of the Council's Discretionary Housing Payment fund, regarding which two recommendations are made.

Discretionary Housing Payments

8. Discretionary Housing Payments (DHPs) are made to tenants who have a shortfall in benefits to meet their rental liabilities. Recipients are not exclusively UC claimants, but it was reported to the Committee that there has been a recent growth in the number of people on Universal Credit seeking to access DHPs. As of the end of September 2019 38% of DHP recipients were on Universal Credit.

9. The Committee was informed that funding for DHPs derives from an annual grant allocation provided to Council from the Department of Work and Pensions (DWP). The expenditure on DHP's can be increased by up to 150% of the original government funding, known as the permitted total, albeit this additional amount will be funded from Council resources. In previous years it has not been necessary to increase funding above the permitted total. The Council cannot refuse a DHP on the grounds of insufficient funding.
10. It was reported to the Committee that spending had tended to mirror the level of Government funding available, though it was questioned by the Committee whether the need to return any unspent funds in previous years may have left open the possibility that spending was being allocated to fit the budgetary provision as opposed to being based purely on need. This year, however, the level of the Government funding for DHP expenditure has decreased (by £68,185.00 to £336,825.00) and that by the end of October 2019, 85% of the available funding had been committed or spent (last year at the same point in time this figure was 71%).
11. It is the view of the Committee that DHPs are a particularly important safety net. As referenced above, the decision to pay UC in arrears is a stressor for vulnerable recipients because they automatically start a tenancy in 'technical arrears', a situation which is significantly exacerbated by not-infrequent administrative errors by the DWP. UC recipients (and others) may therefore be placed in a situation of being unable to pay their rent through no fault of their own. The level of spending of the current year's Government funding suggests that demand for this support is likely to outstrip supply, hence the Council may need to spend above the Government funding, up to the permitted total, potentially by a significant margin.
12. It is felt by the Committee that this is an area of support which should be prioritised, and that it is important that it is funded according to the level of need, rather than the level of supply being determined by the amount of funding provided by central government. Reviewing the level of DHP funding according to need will also provide an evidence base on which to lobby central government for a higher committed total.

Recommendation 1: That the Council reviews its Discretionary Housing Payments Policy from a needs-based perspective and is prepared to fund from general reserves any necessary top-ups beyond the Government grant figure, up to the permitted total.

Recommendation 2: That should a needs-based analysis demonstrate a need for Discretionary Housing Payments above the Government grant figure, the Leader writes to central government to lobby for a higher grant.

Further Consideration

13. Should the Committee wish to consider the progress of this issue, or any of the particular sub-issues it touches on, it will have the opportunity to add it to the Committee's work plan for the forthcoming year. The Committee has previously considered changes to DHP policy and may wish to consider that instead or alongside

further updates on the impacts of UC. It is not anticipated that the Committee will wish to consider this item prior to that point.

Report author	Tom Hudson
Job title	Scrutiny Officer
Service area or department	Law and Governance
Telephone	01865 252191
e-mail	thudson@oxford.gov.uk

To: Cabinet
Date: 19 December 2019
Report of: Scrutiny Committee
Title of Report: Oxford's Waterways

Summary and recommendations	
Purpose of report:	To present Scrutiny Committee recommendations concerning Oxford's Waterways
Key decision:	No
Scrutiny Lead Member:	Councillor Andrew Gant, Chair of the Scrutiny Committee
Cabinet Member:	Councillor Tom Hayes, Zero Carbon Oxford
Corporate Priority:	A Vibrant and Sustainable Economy, Meeting Housing Needs, Strong and Active Communities, A Clean and Green Oxford
Policy Framework:	None
Recommendation: That the Cabinet states whether it agrees or disagrees with the recommendations in the body of this report.	

Appendices
None

Introduction and overview

1. At its meeting on 05 November 2019, the Scrutiny Committee considered a report on Oxford's Waterways, the Oxford Waterways project and its planned next steps.
2. The Panel would like to thank Tim Wiseman, Oxford Waterways Coordinator, for supporting the meeting and compiling the report.

Summary and recommendation

3. Tim Wiseman, Oxford Waterways Coordinator, introduced the report. The post of Oxford Waterways Coordinator had been established a year previously in recognition of the complexity of management and wealth of benefits the waterways could offer the City, which touched on almost all the Council's corporate priorities. Due to the wide-ranging nature of issues relating to the waterways and the complex map of responsibilities it was important that significant effort had been put into developing a partnership of key stakeholders, with a shared vision developed. The vision incorporated opportunities for the Council to contribute to the following corporate priorities: A Vibrant and Sustainable Economy, Meeting Housing Needs, Strong and Active Communities, A Clean and Green Oxford. Having built a partnership and identified the issues, the next step would be to begin delivering on the aims of the partnership. However, this work would be contingent on the temporary post of Oxford Waterways Coordinator being extended.
4. It is the view of the Committee that the Oxford Waterways Coordinator has been very successful in bringing together disparate groups with differing interests to achieve an agreed vision. Without further follow through, however, that work will not have a meaningful lasting benefit. Consequently, it is recommended that the post of the Oxford Waterways Coordinator be extended:

Recommendation 1: That the post of Oxford Waterways Coordinator be extended for a sufficient duration to enable the benefits of the Oxford Waterways partnership to be realised.

5. In response to the report presented the Committee's particular areas of scrutiny focused on a number of key areas:
 - Situating the Waterways within the Council's wider plans
 - Developing a position on 'boats as homes'
 - Increasing amenity for the Waterways
6. In addition to the above, the Committee makes a further eight recommendations

Situating the Waterways within the Council's wider plans

7. As per recommendation 1, the Committee noted and welcomed the progress made through the work of the Oxford Waterways Coordinator in conflating the multiple strands of the waterways' contribution to Oxford and bringing visibility to the issues. It was recognised that hitherto the complex and cross-cutting nature of the waterways may have made inclusion within the Council's wider plans difficult, but the work undertaken by the Oxford Waterways project to date provides a foundation on which the Council can begin to include the waterways into its wider thinking and plans in an informed manner. Given the breadth of contribution the waterways can make to the City, it is the view of the Committee

that the Council should make use of upcoming opportunities to build in consideration of the needs and contributions of the waterways to its wider plans.

Recommendation 2: Where appropriate and relevant, council strategies and policies will be updated to reflect the contribution of the waterways to the city. For example, the Local Plan, Infrastructure Delivery Plan, Housing and Homelessness Strategy, Green Spaces Strategy and Leisure Strategy

8. The Council owns a number of assets associated with the waterways – land, structures, facilities on lease, areas of public realm. For example, Port Meadow Moorings or towpath land adjacent to Abbey Road. These sites each have their own maintenance costs and liabilities which have to be managed. Committee acknowledged that at some sites, the liabilities and costs may be high, yet agreed that these are valuable amenity and infrastructure assets where the wider benefits have to be recognised.
9. In addition, Committee agreed that beyond just those specific sites, the waterways more generally should be recognised as a piece of the city's strategic infrastructure, delivering a wide range of benefits to the whole city. While Committee acknowledged that there are other statutory bodies and partners which hold maintenance and investment responsibilities, it agreed that at times the Council should also be prepared to contribute and invest in the waterways. Through this, it could influence improvements and help drive the maximum benefit for the city.

Recommendation 3: That the importance of the City's waterways is recognised as an infrastructure asset, and consideration is given to how the Council could maintain them through capital investment, alongside that of wider partners

Developing a position on 'boats as homes'

10. With relatively low up-front costs, close proximity to the City Centre and a unique environment living on the waterways was felt to have a number of strengths that can make it a viable and valuable choice for some people wanting to live in Oxford. Though clearly not suitable for all, in light of the challenge of housing costs in Oxford, the Committee welcomes the contribution boats make to low-cost housing.
11. Through discussion the Committee recognised the complexity associated with boats used as housing, but also felt that clarity on the Council's position on the issue and its responsibilities is necessary. In the face of a growing reality on the number of people living permanently on boats in the city, the Committee felt that additional work is required to help inform the Council and its future work.
12. Whilst the Waterways Coordinator reported a number of actions to try and develop relationships with the boating community, detailed knowledge of those living on boats was reported to be limited. Two contributors to this situation were identified to be the independence and absence of cohesiveness amongst the

boating 'community' itself, and a reticence on the part of live-aboard boaters to engage with the Council on the basis of past experiences.

13. The estimated size of the permanent population living on boats within the City was reported to be approximately 200 to 250 people across 180 households, but little was known regarding the breakdown of why people chose to live on boats and the suitability of existing provision for this lifestyle. Whilst for some people it was thought that living aboard boats was likely to be a lifestyle choice, it was also felt that for some it would likely to be out of financial necessity and may in small numbers be a source of hidden homelessness. The lack of information about the needs of this demographic is felt to be problematic in relation to the Council's response; it was pointed out that the lack of knowledge about the suitability of existing provision of mooring and infrastructure was significantly less than would be given to a planning application for 180 homes. It is the view of the Committee that this lacuna in knowledge should be addressed.

Recommendation 4: Given the limited understanding of the diverse communities living on boats in the City, that the Council undertakes or commissions a study to develop a better understanding of the number of people living permanently on boats in the City, the varying reasons for living on boats, the provision of mooring sites and services and the suitability of existing infrastructure to support these communities.

14. Though developing an understanding of those in the community living permanently on boats within the City is important, it is only a first step. In developing a clearer position on the role of boats as homes, the Council would also need to consider its legal obligations and responsibilities, such as those associated with being a housing authority, as a planning authority, Council duties under Equalities and Human Rights legislation and to ensure a consistency of approach across its multiple functions.
15. The Committee acknowledged that there are a range of arrangements by which people live on the waterways, from formally established permanent residential moorings to those that live more itinerantly without a home mooring. With growing numbers of people living afloat, particularly on the River Thames, it raises the question as to whether there are adequate moorings available which meet people's needs. The Committee indicated that Council should consider what its roles and responsibilities are in this matter, and how to influence/invest in additional provision (noting that there are other stakeholders / partners with responsibilities).
16. A similar conversation is also thought by the Committee to be necessary about the adequacy of infrastructure. It was reported to the Committee that boats must travel to Abingdon or Eynsham to access sewage emptying or hose-pipe water supplies. As above, it is important to recognise that the Council is well placed to commence discussion across stakeholders about the adequacy of infrastructure, but that does not imply that it would be responsible for delivering such infrastructure.

17. A particular concern which was raised was over the level of infrastructure provided by the Council on its own land where permanent residential mooring sites are operated (Walton Bridge Moorings, Rope Ham Moorings), providing moorings for 10 boats, but which did not provide water, electricity or sewage facilities. It is the view of the Committee that having become aware of this situation, the Council should review the adequacy of the infrastructure it provides across its permanent mooring sites in light of the rent it charges. Furthermore, there is the additional site on city council-owned land adjacent to Redbridge Park & Ride where unofficial residential mooring takes place, but services are not provided.
18. A final area of concern identified was that of ensuring equitable access to any new mooring sites. It was felt strongly that left solely to market forces, those who might be most in need of access to new mooring sites may be squeezed out and the moorings available be taken up by those with greater alternative options. It is the view of the Committee that Council may also wish to consider how it could influence provision of mooring to those most in need.

Recommendation 5: That consideration is given as to how the Council should best develop a policy position on the issue of boats used as housing and what roles and responsibilities the Council has, considering the following questions:

- 1) Does Cabinet agree with the Scrutiny Committee that boats should be recognised and welcomed for the contribution they currently make to housing provision in the city?**
- 2) What are the implications for the Council with regard its role as both a housing and planning authority, its legal obligations, and how this would influence wider policy and strategy matters and the role of our other partners?**
- 3) Are there sufficient mooring sites and service infrastructure and what is the Council's role in addressing any shortfalls?**
- 4) Is the infrastructure at current Council-owned sites sufficient?**
- 5) Are there opportunities for the Council to develop approaches to prioritise the allocation of moorings to those most in need?**

Maximising the benefits of the Waterways

19. The Committee also discussed a number of ideas by which the amenity of the waterways could be maximised for the benefit of all Oxford residents and visitors.
20. It was suggested by members of the Committee that the vision developed did not necessarily preclude consideration of how the waterways had impacted the City's culture and heritage, but that given the importance of that impact it could be made more explicit. It was felt that the lack of specific focus was reflected in the achievements of the project to date, which largely had not touched issues relating to local history and heritage. Due to the importance of that heritage, it is the view of the Committee that it should be specifically recognised and potentially backed up by funding.

Recommendation 6: That the Council will recognise and back through future investment opportunities to invest and regenerate the waterways within the City, particularly with a view to bringing out their contribution to local history and culture and enhancing their potential as a leisure asset.

21. A recent Guardian [article](#) exploring the health and social benefits of time spent near water led the Committee to a broader discussion of making use of the waterways as a health and wellbeing resource, and in particular whether greater use could be made of them in relation to social prescribing.
22. The Council supports the Health Walks initiative in Oxford, where people are able to come to a guided walk at a comfortable pace for all and which is between one and three miles in the company of others. The current publicity focuses on exploring green spaces, and whilst a number of the walks offered (for example Jericho, Christ Church Meadows, University Parks, Hinksey Park) provide opportunity for encountering so-called 'blue spaces' awareness of the additional benefits of blue spaces to mental wellbeing may perhaps not be known. It is the view of the Committee that Health Walk organisers should be informed of the particular benefits of proximity to blue spaces to enable them to plan their routes to include them.

Recommendation 7: That the Council will support the use of the waterways as a health and wellbeing resource, supporting healthy communities. In particular, it will support efforts to explore how the waterways can contribute to social prescribing activity and other health initiatives such as health walks.

23. By area, blue spaces are rare in Oxford compared to green spaces and urban environments yet the various blue space habitats contribute disproportionately to the diversity of flora and fauna locally. In discussing the potential for the waterways to contribute towards the Climate Emergency it was noted that many of the louder voices in raising the profile of the Climate Emergency – the Youth Strike and Extinction Rebellion, for example – actually speak about the Climate and Ecological Emergency. Having declared a Climate Emergency, taking steps to protect and enhance the habitat and biodiversity is an important part of the Council's response.
24. The Committee recognises that even within habitat management there is a complex web of stakeholders: volunteers who help to manage vegetation, the Environment Agency with powers over flood protection and water quality, and landowners. The Council is the default authority for issues such as litter, trees and environmental protection, particularly in areas where land is not adopted. As such, it is recognised that delivering a response will be complicated and should be undertaken in partnership with others.
25. Though more detailed work by those closer to the project will unearth other ideas, the Committee makes a number of suggestions as to means by which the Council might support the enhancement of the waterways as a habitat for fauna and flora:

- Development of a plan for management of the Council-owned waterways, particularly including tree and path management
- Promotion of opportunities to volunteer on the waterways amongst Council staff, including for staff voluntary days
- Active promotion of the Council's grants amongst groups who may be willing to run projects to improve habitat or ecology along the waterways

Recommendation 8: That consideration is given to how the Council can deliver and/or support improvement initiatives on the waterways which contribute to wider efforts to combat the climate and ecological crisis

26. The popularity of waterways as non-traffic routes for cycling and walking was acknowledged, and their potential for supporting increased usage was discussed. A programme of improvements have been delivered across River Thames routes and more are underway on some sections of the Oxford Canal towpath. However, one barrier to greater usage was considered to be poor access at two key locations – Wolvercote Lock steps down from Godstow Road and the poor towpath conditions at Hythe Bridge. It is felt that to encourage greater take-up of sustainable forms it must be made as convenient as possible. Further, it is felt that greater access will also add to the overall amenity of the waterways. As such, it is recommended that the Council consider what it can do to improve this.

Recommendation 9: That the Council identifies how it intends to increase access and use of the waterways by all in the city, particularly as routes for sustainable alternative transport modes such as cycling and walking, with particular consideration given to the issues at Wolvercote Lock and Hythe Bridge.

Further Consideration

27. Should the Committee wish to consider the progress of this issue, or any of the particular sub-issues it touches on, it will have the opportunity to add it to the Committee's work plan for the forthcoming year. It is not anticipated that the Committee will wish to consider this item prior to then.

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Cabinet response to recommendations of the Scrutiny Committee made on 05/11/2019 concerning Oxford's Waterways
Provided by the Cabinet Member for Zero Carbon Oxford, Councillor Tom Hayes

Recommendation	Agree?	Comment
1) That the post of Oxford Waterways Coordinator be extended for a sufficient duration to enable the benefits of the Oxford Waterways partnership to be realised.		
2) Where appropriate and relevant, council strategies and policies will be updated to reflect the contribution of the waterways to the city. For example, the Local Plan, Infrastructure Delivery Plan, Housing and Homelessness Strategy, Green Spaces Strategy and Leisure Strategy		
3) That the importance of the City's waterways is recognised as an infrastructure asset, and consideration is given to how the Council could maintain them through capital investment, alongside that of wider partners		
4) Given the limited understanding of the diverse communities living on boats in the City, that the Council undertakes or commissions a study to develop a better understanding of the number of people living permanently on boats in the City, the varying reasons for living on boats, the provision of mooring sites and services and the suitability of existing infrastructure to support these communities.		
5) That consideration is given as to how the Council should best develop a policy position on the issue of boats used as housing and what roles and responsibilities the Council has, considering		

<p>the following questions:</p> <ul style="list-style-type: none"> a) Does Cabinet agree with the Scrutiny Committee that boats should be recognised and welcomed for the contribution they currently make to housing provision in the city? b) What are the implications for the Council with regard its role as both a housing and planning authority, its legal obligations, and how this would influence wider policy and strategy matters and the role of our other partners? c) Are there sufficient mooring sites and service infrastructure and what is the Council's role in addressing any shortfalls? d) Is the infrastructure at current Council-owned sites sufficient? e) Are there opportunities for the Council to develop approaches to prioritise the allocation of moorings to those most in need? 		
<p>6) That the Council will recognise and back through future investment opportunities to invest and regenerate the waterways within the City, particularly with a view to bringing out their contribution to local history and culture and enhancing their potential as a leisure asset.</p>		
<p>7) That the Council will support the use of the waterways as a health and wellbeing resource, supporting healthy communities. In particular, it will support efforts to explore how the waterways can contribute to social prescribing activity and other health initiatives such as health walks.</p>		
<p>8) That consideration is given to how the Council can deliver and/or support improvement initiatives on the waterways which contribute to</p>		

wider efforts to combat the climate and ecological crisis.		
9) That the Council identifies how it intends to increase access and use of the waterways by all in the city, particularly as routes for sustainable alternative transport modes such as cycling and walking, with particular consideration given to the issues at Wolvercote Lock and Hythe Bridge.		

To: Cabinet
Date: 19 December 2019
Report of: Housing Panel
Title of Report: Mid-point review of the Housing and Homelessness Strategy 2018 - 2021

Summary and recommendations	
Purpose of report:	To present Housing Panel recommendations concerning the Housing and Homelessness Strategy
Key decision:	No
Scrutiny Lead Member:	Councillor Nadine Bely-Summers, Chair of the Housing Panel
Cabinet Member:	Councillor Linda Smith, Cabinet member for Leisure and Housing, and Councillor Mike Rowley, Cabinet member for Affordable Housing
Corporate Priority:	Meeting Housing Needs
Policy Framework:	Housing and Homelessness Strategy 2018 - 21
Recommendation: That the Cabinet states whether it agrees or disagrees with the recommendations in the body of this report.	

Appendices
None

Introduction and overview

1. At its meeting on 07 November 2019, the Housing Panel considered a mid-point update report on the Housing and Homelessness Strategy 2018 – 21, detailing the progress made against the strategy to date, and suggested updates (including the creation of the Rough Sleeping Action Plan in response to central government's Rough Sleeping Strategy).
2. The Panel would like to thank Councillors Linda Smith and Mike Rowley for attending the meeting and presenting the report, Richard Wood, Strategy and Service Development Manager, for supporting the meeting and compiling the report and Nerys Parry, Housing Strategy and Needs Manager for supporting the

meeting. The Panel would like to extend special thanks to the three members of the Lived Experience Advisory Forum for attending the meeting and sharing their invaluable insights.

Summary and recommendation

3. Councillor Mike Rowley, Cabinet Member for Affordable Housing, introduced the report, focusing on the delivery of affordable housing. At the mid-point of the strategy a large number of successes had been achieved, notably the commencement of the Oxford Housing Company on work to deliver over 500 affordable homes, with over 100 delivered in the previous year and including over 30 Council-owned homes in the Barton development. The challenge of delivering housing within a context of near nation-topping house-prices was recognised, and with over 2000 people still on the Council waiting list further work was required. A significant amount of resources had been deployed with the County Council and neighbouring District Councils in developing the Oxfordshire Growth Deal, which would act as a roadmap to meeting local housing need.
4. Richard Wood, Strategy and Service Development Manager, introduced the progress made in relation to homelessness reduction. Notable achievements were identified as a significant increase in places for rough sleepers commissioned by the Council, securing additional government funding, the establishment of Oxford Homelessness Movement, the implementation of the requirements of the Homelessness Reduction Act 2017 and the trial of the Oxfordshire Trailblazer programme. Housing demand, the need to consider the Climate Emergency and relations with registered social housing providers and transforming provision of rough sleeping services to a county-wide approach were recognised to be areas of ongoing priority. Suggested changes to the strategy put forward included the inclusion of a separate document detailing the Council's Rough Sleeping Action Plan, greater cross-working throughout the County and the incorporation of Floyds Row and its associated services into the wider strategy.
5. In response to the report presented the Committee's particular areas of scrutiny focused on the following areas:
 - Service user feedback and involvement in supported housing and other service design
 - Embedding homelessness prevention corporately
6. The Committee makes three recommendations

Service User Feedback and Involvement

7. The importance of supported housing in enabling successful move-ons for former rough sleepers was a particularly strong thread of discussion and backed up by multiple accounts from those present with lived experience of homelessness. Supported housing was credited to be a key step in transitioning

to their current position of being a homelessness 'good news story' and being able to feed back their experiences to the Panel.

8. Though identified as of crucial importance in transitioning from homelessness to maintaining a tenancy, not all supported housing was deemed to be achieving its full potential. Likewise, questions were raised over the consistency of the level of support provided by different supported housing providers, with feedback indicating that some had – at least in the past – left tenants to their own devices and not provided sufficient support.
9. The recognition that previously the Council has not managed to hear the voices of service users as well as it might, and the steps planned by the Council to consult as part of the needs analysis to inform the transformation of homelessness services – service users, district councils, voluntary sector professionals and providers – are all welcomed by the Panel. However, in light of the feedback received in relation to the importance of supported housing and the variable quality of support, the Panel considers that securing the views of service users in greater volumes is central to understanding what approaches work, highlighting those organisations which are implementing best practice and ensuring the individuals that these services provide for are at the centre of the Council's thinking. It is the view of the Panel that sharing such feedback with the Lived Experience Advisory Forum will provide an extra layer of sense-checking and valuable feedback.

Recommendation 1: That the Council will develop an informed qualitative understanding of the support provided by supported housing providers commissioned by OCC, particularly through additional consultation with recent and current service users.

10. More broadly, it is the view of the Panel that future planning around homelessness services will be enriched by greater interaction between the Council and those with recent experience of homelessness. It is suggested that the appropriate means through which to achieve this is through interaction with the Lived Experience Forum, though it is felt by the Panel that it should be up to the Council and the Lived Experience Forum to agree the most practical and mutually beneficial means of achieving this.

Recommendation 2: That the Council will discuss with the Lived Experience Advisory Forum to agree the most appropriate means of ensuring those with lived experience of homelessness are involved in the transformation programme of homelessness services at strategic and service design levels, as well as the development the new Housing and Homelessness Strategy.

Embedding Homelessness Prevention Corporately

11. Overall the Panel was very satisfied with the progress made by the Council to date in its delivery against its strategic priorities. Whilst it was presented that government inspectors relating to the implementation of the Homelessness

Reduction Act had praised the degree to which homelessness prevention was embedded corporately, this assessment was questioned by those with lived experience of homelessness. It was suggested that the support provided by front-line staff who were not homelessness specialists was below its homelessness prevention potential. The experience of one reportee was that of reporting at the Council offices that they were homeless and the only advice provided being to put themselves on the housing register, with no signposting to other support services.

12. Whilst it was recognised that the criticisms were historic and that the Council had done and planned to do further work to improve homelessness prevention work corporately, the ability of all services – homelessness specific and not - to support homelessness prevention was felt to have grown in importance due to the Homelessness Reduction Act. The Homelessness Reduction Act places a responsibility on Councils to be proactive in identifying and intervening in situations where people are at risk of homelessness. Due to the breadth of causes of homelessness and the risk thereof this could mean that many different, non-homelessness services within the Council would be likely to be engaging with homelessness prevention in the first instance on a more regular basis.
13. It was further pointed out that under the Homelessness Reduction Act other public bodies would be expected to refer those identified as at risk of homelessness to the Council. Again, depending on whether the referral was made to 'the Council', whether it was treated as, for example, a rent arrears issue, or whether it was treated as a potential homelessness issue the referral could be dealt with in the first instance by reception staff, rent arrears staff, or homelessness prevention specialists.
14. It is important to note the multiple mitigations – that when Floyds Row is operational it will act as a multi-disciplinary assessment hub, which will make referrals clearer, that a number of the suggestions made by the lived experience representatives were already being implemented, such as leaflets available at the front desk detailing homelessness support services, and the fact that homelessness prevention has become a far higher priority corporately and significant investment has been made to take steps towards ensuring nobody has to sleep rough in Oxford. Nevertheless, it is the recommendation of the Panel that having had negative feedback on the level of support provided by non-specialist services for homelessness prevention that the Council should satisfy itself that those at risk of homelessness but interacting with the Council in an alternative area are being given sufficient support to ensure the early intervention they receive has a meaningful impact.

Recommendation 3: That the Council should map its expectations of how the various arms of the Council contribute to the homelessness prevention agenda, also to include the expectations of those organisations which are under a duty to refer people under the Homelessness Reduction Act and to take actions to ensure their efficacy.

Further Consideration

15. It is understood that work on developing the Council's strategy beyond the current strategy has already begun and will be subject to engagement and consultation. Should the Panel wish to revisit this topic, this would be an apposite opportunity.

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Cabinet response to recommendations of the Housing Panel made on 07/11/2019 concerning the Housing and Homelessness Strategy 2018 – 21 mid-point update

Provided by the Cabinet Member for Housing and Leisure, Councillor Linda Smith

<i>Recommendation</i>	<i>Agree?</i>	<i>Comment</i>
1) That the Council will develop an informed qualitative understanding of the support provided by supported housing providers commissioned by OCC, particularly through additional consultation with recent and current service users.		
2) That the Council will discuss with the Lived Experience Advisory Forum to agree the most appropriate means of ensuring those with lived experience of homelessness are involved in the transformation programme of homelessness services at strategic and service design levels, as well as the development the new Housing and Homelessness Strategy.		
3) That the Council should map its expectations of how the various arms of the Council contribute to the homelessness prevention agenda, also to include the expectations of those organisations which are under a duty to refer people under the Homelessness Reduction Act and to take actions to ensure their efficacy.		

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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