

Agenda

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City Executive Board

Date: **Wednesday 9 October 2013**

Time: **5.00 pm**

Place: **Oxford Town Hall, St Aldate's, Oxford**

For any further information please contact:

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If you would like help to understand this document please call William Reed, Democratic Services Manager or in advance of the meeting.

City Executive Board

Membership

Chair

Councillor Bob Price	Corporate Governance, Strategic Partnerships and Economic Development
Councillor Ed Turner	Finance, Efficiency and Strategic Asset Management
Councillor Susan Brown	Benefits and Customer Services
Councillor Colin Cook	City Development
Councillor Steven Curran	Youth and Communities
Councillor Pat Kennedy	Education, Crime and Community Safety
Councillor Mark Lygo	Parks and Sports
Councillor Mike Rowley	Leisure Services
Councillor Scott Seamons	Housing
Councillor John Tanner	Cleaner, Greener Oxford

HOW TO OBTAIN AGENDA

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

Board Members are asked to declare any disclosable pecuniary interests they may have in any of the following agenda items. Guidance is contained at the end of these agenda pages.

3 PUBLIC QUESTIONS

When the chair agrees, questions from the public for up to 15 minutes – these must be about the items for decision at the meeting (excluding the minutes) and must have been given to the Head of Law and Governance by 9.30am on a day so that there are two clear working days before the meeting (email executiveboard@oxford.gov.uk or telephone the person named as staff contact). No supplementary questions or questioning will be permitted. Questions by the public will be taken as read and, when the Chair agrees, be responded to at the meeting.

4 SCRUTINY COMMITTEE REPORTS

The following scrutiny committee reports have been, or may be, submitted to this meeting:-

City Deal

Community and Voluntary Organisations - Grants

5 COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA

6 WESTGATE - TEMPORARY CAR AND COACH PARKING

1 - 18

Lead Member: Councillor Turner, Executive Board Member for Finance and Efficiency

Report of the Head of Corporate Property

The report seeks approval for the inclusion of the above scheme into the Council's capital programme to provide temporary car and coach parking during the construction of the Westgate redevelopment scheme.

The Board is requested to:-

- (1) Recommend to Council the inclusion of an amount of £3.3 million funded from an earmarked reserve in the Council's capital programme for the scheme as detailed herein relating to the provision of temporary car and coach parking during construction of the Westgate scheme of redevelopment, together with approval to transfer funding from the Council's Park and Ride works budget, if required;
- (2) To grant formal project approval for the temporary car and coach parking scheme detailed herein;
- (3) To grant delegated authority to the Executive Director, Housing and Regeneration to award any required contracts in relation to the implementation of this matter;
- (4) Subject to approval and the obtaining of necessary planning and any other consents note the intention to, upon the Development Agreement for the main scheme with the Westgate Oxford Alliance going unconditional, to procure the implementation of this scheme in accordance with required timescales.

There is a not for publication annexe attached to this report.

7 WEST END DEVELOPMENT - DESIGN REVIEW PANEL

19-30

Lead Member: Councillor Cook, Executive Board Member for City Development

Report of the Head of City Development

The report sets out proposals for refreshing the City council's approach to promoting design quality in new development.

The Board is asked to agree that a new Oxford Design Review Panel be established.

8 PLANNING ANNUAL MONITORING REPORT 2012/13

31-100

Lead Member: Councillor Cook Executive Board Member for City Development

Report of the Head of City Development

This seeks approval of the Annual Monitoring Report for Publication.

The Board is asked to:-

- (1) Approve the Annual Monitoring Report 2012/13 for publication;
- (2) Authorise the Head of City development to make any necessary additional corrections to the document prior to publication.

9 BARTON AND NORTHWAY REGENERATION STRATEGY

101-152

Lead Member: Councillor Price, Executive Board Member for Corporate Governance and Strategic Partnerships

Report of the Head of City Development

The report seeks approval of the Barton and Northway Regeneration Strategy.

The Board is recommended to:-

- (1) Approve the Barton and Northway Regeneration Strategy. The development of the land at Barton provides an opportunity to contribute to the regeneration of the wider Barton / Northway area;
- (2) Approve the Delivery Plan which sets out the 'indicative financials' of the projects and programmes that will be expected to be delivered through the City Council's main stream funding and that of our partners alongside any direct benefits brought forward by the new development;
- (3) Authorise the Head of City Development to make any necessary editorial changes, updates and or corrections to the document prior to publication, in consultation with the Board Member.

10 CITY DEAL

153-166

Lead Member: Councillor Price, Executive Board Member for Corporate Governance and Strategic Partnerships

Report of the Executive Director City Regeneration and Housing

The report provides and update on progress on the City deal bid to Government, the commitments asked of the City council, the proposed governance arrangements, and the timetable for presentation to the ad-hoc Ministerial Group.

The Board is recommended to:-

- (1) Note this report;
- (2) Formally support the overarching focus of the City Deal Bid;
- (3) Agree in principle to the commitments being asked of Oxford City Council;
- (4) Note the governance arrangements in principle, and to receive future reports which will provide the detail of what the Joint Statutory Committee will be carrying out and what delegations will need to be made to it;
- (5) Delegate authority to the Chief Executive to lead on negotiations with partners and Government

11 OXFORD SUPER CONNECTED CITIES PROJECT

167-182

Lead Member: Councillor Price, Executive Board Member for Corporate Governance and Strategic Partnerships

Report of the Head of Policy Culture and Communications

The report updates the Board on the successful bid to Government for funding of £4.83million from the Urban Broadband Fund (Phase 2) Super Connected Cities Programme. It requests that Council officers be authorised to deliver this project with the support of a specialist organisation using the funding secured, plus the previously agreed £300,000 capital commitment and £25,000 start-up costs.

The Board is recommended to:-

- (1) Note the update report and the positive funding outcome;
- (2) Agree that CEB recommends to Council approval of an additional £4.83 million within the Councils General Fund Capital Programme in 2014/15 to be funded by Government Grant;
- (3) Agree that CEB gives project approval based on the information provided in this report;
- (4) To delegate authority to David Edwards, Executive Director to lead on management and delivery of the project and give delegated authority to award a contract to a specialist organisation to assist the Council in the delivery of this project.

12 COMMUNITY AND VOLUNTARY ORGANISATIONS GRANTS PROGRAMME - REVIEW

183-204

Lead Members: Councillor Curran, Executive Board Member for Young People and Communities, and Councillor Brown, Executive Board Member for Benefits and Customer Services.

Report of the Head of Leisure, Parks and Communities and the Head of Customer Services.

The report informs the Board of the review of the community and voluntary organisations grants programme, and requests agreement for the approach to commissioning from April 2014.

The Board is recommended to:-

- (1) Approve the programme for the (one-year) annual open bidding grants programme, youth ambition grants programme and the social inclusion programme for 2014/2015;
- (2) Continue the 3 year commissioned funding approach from April 2014 for all themes except the advice and money management theme, which for a transition year will be a one year programme from April 2014, subsequently reverting to a three year cycle;

(3) Approve the funding themes and commissioning approach as outlined in Appendix

13 PROPOSAL TO PROCEED WITH A CONTRACT TO UNDERTAKE COMMERCIAL WASTE COLLECTIONS AND ENVIRONMENTAL IMPROVEMENT SERVICES FOR AN EXTERNAL PUBLIC SECTOR CLIENT 205-208

Lead Member: Councillor Tanner, Executive Board Member for Cleaner, Greener Oxford

Report of the Executive Director, Community Services.

The report seeks approval to tender for Commercial Waste collections and Environmental Improvement services to a public body, as the potential value of the contract exceeds delegated authority levels.

It is recommended that:-

- (1) The Executive Director of Community Services be authorised in conjunction with the Head of Finance to enter into an appropriate contract with the public sector body identified in the Not for Publication Annex attached to the report for the supply of various commercial waste services;
- (2) The Board notes that in the event that the tender is successful that capital expenditure will be required to fulfil the contract, which will require an addition to the Council's Capital Programme.

There is a not for publication annexe attached to this report.

14 LANHAM WAY - COMPULSORY PURCHASE 209-222

This report seeks Board approval to initiate compulsory purchase proceedings in relation to a dwelling in Lanham Way that has been unoccupied for ten years.

There is a not for publication appendix attached to this report.

15 FUTURE ITEMS

This item is included on the agenda to give members the opportunity to raise issues on the Forward Plan or update the Board about future agenda items.

16 MINUTES 223-238

Minutes of the meeting held on 11th September 2013.

17 MATTERS EXEMPT FROM PUBLICATION

If the Board 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 Board to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule I2A of the Local Government Act 1972.

The Board 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.

PART TWO **MATTERS EXEMPT FROM PUBLICATION**

18 WESTGATE - TEMPORARY CAR AND COACH PARKING 239-240

This paper is a not for publication appendix to the report at agenda item .

It contains information concerning car parking arrangements during the construction phase of the Westgate Development.

The public interest in maintaining the exemption from publication is in order not to compromise commercially sensitive information.

19 PROPOSAL TO PROCEED WITH A CONTRACT TO UNDERTAKE COMMERCIAL WASTE COLLECTIONS AND ENVIRONMENTAL IMPROVEMENT SERVICES FOR AN EXTERNAL PUBLIC SECTOR CLIENT 241-246

This paper is a not for publication appendix to the report at agenda item

It contains information concerning a commercial contract that the Council is contemplating.

The public interest in maintaining the exemption from publication is in order not to compromise commercially sensitive information.

20 LANHAM WAY COMPULSORY PURCHASE 247-252

This paper is a not for publication appendix to the report at agenda item

It contains information concerning legal action the Council is contemplating.

The public interest in maintaining the exemption from publication is in order not to compromise commercially sensitive information.

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.

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To: City Executive Board and Council

Date: 9th October, 2013
25th November, 2013

Report of: Service Manager, Regeneration & Major Projects

Title of Report: WESTGATE – PROVISION OF TEMPORARY CAR AND COACH PARKING DURING CONSTRUCTION

Summary and Recommendations

Purpose of Report: To seek approval to the inclusion of the above scheme into the Council's capital programme to provide temporary car and coach parking during the construction of the Westgate scheme of redevelopment.

Key Decisions: Yes

Executive Lead Members: Cllr Ed Turner

Report approved by: David Edwards, Executive Director Housing and Regeneration

Finance: Nigel Kennedy
Legal: Lindsay Cane

Policy Framework:

- * West End Area Action Plan
- * Regeneration Strategy

Recommendation(s): The City Executive Board is requested to:

- a) Recommend to Council the inclusion of an amount of £3.3 million funded from an earmarked reserve in the Council's capital programme for the scheme as detailed herein relating to the provision of temporary car and coach parking during construction of the Westgate scheme of redevelopment, together with approval to transfer funding from the Council's Park and Ride works budget, if required
- b) To grant formal project approval for the temporary car and coach parking scheme detailed herein
- c) To grant delegated authority to the Executive Director, Housing and Regeneration to award any required contracts in relation to the implementation of this matter
- d) Subject to approval and the obtaining of necessary planning and any other consents note the intention to, upon the Development Agreement for the main scheme with the Westgate Oxford Alliance going unconditional, to procure the implementation of this scheme in accordance with required timescales.

Appendices

1. Plan of the Oxpens proposal
 - a) Ground floor with no coaches
 - b) Ground floor with coaches
 - c) Deck level (with coaches)
2. Plan of the Redbridge Park & Ride proposal
3. The Regenerative Benefits Summary
4. Risk Register
5. Confidential Appendix Not for Publication

Background

1. The revised conditional legal documentation between the Council and the Westgate Oxford Alliance (WOA) for the redevelopment of the Westgate Shopping Centre was completed on 15th May 2013.
2. The project timetable shows the existing car parking, both the Abbey Place surface car park and the Westgate multi storey car park, closing at the end of 2014/start of 2015. The permanent replacement car parking will not become available for use again until scheme completion during the third quarter of 2017. In numerical terms there is generally sufficient unused capacity within the existing park and ride and city centre car park network to accommodate those lost spaces (c.1100 spaces). However, through the development period, it is desirable to provide some temporary city centre parking as part of a package of measures to support the local economy. This may also include additional promotion of park and ride services and other initiatives working with retailers, bus operators and other partners.
3. In finalising the revised commercial terms for the development with the WOA it was agreed that, the viability of the scheme was not sufficient to provide for the costs associated with temporary car parking. The Council's position was that it was more beneficial to continue to maximise rental (revenue) income from the scheme rather than see a reduction in the commercial terms through the WOA bearing the costs of temporary car parking. The Council has provisionally agreed to fund the net capital cost of providing both temporary coach and car parking arrangements until the new scheme opens.
4. As previously reported, the Westgate redevelopment will deliver significantly regeneration benefits to Oxford, and for ease of reference, these are again set out in Appendix 3.
5. The terms of the Development Agreement provide that, whereas the developer can close the existing surface car park 6 weeks after the Development Agreement goes unconditional, the existing multi storey car park (save for any essential early archaeological and/or other exploratory works on the ground floor) cannot be closed until such time as the temporary car park is constructed and available for use. The efficient implementation of this scheme is therefore critical to the start date for the construction of the main scheme and the opening of the completed development.

Report

6. This report sets out the detail of the proposed scheme for the provision of temporary car and coach parking and asks CEB to recommend to Council its inclusion in the Capital Programme.
7. In order to give certainty to these proposals, and the timescales required to align with the main Westgate scheme planning process, the temporary parking proposals now put forward are to be delivered on Council land. Discussions are taking place with a small number of third parties, and these will continue, with a view to possibly adding additional temporary car parking spaces and/or alternative city centre coach drop off points. All of that, of necessity, will be limited by net cost and deliverability considerations.
8. Following a review of potential options by Officers, including Officers from the County Council, the existing Oxpens car/coach park is considered to be the only realistic opportunity where additional temporary car parking in a city centre location can be provided. This will require the relocation of the existing coach park and, again in that context, the existing Redbridge park and ride site is considered to be the best location. The details of the proposals are as follows:

Oxpens

- a. A plan of the intended temporary arrangements is attached as Appendix 1. The existing carpark has a capacity of 75 spaces. Peak occupancy in the week is 24 (32%) and on a Saturday 32 (43%).
- b. The scheme will provide for a surface car park of circa 250 car spaces (including 17 disabled) together with a single deck (open grill) car park providing an additional circa 109 spaces (128 spaces are provided by the deck, but 19 are lost as a consequence on the ground floor because of the presence of the ramp). Four coach parking spaces for pick-up and drop-off will be provided.
- c. The existing public conveniences will need to be demolished and the proposal will also incorporate a number of temporary buildings as shown. These will provide for the replacement of public conveniences, a replacement building housing the shop mobility function, which will need to be temporarily relocated as a consequence of the main Westgate scheme of redevelopment, and a building providing for workshop facilities and Direct Services' car park management staff, again being relocated from Westgate. The permanent replacement shopmobility function will ultimately form part of the completed Westgate development.
- d. The intention will be that the planning application will include for the single temporary deck described above, and when the surface car

parking element is constructed the necessary foundations to facilitate that deck will be put in. The Council will then have the discretion to either provide the deck or to wait until demand proves itself. Specialist advice is that the temporary deck can be constructed in circa 3 days, with a 4 week lead in order period. This discretion is subject to the Council using all reasonable endeavours to obtain Funding Approval for at least the Target Temporary Car Park Capacity, as defined in the main scheme Development Agreement. Further detail is provided in this respect in the Confidential Appendix attached.

- e. The surface of the temporary car park to the rear of the existing ice rink will comprise a non-metallic matting solution. This is cost effective and will minimise disruption and damage to the existing surface. Full reinstatement of that area, will be provided when the temporary car parking use ends.
- f. County Council colleagues are exploring other opportunities for on-street coach drop-off/pick-up points and if a suitable alternative location(s) can be found, then it may be possible to remove the intended coach drop-off from the Oxpens site, which would allow for the provision of circa 60 additional car parking spaces. That decision does not need to be made at the present time and will be largely informed by the ability or not to provide alternative on street coach drop off/pick up capacity.

Redbridge Park and Ride

- a. The proposed temporary coach park at Redbridge Park and Ride is as shown on the drawing attached as Appendix 2. Redbridge currently has a car parking capacity of 1,470 spaces. Peak occupancy on a weekday is 780 (53%) and 700 (48%) on a Saturday.
- b. The core element will be for 35 coach parking spaces, this replicating the existing provision at Oxpens. In order to accommodate peak demand over the summer months, which is a problem at the existing Oxpens site, it is proposed to make provision for up to a further 37 temporary coach parking spaces. There will be a porous matting solution to the circulatory route for coaches and main parking area. Again, this will be a proprietary non-metallic system. This is cost effective and means that there will be minimal disruption and intrusion into the site, which as a former landfill is the preferred course of action. The provision of the spaces will lead to a loss of 259 park and ride car parking spaces. As a coach park the matting is expected to have an economic life of 15+ years. Other surfacing options will continue to be explored.

- c. The further peak summer month provision of 37 spaces will lead to the loss of an additional 101 car parking spaces. The proposal is that this parking will be provided on the existing surface which will be repaired if any issues arise. If the repair costs start to become too high to be sustainable, covering the area with matting may be considered. It is considered that this is a prudent approach, and serves to mitigate cost. There is a lead in time from order to installation of 8-10 weeks.
 - d. The proposal will be that in peak summer months when the coach demand requires the overspill areas, if car demand is high then cars will get priority for that overspill area.
9. The created temporary car and coach parks will be managed by Direct Services.
10. The Planning Application for the main Westgate scheme is scheduled to be submitted on 13th September. The Planning Applications for the temporary car and coach park solutions need to be considered by the Planning Committee at the same time, and therefore with the agreement of senior Members these have now been submitted.

Oxfordshire County Council Comments

11. Oxfordshire County Council colleagues have been fully engaged in discussions regarding the potential interim transport arrangements required to support a future planning Application for the development of the Westgate Shopping Centre, and in particular the temporary car and coach parking arrangements set out herein. Whereas the County Council's formal position will be set out in their response to the Application in due course, their senior Officers are content that these temporary arrangements appear to form the basis of a workable approach to dealing with the issues.
12. The County Council is proposing to create coach drop off areas in the City Centre and it is anticipated that these will have been consulted upon by the date of this meeting. Officers will give a verbal update.
13. The County Council makes the point that the management of construction related traffic during the construction phase will be of particular interest to them in assessing a future planning Application. The Development Agreement between the Council and WOA prohibits the use of park and ride sites and the Council's City Centre car parks by contractors and requires this to be enforced by the WOA.

14. The City and County Councils will continue to work together to explore other interim parking options in the City Centre, including extra on street parking
15. The County Council have sent a helpful letter confirming their “in principle support for the interim transport arrangements” as set out herein.

Financial Implication

- 16 There are still a number of issues to be agreed on the project namely:-
 - Whether the demand for car parking on Oxpens will require the authority to deck the car park or whether the planning approval will require it
 - Whether the County Council as Transport authority will allow coaches to ‘drop off’ at an alternative location in the city centre from Oxpens
- 17 Since these decisions will affect the number of parking spaces available at Oxpens and Redbridge Park and Ride this will affect the final cost of the project and therefore four scenarios have been costed as follows:-
 - No decking at Oxpens with a coach drop off – Option A
 - No decking at Oxpens with no coach drop off – Option B
 - Decking at Oxpens with a coach drop off point – Option C
 - Decking at Oxpens with no coach drop off point – Option D

18. The effect of these scenarios is shown in Table 1 below :-

Oxpens/Redbridge Temporary Car/Coach Parking Solution during Westgate Development				
	Option A	Option B	Option C	Option D
	£	£	£	£
Capital Expenditure				
Oxpens Car Parking and Coach Drop off Point	2,051,500	2,051,500	3,351,500	3,351,500
Redbridge Coach Parking	810,000	810,000	810,000	810,000
Total Capital Cost	2,861,500	2,861,500	4,161,500	4,161,500
Revenue				
Oxpens Car Parking and Coach Drop off Point	(255,418)	(525,238)	(745,591)	(1,013,356)
Redbridge Coach Parking	(118,600)	(118,600)	(118,600)	(118,600)
Increase in net Revenue	(374,018)	(643,838)	(864,191)	(1,131,956)
Survey Costs & Other incidental costs	128,000	128,000	128,000	128,000
Fees (Professional & Statutory) Includes £45k Internal Planning Application Fees	355,328	355,328	355,328	355,328
Total Other Costs	483,328	483,328	483,328	483,328
Nett overall Cost	2,970,810	2,700,990	3,780,637	3,512,872
10% Contingency included in costs above	260,909	260,909	379,091	379,091

Assumptions

- The 'no coach drop off' options give rise to an additional 60 parking spaces
- The decking options provide a further 109 spaces
- The life of the project , linked to the development period is assumed to be three years
- The figures assume general repairs and maintenance and some resurfacing at Redbridge Park and Ride car park. Provision has already been made for this in the Councils Capital Programme (£1.1M).
- Under the options where decking is to be provided the assumption is that this will be purchased then either , sold on, re-utilised on a different site or scrapped at the end of the project. Whist there may be an income this is thought to be minimal and has not therefore been included in the figures. Officers did consider the cost of leasing the deck but indicative costs provided by the supplier have indicated that the difference between the hire cost and the purchase over the life of the project is minimal. This position will be reviewed as part of the procurement process and no decision is required in this respect at the present time.
- Estimated income is based on the Councils current charging regime based on a 52 week year.

- Cost per space is primarily made up of NNDR and keeping the car parks in good order (grounds maintenance, cleaning, gritting). A value of £685 per space has been utilised this is the average cost for our city centre car parks for 2012/13.
 - All options include a contingency of 10%
19. An amount of £3.3 million has been transferred to an earmarked reserve to fund this scheme as part of the 2012/13 Outturn Report approved by CEB. Council will be requested to approve this amount in the capital programme spread over the next two years in order to enable fees to be incurred on the project this financial year.
20. Options 3 and 4 in Table 1 above are estimated to be in excess of the allocated budget, and if necessary any excess costs will be funded from the Park & Ride Works budget (£1.1m over the next four years) as the life of the car parks will be extended through the proposed works.

Legal Implications

21. Following the grant of planning permission there will be a need to make application for changes to Traffic Regulation Orders at Redbridge and possibly Oxpens as well. There are no other direct legal implications arising out of this Report. The procurement of any temporary car park deck and/or matting solution will be carried out fully in accordance with the Council's procurement requirements.

Sustainability/Climate Change Implications

22. There are no direct implications. Full and appropriate consideration has been to matters, such as flood risk, environmental impact etc in terms of the related planning applications.

Equalities

23. There are no direct implications arising. The temporary car park to be constructed on Oxpens will provide for 17 disabled parking spaces, together with a temporary building housing the Council's shopmobility function.

Risk Implications

24. A risk assessment has been undertaken and the risk register is attached as Appendix 4.

Conclusion

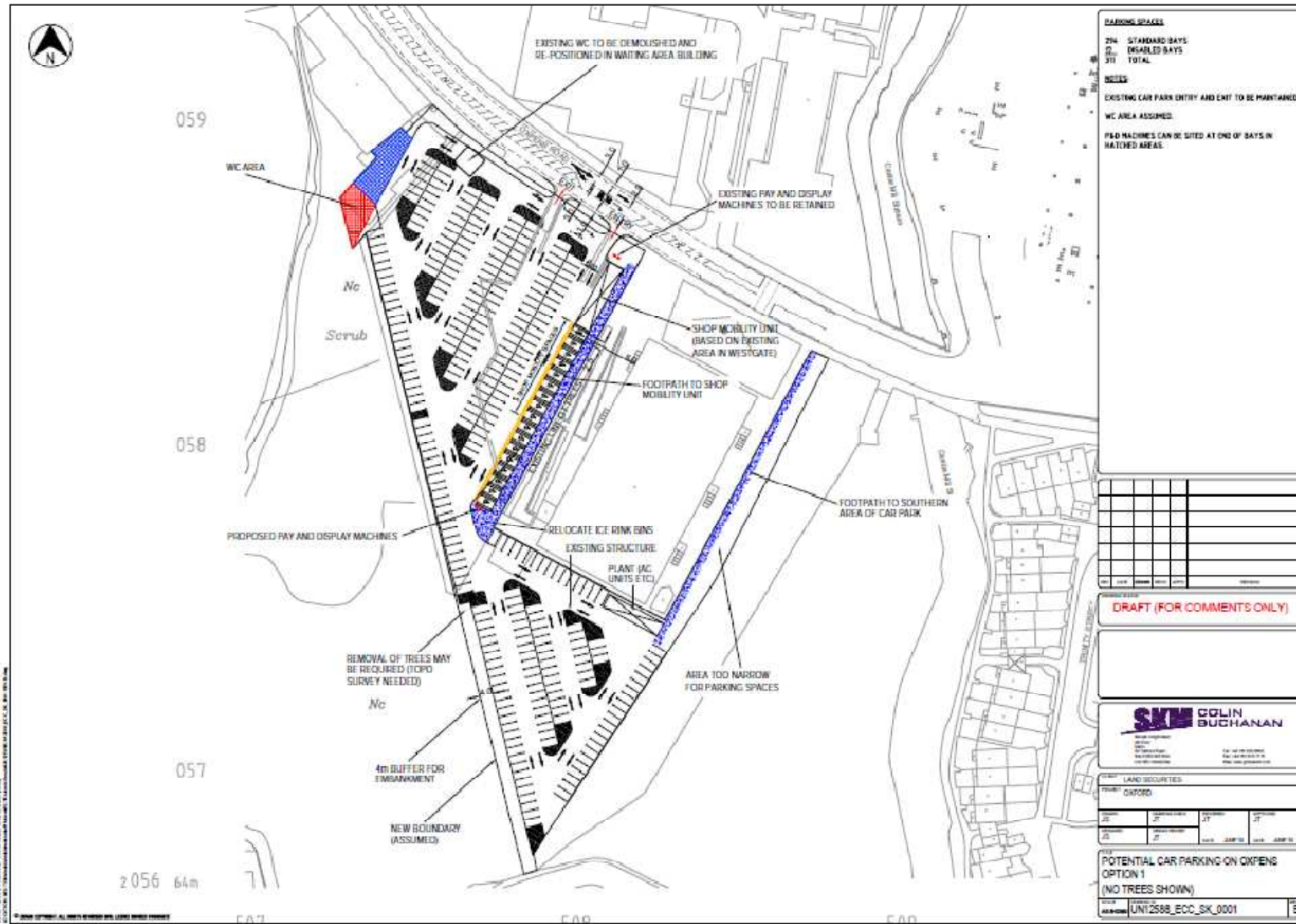
25. The proposals as detailed in this Report represent at this stage the least risk opportunity in obtaining planning consent for the temporary car and coach parking. The related planning applications have already been submitted as it is essential for these to sit alongside the main Westgate

outline planning application. Procurement would not need to start for probably 6 months. During that time the Council will continue to pursue possible alternative solutions, including the potential for additional or temporary city centre parking involving third party land. The real drivers are the desire to do something at least cost, to a standard that meets customer expectations, and that meets requirements for temporary car parking numbers. The ability to site coach drop-offs/pick-ups in the city centre on the public highway would enable additional surface temporary parking to be provided at Oxpens. The proposals as now submitted require the demolition of 'The Lodge' premises that are situated on Oxpens Road.

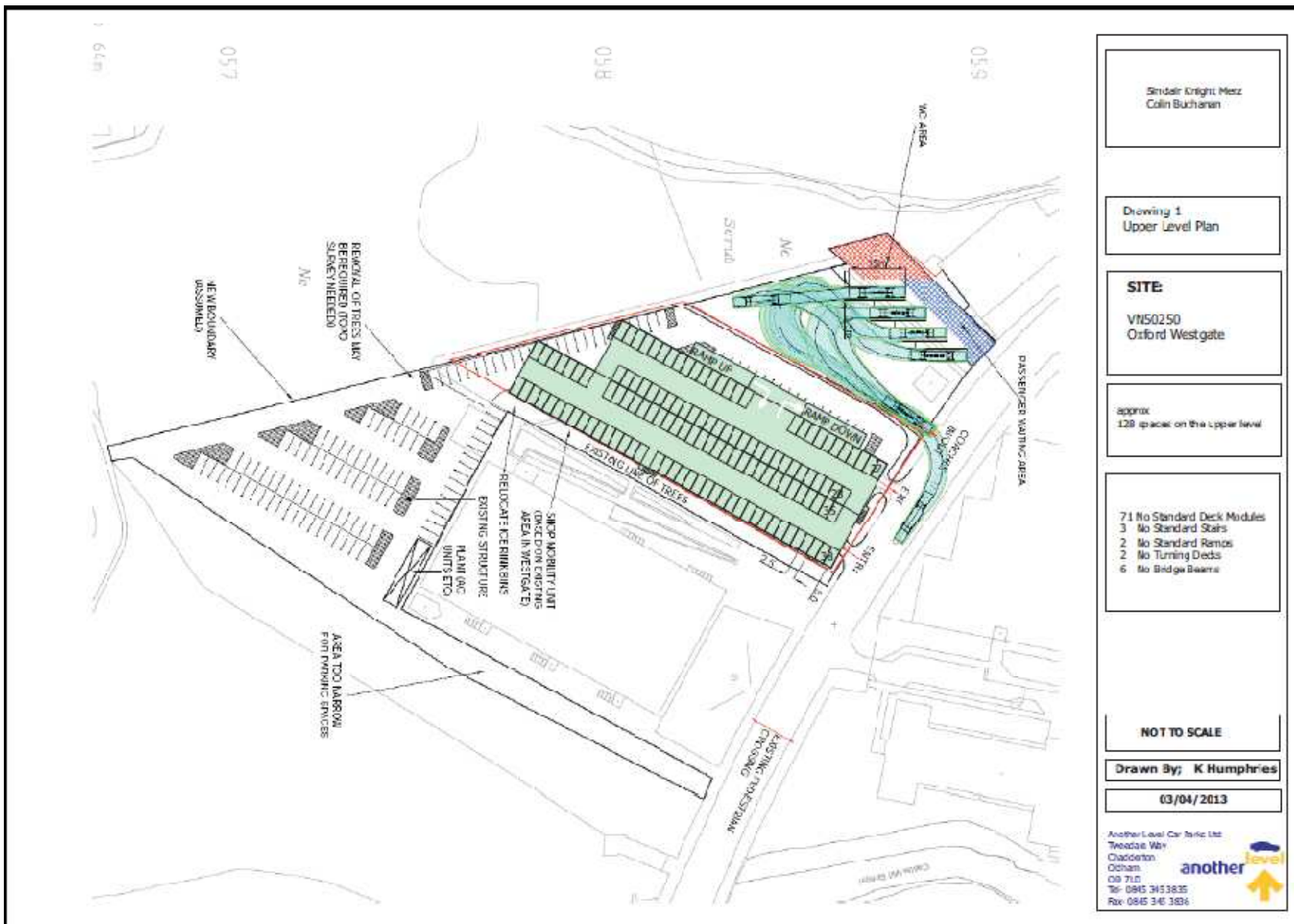
Name and contact details of author: Jane Winfield, 01865 252551
jwinfield@oxford.gov.uk


Version number: 11

Oxpens Ground Floor with No Coaches

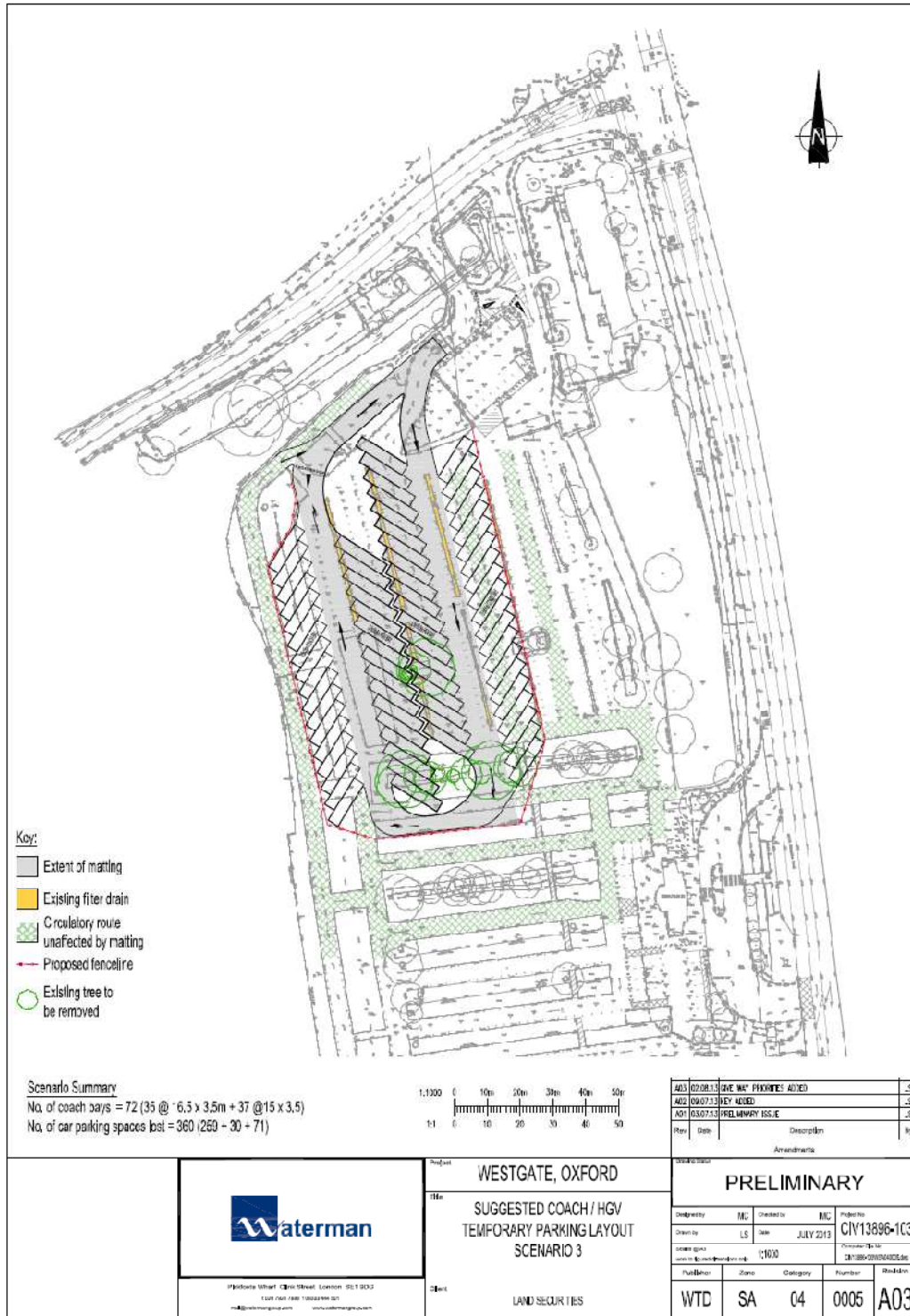


Oxpens Deck Level with Coaches



<p>Sindler Knight Merz Colin Buchanan</p>
<p>Drawing 1 Upper Level Plan</p>
<p>SITE: VMS0250 Oxford Westgate</p>
<p>approx 128 spaces on the upper level</p>
<ul style="list-style-type: none"> 71 No Standard Deck Modules 3 No Standard Stairs 2 No Standard Ramps 2 No Turning Decks 6 No Bridge Beams
<p>NOT TO SCALE</p>
<p>Drawn By: K Humphries</p>
<p>03/04/2013</p>
<p>Another Level Car Park Ltd Tweedale Way Claxton Otham OX 7LJ Tel: 0845 345 3835 Fax: 0845 346 3836</p> 

Redbridge Site Layout



REGENERATIVE BENEFITS SUMMARY

Benefits	Scheme Delivered	No Scheme
New jobs created (est)	2,650	None
Jobs created during construction phase	1,550 + local labour and SME initiatives	None
Private sector investment (including tenant investment)	£375m	£5 – 10m
Apprenticeships as part of phase	Apprenticeships delivered	None
Affordable Housing Units (subject to viability)	c. 30	None
Training and Development regimes to support access for local people	Yes	No
New legible, accessible and secure car park	Yes	No
New homes to achieve Code 4	Yes	No
Target environmental standard for new Centre	BREEAM Very Good aspiring to Excellent – Workshops to agree objectives	n/a
Improved linkages within City Centre reinforcing accessibility to key areas including Oxpens and Castle	Yes	No
Delivery of key West End strategic site	Yes	No
Substantially enhanced public realm	Yes	No
New Riverside Environment	Yes	No
Flood Mitigation Measures	Yes	No

CEB-003-CA	Potential Town Green application	3	3	Third party submits town green application	Protective signage has been erected on the land to the rear of the ice rink some months ago. SENDRA have been consulted as part of these proposals(M)	3	3										
CEB-004-CA	Flood amelioration works impact	3	3	Concern and objection from the Environment Agency that cannot be resolved	On Oxpens the flood impact is minor and has been fully addressed as part of the design and planning process. On Redbridge that are no additional implications arising. The Environment Agency are being fully consulted and to date have made no adverse comment (L)	3	2										

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To: City Executive Board

Date: 9th October 2013

Report of: Head of City Development

Title of Report: OXFORD DESIGN REVIEW PANEL

Summary and Recommendations

Purpose of report: The purpose of this paper is to set out proposals for refreshing the City Council's approach to promoting design quality in new developments.

Key decision: No

Executive lead member: Councillor Colin Cook

Policy Framework: The Core Strategy.

Recommendation(s): That City Executive Board:

1. Agree that a new Oxford Design Review Panel should be established.

Appendix 1: CABE Principles of Design Review

Appendix 2: Current membership of the West End Design Panel

Appendix 3: Draft Terms of Reference for the Oxford Design Review Panel

Appendix 4: Risk Assessment

Introduction

1. The purpose of this paper is to set out proposals for refreshing the City Council's approach to promoting design quality. The Council already has design review processes in place, but the scale of development being undertaken in the city, the ambition to raise design quality and the challenges to planning outcomes prompts a review. The principles of Design Review are summarised in Appendix 1.

Current Process

2. The process of external design review is independent and lies outside the formal planning application process. The review is undertaken by independent panels and their purpose is to engage with the developer as well as advise planning officers. The process is iterative and is generally

most effective if undertaken at each of the planning phases: initial design, outline and detailed.

3. The City Council has three levels of design review available.
 - **South East Design Panel (Kent Architecture Centre):** This sits under Design Council/CABE, and meets the role CABE used to provide in design review of major schemes. It draws on the same panel of experts as CABE and indeed many have CABE design panel experience. It carries out reviews in Oxford a number of times each year, most recently reviewing the pre-outline application Westgate proposal.
 - **BOB-MK Design Network (Berks/Oxford/Bucks):** This is a formally constituted design panel which provides design review services. The panel comprises local government officers, private practitioners and academics. It follows CABE design panel principles. Its focus tends to be local or sub-regional development. The practitioners are good, but varied in experience. . It has provided a number of reviews for Oxford notably on the Barton Master Plan.
 - **West End Design Panel:** The local design review panel comprises a range of local practitioners. It was started at the time the West End Area Action Plan was Adopted to assist the City Council achieve high quality design in the West End. It met quite a number of times before the recession but has not met for a couple of years. Its list of current members is attached as Appendix 2.

Experience from Elsewhere

4. There is not a clear pattern of good practice from elsewhere. For example at Cambridge, Cambridge Horizons established a Quality Panel. It is very much focused on the development of new communities and the urban extension and serves a wider area. A feature of Cambridge is that the University has strong architectural and built environment schools as a focus for local expertise, whereas Oxford's expertise in Oxford Brookes is more focused in planning rather than design..
5. When CABE was absorbed into the Design Council some two years ago the future of its design review role was put in doubt. Very recently CABE has restructured and refreshed this service and officers have invited CABE to discuss how it could support the Council in developing design review in the city.

Outline Proposal

6. We want to continue to raise the quality of design in the city and send a clear signal to developers of the ambition. We also want to be more systematic in our approach and get more value out of the design review process.
7. The principal proposals are as follows:

- We will establish a new Oxford Design Review Panel by introducing new members drawn from leading architects and other disciplines, including members who have experience of delivering buildings of quality in the city. We already have some volunteers from leading architectural and design practices. Members will serve a maximum of two terms of three years.
- We will explore with Design Council CABE to what extent it is able to offer assistance.
- We will develop a clear terms of reference, selection criteria and process. Conflicts of interest will be managed transparently. An initial draft of these is attached as Appendix 3.
- A flyer will be drafted to promote the use of the panel.
- We will run an annual City Design Symposium with the Oxford Design Review Panel to develop a core ethos.

Climate change / environmental impact

8. High quality design is synonymous with reduced energy use and minimal impact on the climate together with careful consideration of environmental impacts.

Equalities impact

9. The selection process of prospective Panel Members will follow equalities impact principles and the Nolan principles of public life.

Financial implications

10. We will pay £500/day plus expenses. On the basis of a panel of 8 with annual attendance of 4 days per annum this equates to £16,000 plus expenses, say £18,000. However it is the norm now to charge applicants for the costs associated with design review, so the financial implications are neutral. A charge will be sought even if the referral takes place via the Council or Panel Chair triggering a design review.
11. There are the costs associated with an annual dinner, however these will be contained within existing budgets.

Legal implications

12. There are none directly attributable to the Design Review process.

Risk assessment

13. A risk assessment has been undertaken, which is set out in the Risk Register attached as Appendix 4. All risks have been mitigated to an acceptable level.

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List of background papers: No

Appendix 1

CABE's ten principles of design review

Good design review is:

1. **Independent** It is conducted by people who are separate from the scheme promoter and decision maker and it protects against conflicts of interest
2. **Accountable** It records and explains its advice and is transparent about potential conflicts of interest
3. **Expert** It is conducted by suitable trained people who are experienced in design and know how to criticise constructively.
4. **Advisory** It does not make decisions but acts as a source of impartial advice for decision makers
5. **Accessible** Its findings are clearly expressed in terms that decision makers can understand and use
6. **Proportionate** It is used on projects whose significance warrants public investment in providing design review...
7. **Timely** It takes place as early as possible in the life of a design because this saves the most time and it costs less to make changes. If a planning application has already been made, review happens within the timeframe for considering. It is repeated when further opinion is required.
8. **Objective** It appraises schemes in the round according to reasoned, objective criteria rather than the stylistic tastes of individual panel members.
9. **Multidisciplinary** It combines different perspectives of architects, urban designers, urban and rural planners, landscape architects and other specialist experts to provide a complete, rounded assessment.
10. **Transparent** The panel's remit, membership, governance and funding should always be in the public domain.

Appendix 2. West End Design Panel. Current list of Panel Members

- **Urban Morphology** – Georgia Butina- Watson, Oxford Brookes University
- **Urban Design** – Roger Evans, Studio | REAL
- **Architecture** – Bryan Avery, Avery Associates Architects
- **Movement** – Ben Hamilton-Baillie, Hamilton-Baillie Associates Ltd
- **Property** – Richard Stansfield, Jesus College
- **Conservation and Heritage** – Kathryn Davies, English Heritage
- **Urban Design** – Jon Rowland, Jon Rowland Urban Design
- **Urban Design** – Sue McGlynn, Transform MKSM

Draft
TERMS OF REFERENCE, SELECTION CRITERIA AND
PROCESS FOR
THE OXFORD DESIGN REVIEW PANEL

Purpose of an Oxford Design Review Panel (ODRP)

The purpose of the ODRP is to promote the highest possible quality of street, building and open space design in Oxford and ensure that developments contribute to the renaissance of the City.

The quality of proposed developments will be evaluated using the established principles of good urban design at a range of scales, including urban structure and grain, landscape structure and setting, building form, building detail, access and appearance.

The Panel should be seen as a mechanism for developers and architects/designers to promote their ideas and show how they are embracing the new vision for the City. Presentations to the Panel will be an opportunity to explain design proposals and responses to context rather than just another part of a regulatory process for gaining planning permission.

The Panel would not have any statutory planning function in its own right, but its advice would be a material consideration for the City Council's statutory planning function.

The Panel would not undertake the normal planning case officer function and so would *not* review development proposals and plans against the statutory planning framework.

In undertaking its advisory role, the Panel seeks to give guidance that is:

- independent
- expert
- objective
- constructive
- balanced
- wide ranging

Role of the ODRP

The ODRP may consider the following design matters:

- Major development, infrastructure or public realm proposals or other major projects located within Oxford;

- Other major development, highway works or public realm proposals identified in the City that have an impact on the form and character of the City;
- Key strategic planning, design and transport strategies (LDF and LTP);
- Guidance documents, such as design briefs or guidance on the contents of design statements. A comment from the Panel will identify the degree of 'fit' between such documents and their expectations and the material being presented by developers and architects/designers;

Status of the Oxford Design Review Panel

The ODRP will be an independent group managed and supported by the City Council, giving guidance in its own name. The City Council will not be held responsible for the Panel's views. However, the Panel's views may be taken into account as a material consideration by the City Council in determining a planning application.

Criteria for Selection of the Oxford Design Review Panel

The ODRP will be created from a pool of new members drawn from leading architects and other disciplines, including members who have experience in the design of high quality buildings in the city. The intention is that the pool would consist of a number of people with particular professional expertise and who would be able to provide comments on any proposal from across a broad range of disciplines.

Each Panel Member would be invited to serve for a maximum of two terms of three years. Replacement of Panel members would be staggered or phased to ensure that there was continuity over the years.

The appointment process will commence by invitation asking for confirmation of willingness to participate together with an appropriate CV. Decision to appoint will be taken at Executive Director level within the City Council, in consultation with the relevant Executive Board Member.

The Panel will be a Council appointed panel of individuals rather than a group of representatives from particular organisations.

It would be hoped that the panel would be able to reach a consensus view and give clear advice. The aim would be for the Panel to articulate what is perceived to be wrong with a design and to provide positive feedback to enable the development to be improved.

Conflict of Interest

It is imperative that the Panel is open and transparent about conflicts of interest. Successful panel members will be required to sign a confidentiality agreement and conflict of interest declaration as part of the appointment process. Panel members will not be able to attend the review of schemes that either they or their firm may be involved in or linked to.

Process of each Oxford Design Review Panel meeting

The Panel will meet four to six times a year for a whole day. Sessions would normally include a site visit. Meetings will normally be held in the Town Hall.

Review of each case will entail the following steps:

- the developer gives an overview of the scheme, describing the aspiration and concept for the project and the brief;
- the developer's professional team presents the project covering the nature of the intended development and its context and moving on to a broad description of the design proposal;
- local planning authority officers will be invited to comment;
- questions and discussion of the proposal between the Panel, the developer and his team, and the representatives of the local authorities;
- others withdraw and the Panel discusses the proposals *in closed session*.
- A report of the meeting will be drafted by the Panel Secretary and agreed with the Chair.

Occasionally, a special meeting, in addition to the meetings noted above, may be held at the discretion of the Panel.

Panel meetings will not be public meetings and attendance is by invitation only. Elected Members will be informed of meeting dates and agenda items and may attend the open session of the meetings as observers but should notify the Panel Secretary in advance.

Each meeting would seek to be composed of 5 or 6 Members drawn from the Pool. Co-option would be permissible of other experts for a particular proposal (eg. Archaeology) or where one of the Panel Members cannot participate through a conflict of interests.

A Chairman will be selected from the panel members.

City Council will pay a £500 per day plus expenses if requested.

In addition the following organisations would be represented as observers:

- Oxford City Council
- Oxfordshire County Council

The City Council's City Development Service will provide the secretariat for the Panel, or the Panel might prefer to appoint a Panel Secretary from its midst.

Guidance provided by the Oxford Design Review Panel

The Panel will issue a formal response to the City Council, copied to the developer of the scheme in the form of a letter, detailing the views of the

Panel, within two weeks of the meeting. It will focus on how well the scheme relates to the principles in Core Strategy and within the context of other adopted planning policies and make suggestions for improvement.

For proposals that the Panel considers before a planning application is made, the Panel's advice will not be in the public domain. Where the timing of the Panel's advice means that it will be considered as part of the City Council's formal decision-making procedure, advice will be made public through that process.

The suggested process of referral to the Oxford Design Review Panel

Development issues can be referred to the Panel in the following ways:

1. The City Council agrees with an applicant that a development proposal should be referred to the Panel as a result of a pre-application discussion.
2. An applicant requests that a development proposal at the pre-application stage is considered by the Panel.
3. The Chair of the Panel requests that a pre-application proposal, a planning application, public realm improvement or strategy document is referred to the Panel
4. The City Council refers a live planning application to the Panel

Appendix 4 Risk Register

Risk ID	Risk						Corporate Objective	Gross Risk		Residual Risk		Current Risk		Owner	Date Risk Reviewed	Proximity of Risk (Projects/Contracts Only)
Category -000- Service Area Code	Risk Title	Opportunity/Threat	Risk Description	Risk Cause	Consequence	Date raised	1 to 6	I	P	I	P	I	P			
	Quality of Panel Member	T	Lack of good pool of Panel Members	Unable to recruit a large enough pool of panel members of the quality, experience and range of professional required	Individuals approached too busy or not interested	Oct 13		4	3	3	2	4	3	DE		
	Influence over planning decisions	T	Panel recommendations not given appropriate weight by the City Council	Panel recommendations not understood or lack relevance. Other material considerations outweigh quality design	Panel loses heart and withers	Oct 13		4	3	3	2	4	3	DE		

Risk ID	Risk Title	Action Owner	Accept, Contingency, Transfer, Reduce or Avoid	Details of Action	Key Milestone	Milestone Delivery Date	%Action Complete	Date Reviewed
	Quality of Panel Member	MCB	A	Letters, phone calls, visits to individuals to encourage participation. Annual symposium held to foster interest				
	Influence over planning decisions	MCB	A	Annual symposium held to foster interest and understanding				

To: City Executive Board

Date: 9th October 2013

Report of: Head of City Development

Title of Report: ANNUAL MONITORING REPORT 2012/13

Summary and Recommendations

Purpose of report: To approve the Annual Monitoring Report for Publication

Key decision? No

Executive lead member: Councillor Colin Cook

Policy Framework: The Annual Monitoring Report enables an assessment to be made of the effectiveness of the planning policies in Oxford's Local Plan

Recommendation(s): That the City Executive Board is asked to:

1. Approve the Annual Monitoring Report 2012/13 for publication;
2. Authorise the Head of City Development to make any necessary additional corrections to the document prior to publication

Appendix 1: Annual Monitoring Report 2012/13

Appendix 2: Risk Assessment

Appendix 3: Initial Equalities Impact Assessment

Introduction

1. The City Executive Board is asked to consider the Annual Monitoring Report before it is published. This is the City Council's ninth monitoring report to assess the effectiveness of planning policies of Oxford's Local Plan. It covers the period 1st April 2012 to 31st March 2013 and is a factual document
2. The former requirement under the Planning and Compulsory Purchase Act for every local planning authority to submit an annual monitoring report to the Secretary of State has been removed by the Localism Act 2011. However section 113 of the Localism Act still requires Local Planning Authorities to publish monitoring reports at least yearly in the interests of transparency. Regulations require this monitoring information to be made available online and in council offices as soon as possible, after the information becomes available. The monitoring data is currently only collected annually, but it may be possible in future to publish some data during the year if it becomes available more frequently.
3. The Annual Monitoring Report (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 so doing, 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.
4. As the Annual Monitoring Report is a factual and reporting document, there is sometimes data which comes in late or requires correction prior to publication. We are not expecting any additional data this year.

Monitoring Indicators

5. The Localism Act retains the requirement for monitoring reports to set out information relating to the implementation of the Local Development Scheme and the extent to which the policies set out in Local Development Documents are being achieved. It is also the place to report on how the Duty to Co-operate is undertaken, and on any Neighbourhood Plans that are coming forward.
6. There is no longer any formal national guidance, nor any national core output indicators. Local Planning Authorities can decide what to include in accordance with relevant UK and EU legislation.
7. Most of the indicators and targets selected in the Annual Monitoring Report (AMR) are required because the City Council made a commitment to monitor such data in adopted documents such as the Core Strategy and the West End Area Action Plan. Two new

documents were adopted within the 2012/13 monitoring year – the Barton Area Action Plan and the Sites and Housing Plan. As these documents were adopted late on in the monitoring year – Barton in December 2012; and the Sites and Housing Plan in February 2013 – meaningful interpretation of indicators and targets are best left until the 2013/14 monitoring year in order to begin to look at the effectiveness of the policies in these plans.

8. In addition, many of the former national indicators have been retained because they continue to provide useful information, for instance in relation to the Housing Trajectory and land developed for employment uses.

Findings of the 2012/13 Annual Monitoring Report

9. The AMR includes sections setting out key facts about Oxford as well as the monitoring of policies, progress against the Local Development Scheme and the implementation of the Statement of Community Involvement. The sections in the AMR follow the same headings and order as the Corporate Plan.
10. During the 2012/13 monitoring year, good progress was made against the Local Development Scheme 2011-14 which was produced in the previous monitoring year. The Barton Area Action Plan and Sites and Housing Plan were both examined by an independent inspector who found the documents “sound” in order that the City Council could adopt them both within the monitoring year. Good progress was also made on the Community Infrastructure Levy (CIL) Charging Schedule in the 2012/13 monitoring year. Work on the Northern Gateway Area Action Plan (due to begin in January 2012) was delayed to enable further transport work to be carried out. Work on the AAP will start in the 2013/14 monitoring year.
11. In relation to policy monitoring, a traffic-light approach has been applied to reflect performance against targets and objectives. The vast majority of indicators were either green or amber.

	Green (on-target or progressing towards it)	Amber (new indicator or policy needs close attention next year)	Red (under-performance against target)
City-wide indicator	21	12	1
West End AAP Indicator	10	5	0

12. Only one indicator was considered not to be performing against target, shown as red.

Indicator 5: Planning permissions for new Class B1 uses

There were no planning permissions granted for new Class B1 uses within the 2012/13 monitoring period. Planning permissions for new Class B1 Uses can be described as erratic as there are often only a few planning permissions granted for Class B1 use in any given monitoring year and the permissions that are granted tend to be for large amounts of floorspace. Although this indicator is red in the 2012/13 monitoring year, it will be back on track next year as planning permission for new Class B1 use was granted in July 2013 for 48,000m² of B1 floorspace at the Old Road Campus in Headington. This indicator therefore needs to be viewed over a longer-term trend analysis to draw meaningful conclusions.

13. Indicators shown as amber include those relating to development complying with the Natural Resources Impact Analysis (NRIA) SPD. Only one scheme did not comply this year as it produced an energy strategy that was site specific focussing on energy savings more than renewable or low carbon solutions.
14. The Annual Monitoring Report includes an annual update on the progress made by each of the two universities against the policy threshold that no more than 3,000 full-time students live in the community (not in accommodation provided by the relevant university). This year Oxford Brookes was below the 3,000 threshold, and the University of Oxford was just above the 3,000 target during the 2012/13 monitoring year. Notwithstanding this, it is appropriate to update Members with the current position given the fact that the data quoted in the Annual Monitoring Report was gathered in December 2012.
15. Oxford Brookes University had 7,909 full-time students in need of accommodation and 5,073 places provided by the university. This results in 2,836 students without a place provided in accommodation. The university suggests that the reason for this is a reduction in the first year in-take of students in the 12/13 academic year. Oxford Brookes University therefore meets the target this year.
16. The University of Oxford had 17,540 students with accommodation requirements and at December 2012 there were 14,032 accommodation places provided by the university. This leaves 3,508 students without a place in provided accommodation, which is a slight increase on the previous monitoring year. However, for the 2013/14 academic year an additional 542 units are under construction. This will bring the university below the 3,000 threshold.
17. Given the importance of this policy in the Core Strategy and that both universities count student numbers and places of university accommodation in December, officers will work with the universities to prepare a within-academic year update to the student accommodation

section of the AMR. This will take into account the number of students at each university in the 13/14 academic year.

18. Just as last year, the 2012/13 monitoring year needs to be assessed against the context of the economic downturn. On a national level, the downturn has seen reduced economic output and an increase in numbers of people out of work with an adverse impact on the construction industry. During the monitoring year, Oxford continued to experience a challenging economic environment. Although, this year's report shows that Oxford is still affected by the recession nevertheless there have been some positive findings.
 - a. 213 dwellings (net) were completed during 2012/13, which is a very slight drop on the previous year. However the trajectory (Indicator 10) is still on target. As such completions are scored amber.
 - b. Affordable housing completions increased substantially from the 2011/12 monitoring year up to 90 units.
 - c. The City and District centres continue to perform well with relatively low vacancy rates. Of particular note is Cowley Centre where the vacancy rates have dropped substantially over the past three years.

19. The indicators for Strong Active Communities scored positively with the completion of the Jericho Health Centre and education facilities. Oxford's biodiversity resource remains strong with the majority of SSSI's in favourable condition.

Level of Risk

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

Climate Change/ Environmental Impact

21. Section 3 (Cleaner Greener Oxford) of the Annual Monitoring Report provides information about a range of environmental indicators including data on biodiversity, heritage issues, and compliance with the Natural Resources Impact Analysis (NRIA) requirements. Most of the indicators in this section are recorded as green, and it is clear that the City Council's adopted planning framework is not only helping to maintain the outstanding quality of Oxford's environment but is also making a useful contribution to the wide range of measures which the City Council and its partners are using to tackle the challenges of climate change. Where a few indicators are recorded as amber, it is mainly because there were specific factors relating to certain planning applications rather than any more general issue with implementation of the relevant policies. The reasons for the amber indicators are explained in the text relating to that indicator.

Equalities Impact

22. There are no direct equalities impacts arising from this report.

Financial Implications

23. There are no direct financial implications arising from this report.

Legal Implications

24. There are no direct legal implications arising from this report.

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List of background papers: n/a

Version number: 2

Appendix 2 – Risk Assessment

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Risk ID	Risk						Corporate Objective	Gross Risk		Residual Risk		Current Risk		Owner	Date Risk Reviewed	Proximity of Risk (Projects/ Contracts Only)
Category-000-Service Area Code	Risk Title	Opportunity/Threat	Risk Description	Risk Cause	Consequence	Date raised	1 to 6	I	P	I	P	I	P			
CEB-001-CD	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	5 Dec 2012	1, 2, 3, 4, 5	2	1	2	1	2	1	Michael Crofton-Briggs		

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Local Development Framework

Annual Monitoring Report

April 2012 - March 2013

**DRAFT for
City Executive Board
9th October 2013**



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If you would like a copy of the document in larger print, Braille or audio tape, please contact the Planning Policy team.

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Introduction

- i. This is Oxford City Council's ninth Annual Monitoring Report of planning policies of the Local Development Framework. It covers the 12 month period 1st April 2012– 31st March 2013.
- ii. Monitoring is essential to establish what is happening now and what may happen in the future and to compare these trends against existing policies and targets to determine what needs to be done. It provides a crucial feedback loop and information on the performance of policy and its surrounding environment. As the delivery of sustainable development and sustainable communities is a key focus of planning, monitoring provides a check on whether those aims are being achieved. Monitoring will also enable the City Council to respond more quickly to changing priorities and circumstances.
- iii. This report covers the following aspects of planning policy monitoring:
 - Local Development Scheme monitoring - This reviews whether the targets and milestones for Local Development Document preparation as set out in the Local Development Scheme have been met
 - Policy monitoring - Policies will be monitored in order to assess:
 - Whether policies and related targets have been met or progress is being made towards meeting them, or if not, the reasons why;
 - What impact the policies are having in respect of national and local targets, and any other targets identified in Local Development Documents;
 - Whether policies in the Local Development Documents need adjusting, or replacing, because they are not working as intended;
 - Whether the policies need changing to reflect changes in national policy; and
 - If policies or proposals need changing, the actions needed to achieve this.
 - Neighbourhood Plan monitoring to monitor the preparation of these locally prepared plans
 - Whether policies and related targets have been met or progress is being made towards meeting them, or if not, the reasons why;
 - What impact, the policies are having in respect of national, regional and local policy targets, and any other targets identified in Local Development Documents;
 - Whether policies in the Local Development Documents need adjusting, or replacing, because they are not working as intended;
 - Whether the policies need changing to reflect changes in national or regional policy; and
 - If policies or proposals need changing, the actions needed to achieve this.
- iv. Oxford has adopted an objectives-policies-targets-indicators approach to ensure relevant and effective monitoring. The Government has now withdrawn its formal guidance on Annual Monitoring Reports, including the national core output indicators. Accordingly, the opportunity has been taken to review the former national indicators and to remove some that were not particularly relevant in the Oxford context. However, most of the former national indicators have been retained because they continue to provide useful information, for instance in relation to the housing trajectory and land developed for employment uses.
- v. A number of new targets and indicators contained within the Core Strategy and its accompanying sustainability appraisal were added last year to the Annual Monitoring Report. This is the second full year that the Core Strategy policies have been monitored so it is likely that we will begin to see their

effectiveness. Although given that this is only the second year it is likely that meaningful conclusions will only begin to be drawn over time.

- vi. The Sites and Housing Plan and the Barton Area Action Plan were both adopted within the monitoring year. However, since both these documents were adopted late in the year (Barton was adopted in December 2012; the Sites and Housing Plan was adopted in February 2013), it is likely that meaningful monitoring will take place as of next year. As the implementation of the Barton Area Action Plan is being progressed rapidly and an outline planning application has already been received, there is a short section on that particular Plan. The Sites and Housing Plan was adopted late in the year and as such will be reported on fully in the 2013/14 monitoring year.
- vii. The data sources for compiling this report include information from:
- Planning applications granted permission;
 - Information from site visits of developments that have commenced and been completed;
 - Vacancy rates of business premises;
 - Retail surveys in city and district centres;
 - Information from other sources such as: the Environment Agency, University of Oxford and Oxford Brookes University.

Snapshot of Oxford

- viii. With the results of the 2011 Census of Population published within the monitoring period the Snapshot of Oxford has been updated to reflect this most recent and up-to-date data.

Area	17.6 square miles, 46 sq km	
Population	151,900 total population (2011) ¹ approximately 32,800 full-time university students	
Meeting Housing Needs	Approximate number of private households in Oxford	55,400
	Households (2011) ² (owner-occupied)	48.4%
	Households (private rented)	28.2%
	Households (social rented)	21.4%
	House prices: Mean average house price (2012)	£359,000
	Median average house price (2012)	£290,000
A Vibrant and Sustainable Economy	Employee jobs by sector ³	
	Manufacturing and construction	6,600
	Wholesale and retail	10,300
	Public admin (education & health)	53,500
	Total Jobs	109,000
	Approximate number of businesses in Oxford	3,905
	Unemployment ⁴	5.7%
	Jobseekers allowance claimants ⁵	2.6%
No qualifications ⁶	22%	
Visitors to Oxford per year ⁷	9.5 million	
Cleaner Greener Oxford	% of Green Belt land (much of this being flood plain)	27%
	Carbon emissions per capita (tonnes per resident) (2010) ⁸	6.2%
Strong Active Communities	% of Oxford's usual residents travelling to work by car ⁹	20%
	Life expectancy at birth	81.1 yrs
	% of population in good or very good health	87%
	Number of Super Output Areas in Oxford among the 20% most deprived in England (2010)	12

¹ 2011 Census

² 2011 Census

³ ONS Business Register and Employment Survey 2011

⁴ Proportion of economically active population 2012

⁵ JSA claimants Dept. Works and Pensions May 2013

⁶ People with no qualifications 2011 Census

⁷ The Economic Impact of Tourism 2011, Tourism South East

⁸ Oxford City Council HECA Further Report March 2013

⁹ 2011 Census

Objectives:

Corporate Plan

- ix. The City Council has identified five corporate priorities that aim to make Oxford a ‘world-class city’ for everyone; these are:

A Vibrant, Sustainable Economy: The City Council is working through the Oxford Strategic Partnership and Local Enterprise Partnership to rebalance the local economy by implementing a strategy for economic growth and embedding a low-carbon economy.

Our ambition: a strong local economy, supported by effective education and training

Meeting Housing Needs: There has been a long-term housing shortage in Oxford. Demand is high and availability is scarce, as a result of the city’s constrained boundaries and the risk of flooding.

Our ambition: More affordable, high quality housing in Oxford

Strong, Active Communities: Oxford has relatively high levels of deprivation. The Index of Multiple Deprivation 2010 ranks Oxford in the top half of the most deprived authority areas in England. Of 85 areas in Oxford, 12 are among the 20% most deprived areas in England, with one area among the 10% most deprived.

Our Ambition: Communities that are socially cohesive and safe, and citizens who are actively engaged in pursuing their own well-being and that of their communities

Cleaner Greener Oxford: Oxford’s annual population churn of 25%, around 5,000 Houses In Multiple Occupation, and diverse population and a large number of self-contained flats presents challenges in terms of recycling, refuse collection and street cleanliness.

Our Ambition: A cleaner, greener Oxford – in the city centre, in our neighbourhoods and in all public spaces

Efficient, Effective Council: By the end of the next financial year Oxford City Council will have lost around 35% of its government grant since 2010 – this equates to £1 in every £3

Our Ambition: A flexible and accessible organisation, delivering high-quality, value-for-money services.

Oxford’s Sustainable Community Strategy

- x. The Oxford Strategic Partnership’s Sustainable Community Strategy vision is that Oxford will be a world-class city for everyone. The key priorities are to:
- Strengthen the local economy
 - Tackle the need for more affordable housing
 - Improve health and social welfare
 - Improve the public realm for residents and visitors; and
 - Build a safer, stronger and more equal city

Summary of Key Findings

- xi. The following symbols are used to show how the indicator is achieving in relation to the target:



Green: Targets and objectives have either been met or data indicates progression towards targets/ objectives





Amber: The policy needs close attention in the following monitoring year or where there are new indicators; there has not been sufficient information to make an assessment against performance



Red: The data indicates under-performance against targets and objectives.

The table below shows that the majority of the indicators are on target:

			
Main Indicators	21	12	1
West End	10	5	0

- xii. Just as last year, the 2012/13 monitoring year needs to be assessed against the context of the continuing economic downturn. On a national level, the downturn has seen reduced economic output and an increase in numbers of people out of work with an adverse impact on the construction industry. Oxford continues to experience a challenging economic environment. This year's report shows that Oxford is still affected by the recession however there have been some positive findings.
- 213 dwellings (net) were completed during 2012/13, which is a very slight drop on the previous year and suggests that a steady increase of new housing.
 - Affordable housing completions increased substantially from the 2011/12 monitoring year up to 90 units.
 - The City and District centres continue to perform well with relatively low vacancy rates. Of particular note is Cowley Centre where the vacancy rates have dropped substantially over the past three years.
- xiii. Despite the continued downturn, the indicators for Strong Active Communities scored positively with the completion of the Jericho Health Centre and education facilities. Oxford's biodiversity resource remains strong with the majority of SSSI's in favourable condition.
- xiv. Only one indicator was considered not to be performing against target, shown as red.

Indicator 5: Planning permissions for new Class B1 uses There were no planning permissions granted for new Class B1 uses within the 2012/13 monitoring period. Planning permissions for new Class B1 Uses can be described as erratic as there are often only a few planning permissions granted for Class B1

use in any given monitoring year and the permissions that are granted are for large amounts of floorspace. Although this indicator is red in the 2012/13 monitoring year, it will be back on track next year as planning permission for new Class B1 use was granted in July 2013 for 48,000m² of B1 floorspace at the Old Road Campus in Headington. This demonstrates the erratic nature of these types of permissions and this indicator will be green in next year's Annual Monitoring Report.

- xv. Indicators shown as amber include those relating to development complying with the Natural Resources Impact Analysis (NRIA) SPD. Only one scheme did not comply this year as it produced an energy strategy that was site specific focussing on energy savings more than renewable or low carbon solutions.

A Vibrant, Sustainable Economy: The City Council is working through the Oxford Strategic Partnership and Local Enterprise Partnership to rebalance the local economy by implementing a strategy for economic growth and embedding a low-carbon economy.

Our ambition: a strong local economy, supported by effective education and training

Indicator 1

EMPLOYMENT LAND SUPPLY BY TYPE

On target?

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



1.1 Employment sites allocated in Oxford’s Local Plan; provide a good supply of land to support economic growth up to 2026. Figure 1.1 shows the amount of employment land (hectares) that is available for development. An estimate for the West End and the Northern Gateway has been included in the totals column, although the breakdown between the uses is at present unknown.

	B1a	B1b	B1c	B2	B8	Total
Employment development sites (ha) (sites and housing plan)	27.56	11.53	2.16	9.92	0	51.17
Strategic Employment sites (ha) (West End and Northern Gateway)	n/a	n/a	n/a	n/a	n/a	14.90
Protected key employment sites (ha)	27.81	0	26.01	109.56	11	174.38
Total gross employment land supply (ha)						240.45

Figure 1.1: Amount of available employment land (hectares)

Indicator 2

LOSSES OF EMPLOYMENT LAND IN KEY EMPLOYMENT AREAS, AMOUNT OF EMPLOYMENT LOST TO OTHER USES

On target?

Target: No loss of key protected employment sites (Oxford Core Strategy)



1.2 This is a very useful indicator as in the past Oxford has lost employment sites to other uses. It is important to monitor losses of employment land in order ensure that there is sufficient land available. This year, there was only a small loss of employment land – less than half a hectare (0.36 ha). This loss was from sites other than the key protected employment sites.

1.3 In future years (up to 2016), this indicator may be adversely affected as the Government has now introduced permitted development rights (through a system of prior approvals) for changes of use from B1 Office Accommodation to Residential development. The City Council has already received a number of prior approval notifications since the announcement.

Indicator 3

EMPLOYMENT DEVELOPMENT ON PREVIOUSLY DEVELOPED LAND

On target?

Target: Urban focus and regeneration. No employment development on greenfield unless specifically allocated in the LDF (Oxford Core Strategy)



1.4 Figure 1.2 shows that all of the employment development in this monitoring year has taken place on previously developed land. This indicator is measured in completions and demonstrates that the focus for employment development is on brownfield land. This is positive and in accordance with the policies in Oxford's Local Plan.

	B1a	B1b	B1c	B2	B8
Gross Employment Area	9152	1924	0	450	35
% gross on PDL	100%	100%	n/a	100%	100%

Figure 1.2: Amount of employment floorspace in m² on previously developed land (PDL) in 2012/13

Indicator 4

AMOUNT OF LAND DEVELOPED FOR EMPLOYMENT BY TYPE AND IN ALLOCATED SITES

On target?

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



1.5 This indicator is measured in floorspace and it looks at completions on sites allocated for employment development within Oxford's Local Plan documents. It is a useful indicator as it breaks down the total employment land by amount and type so it is possible to see how much of what type of new employment has been completed within the monitoring period within sites that have been allocated for development.

1.6 Figure 1.3 shows the breakdown of new B-class office floorspace. A couple of large developments take up the majority of the floorspace including new B1a offices at John Smith Drive and a two storey research building (Botnar) at the Nuffield Orthopaedic Centre.

	B1a Offices	B1b Research & Development	B1c Light Industrial	B2 General Industrial	B8 Warehousing	Total
2012/13 Gross external floor space (m ²)	9097	1924	0	0	0	11021
2011/12 Gross external floor space (m ²)	651	0	0	0	0	651
2010/11 Gross external floor space (m ²)	2066	0	253	0	0	2319

Figure 1.3: New B-Class office floorspace

Indicator 5

PLANNING PERMISSIONS FOR NEW CLASS B1 USES

On target?

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



- 1.7 No planning permissions were granted for new class B1 uses in the 2012-13 Monitoring period.
- 1.8 This is likely to have a knock-on effect in the future with less developments being completed in future years. Coupled with changes to the permitted development rights which allow B1 office land to change use to C3 residential with a 56 day prior approval notice this could have a potentially harmful effect on B1 office accommodation in the future.
- 1.9 To address this potential loss of employment land and to be pro-active in ensuring that Oxford has a good balance of jobs/ housing, the City Council is bringing forward a strategic employment development at the Northern Gateway which could provide up to 55,000m² of new class B employment land up to 2026.
- 1.10 Work is also being done to produce a supplementary planning document for the Oxpens Site within the West End. It is likely that an amount of the site will be developed for Class B1 office accommodation.
- 1.11 A supplementary planning document is likely to be brought forward to redevelop the railway station site – also in the West End, within the next monitoring year. Given its sustainable location, it is likely that an element of the site will be redeveloped for class B1 offices. Despite the fact that steps are already being taken, this indicator is considered red as it reflects the permissions granted in the monitoring year. It is worth noting that there were a number of large class B developments completed in the monitoring year.
- 1.12 Given this, and the fact that the City Council is already undertaking positive steps it is likely that planning permissions for new class B uses will rise again in future years.
- 1.13 Planning permission was been granted for 48,000m² of Class B1 office floorspace at the Old Road Campus in Headington in July 2013. Class B1 planning permissions are often described as erratic; meaning that there are often only a few permissions granted but those permissions are for a large amount of floorspace. Although this indicator is red this year it is likely to be back on track for the next monitoring year.
- 1.14 The City Council together with partners are actively pursuing an Action Plan for the delivery of the Economic Growth Strategy; and progressing work on the City Deal to deliver economic growth and aligned infrastructure.

Indicator 6

LAND FOR KEY EMPLOYMENT USES

Target: Majority 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).

On target?



1.15 The aim of monitoring land for key employment uses is to ensure that Oxford is promoted as a centre of excellence for higher education, health services, and medical and scientific research. This indicator looks at the amount of land permitted, under construction, and completed for B1a (office) and B1b (research and development) uses related to University (education) and Hospital (health developments).

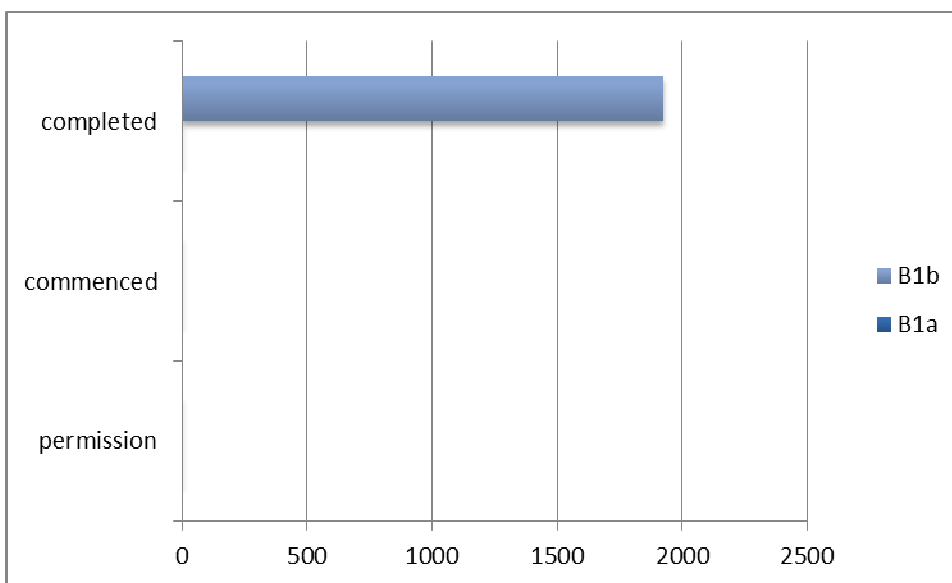


Figure 1.4: Completions, commencements and permissions for B1a and B1b related to University and Hospital Developments

1.16 Figure 1.4 shows that there were no commencements and no permissions on hospital or education sites in this monitoring year. There was one development completed on a hospital site. This was at the Nuffield Hospital and for the erection of a 2-storey research building (Botnar phase 2). Given the locational criteria for this indicator it scores green.

Indicator 7

NEW RETAIL AND CLASS A DEVELOPMENT

On target?

Target: 100% of new retail development to be within the six areas in the hierarchy (i.e. not in out-of-centre locations) (Oxford Core Strategy)



1.17 Figure 1.5 shows the total retail and class A floorspace completed within the monitoring year. Only one development fell in an out-of-centre location. The redevelopment at Lamarsh Road provided 6,669m² of retail floorspace at the retail park just off the Botley Road. This particular development was exceptional in that there was an extant permission for a retail development and the proposed scheme made improvements on the previous scheme to assist with flood risk mitigation. The remainder of the developments all fell within the retail hierarchy as set out in the Core Strategy. This amounts to a total of 2,061m² of new retail and Class A floorspace.

1.18 Next year is likely to see the completion of a Sainsbury's Store at Cowley Centre and there is also a revised outline planning application for the Westgate development.

	Retail (Class A1)	Financial/ professional (Class A2)	service	Food & Drink (Class A3-A5)	Total
2012/13 Gross External Floorspace	7,798	303		629	8,730
2011/12 Gross External Floorspace	2,151	540		147	2,838
2010/11 Gross External Floorspace	231	199		576	1,006

Figure 1.5: Total amount of retail floorspace developed within the City.

Indicator 8

MARKET AND VITALITY INDICATORS

On target?

Target: Local Plan targets for A1 use on designated frontages in the city and district centres should be met



Vacancy Rates

1.19 The proportion of vacant units is one of the key market indicators used to measure the vitality and viability of existing centres. Although economic conditions for businesses continue to be challenging, the level of vacancies remains generally low which is a positive sign for retail and the “high street”.

1.20 The most notable reduction in vacancy rates from previous years has been at Cowley Centre. In 2009/10 Cowley Centre had vacancy rates of just over 18%. This has fallen again from just over 10% last year to 6.9% in this monitoring year. Vacancy rates in the other areas have also reduced, with the notable exception of Headington where vacancy rates went up from just over 2% last year to just over 3.5% this year. Overall, the improvements are seen to be positive and encouraging.

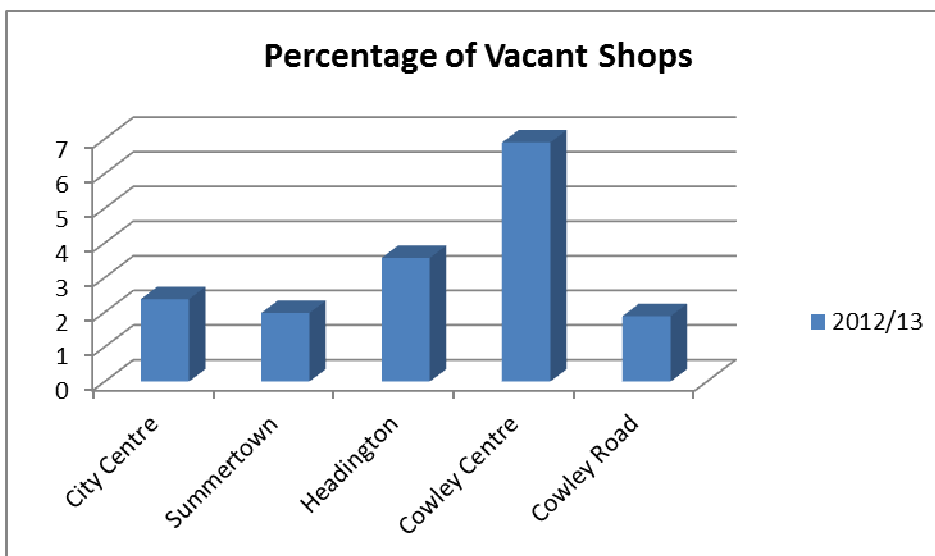


Figure 1.6: Percentage of Vacant Shops in the City Centre and District Centres

Vitality

1.21 The diversity or range of uses is another important indicator of the vitality and viability of centres. The figures in the table below are from January 2013. The city centre has a high proportion of retail (Class A1) uses, showing the importance and strength of retail together with a balance of offices as well as food and drink businesses. The City Centre target is being met in terms of A3 development but not in terms of the A2 percentage.

1.22 In relation to the District Centres, Cowley Centre has the highest percentage of retail units in all the Districts and is the only District Centre to be meeting its target for A1 retail as set out in the Local Plan. Cowley Road and Cowley Centre have a similar proportion of office related uses and Cowley Road has the highest proportion of food and drink businesses with a correspondingly lower proportion of A1 retail than the other centres.

1.23 Given that Local Plan Targets are not being met in all cases, this indicator scores amber. This is despite the positives which can be drawn from the decreasing and continuing low vacancy rates in nearly all cases.

	Local Plan Target for A1 on designated frontage	Actual A1%	Actual A2%	Actual A5%	A3- Actual other uses %
City Centre	80% (A2); 75% (A3)	78.37	9.62	11.05	0.95
Summertown	65%	64.36	19.80	11.88	1.98
Headington	65%	63.40	16.07	3.57	5.35
Cowley Centre	65%	74.71	11.49	9.20	4.60
Cowley Road	65%	58.49	11.32	26.42	3.77
Blackbird Leys	-				

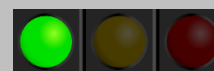
Figure 1.7: Range of uses within the City and District Centres

Indicator 9

SUPPLY OF SHORT STAY ACCOMMODATION

On target?

Target: Net growth in short-stay accommodation bedrooms against 2007 baseline of 2559 serviced bedrooms (Oxford Core Strategy)



1.24 There was a net increase of 25 short-stay accommodation bedrooms in the 2012-2013 monitoring year when compared to the 2007 baseline. This is a positive step towards meeting the target required. The majority of new bedrooms were developed at one site in St. Michael's Street. The remaining net increase was as a result of the redevelopment of a Guest-House in Headington.

Conclusions: Vibrant Sustainable Economy

- 1.25 Out of the nine indicators in this section, 5 score green, 3 score amber and one scores red.
- 1.26 Oxford has a reasonable supply of employment land and there are measures in place through projects like the City Deal and the Economic Growth Strategy which will ensure the longer-term provision of employment development in the future. Of concern are the lack of planning permissions for B1 office development and the future threat of the loss of this type of employment land to residential development through the Government's recent initiative to stimulate the economy. Accordingly this indicator has been scored red. Planning permissions for employment development can be erratic with all of the permissions coming at once or in the case of floorspace, a large amount of floorspace being taken up by only one or two permissions. In fact, this is case for the 2013/14 monitoring year where at the Old Road campus, 48,000m² of B1 floorspace was granted permission in July. This indicator will be back on target next year.
- 1.27 In order to ensure that the supply of employment land continues to give a range of businesses the choice in the type of accommodation they require, the City Council is progressing a range of initiatives including supplementary planning documents for the West End area, and in particular for the Oxpens site, but also for the redevelopment of the Railway Station site (in due course). Work on the Northern Gateway Area Action Plan is also scheduled to start in October 2013. This will bring forward much-needed employment land for the City.
- 1.28 Overall, the economic indicators paint a bright picture for the future. Retail indicators are positive showing that the "high street" is performing well in the City. Of concern for the future is if the Government's retail to residential proposals for permitted development rights are carried out. In particular, Neighbourhood shopping centres could be impacted by these changes.
- 1.29 Given the context of recession which we have been in for the past few years, the economic indicators paint a generally positive picture, particularly when combined with what the City Council has been doing to stimulate economic growth for the future.

Meeting Housing Needs: There has been a long-term housing shortage in Oxford. Demand is high and availability is scarce, as a result of the city’s constrained boundaries and the risk of flooding.

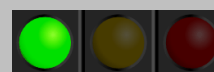
Our ambition: More affordable, high quality housing in Oxford

Indicator 10

HOUSING TRAJECTORY (PLANNED HOUSING & PROVISION, NET ADDITIONAL DWELLINGS IN PREVIOUS YEARS, THE REPORTING YEAR, & IN FUTURE YEARS PLUS THE MANAGED DELIVERY TARGET)

On target?

Target: 8,000 dwellings between 2006 and 2026 as set out in the Core Strategy



2.1 The housing target as taken from the Core Strategy is 8,000 dwellings from 2006-2026.

2.2 Net additional dwellings are provided in Figure 2.1 since the start of the Core Strategy period (2006/07). Net additional dwellings include new build completions, minus demolitions, including any gains or losses through changes of use and conversions.

Year	Dwelling completions (net)
2006/07	821
2007/08	529
2008/09	665
2009/10	257
2010/11	200
2011/12	228
2012/13	213

Figure 2.1: Net additional dwellings in previous years and the reporting year

2.3 213 dwellings (net) were completed during 2010/11, which follows the trend of the previous 3 years. This is disappointing, but is most likely due to the continued effect of the subdued economic climate having an effect on new housing being built and reflects the national decline in house building.

2.4 The Core Strategy has a total target of 8,000 dwellings over the 20 year period from 2006-26. The first 7 years of the Core Strategy period saw 2,913 dwellings completed. Subtracting these from the 8,000 target leaves 5,087 dwellings needed. With 13 years remaining until

Site Category	Dwellings between
Sites and Housing Plan allocated sites	1,836
West End AAP sites	618
Core Strategy (Barton)	585
Core Strategy (Northern Gateway)	200
Other identified sites	40
Commitments (large sites)	37
Commitments (small sites)	200
Suitable sites pending decision	32
TOTAL	3,548

Figure 2.2: Potential net additional dwellings from deliverable sites between 2013/14-2017/18 (position at 31st March 2013)

2026, this equates to 391 dwellings per year annual requirement, and 1,955 over 5 years which is the residual requirement.

2.5 The National Planning Policy Framework requires that the City Council must manage land to ensure a continuous rolling five year supply of deliverable sites. The next five year period is 2013/14 – 2017/18.

2.6 The table shows the potential net additional dwellings from deliverable sites between 2013/14 – 2017/18. This is the position at 31st March 2013. The Strategic Housing Land Availability Assessment (SHLAA) will show that there are enough deliverable sites in Oxford to provide 3,548 dwellings over a 5 year period. This data is replicated in Figure 2.2. This is without relying on windfalls.

2.7 The formula for calculating the supply of ready to develop housing sites as requested by the Department for Communities and Local Government (DCLG) in December each year is as follows:

$$(x/y)*100$$

Where:

X = the amount of housing that can be built on deliverable sites for the five year period (net additional dwellings)

Y = the planned provision required for the 5 year period (net additional dwellings)

$$(3,548/1955) * 100 = 181.5\%$$

Figure 2.3: Formula for calculating 'Ready to develop housing sites'

2.8 The housing trajectory shows the distribution of sites across the plan period. The trajectory and housing monitor graphs are replicated from the SHLAA (December 2013) at Figures 1.5 – 1.7.

Figure 2.4: Housing trajectory data against Core Strategy target of 8,000 dwellings from 2006-26 (excluding windfalls). See SHLAA Dec 2012 for further detail on the sites that contribute to these categories.

	2006/ 07	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17	2017/ 18	2018/ 19	2019/ 20	2020/ 21	2021/ 22	2022/ 23	2023/ 24	2024/ 25	2025/ 26	Totals
Sites and Housing allocations (deliverable)								4	249	408	573	602	83	213	70						2202
West End AAP sites										110	240	268	52	21	65						783
Core Strategy strategic site (Barton)									100	150	165	170	150	150		27					885
Core Strategy strategic site (Northern Gateway)											100	100									200
Core Strategy strategic site (Summertown)																				200	200
Other identified sites									9	31			25					70			135
Commitments (large sites)								25	12												37
Commitments (small sites)								100	100												200
Sites where permission refused but principle acceptable																					0
Suitable sites pending decision									32												32
Windfall sites																					0
Actual completions	821	529	665	257	200	228	213	-	-	-	-	-	-	-	-	-	-	-	-	-	2913
Total projected completions	-	-	-	-	-	-		129	502	699	1078	1140	310	384	135	27	0	70	0	200	4674
Cumulative completions	821	1350	2015	2272	2472	2700	2913	3042	3544	4243	5321	6461	6771	7155	7290	7317	7317	7387	7387	7587	7587
Housing target	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	8000
Cumulative requirement	400	800	1200	1600	2000	2400	2800	3200	3600	4000	4400	4800	5200	5600	6000	6400	6800	7200	7600	8000	8000
Monitor	421	550	815	672	472	300	113	-158	-56	243	921	1661	1571	1555	1290	917	517	187	-213	-413	-413
Manage	400	378	369	352	358	369	379	391	413	405	376	298	192	176	141	142	171	228	307	613	406

Figure 2.5: Housing Trajectory against Core Strategy target of 8,000 dwellings from 2006-26 (excluding windfalls)

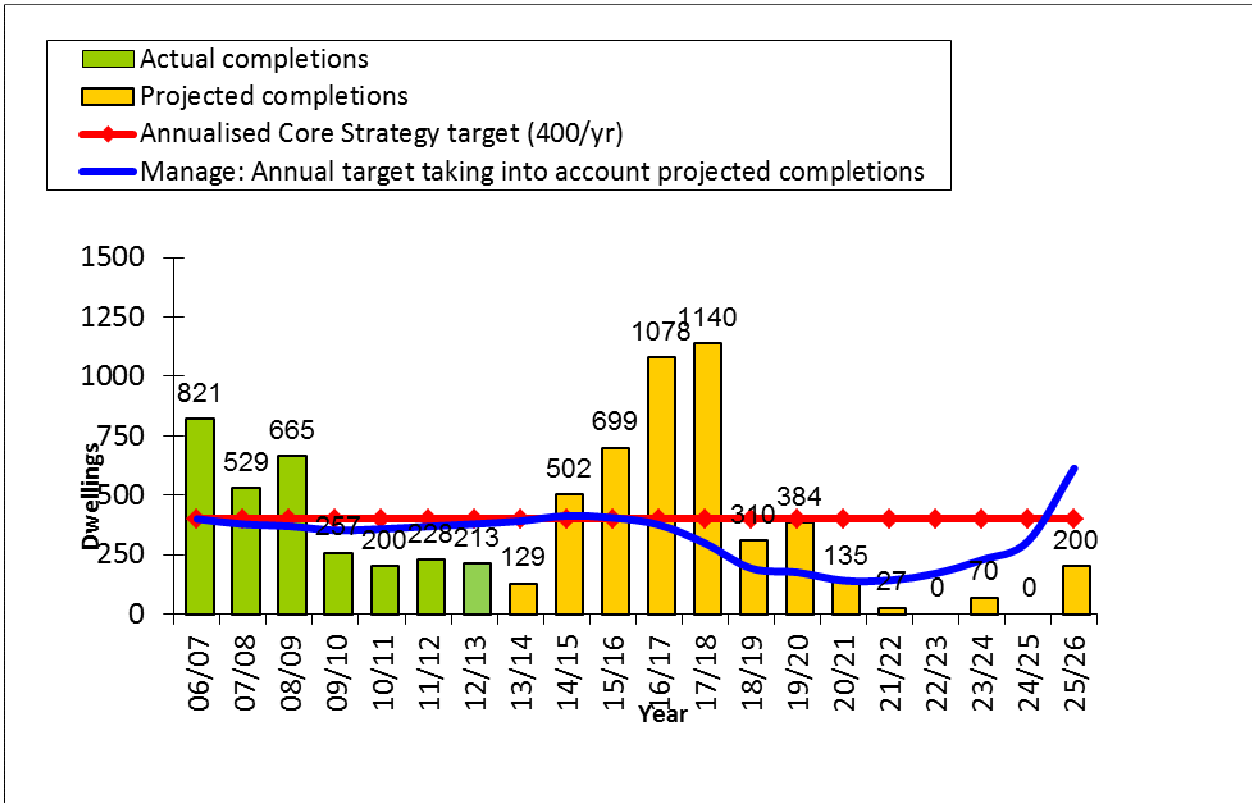
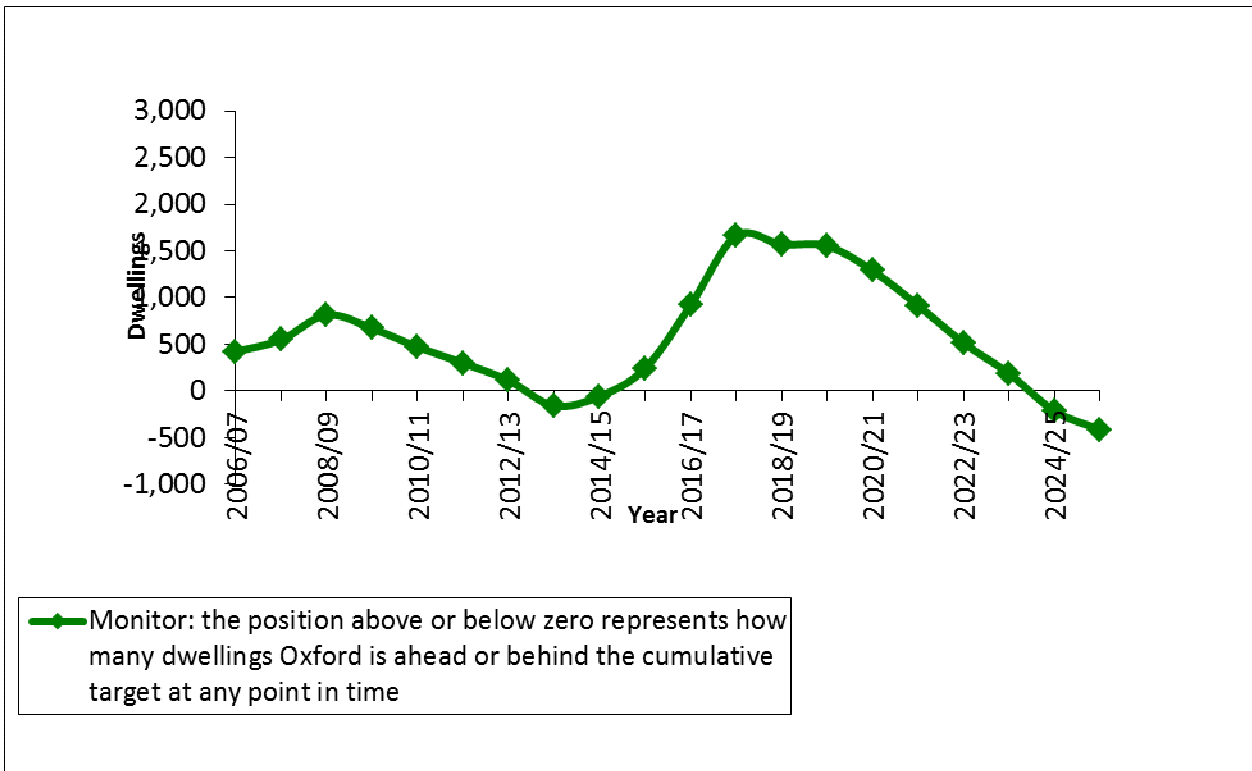


Figure 2.6: Housing monitor against Core Strategy target of 8,000 dwellings from 2006-2026 (excluding windfalls)

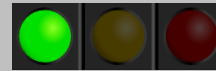


Indicator 11

PERCENTAGE OF ALL NEW DWELLING COMPLETIONS (GROSS) ON PREVIOUSLY DEVELOPED LAND

On target?

Target: 90+% new housing on previously developed land (PDL)
(Oxford Core Strategy)



2.9 The definition of previously developed land was amended in July 2010 by the coalition Government to exclude private residential gardens. This does not mean that private residential gardens are necessarily greenfield land, as there is no formal national definition of greenfield land since the revocation of the Town and Country Planning (Residential development on Greenfield Land (England) Direction 2000 in 2007. Figure 2.7 shows the number of dwellings completed on Previously Developed Land (PDL), Greenfield Land and Garden Land.

2.10 The National Planning Policy Framework does not contain a target for development on PDL and leaves it to local authorities to determine the most appropriate target. The Core Strategy includes a target of 90% of new housing on PDL during the period 2009-2014 to reflect the desire to focus development in the early years of the Core Strategy on PDL. This target was set out when garden land was considered PDL and therefore the local target is monitored on that basis.

2.11 During 2012/13, 99.6% of housing completions (gross) were on PDL or garden land as show in Figure 2.7 below. Of these, about one quarter of dwellings were built on garden land demonstrating that this type of development is still an important source of new dwellings for Oxford's housing supply. In this context, 'garden land' includes all development within the curtilage of existing dwellings. These houses may have been built on areas that were previously occupied by buildings and/ or hard-standing, rather than on gardens in the sense of areas of greenery. Only one house was built on greenfield land within the monitoring period.

	PDL	Garden Land	Greenfield
2010/11	199 (75.4%)	65 (24.6%)	0 (0%)
2011/12	203 (74.3%)	70 (25.6%)	0 (0%)
2012/13	201 (79.4%)	51 (20.2%)	1 (0.4%)

Figure 2.7: Number of dwellings completed on Previously Developed Land (PDL), greenfield land and garden land

Indicator 12

MIX OF HOUSING COMPLETED BY SIZE

On target?



Target: 95% of schemes to comply with the Balance of Dwellings SPD

Overall Mix Delivered

2.12 Figure 2.8 shows the dwelling completions by the number of bedrooms. The net number of 1-bed dwellings was the most common, with completions for 2-bed dwellings over twice that of 3-bed dwellings. The least common completions were for 4 and 5-bed dwellings. The losses shown are through changes of use from residential to HMOs, and losses of dwellings through conversions – for instance where a 5 bed dwelling is converted into several 2 and 1-bed dwellings.

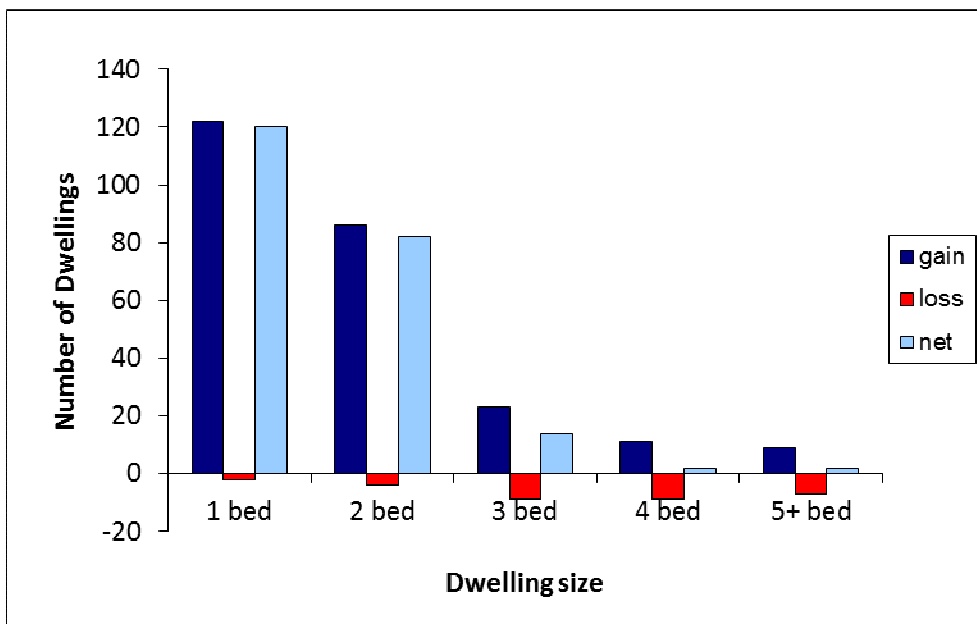


Figure 2.8: Number of Dwellings completion by bedrooms

2.13 The Balance of Dwellings SPD was adopted in January 2008, the aim of which was to prevent the loss of family dwellings and their supply in new developments. Figure 2.9 shows that the shift towards 1 bed dwellings and drop in 3 bed dwellings, which started last year, has continued. This again is likely to be due to the fact that there have been few large sites delivered where a balanced mix of dwellings can be achieved. It is worth noting that the continued delivery of small dwellings through conversions on very small sites continues to make up a significant proportion of new dwellings.

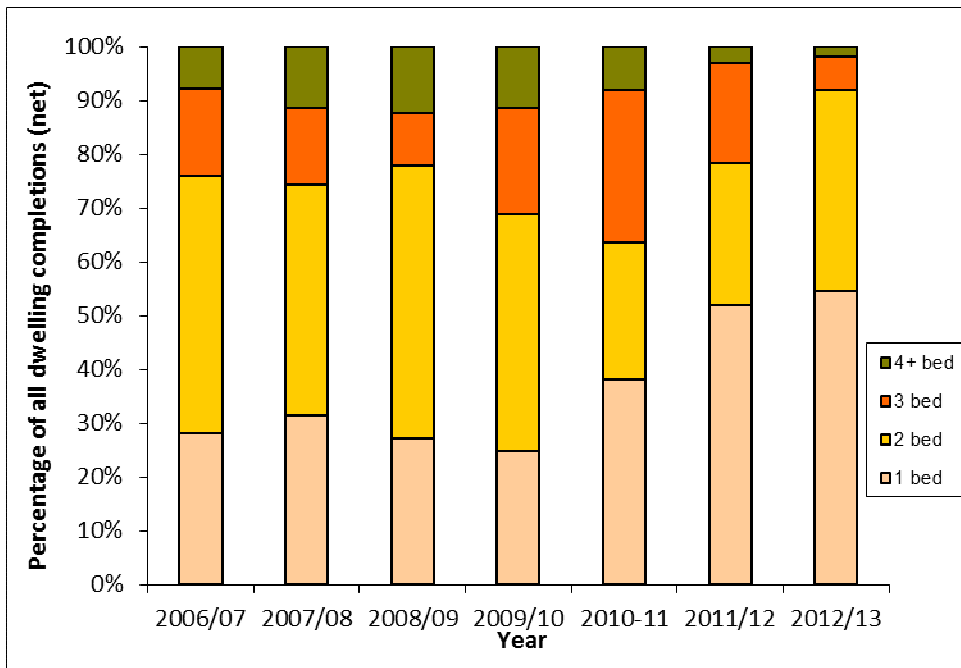


Figure 2.9: Mix of dwellings trend over time

Compliance with the Balance of Dwellings SPD

2.14 The Balance of Dwellings SPD (BoDs) sets out ranges of dwellings sizes expected of sites, varying with location and pressures on family housing. Figure 2.10 shows the proportion of completed sites that accorded with the mix set out in the SPD appropriate to the location and size of the development. The analysis also notes sites that have achieved within 5% of the required proportion to allow for cases where site specific factors meant that full compliance was very difficult. Figure 2.10 excludes sites of 1-3 dwellings as these have no specific mix except for a ‘no net loss in family dwellings’ policy. It also excludes certificate of lawful use completions and phased completions.

	Number of completed sites assessed	Proportion in full compliance	Proportion within 5% of compliance	Proportion not in compliance
Strategic Site	2	0%	0%	100%
City centre	0	n/a	n/a	n/a
District centre	0	n/a	n/a	n/a
Red area	4	25%	0%	75%
Amber area	9	0%	11%	89%
Green area	1	0%	0%	100%

Figure 2.10: Proportion of completed sites that accorded with the mix set out in the SPD appropriate to the location and size of the development.

2.15 Looking at each of the site types in Figure 2.10 the Strategic Sites were slight anomalies. One of the Strategic Sites was for 27 affordable flats which marked the completion of a larger residential development at the site of the old Manor Ground in Headington. The second strategic site was for the development of 55 extra-care residential units at Shotover. Extra-care housing provision has its own specific needs and requirements and falls outside of the city-wide desire to maintain 3-bed family units as part of the housing mix.

- 2.16 Taking a closer look at the completions in the *Amber Area* in Table 2.10 reveals that, of the 8 sites not in compliance, 3 were granted permission prior to the adoption of the Balance of Dwellings SPD. The remaining five sites all had a range of mixes which did not accord with the SPD. However, all of the sites in this instance were small and in some cases the scheme was influenced by an extant permission which stipulated a different mix.
- 2.17 All of the developments within the *Red Area* were granted after the Balance of Dwellings SPD had come into force. One of the developments was in complete compliance with the SPD reflecting the proposed mix as set out. Of the other three, one had a previous extant permission for 4x1 bed flats. Another had been to appeal where the appeal inspector had concluded that the site was unsuitable for 3-bed units and considered that a mix of one and two bed units would be appropriate.
- 2.18 The proportion of sites complying with the SPD in Figure 2.9 is lower than last year. Reasons why this indicator is not on target are that there were several small sites with planning history suggesting non-compliance, a number of completions were granted permission prior to the adoption of the SPD, and in the case of the strategic sites neither of them were truly representative of developments that would normally follow the mix as set out in the SPD – one being the completion of a larger residential scheme and the other being a development of extra-care housing.
- 2.19 Given these anomalies, the indicator is considered acceptable when the completions data is looked at on a site by site basis. A watchful eye needs to be kept on this indicator over the next year and further action may be needed if the mix of dwellings does not improve.

Indicator 13

DENSITY OF DEVELOPMENT

Target: *City and District centres to deliver higher density residential development than within the wider District areas (Oxford Core Strategy)*

On target?



- 2.20 The Core Strategy target relates to the City and District centres delivering higher density developments than in other parts of Oxford. However, due to the lack of large housing schemes within the City and District Centres, meaningful measurements of this indicator have not been possible.
- 2.21 All of the residential developments of 10 or more dwellings (2 sites) were outside the City and District Centres. These developments had an average density of 41 dwellings per hectare which is above the 40 dwellings per hectare figure set out in saved Local Plan policy CP.6.

Indicator 14

AFFORDABLE HOUSING COMPLETIONS (GROSS) AND TENURE

Target: 2012/13: Tenure split of affordable housing should be 80% social rented, 20% shared ownership (Oxford Core Strategy and Affordable Housing SPD)

On target?



2.22 There is no current target for affordable dwellings in Oxford's Corporate Plan and the Core Strategy only set targets for affordable housing up to the end of the 2011/12 monitoring year. The City Council is however working in partnership with the Homes and Communities Agency to build 112 new Council homes through the Local Authority New Build Programme (2011-2015). The first project is at Bradlands House in Marston where current accommodation does not meet modern standards for sheltered housing. The site will be developed to provide at least 45 new flats.

2.23 Figure 2.11 shows that there were 90 affordable completions within this monitoring year. This is a positive increase since the previous monitoring year. The 90 units were developed across three sites. 55 extra-care housing units were completed at Shotover View Centre, Crauford Road. 27 affordable units were completed at the Manor Hospital site in order to finish off the redevelopment of the Manor Ground site. Finally 8 self-contained flats were developed at Lake Street.

Year	Gross affordable dwelling completions
2006/07	267
2007/08	73
2008/09	231
2009/10	192
2010/11	105
2011/12	18
2012/13	90

Figure 2.11: Gross affordable dwellings completions

2.24 This indicator also requires that gross affordable housing completions are recorded by social rented and intermediate housing. The aim is to achieve no less than 80% as social rented. Figure 2.12 shows that the tenure mix was not achieved again this year. The reason was that the figures were skewed by the Shotover View Site. The policy expectation for that site was 50% affordable, where 80% of that should be social rented. In fact all of the affordable housing was social rented, and the applicant then chose to provide some intermediate units rather than market housing. The policy requirement was therefore exceeded, but the construction of a sizeable number of intermediate houses made the figures look as if the 80/20 split had not been met.

	Social rented dwellings (gross)	Intermediate dwellings (gross)
2012/13	55 (61%)	35 (39%)
Policy requirement	80%	20%

Figure 2.12: Tenure of affordable dwellings completed in 2012/13

Indicator 15

PROPORTION OF AFFORDABLE HOUSING PERMISSIONS WHERE THERE IS A POLICY REQUIREMENT

On target?

Target: 50% provision of affordable housing on qualifying sites. Contributions from commercial development where there is a need for affordable housing. (Oxford Core Strategy)



- 2.25 There were no planning permissions granted this year where there is a policy requirement for affordable housing. There were no contributions from commercial development where there is a need for affordable housing. As there were no qualifying sites which came forward during the monitoring year this indicator is considered amber. However, a number of significant planning applications have already been submitted in the 2013/14 monitoring year, most importantly the outline planning application for 885 houses at Barton but also including an application for the redevelopment of Wolvercote paper mill. This will provide much needed housing in the City (both affordable and market).
- 2.26 The Sites and Housing Plan was only recently adopted at the end of the monitoring year and as such no analysis can be made from the data. A full report into the Sites and Housing Plan contributions will be made in next year's Annual Monitoring Report.

Indicator 16

STUDENTS AND PURPOSE BUILT STUDENT ACCOMMODATION

On target?

Target: That no increase in academic floorspace is allowed if there are more than 3,000 students outside of accommodation provided by the relevant university (Oxford Core Strategy)



- 2.27 Core Strategy Policy CS25 requires each university to have no more than 3,000 full-time students living in Oxford outside of university-provided accommodation. The policy is intended to reduce the pressures from students on the private rental market. To avoid worsening the situation, all increases in student numbers at the two universities should be matched by an equivalent increase in student

accommodation. All applications for new or redeveloped academic floorspace will be assessed in this light.

2.28 The monitoring period that the universities use does not directly coincide with the period in the Annual Monitoring Report. The City Council Annual Monitoring Report year follows the financial year and runs from April to March, whereas the universities use a period in order to complete their forms to government, which is linked to the academic year. The data used was submitted by the two universities as relevant to the monitoring year.

2.29 The Sites and Housing Plan contains a more detailed policy about the location of new student accommodation, building on the strategic policy in the Core Strategy. It recognises that it is important to locate student accommodation in a way that avoids great increases in activity along quieter residential streets. The Sites and Housing Plan also seeks to address the issue that new student halls are often proposed on sites that would otherwise be developed for housing. The new adopted policy therefore sets out how accommodation proposals should contribute to affordable housing delivery.

University of Oxford

2.30 The University of Oxford states there were 21,922 students attending the university as of 01 December 2012.

2.31 A number of agreed exclusions apply to the data which are as follows:

- Students living with a term-time address outside the city (422);
- Students living within the city (within OX1, OX2, OX3 and OX4 postcodes) (444);
- Visiting students or those not attending the institution (508);
- Part-time students (1,673); post-graduate research students past year four of study or assumed to be writing up (906);
- Students working full-time for the NHS (52);
- Specific course exclusions (e.g., BTh Theology) (92);
- Students who are also members of staff (209);
- Students living with their parents (40); and
- Students on a year abroad (340)

2.32 This leaves 17,540 full-time students with accommodation requirements. At 1 December 2012 there were 14,032 accommodation places provided across the city. This leaves a total of 3,508 which is a slight increase on last year. Figure 2.13 shows the numbers of students outside of university provided accommodation as at 1 December 2012.

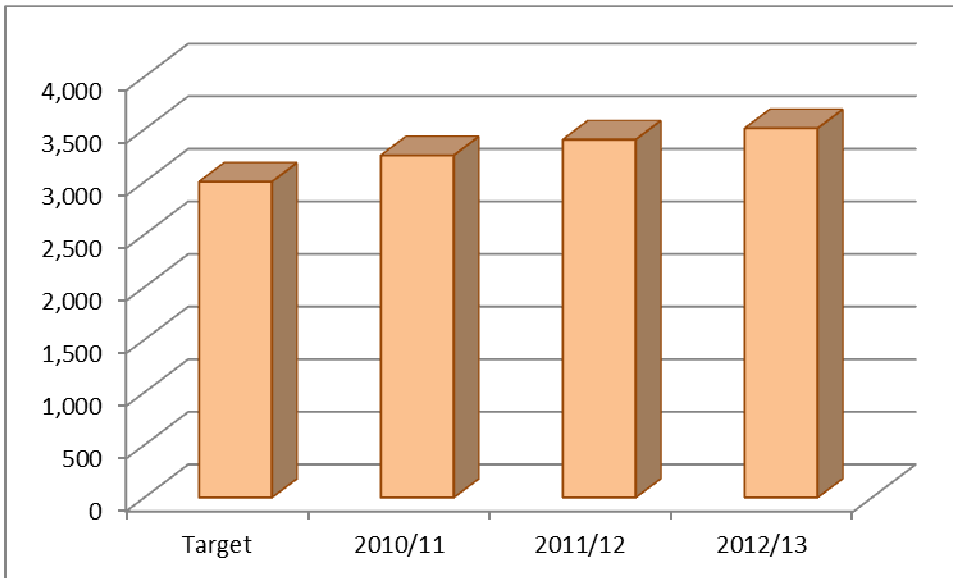


Figure 2.13: Number of students outside university provided accommodation as at 1 December 2012

- 2.33 The University has indicated that an additional 542 units were under construction across the collegiate university, and that these rooms will all be available for occupation for the new academic year.
- 2.34 Figure 2.14 shows that, although the target to have fewer than 3,000 students outside of university-provided accommodation was not met in the monitoring period the University is expected to meet this requirement in the next monitoring period as a result of the additional units of accommodation under construction.

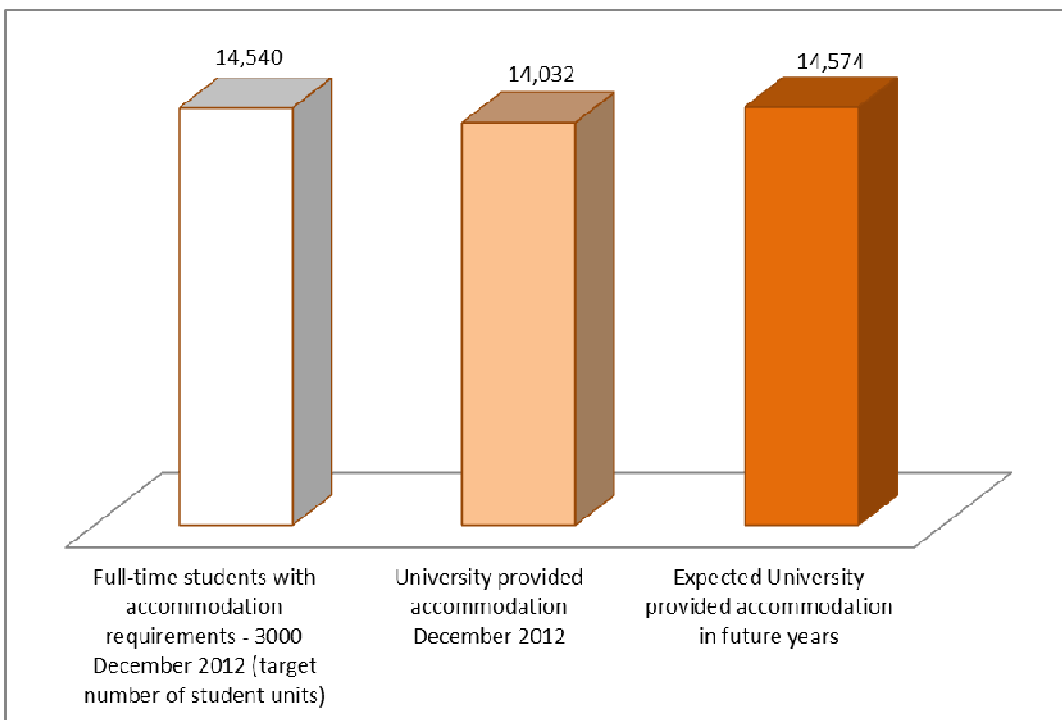


Figure 2.14: showing the number of accommodation places available for students

Oxford Brookes University

2.35 Oxford Brookes University state that there were a total of 17,115 students attending the university in December 2012. There are a number of exclusions as follows:

- Students who don't live in Oxford or local students already in Oxford who do not therefore amount to a net increase of people (3,763);
- Part-time students (2,991);
- Students studying at franchise institutions (1,778)
- Students studying at the Swindon campus (244);
- Placement students away from the university (430)

2.36 The other exclusions that apply to the University of Oxford (visiting students; post-graduate research students past year 4 of study; students working full time for the NHS; and students who are also members of staff) do not affect the figures for Oxford Brookes.

2.37 In December 2012 there were 5,073 places in accommodation provided by Oxford Brookes, which is an increase of 422 places (8.3%) from the previous year. The accommodation comprised 3,721 places in university halls of residence; 936 places in private halls of residence with Oxford Brookes nomination agreements; and 416 places in other properties managed by the university.

2.38 In December 2012, there were 7,909 full-time students in need of accommodation and 5,073 places provided by the university. This results in 2,836 students without a place provided in accommodation. The University suggests that the reason for this is a reduction in the in-take of students of around 700 students. Figure 2.15 shows the number of students outside of university provided accommodation as at December 2012.

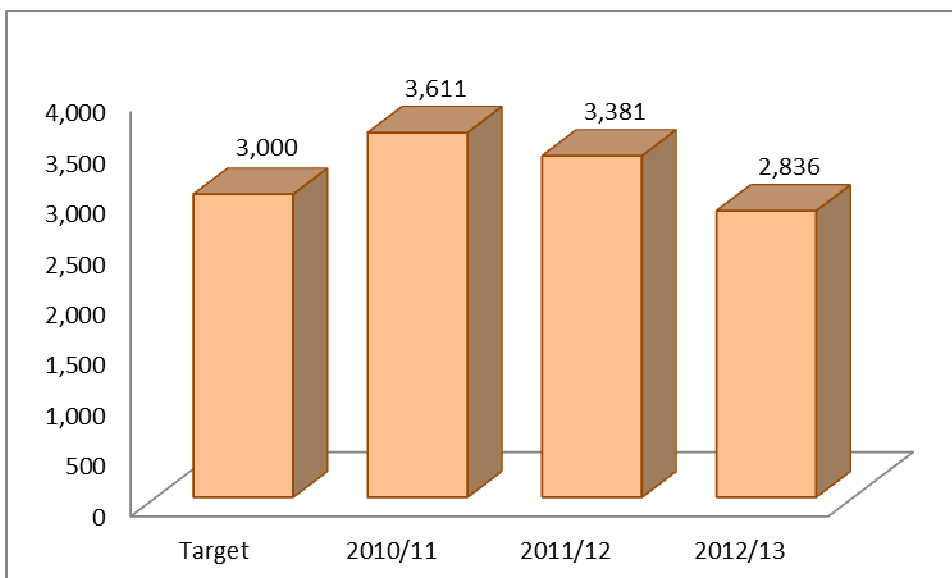


Figure 2.15: showing number of students outside university provided accommodation as at December 2012

Conclusions: Meeting Housing Needs

- 2.39 Overall the housing targets have picked up from the dip last year. While not all indicators have scored a green, those that have scored amber ratings have gone a long way towards demonstrating overall targets. Affordable housing completions are up considerably from last year and it is likely that with the Government's recent initiative to convert B1 offices to C3 residential without the need for planning permission, the amount of market housing will rise considerably as well. With the adoption of the Barton Area Action Plan, and the submission of the outline planning application during the 2013/14 monitoring year, it is likely that new homes could be seen at Barton West in the near future. This is a mix of affordable and new homes. Despite the number of new homes being below the 400 target, considerable progress was made in the early part of the plan period and as such the trajectory of new homes until 2026 is still on track.
- 2.40 Of concern is the continued mix of units which does not correspond with the Balance of Dwellings SPD. This shows an increasing trend away from the much-needed 3-bedroom dwellings which the SPD encourages. The reason for this is that a lot of very small sites have again come forward, some of which had extant permissions and others where the site constraints did not fully allow 3-bed units. The type of affordable completions were specific to the type of development and included 55, 1 and 2 bed extra care homes and 27, 1 and 2 bed flats (part of a larger permission). This will need to be looked at closely in future years in order to ensure that a good supply of 3-bed units is maintained.
- 2.41 Oxford Brookes University provided data that confirms that the number of units available for students in the monitoring year is below 3,000. Oxford University did not meet the target in the monitoring period. However, when the student accommodation currently under construction is taken into account, Oxford University should have sufficient units to meet the target next year.

Strong, Active Communities: Oxford has relatively high levels of deprivation. The Index of Multiple Deprivation 2010 ranks Oxford in the top half of the most deprived authority areas in England. Of 85 areas in Oxford, 12 are among the 20% most deprived areas in England, with one area among the 10% most deprived.

Our Ambition: Communities that are socially cohesive and safe, and citizens who are actively engaged in pursuing their own well-being and that of their communities

Indicator 17

PROGRESS AGAINST SITE-SPECIFIC REGENERATION MEASURES

On target?

Target: Individual targets set for specific measures set out in the Oxford Core Strategy



- 3.1 A number of the site-specific regeneration measures set out in the Core Strategy are long-term projects with completion dates that stretch beyond the monitoring period covered by this report. These include: a new crossing (or crossings) of the A40 ring-road at Barton (by 2015/16); improvements of the Blackbird Leys centre to create a mixed-use district centre (by 2016); provision of a new swimming pool at Blackbird Leys (by 2013); and new multi-purpose community facilities linked to the redevelopment of Rose Hill Primary School (by 2014).
- 3.2 The other site-specific regeneration measures in the Core Strategy were much shorter term projects, including projects such as the Rose Hill housing regeneration scheme which has now been completed. Another scheme was the redevelopment of the old Council offices in Northway. A planning application for a wider scheme to replace the existing community centre with a new one and housing was submitted in the monitoring year and approved in June 2013.

Indicator 18

PROVISION/ IMPROVEMENT OF LOCAL PRIMARY HEALTHCARE FACILITIES

On target?

Target: Delivery of new health centre in Jericho, expected 2010



3.3 Planning permission was granted on 9th May 2011 for a relocated Jericho Health Centre on the former Radcliffe Infirmary site. This development has now been completed and is now used by the community. Whilst this target was not met within the timescale set out in the Core Strategy, good progress has been made and this indicator will no longer feature in the Annual Monitoring Report.

Indicator 19

PERMISSIONS CONTRARY TO THAMES VALLEY POLICE ADVICE

On target?

Target: 0% of planning permission to be approved contrary to Thames Valley Policy objection (Oxford Core Strategy)



3.4 In the year April 2012 to March 2013 there were no objections to applications from Thames Valley Policy; as such this target has been achieved.

Indicator 20

NEIGHBOURHOOD PLANNING

On target?

Target: Neighbourhood plans to set their own targets and be carried out in accordance with those targets



3.5 The Localism Act has introduced new rights and powers for communities and individuals to enable them to get directly involved in planning for their areas. Neighbourhood planning will allow communities to come together through a parish council or neighbourhood forum and produce a neighbourhood plan. Neighbourhood plans are about developing land in a way that is sympathetic to the needs of local stakeholders and for giving local people a greater say in where new development should go and what it should look like.

3.6 Once plans are adopted they will become an important consideration when making decisions on planning applications.

3.7 Three local groups have asked Oxford City Council to formally designate their proposed neighbourhood areas. Designating a neighbourhood area is the first step towards producing a neighbourhood plan. The proposed neighbourhood areas are:


- Wolvercote
- Jericho
- Summertown and St Margaret's

3.8 These applications were submitted after the end of the monitoring year and although there has been a slight delay in the registering of the Jericho application their progress will be monitored through subsequent monitoring reports. As they are all at the preliminary stages, the indicator is set as green.

Indicator 21

COMPLIANCE WITH THE MONITORING INDICATORS AS SET OUT IN THE WEST END AREA ACTION PLAN

Streets	Provision of new links and improvements set out in the AAP	
Parking	Maintain number of parking spaces available within the West End	
Urban public spaces	New public spaces and improvements to existing	
Green spaces and water	Enhancements to Castle Mill Stream and to create a stream-side park. Enhancements of Oxpens Field	
Historic environment	100% of schemes granted to demonstrate consideration of historic environment in Design and Access Statements	
Design	100% of schemes approved comply with the design code.	
Resource Efficiency	100% of schemes approved meet the requirements of the Natural Resource Impact Analysis SPD	
Flooding	100% of schemes in areas of flood risk or over 1ha to submit a Flood Risk Assessment. Only water compatible uses and essential infrastructure to be permitted in flood zone 3b	
Housing mix and affordable housing	To provide approximately 700 new homes, minimum 35% 3+bed and 50% affordable on qualifying sites	
Amenities to support housing	100% of new residential development within 30 minutes public transport time of a GP, hospital, primary and secondary school, areas of employment and a major retail development	

Mixed uses	100% of developments on sites of 0.2 ha or greater that incorporate more than one use	  
Office accommodation	B1 offices no more than 15,000m ² private sector and 20,000m ² public sector	  
Retail	To provide a minimum of 37,000m ² gross additional A1 retail floorspace	  
Cultural attractions	To increase the floorspace of cultural and tourism uses in the West End	  
Hotel accommodation	To increase the number of hotel and guesthouse rooms in the West End	  

3.9 There were 6 applications in the West End during this monitoring period. The majority of these were relatively small and involved changes of use. Despite the relatively slow progress towards meeting the targets in the plan there has been a lot of work to ensure that redevelopment of the West End moves forward and is in line with the AAP time-period.

3.10 Work has been on-going since the finish of the monitoring year and there will be much to report in terms of progress on particular sites within the West End Area. A Supplementary Planning Document for the Oxpens site is being prepared and is likely to be adopted within the next monitoring year. A planning application for the extension of the Westgate shopping centre is also expected during the 2013-14 monitoring year.

3.11 There has been little progress towards the main aims of the West End AAP during this monitoring period. This means that there has been very little impact on the targets for the delivery of public realm improvements, housing, retail and other uses. The West End AAP was prepared to cover the period up to 2016 and given the progress on SPD's and with other applications, there is still time to reach the targets before the end of the AAP period.

3.12 The majority of AAP policies were not used during this monitoring period due to the lack of major planning applications. Many of the targets that refer to 100% of schemes being in accordance with the policy (for example, historic environment, design, flooding, resource efficiency and mixed uses) are shown as green even though there were no qualifying schemes implemented.

Indicator 22

Barton Area Action Plan

On target?

Target: The AAP sets targets in order to monitor progress



- 3.13 The Barton Area Action Plan was adopted by the City Council on 17th December 2012.
- 3.14 The AAP sets out a vision and policies to guide future development and change associated with new homes proposed at the Strategic Site at Barton. The AAP now forms part of the statutory development plan, which means that it will have full weight in determining planning applications. The AAP sets its own indicators and targets in order to measure how the policies are being applied. Although it is a little early to monitor the AAP targets, it is worth noting that an outline planning application was both received and is likely to be determined in the 2013-14 monitoring year. Despite this positive progress, since it is a new indicator, it scores amber.

Strong Active Communities: Conclusions

- 3.15 Excellent progress has been made in producing the Area Action Plan for Barton and subsequently the submission of the outline planning application (in the 2013/14 monitoring year). The Barton development is a flagship for the City Council and will provide much-needed affordable and market housing. Much work has been undertaken in order to kick-start the implementation of projects in the West End area. A re-submission for the redevelopment of the Westgate Shopping Centre is expected later on in 2013 and this is likely to act as a catalyst for redevelopment. Alongside this, work has been undertaken on a SPD for the Oxpens site in order to guide development when that site comes forward. Other SPDs programmed for the West End Area include an SPD for the Railway Station.
- 3.16 The Jericho Health Centre has now been completed and occupied. Although slightly later than originally anticipated, this is positive as it provides the residents of Jericho (and North Oxford) with a much-improved building.
- 3.17 So far three areas have expressed an interest in producing Neighbourhood Plans. These areas are Jericho, Wolvercote and Summertown/ St. Margaret's. Two of these areas have progressed slightly further and we are awaiting timetables from each area for their production. Once these timetables have been produced we will have a clearer indication of how to monitor the production stages.

Cleaner Greener Oxford: Oxford's annual population churn of 25%, around 5,000 Houses In Multiple Occupation, and diverse population and a large number of self-contained flats presents challenges in terms of recycling, refuse collection and street cleanliness.

Our Ambition: A cleaner, greener Oxford – in the city centre, in our neighbourhoods and in all public spaces

Indicator 23

CHANGE 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)

On target?



4.1 Figure 4.1 provides details of the various categories of sites designated for their intrinsic environmental importance and the associated area.

Designated Site	Area in ha (2011/12)	Area in ha (2012/13)	Loss of biodiversity habitat (ha)	Addition of biodiversity habitat (ha)
Sites of Special Scientific Interest (SSSI)	278.24	278.24	n/a	n/a
Special Areas of Conservation (SACs)	177.1	177.1	n/a	n/a
Local Wildlife Sites	125.44	125.44	n/a	n/a
Sites of Local Interest for Nature Conservation (SLINCs)	202.5	202.5	n/a	n/a
Local Nature Reserves	6.63 (3 sites)	6.63 (3 sites)	n/a	n/a
Regionally Important Geological or Geomorphological Sites (RIGS)	2.0 (2 sites)	2.0 (2 sites)	n/a	n/a

Figure 4.1: Areas of sites designated for their intrinsic environmental value.

Condition of Sites of Special Scientific Interest

4.2 Natural England undertakes periodic visits to Sites of Special Scientific Interest to determine the ecological condition of the individual associated units within those sites. Not all SSSIs are visited in any one year. The amounts of SSSI units which are in various ecological conditions as at March 2013 are shown at Figure 4.2 below.

Condition	No. of units or parts of units (12/13)	Sum of hectares (12/13)	% of city resource (12/13)
Favourable	15	244.82	87.99
Unfavourable Declining	1	0.5	1.34
Unfavourable No Change	1	3.71	0.29
Unfavourable Recovering	6	29.20	10.49
No data	0	0	0
Destroyed	0	0	0
Total	23	278.23	100

Figure 4.2: Condition of SSSI units with the monitoring year 2012/13

Indicator 24

PERMISSIONS CONTRARY TO ENVIRONMENT AGENCY (EA) ADVICE

On target?

Target: 0% of planning permissions to be approved contrary to formal Environment Agency objection (Oxford Core Strategy)



4.3 There were no planning applications approved contrary to a formal EA objection this monitoring year, either on water quality grounds or on flood risk grounds.

Indicator 25

DEVELOPMENT COMPLYING WITH THE NATURAL RESOURCES IMPACT ANALYSIS (NRIA) SPD REQUIREMENTS

Target: 100% of planning permissions granted to comply with NRIA requirements. Minimum of 20% on-site renewable energy from qualifying sites (Oxford Core Strategy and NRIA SPD)

On target?



4.4 The Natural Resources Impact Analysis SPD requires that a minimum of 20% of the energy requirement of new developments should be produced by on-site renewable or low carbon energy. The SPD applies to larger developments of 10 or more dwellings, or 2000m² or more non-residential floorspace. Figure 4.3 lists the developments that qualify for submitting an NRIA, and the renewable energy technologies that will be installed on each development. The table only shows those developments where planning permission was granted.

Application no. Decision Date	Type of Development	% energy generated from renewables	NRIA requirements met? Reasons and notes
11/02881/FUL 13 August 2012	312 post-graduate student rooms at Castle Mill Stream	20% of total from Combined Heat and Power and Solar PV	Yes. 20% of total met from renewable and low carbon technologies in line with the requirements of the NRIA SPD.
12/00371/FUL	Erection of office building on 3 floors plus basement, linked to existing buildings fronting Walton Street	20% through Ground Source Heat Pumps and Solar PV	Yes. 20% of total met from renewable and low-carbon technologies in line with the requirements of the NRIA SPD.
12/01369/FUL 06 March 2013	140 student study bedrooms at St. Clements Car Park	Over 40% of total energy from Air Source Heat Pumps	Yes. Over 40% of the total on-site energy provided from low carbon technologies in line with the requirements of the NRIA SPD.
12/01388/RES 23 August 2012	190 student study rooms at Chapel Street, East Oxford	20% of energy from micro-CHP and Solar PV	Energy percentage was calculated as a percentage of regulated energy (i.e. those associated with Building Regulations) rather than total energy.

Figure 4.3: Permissions that required NRIsAs and whether NRIA requirements met

4.5 There were only four applications that required a Natural Resource Impact Analysis to be completed in the monitoring year. Three of these applications met the NRA target and one did not. This suggests that the NRA is still a useful indicator of sustainability in new developments and that it is possible to meet its requirements. Given that there were only a limited number of applications submitted, and given that 3 complied fully with the requirements of the NRA, this indicator is scored amber.

Indicator 26

DEVELOPMENT IN THE GREEN BELT

Target: *No inappropriate development in the Green Belt unless specifically allocated in the Local Development Framework (Oxford Core Strategy)*

On target?



4.6 A total of 6 applications referenced the Green Belt Policy (CS4) in the Oxford Core Strategy. Of these six developments, three constituted development in the green belt. The other three were adjacent to the green belt.

4.7 One of the developments in the green belt was a proposed extension to the existing driving range building at Binsey Driving Range. This was considered to represent an appropriate form of development within the Green Belt since it will help improve access to outdoor sport by supporting the long term viability of the Golf Centre without resulting in significant or unacceptably prominent extensions to the building that would be materially harmful to the openness of the countryside.

4.8 The second application was for the construction of an earth channel and associated structures through open field to allow fish passage around Hinksey Weir. In this instance the proposed works were not considered to be inappropriate as the proposed channel was set below ground levels and took on a natural look with its curves and grass seeded banks together with planting.

4.9 The final application was to reinstate and stabilise sections of the river bank within the Fellow's Garden at Magdalen College Sports Ground, Marston Road. The works represented a sensitive reinstatement and stabilisation of the banks and as such are considered to be appropriate development in the green belt.

4.10 This indicator is considered to be on target as there was no inappropriate development in the green belt in this monitoring year.

Indicator 27

WASTE AND RECYCLING

Target: Reduction in residential waste per household and rate of total household waste recycling and composting. (Oxfordshire Joint Municipal Waste Partnership and Oxford Core Strategy)

On target?



4.11 The baseline figure for residual household waste in the Core Strategy was 727kg (07/08) and performance well exceeded the target of reducing this to 715kg by 2010/11. The target for household waste recycling and composting in the Core Strategy was at least 40% by March 2010.

4.12 Figure 4.4 below shows figures for waste and recycling indicators in Oxford City for the 12/13 monitoring year. Since the Core Strategy targets are now somewhat out-of-date, progress has been measured against the Corporate Plan targets for 12/13.

Indicator	Description	11/12 performance	12/13 performance	Corporate Plan target 12/13
NI 191	Residual waste per household (kg)	412.9kg	422.6kg	450kg
NI 192	Household waste recycled and composted (%)	44.4%	48.08%*	50%

Figure 4.4: Residual waste per household, recycling and composting

*includes an agreed 3.5% year-end adjustment for 'street swipe arisings' to give a like-for-like comparison on previous years following changes to the rules concerning classification of this type of waste

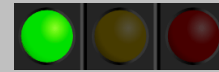
4.13 The Corporate Plan target for reducing the amount of residual waste per household collected and sent to landfill was comfortably exceeded. The ambitious Corporate Plan target of 50% household recycling and composting was not quite met and the indicator therefore scores amber, although it should be noted that the recycling rate in Oxford has continued to improve year-on-year.

Indicator 28

HERITAGE ASSETS AT RISK

On target?

Target: A decrease in Heritage Assets at risk or no net increase in Heritage Assets at risk (Oxford Core Strategy)



- 4.14 There is only one Heritage Asset at risk according to the English Heritage “At Risk Register”. This is an improvement from last year when there were two Heritage Assets at risk and is very good news considering that English Heritage expanded the categories of building they were considering as “at risk” in 2012 to include between 2,000-5,000 Grade II Listed Buildings across the whole of the South East.
- 4.15 Osney Abbey was one of 12 buildings removed from the “At Risk Register” in 2012 as it was refurbished. Since there has been a decrease in heritage assets at risk in the city, this indicator is considered to be on target.

Indicator 29

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

On target?

Target: 0% Listed Building Consents or planning permissions approved by the City Council (Oxford Core Strategy)



- 4.16 There were three applications classed as Listed Building Demolitions during the 2012-2013 monitoring year. The three applications are summarised below:
- Erection of office building on 3 floors plus basement linked to existing buildings fronting Walton Street, involving demolition of C Wing workshop building dated 1895, and demolitions including rear of 35 Walton Street and link blocks. (Oxford University Press, Walton Street). The proposal was considered to form an appropriate visual relationship with the existing building. Clearly while there was a Listed Building Demolition in this case, the outcome was to preserve and enhance the character and appearance of the two conservation areas.

- Single storey rear extension, extend basement lightwell in front garden. Internal alterations to excavate basement. (Residential property, Kingston Road). This rear extension was considered acceptable and was granted permission.
- Various demolitions to facilitate construction of academic centre at rear and extended pub; various refurbishments, window replacements, alterations and upgrading. (The Eagle and Child, St. Giles). The proposal was considered to accord with the special character, setting, and features of special historic interest in the Listed Building.

4.17 As there were three applications where permissions were approved for a Listed Building Demolition, the indicator is not on target. However, given that in all cases there were improvements, this indicator is given an amber rating.

Indicator 30

APPLICATIONS INVOLVING DEMOLITION OF A BUILDING THAT CONTRIBUTES TO THE CHARACTER AND APPEARANCE OF A CONSERVATION AREA

Target: 0% Conservation Area Consents approved by the City Council contrary to officers' and English Heritage's recommendation (Oxford Core Strategy)

On target?



4.18 There have been no approvals made by the City Council contrary to officers' and English Heritage's recommendations.

Indicator 31

APPEALS ALLOWED WHERE CONSERVATION POLICIES CITED AS A REASON FOR REFUSAL

Target: 80% of appeals dismissed (Oxford Core Strategy)

On target?



4.19 82% of the appeals were dismissed where conservation policies were cited as a reason for refusal. These policies are the Historic Environment Policies taken from the Adopted Oxford Local Plan 2001-2016. There were two applications that were allowed at appeal out of a total of 11 where historic environment policies were cited as a reason for refusal.

- Application ref: 12/00972/FUL: Erection of a single storey side extension cited HE.7 *Conservation Areas* as a reason for refusal.
- Application ref: 12/01188/FUL: Demolition of existing single storey extension. Erection of two storey side and rear extension cited HE.7 *Conservation Areas* as a reason for refusal.

4.20 This indicator is much improved on last year’s Annual Monitoring Report and the indicator is now on target.

Indicator 32

TREE PRESERVATION ORDERS (TPO’s)

On target?

Target: 0% of planning applications for felling trees the subject of TPO’s to be approved by the City Council contrary to officers’ recommendations (Oxford Core Strategy)



4.21 There were no permissions for felling of trees with TPO’s contrary to tree officers recommendations.

Indicator 33

LOSS TO OTHER USES OF PUBLIC OPEN SPACE, OUTDOOR SPORTS AND RECREATION FACILITIES

On target?

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



4.22 Where planning permission was required, there has been no net loss of publicly accessible open space, outdoor sports or recreation facilities to other uses.

Indicator 34

NUMBER OF PARKS WITH GREEN FLAG STATUS

Target: Renew the Green Flag status for parks that have already achieved this award. Aim to produce more successful winners of this award. (Oxford Core Strategy)

On target?



4.23 Within Oxford City there are now 5 parks with Green Flag Status as Blackbird Leys Park has also received Green Flag Status. This is an increase of one from last year. The parks with Green Flag Status are as follows:

- Cutteslowe and Sunnymead
- Hinksey
- Florence
- Bury Knowle, and
- Blackbird Leys

Indicator 35

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)

On target?



4.24 Oxfordshire County Council monitors traffic flows at two “cordons” in Oxford – the Inner Cordon and the Outer Cordon. At each cordon the average inbound flow over the space of a year, for a 12-hour period (7.00am – 7.00pm) during an average weekday is recorded. Each Cordon has a number of monitoring locations which are added to make up the Inner and Outer Cordon counts.

4.25 The Inner Cordon count gives an indication of the amount of traffic entering the central Oxford area while the Outer Cordon count gives an indication of the amount of traffic entering Oxford (i.e., passing across the City boundary).

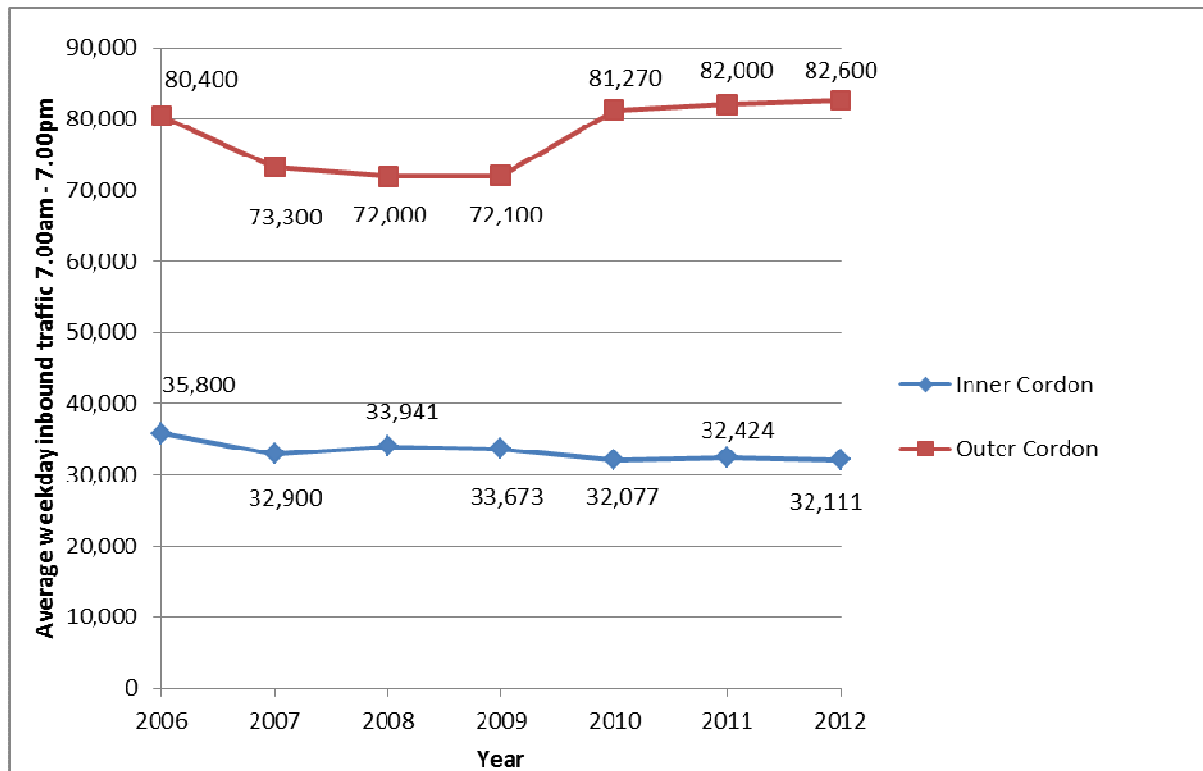


Figure 4.5: Inner and Outer Cordon traffic flows (average weekday inbound, 7.00am - 7.00pm (2006-2012))

4.26 Figure 4.5 shows that, taking account of natural small variations there has been nil growth of traffic crossing the inner cordon when comparing the 2007 and 2012 figures. At the outer cordon, there has been a slight overall growth since 2006. The large reduction from 2007-2009 is due to data not being available from one of the cordons, and the increase in data from 2010 is due to an additional cordon point being added. The increase from 2006 is less than 3%. Between 2011 and 2012 there has been 0.7% growth. This is in part due to increase in traffic but also in part due to additional cordon data points being added into the mix.

Cleaner Greener Oxford: Conclusions

4.27 This section measures the environmental, heritage and other indicators which provide a good picture of how Oxford is performing in terms of environmental sustainability. Most of the indicators in this section were green demonstrating once again a strong biodiversity resource. The majority of SSSIs remain in favourable condition.

4.28 There were no applications approved contrary to advice from the Environment Agency and the NRA continues to be a significant and useful tool in encouraging developers to include low carbon and renewable technologies in their schemes.

4.29 The historic environment indicators are mainly on target this year. Of note is the indicator which measures appeals allowed where conservation reasons were cited a reason for refusal. This has shown a very positive turn-around this year with over 80% of appeals dismissed.

4.30 One more park has gained Green Flag status. The new addition to parks with this award is Blackbird Leys Park.

Efficient, Effective Council: By the end of the next financial year Oxford City Council will have lost around 35% of its government grant since 2010 – this equates to £1 in every £3

Our Ambition: A flexible and accessible organisation, delivering high-quality, value-for-money services.

Introduction

- 5.1 This section reports on matters of plan-making process rather than the effectiveness of specific policies. There is now a formal requirement to co-operate with other local authorities, county councils and prescribed bodies in order to maximise the effectiveness of the preparation of development plan documents.
- 5.2 The City Council is also required to keep a log of the production of development plans through the Local Development Scheme. The City Council must also demonstrate that all consultation is in line with the Statement of Community Involvement.
- 5.3 This section looks at these areas in turn providing a commentary on each.

Duty to Co-operate

- 5.4 The Localism Act 2011 introduced the Duty to Co-operate in relation to planning of sustainable development. This duty requires local planning authorities to co-operate with other local planning authorities, county councils and other prescribed bodies, (as defined by the Town and Country Planning (Local Planning (England) Regulations 2012), in maximising the effectiveness of the preparation of development plan documents. This requirement came into force on 15th November 2011.
- 5.5 The City Council has maintained an on-going dialogue with the bodies covered by the Duty to Co-operate during the preparation of the Barton AAP and the Sites and Housing Plan, and has responded to concerns raised by these bodies by amending policies and proposals where appropriate.
- 5.6 The City Council provided evidence of how it had complied with the Duty to Co-operate in its soundness self-assessment that accompanied the two submitted plans, and subsequently in its topic papers prepared for the examination hearings. The Planning Inspector, in her reports stated how she considered that the Duty to Co-operate had been complied with.
- 5.7 The Inspector stated in her report on the Sites and Housing Plan, that

It is clear from the Council's Soundness Self-Assessment Paper [3.42], which lists relevant joint partnership arrangements on a range of issues including; housing and infrastructure provision, transport and car parking standards, meetings and correspondence, that it has sought to engage constructively with all of the bodies prescribed in s110 of the Localism Act 2011 at appropriate stages in the Plan making process, as well as many other partner organisations.

The Council is a member of the Oxfordshire Spatial Planning and Infrastructure Partnership (SPIP) that was set up to guide the development of the Local Investment Plan for Oxfordshire (LIP) [6.11]. The LIP outlines and integrates the long term housing, economic and infrastructure plans of the Oxfordshire

partner Councils, the Oxfordshire Primary Care Trust (NHS Oxfordshire), the Highways Agency, Network Rail and the Environment Agency.

Due to its own pressing housing need and Oxford's tightly drawn boundaries it is agreed by the partners that the City should not seek to meet housing from within neighbouring areas. However, the Plan demonstrates that the Council can meet its target of providing 8,000 homes within its own boundary without reliance on neighbouring districts. The LIP sets out an agreed way forward for the delivery of strategic infrastructure on a County-wide basis. The individual and cumulative impacts of the Plan's site allocations have been discussed with key bodies including the Environment Agency, Natural England, utility providers and the local transport authority to ensure that the policies of the Plan require appropriate mitigation measures. The City and County Councils have engaged closely on transport related issues and with integrating development on allocated sites with the Local Transport Plan 3 [6.12] (LTP). From statements of common ground with these key bodies it is clear that they have no outstanding concerns regarding the soundness of the Plan...

...I conclude that the Duty to Co-operate has been met.

LDS Monitoring

5.8 Oxford's Local Development Scheme (LDS) sets out the work programme for, and resources required to prepare the documents that will form part of the Local Development Framework (now referred to in the National Planning Policy Framework as "The Local Plan"). During this monitoring period no revisions were made to the 2011-14 LDS and therefore it is still the most up-to-date and relevant LDS.

Monitoring period April 2012 to end March 2013

5.9 During this period work took place on the following documents:

- *Barton Area Action Plan (AAP)*

5.10 Work commenced on this AAP in the summer of 2010, with consultation on an issues document in June 2010, evidence gathering and community engagement. This included the establishment of a Barton and Northway Working Group to act as an advisory group during the development of the project. The Preferred Options document was published for consultation in May 2011. Following this consultation, the proposed submission document was drawn up and agreed at Council in December 2011. This document was published for consultation in February 2012.

5.11 Work undertaken on the Barton AAP within the 2012/13 monitoring year included submission to the Secretary of State in April 2012; independent hearings in July and September 2012 and the adoption of AAP at Full Council in December 2012 following the receipt of the Inspector's Report.

- *Sites and Housing Plan*

5.12 Work commenced in earnest on this DPD in the autumn of 2010, with pre-options consultation community events being held across the city in November and December 2010. The Preferred Options document was published for consultation in June 2011. Following this consultation, the proposed submission document was drawn up and agreed at Council in December 2011. This document was published for consultation in February 2012.

5.13 Work undertaken on the Sites and Housing Plan in the 2012/13 monitoring year included submission of the plan to the Secretary of State in May 2012; the plan was subject to independent examination hearings in September 2012. Following the receipt of the Inspector’s Report, the Sites and Housing Plan was adopted at Full Council in February 2013.

- *Community Infrastructure Levy (CIL)*

5.14 Introduction of a Community Infrastructure Levy will enable the City Council to raise money from new building projects that can be used to fund a wide range of infrastructure needed as a result of development. Although the levy is voluntary, if it is not in place by April 2014 then regulations restrict the use of Section 106 planning obligations for pooled contributions that may be funded by the levy. The City Council commenced evidence gathering relating to infrastructure needs and viability analysis during the 2011/12 monitoring year. It also received advice and guidance from the Planning Advisory Service as one of a second wave of CIL frontrunner authorities.

5.15 Within the 2012/13 Monitoring year, the Council Published its Draft Preliminary Charging Schedule for consultation in July 2012; In March 2013, the Charging Schedule was submitted to the Secretary of State to be examined in public. The Examination was held in May 2013 and having received the Inspector’s Report, the Charging Schedule is currently timetabled for Full Council in September where Members will decide whether to adopt it.

5.16 The 2011-14 LDS originally indicated that work on the Northern Gateway Area Acton Plan would start in January 2012. Amendments to the LDS were agreed by the City Executive Board in April 2012, which put back the start of this project until July 2012. Work is now likely to start on the Northern Gateway AAP towards the end of September/ beginning of October 2013.

5.17 Work was started on several SPD’s during the monitoring period including a revision of both the Planning Obligations SPD and the Affordable Housing SPD, combining them to produce the Affordable Housing and Planning Obligations SPD. This SPD was consulted upon in the 2013/14 monitoring year and was adopted in September 2013. Other SPDs which are being brought forward and will be reported on in the next Annual Monitoring Report are the Jericho Canalside SPD and the Oxpens SPD. It is also likely that an SPD for the Railway Station will start in this monitoring year.

Statement of Community Involvement – analysis of consultation

Consultation on Oxford’s Local Plan Documents

5.18 The City Council adopted its Statement of Community Involvement (SCI) in October 2006. All of Oxford’s Local Plan Documents require a statement of compliance showing how they have been produced in accordance with the measures set out in the SCI. Evaluation forms are circulated for major consultation exercises such as consultation workshops in order to assess the effectiveness of these methods and to help identify improvements where needed.

Title	Consultation stage	Consultation period	Comments received	Outcome/comments
Barton AAP	Main Modifications	27 July – 07 September 2012	65 responses received	Purpose of this consultation was to seek views on the main modifications to the

				Barton AAP that came about at the July hearing sessions in order that representations could be made.
	Inspector's Minded Main Modifications	09 October – 16 October 2012	7 responses received	Purpose of this consultation was to seek views on the Main Modifications that came about as a result of the September hearing session in order that representations could be made.

Title	Consultation stage	Consultation period	Comments received	Outcome/comments
Sites and Housing Plan	Main Modifications	19 October – 30 November 2012	31 responses received	Purpose of this consultation was to seek views on the main modifications to the Sites and Housing Plan that came about as a result of the September hearing sessions in order that representations could be made.

Figure 5.1 Consultations on policy documents undertaken in 2012/13

Title	Consultation stage	Consultation period	Comments received	Outcome/comments
Community Infrastructure Levy Charging Schedule	Preliminary Draft Charging Schedule	13 th July 2012 – 24 th August 2012	30 responses received	The purpose of this consultation was to seek the views of members of the public and stakeholders on the preliminary draft consultation schedule in order that comments could be made.
Community Infrastructure Levy Charging Schedule	Draft Charging Schedule	18 th January 2013 – 1 st March 2013	31 responses received	The purpose of this consultation was to seek representations on the draft final charging schedule prior to its submission to the Secretary of State for Independent Examination.

Range of consultation methods used

Barton Main Modifications Consultation

5.19 This consultation was limited in scope, and involved participants in the Barton Area Action Plan Examination. This is in line with the SCI, which makes clear that the methods chosen to consult depend on the stage of preparation (in this case the DPD was already well advanced).

Barton Inspector's Minded Main Modifications Consultation

5.20 This consultation was also limited in scope, and again involved the participants in the Barton AAP Examination. This is in line with the SCI, which makes it clear that the methods chosen to consult depend on the stage of preparation. This was the final opportunity for comments on the modifications to the Plan that were made by the Inspector.

Sites and Housing Plan Main Modifications Consultation

5.21 Given the stage in the plan-making process this consultation was also limited in scope and involved the participants in the Sites and Housing Examination. This is in line with SCI, which makes it clear that the methods chosen to consult depend on the state of preparation of the plan). In this case the Sites and Housing Plan was at an advanced stage.

Community Infrastructure Levy (CIL) Preliminary Draft Charging Schedule Consultation

5.22 As this was the first consultation stage in the process, the net was cast wide to ensure the maximum amount of coverage for the preliminary draft charging schedule. A press release was sent out to the local press and a number of articles were written on the subject. A stakeholder workshop was also organised to discuss the main issues with relevant parties.

Community Infrastructure Levy (CIL) Draft Charging Schedule Consultation

5.23 At this stage, the relevant documentation was put in the libraries and a statutory notice was put in the paper. Emails were sent to out to everyone on the database and letters were sent to those contacts who we did not have email addresses for. As this was the final stage prior to submission to the Secretary of State, it was important to ensure that everyone who wanted to, was able to put in representations regarding the levels set in the draft charging schedule.

Conclusions

5.24 The City Council continues its commitment to delivering its Local Development Framework and to developing Oxford's Local Plan. Two DPDs were adopted during the monitoring year (Barton AAP in December and the Sites and Housing Plan in February). The CIL Charging Schedule is likely to be adopted at Full Council in September 2013. In the 2013/14 Monitoring year the City Council will be able to report on progress with the Northern Gateway Area Action Plan as well as with several SPDs.

5.25 The City Council has to date adopted the following documents:

- Oxford Local Plan 2001-2016 – saved policies from 11th November 2008
- Sites and Housing Plan – adopted February 2013
- Barton Area Action Plan – adopted December 2012
- Oxford Core Strategy 2026 – adopted March 2011
- West End Area Action Plan – adopted June 2008
- Affordable Housing SPD – adopted November 2006
- Natural Resources Impact Analysis SPD – adopted November 2006
- Parking Standards, Transport Assessments and Travel Plans SPD – adopted February 2007
- Telecommunications SPD – adopted September 2007
- Planning Obligations SPD – adopted April 2007
- Balance of Dwellings SPD – adopted January 2008
- Statement of Community Involvement – adopted October 2006

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.
Biodiversity	The diversity of plant and animal life, usually measured by the number of species present
Building for Life	Building for Life is the national standard for well-designed homes and neighbourhoods. Assessments are scored against 12 Building for Life questions, covering: 'Integrating into the Neighbourhood'; 'Creating a Place'; 'Street and Home'.
Core Strategy	A Development Plan Document that sets out the long-term spatial vision for the local planning authority's area, with objectives and policies to deliver that vision
Decent Homes Standard	A minimum standard of housing applicable to public housing (i.e. Council Housing), by which each qualifying home is warm and in a good state of repair.
Development Plan	An authority's development plan consists of the Development Plan Documents contained within its Local Development Framework and any Neighbourhood Plans that are adopted.
Development Plan Document (DPD)	Planning policy documents that form part of the Local Development Framework. They are subject to independent examination and, together with any Neighbourhood Plans and saved Local Plan policies, form the Development Plan for the local authority area
Environment Agency	Government body responsible for a wide range of environmental regulations and advice, including flood risk and natural waterways
Flood Zone	Flood Zones 1, 2, 3a and 3b are defined in the companion guide to the NPPF. These categories define the likelihood of flooding occurring in that zone (with Flood Zone 1 having the lowest risk and Flood Zone 3 the highest risk).
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.
Green Flag Status	A national award given by Keep Britain Tidy to recognise and reward the best green spaces in the country.
Heritage asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions. Heritage assets are the valued components of the historic environment. They include designated heritage assets and assets identified by Oxford City Council during the process of decision-making or through the plan making process (including local listing).
Heritage Plan	A Plan being prepared by City Development that will eventually be used as a basis for decision-making and initiatives that will help development in Oxford to sustain and enhance the archaeological, architectural and landscape resource in a manner compatible with the city's historic status.
Homes and Communities Agency	The national housing and regeneration agency. Its role is to create opportunities for people to live in high-quality, sustainable places. It provides funding for affordable housing; brings land back into productive use; and

	improves quality of life by raising standards for the physical and social environment.
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.
Indicators	A measure of variables over time which can be used to measure achievement of objectives
Local Development Document (LDD)	The documents which (taken as a whole) set out the City Council's policies relating to the development and use of land in Oxford.
Local Development Framework (LDF)	Introduced by the Planning and Compulsory Purchase Act 2004 as the replacement for Local Plans. It is the term to describe the whole portfolio of planning policy documents (Local Development Documents) setting out the planning strategy and policies for the area. It consists of Development Plan Documents, Supplementary Planning Documents, a Statement of Community Involvement, the Local Development Scheme and Annual Monitoring Reports.
Local Development Scheme (LDS)	A project plan that outlines every Local Development Document that the City Council intends to produce over the next three years along with timetables for their preparation.
Local Plan	A Local Plan sets out planning policies and allocations of land for development. It sets out where different types of development, from housing to shops and offices, that could be built during the plan period. Following the Planning and Compulsory Purchase Act (2004) they have been superseded by Local Development Frameworks
LTP3	Local Transport Plan 2011-2030. The LTP3 sets out the transport strategy for Oxfordshire, and has been prepared by Oxfordshire County Council.
Major applications	Major applications are defined in the General Development Procedure Order 1995 as: <ul style="list-style-type: none"> • a residential development of 10 or more dwellings; • residential development on a site of 0.5ha or more; • development involving a building(s) with a floorspace of 1,000 sq metres or more; • any other development on a site of 1 hectare or more.
Market indicators	A range of factors which provide a measure of the performance of a centre.
Previously Developed Land (PDL)	Land that is or was occupied by a permanent structure (excluding agriculture or forestry buildings). The definition covers the curtilage of the development.
Primary Shopping Frontage	This relates solely to the City Centre. It aims to ensure the percentage of Class A1 (retail) units remains above 75%.
Regional Spatial Strategy (RSS)	See South East Plan.
Registered Providers (RP's)	An organisation, usually a Housing Association, registered by the Homes and Communities Agency to provide affordable housing.
Secondary Shopping Frontage	These relate to the City centre and parts of the Cowley Road and St. Clements. Secondary Shopping Frontages ensure a predominance of Class A1 (retail) uses, but allows for other Class A uses. A small proportion of other uses are possible on their merits. Residential use is not an acceptable use at ground-floor level in the Secondary Shopping Frontages.
Sites of Local	A site containing important habitats, plants and animals in the context of

Importance for Nature Conservation (SLINC)	Oxford.
Sites of Special Scientific Interest (SSSI)	Areas identified by English Nature as being of special interest for their ecological or geological features.
South East Plan (SEP)	The SEP is the <i>Regional Spatial Strategy</i> for this region. It sets out a spatial framework of strategic policies that intended to promote an integrated, co-ordinated and a more sustainable approach to development in the region up to 2026. The SEP, along with all other Regional Spatial Strategies, is proposed to be abolished through the Localism Bill.
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 (SPDs)	A type of Local Development Document that supplements and elaborates on policies and proposals in Development Plan Documents. It does not form part of the Development Plan and is not subject to independent examination
Tree Preservation Order	A legal order, that is 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.
Vitality indicator	One of the market indicators. It includes the proportion of vacant units.

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Equality Impact Assessment

Initial Impact Assessment

Service Area: City Development	Section: Planning Policy	Key person responsible for the assessment: Richard Wyatt	Date of Assessment: 28th Aug 2013
Name of the document to be assessed: <i>Draft Planning Annual Monitoring Report 2012/13</i>			
1. Briefly describe the aims, objectives and purpose of the report	<p>The Annual Monitoring Report (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 so doing, 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.</p>		
2. Who is intended to benefit from the report and in what way	<p>The Annual Monitoring Report is a purely factual document that reports on the effectiveness of the planning policies within any given year. Members, stakeholders and residents benefit from the report as it provides a picture of the success of policies over the monitoring year.</p>		

3. What outcomes are wanted from this report?

There are no outcomes wanted from this report. The AMR is a factual document which reports on the effectiveness of planning policies.

4. What factors/forces could contribute/detract from the outcomes?

N/a

5. Who are the key partners in relation to the report?

Oxford City Council

6. Who is responsible for the report and who will lead the project if successful?

The Head of City Development is responsible for the report.

As the report is a factual document which monitors the progress of polices and other planning policy matters the second part of this question does not apply.

7. Could the report have a differential impact on racial groups?

No

No. The AMR Is a factual document reporting on the progress of planning policies and other relevant planning matters.

8. Could the report have a differential impact due to gender?		No	No. The AMR Is a factual document reporting on the progress of planning policies and other relevant planning matters.
9. Could the report have a differential impact due disability		No	No. The AMR Is a factual document reporting on the progress of planning policies and other relevant planning matters.
10. Could the report have a differential impact on people due to sexual orientation?		No	No. The AMR Is a factual document reporting on the progress of planning policies and other relevant planning matters.
11. Could the report have a differential impact on people due to their age		No	No. The AMR Is a factual document reporting on the progress of planning policies and other relevant planning matters.
12. Could the report have a differential impact on people due to their religious belief?		No	No. The AMR Is a factual document reporting on the progress of planning policies and other relevant planning matters.
13. Could the negative impact identified in 7-12 create the potential for the bid to discriminate against certain groups?		No	Please explain No – No negative impacts have been identified.
14. Can this negative impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason		No	Please explain for each equality heading (question 8-13) on a separate piece of paper There are no negative impacts identified.
15. Are there implications for the Service Plans?	NO.		16. Date the Service Plan will be updated N/a

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To: City Executive Board

Date: 9th October 2013

Report of: Head of City Development

Title of Report: BARTON AND NORTHWAY REGENERATION STRATEGY

Summary and Recommendations

Purpose of report: To approve the Barton and Northway Regeneration Strategy. The development of the land at Barton provides an opportunity to contribute to the regeneration of the wider Barton / Northway area. The Delivery Plan sets out the 'indicative financials' of the projects and programmes that will be expected to be delivered through the City Council's main stream funding and that of our partners alongside any direct benefits brought forward by the new development.

Key decision: No

Executive lead member: Councillor Bob Price

Policy Framework: The Barton and Northway Regeneration Strategy provides the framework for implementing the Corporate Plan and contributing to a vibrant, sustainable economy; housing needs and the promotion of strong and active communities. Policy CS3 (Regeneration Areas-Barton) in the Core Strategy and key Policies in the Area Action Plan that include BA.8 (housing); BA.9 (affordable housing); BA14 (delivery) and BA20 (economic opportunities).

Recommendation(s): That City Executive Board:

1. To approve the Barton and Northway Regeneration Strategy. The development of the land at Barton provides an opportunity to contribute to the regeneration of the wider Barton / Northway area.
2. To approve the Delivery Plan which sets out the 'indicative financials' of the projects and programmes that will be expected to be delivered through the City Council's main stream funding and that of our partners alongside any direct benefits brought forward by the new development.
3. Authorises the Head of City Development to make any necessary editorial changes, updates and or corrections to the document prior to publication, in consultation with the Board Member.

Appendix 1: Barton and Northway Regeneration Strategy

Appendix 2: Risk Assessment

Appendix 3: Initial Equalities Impact Assessment

Introduction

1. City Executive Board is asked to approve the Barton and Northway Regeneration Strategy together with the Delivery Plan which sets out the 'indicative financials' of the projects and programmes that will be expected to be delivered through the implementation of the Strategy. The strategy itself is however not a formal Development Plan Document but provides evidence to show how the regeneration of the Barton and Northway areas are currently and will take place in the future. The document highlights key projects and programmes that will benefit the wider Barton and Northway area and the opportunities presented through the development of the Land at Barton to contribute to the regeneration of the area.

Spatial Planning context

2. The Regeneration Framework for Oxford to 2026 (April 2009) provided the wider context for the regeneration of Barton and Northway. More recently the key aims and objectives of the present Corporate Plan 2013-2017 seek to support a vibrant, sustainable economy; meet housing needs and promote strong and active communities.
3. The adopted Core Strategy allocated the 'Land at Barton' as a strategic location for mainly residential development. Policy CS7 provides for between 800 and 1,200 homes with supporting infrastructure, including a primary school, public open space and access improvements. The Core Strategy confirmed that the land would be brought forward for development through an Area Action Plan.
4. The Barton Area Action Plan (AAP) was therefore prepared to provide the framework to guide future development and change associated with the new residential-led development. The spatial vision sets out the high aspirations for the land at Barton and its surroundings and recognises that opportunities to comprehensively plan for a new community and to use the development to stimulate regeneration of existing areas are rare in Oxford. The development of the land at Barton offers an important opportunity to bring maximum benefits to Barton, Northway and Oxford as a whole.
5. Amongst the key objectives of the AAP was the importance of delivering strong and balanced communities and bringing wider regeneration of neighbouring estates. In relation to regeneration the successful implementation and delivery of the AAP will be measured by being able to show how the opportunities presented by the new development can be used to ensure that existing neighbouring communities in Barton and Northway will benefit from the changes.

6. An outline planning application has now been submitted to the City Council as the Local Planning Authority by Barton Oxford LLP, which is a new joint venture between the City Council and Grosvenor Development Ltd. This will comprise some 885 new homes, as well as new leisure facilities, green space and services. The application is intended to be considered by East Area Planning Committee on 24th September 2013.

Content of the strategy

7. The purpose of the Barton and Northway Regeneration Strategy is therefore to provide an over-arching strategic statement that clearly shows how the opportunity for the development of the land at Barton will be used to act as a catalyst to bring positive physical, economic and social regeneration benefits to the wider Barton and Northway areas. The Delivery Plan sets out the projects and programmes together with estimated costs that will be expected to be delivered through the City Council's main stream funding and that of our partners alongside any direct benefits brought forward by the new development.
8. The Barton Regeneration Strategy has been developed by consultants (AECOM) who have sought to maximise the regeneration potential arising from the new development and clearly show how the Barton Oxford LLP, City Council, County Council and partners can work together to use this opportunity as a catalyst to contribute to the wider regeneration of the Barton / Northway area. The priorities and aspirations of the local community have been developed through the partnership working by the City Council's Communities and Neighbourhoods Team in consultation with the communities. These key priorities and outcomes are set out in the two existing Area Regeneration Plans for both Barton and Northway, which have significantly influenced the development of this strategy.
9. The document sets out the broad policy context and links to existing strategies and then summarises the regeneration challenges faced by existing residents in the Barton and Northway area. It then goes on to provide an assessment of the existing key community assets and regeneration initiatives that are currently underway including the Barton Neighbourhood Partnership, which brings together some 37 different groups and agencies; together with the recently formed Northway Neighbourhood Partnership.
10. A summary is provided of the key physical elements of the new Barton development, which comprise 885 new homes with some 40% social housing, a new community hub, sports facilities including a new Community Sports Pavilion, sports pitches and children's play area, a new food superstore, linear park and allotments. It is estimated that the new development would create up to 208 permanent FTE jobs, and further indirect employment. Almost 40% of these jobs would be generated from the new food superstore. The development is also expected to create more than 100 full-time jobs during the period of construction.

11. The emerging regeneration strategy has been developed from:
 - the challenges, existing initiatives and priorities identified;
 - input from previous discussions with residents, community groups, the Barton Oxford LLP, Oxford City Council, Oxfordshire County Council and key partners; and
 - areas where it is considered that the Barton development can make a difference to physical, economic and social regeneration outcomes.

12. The development of the strategy, potential projects and activities are discussed within the context of the five key regeneration objectives, which align with the priorities within the existing area regeneration plans. These comprise the following objectives:
 - Housing and Living Environment
 - Leisure and Community Facilities
 - Community Development
 - Education, Employment and Training; and
 - Health and Wellbeing

13. Within the context of these regeneration objectives a range of projects and programmes have been explored, such as:
 - creating new jobs for local people and maximising opportunities for construction jobs through the development of skills / training / apprenticeship programmes
 - expanding adult learning and associated services;
 - improving health and social care services, such as the enhancement of the Bury Knowle satellite clinic; and
 - opportunities for new infill housing development from within the City Council's housing stock on Barton and Northway;
 - relocation opportunities for occupants of existing homes;
 - new open space and developing new pedestrian and cycle linkages;
 - prospects for developing Low Carbon initiatives;
 - providing new leisure and community facilities and potential for improving existing facilities
 - developing a new community engagement strategy and the potential for establishing a Community Development Trust
 - providing additional green spaces and leisure facilities; together with improving facilities for allotments

14. The Delivery Plan then seeks to bring together and link some of these key existing projects, larger co-joined schemes and new projects and programmes. This highlights the range of physical, economic and social benefits that are likely to bring positive regeneration benefits for the wider Barton and Northway area. The Delivery Plan identifies the projects and programmes together with the proposed outcome and then provides

details on estimated costs, ownership, potential funding opportunities and time frame for delivery.

15. The Delivery Plan therefore provides the opportunity to allow existing and future projects and programmes to be aligned to funding sources, which would include principally Section 106 contributions from the LLP partnership and or future Community Infrastructure Levy (CIL) contributions from other developments in the neighbourhood area together with City Council and partners main stream funding programmes.
16. Discussions between officers and the LLP partnership on the outline planning application and the content of the Section 106 agreement have reached an advanced stage. It is therefore expected that according to the present timetable it is likely that outline planning permission should be granted in principle before the CIL implementation date. A CIL contribution will only therefore be received if planning permission is granted after this date. The strategy and its delivery plan provides a context for assessing how and where future funding arrangements can best be targeted and where LLP contributions secured from the new development could best assist in the delivery of regeneration objectives that will positively benefit the wider Barton and Northway area.

Next steps

17. The Barton and Northway Regeneration Strategy sets out the projects and programmes that will be expected to be delivered through the implementation of the strategy. The strategy provides evidence to show how the regeneration of the Barton and Northway areas is currently and will take place in the future. The document highlights the physical, economic and social benefits projects that will benefit the wider Barton and Northway area and how the opportunities presented through the development of the land at Barton will contribute towards this regeneration.
18. The outline planning application has been submitted and discussions between officers and the LLP about the terms of the Section 106 Agreement have now been concluded. At the time of writing this report the application has not been determined however it is expected that it will be considered for determination by East Area Planning Committee on the 24th September and a decision reached. If Committee are minded to approve the application, subject to a legal agreement, then the full terms of the Section 106 Agreement negotiated with the LLP will need to be incorporated into the Delivery Plan and amended accordingly. This will provide the opportunity to review the alignment of these projects with other funding streams, assess the feasibility and viability of identified projects and programmes, to provide a sound basis for the further stakeholder and wider community engagement.
19. The Delivery Plan provides a list of existing and emerging projects and programmes that will also need to be further refined and developed

through additional consultation with residents and key stakeholders. The key to the success in implementing and delivering these projects will be working in partnership with the LLP and key stakeholders who will be involved in the particular projects and programmes to meet the relevant regeneration objectives; and the active engagement with the local community.

20. The successful regeneration of Barton and Northway is closely aligned with the key aims and objectives of the Corporate Plan that seek to support a vibrant, sustainable economy; meet housing needs and promote strong, active communities. It would therefore seem appropriate for future Service Plans from each department to be reviewed in the future to assess the individual contribution being made to regeneration and in particular in Barton and Northway. The majority of the projects and programmes in the Delivery Plan will require a joint-working arrangement with key partners including through the Oxford Strategic Partnership (OSP).
21. It is proposed that the implementation of the Delivery Plan will therefore take place through these joint-working arrangements and consultation with the local community through established Forums such as the Barton Neighbourhood Partnership and the Northway Partnership in addition to other organisations, such as the Barton Community Association, together with the LLP Barton Partnership. At the end of the first year a progress report will be prepared to monitor and review the work completed, which could be presented to the Oxford Strategic Partnership (OSP).

Climate change / environmental impact

22. A Sustainability Appraisal and Strategic Environmental Assessment (SEA) have already been produced to support the Barton Area Action Plan to identify whether the AAP would have any significant environmental impacts and is available to view on the City Council's website. More recently a Strategic Environmental Assessment (SEA) Combined Screening and Scoping Report have been produced by consultants acting for the LLP as evidence to support the recent planning application for the new housing-led development. The Environmental Assessment has been critically reviewed by officers and these findings considered when the planning application is determined.

Equalities impact

23. Consideration has been given to the public sector equality duty imposed by Section 149 of the Equality Act 2010. Having paid due regard to meet the objectives of that duty and of the Barton Regeneration Strategy the view is taken that the duty is met. An initial equalities impact assessment has been carried out and is contained in Appendix 3.

Financial implications

24. The Barton Regeneration Strategy was prepared by consultants AECOM who had undertaken consultation with LLP, City Council and key local stakeholders and residents groups. This work was funded from the Spatial Planning and Economic Development budget.
25. The Delivery Plan contained within this document provides the framework together with 'indicative financial' costs for seeking funding from Section 106 Agreements and or future CIL contributions from new developments; key projects and programmes in the Barton and Northway area. In addition it includes schemes which are already in the Council's Capital Programme and schemes which have yet to be considered by Members in the Budget planning process to give an overview of the overall regeneration spend in this area. All schemes within the Delivery Plan must receive approval as part of the Council's normal budget setting process.

Legal implications

26. The strategy itself is not a formal Development Plan Document but provides evidence to show how the regeneration of the Barton and Northway areas are currently taking place and proposed in the future. As such it highlights how these projects and programmes together with the direct benefits from the development of the land at Barton will bring wider regeneration benefits that contribute towards the delivery and implementation of key policies within the Core Strategy and Barton AAP.

Risk assessment

27. A risk assessment has been undertaken, which is set out in the Risk Register attached as Appendix 2. All risks have been mitigated to an acceptable level.

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List of background papers: No

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Barton and Northway Regeneration Strategy

OXFORD CITY COUNCIL

AUGUST 2013

PREPARED BY

The logo for AECOM, featuring the letters 'AECOM' in a bold, black, sans-serif font. The letter 'E' is stylized with a horizontal bar that is blue on the left and green on the right.

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Economic consultant

Approved by: Paul Comerford
Director

Rev No	Comments	Checked by	Approved by	Date
1		RCM	PC	10/05/2013

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1 Background

- 1.1 This Strategy sets out how the new Barton development in northeast Oxford will contribute to regeneration, in particular of the neighbouring communities of Barton and Northway.
- 1.2 The Barton extension site is a major parcel of land by the A40 at the eastern boundary of the City of Oxford. From 2014 this will be developed into a major new community providing up to 885 new homes, as well as new leisure facilities, green space and services. Development will be undertaken in phases from 2014 over five to eight years, and is led by the Barton Oxford LLP, a new joint venture established between the Oxford City Council and Grosvenor Developments Limited.
- 1.3 For some years, developing this site with new housing has been identified as a crucial opportunity for Oxford and an important part of the City's regeneration strategy, for two reasons. First, it will play an important role in meeting Oxford's need for housing, in particular increasing the stock of social rented affordable housing (the development will include at least 40% social rented housing). All the housing will contribute to Oxford's wider regeneration objectives.
- 1.4 Secondly development on the site offers an opportunity to catalyse regeneration in the neighbouring Barton and Northway Estates. These two estates were constructed as council housing in the 1940s and 1950s and are today home to more than 9,000 people, around half of whom are social tenants. While these are strong communities with many long-term residents, they are also two of the most deprived areas in Oxford (with Barton amongst the most deprived 20% in the country). Regeneration in these areas is a key priority for Oxford City Council and its partners.
- 1.5 Regeneration offers opportunities to catalyse regeneration on these estates, including through:
 - Improved integration across the A40;
 - New sources of local employment;
 - New housing choices;
 - New leisure and community facilities in the development, and associated services;
 - The opportunity to fund improvements to facilities in neighbouring areas, and additional services and social regeneration programs, through developer contributions.
- 1.6 As such, maximising regeneration impact is a core objective for the development. There is a need for a clear approach for how the Barton Oxford LLP, City Council and partners will work together to contribute to regeneration. The purpose of this document is to set out this approach.
- 1.7 The remainder of the document is structured as follows: Chapter 2 sets out the **policy context**; Chapter 3 describes the key **regeneration challenges in Barton and Northway**; Chapter 4 sets out **existing assets and initiatives** in these areas; while Chapter 5 describes **the Barton development** and the opportunities it will bring.
- 1.8 Based on this, Chapter 6 establishes the five **key regeneration objectives** in which the Barton Development can have an impact through implementation, and outlines potential projects and actions from a physical, economic and social perspective.
- 1.9 The remaining chapters set out the need for further agreement and significantly development of the projects themselves in order to complete the Regeneration Strategy. This will include **project development and stakeholder engagement**, work on funding sources, the need to define **delivery mechanisms and phasing**, and the need for a consolidated **delivery plan** with details of project ownership, costs and actions required to implement the Regeneration Strategy.

2 Policy Context

2.1 The prescribed role of the Barton development in local and wider regeneration objectives has been clear for some years and is clearly embedded in a range of planning and policy documents.

2.2 At the Oxford level, these include:

- Oxford's **Regeneration Framework to (2009-2026)**, which sets out Oxford's approach to regeneration and development of the new site as one of five key regeneration projects.
- Oxfordshire's **Local Investment Plan (2010)**, which identifies bringing forward 1,000 new homes in Barton and regeneration in Barton and Northway as a top priority scheme.
- Oxford's **Core Strategy (2012)**, which identifies Barton and Northway priority regeneration areas, and designates the adjoining land as a strategic development site for 800-1,200 new homes intended to stimulate regeneration in neighbouring areas.

2.3 At the local level, these are expressed in:

- The **Barton Area Action Plan (2012)**, which sets out requirements for developing the site including delivering a strong and balanced community; catalysing regeneration of neighbouring estates; and ensuring accessibility and integration with surrounding communities.
- The two **Area Regeneration Plans** for **Barton** and **Northway (2012)**, developed by the relevant Neighbourhood Partnerships, set out the priorities and aspirations for regeneration in these communities and a detailed action plan for social and physical regeneration projects to achieve these.

2.4 Alongside other relevant strategies the following documents and funding bids should be noted:

- The **Oxford and Oxfordshire Sustainable Community Strategies**
- The **Oxford Affordable Housing SPD, Planning Obligations SPD and Sites and Housing DPD**
- The **Oxford Economic Growth Strategy**
- **The Oxford City Deal** which that will secure housing, growth and infrastructure funding.

3 Regeneration Challenges in Barton and Northway



- 3.1 Barton and Northway lie at the North Eastern edge of Oxford's urban area adjoining the A40. They were built by the Council as housing estates in the 1940s and 1950s and around half of their households remain social tenants to this day. Barton is surrounded by agricultural land to its North and East, separated from adjoining communities by the A40 to the South. Northway is more closely linked to surrounding areas, with its south-eastern edge dominated by the adjoining John Radcliffe Hospital.
- 3.2 Over 5,500 people live in Barton, and 3,300 in Northway.¹ Barton's population is relatively stable, with around 13% turnover every year; while turnover in Northway is slightly higher, at 24% (similar to the rate across Oxford).² Northway is notable for its ageing population – with 13% of its population aged over 65, compared to around 10% across Oxford. Barton's population tends to be younger – with 27% of residents aged under 18, compared to 19% across Oxford.³ Roughly half of households in Barton and Northway occupy socially rented homes, with most of the remainder being in privately owned homes.
- 3.3 Both are among the more deprived areas in Oxford, though deprivation in Barton is more acute. Two of Barton's output areas are among the 20% most deprived in the UK, and the 7% most deprived in Oxford. In contrast, Northway's output areas rank within the 35% most deprived in the UK, and the 30% most deprived in Oxford.
- 3.4 In 2010, 28% of Barton's residents lived below the poverty line, (compared to 12% across Oxford) and 42% of Barton's children lived in poverty – although the poverty rate in Northway was significantly lower. Poverty among the elderly is particularly acute – with over 38% of over-65s in Barton and 23% in Northway living in poverty, compared to 17% across Oxford.⁴
- 3.5 From the data and resident feedback we identify the following as some of the key regeneration challenges in Barton and Northway:
- **Housing and the physical environment.** The area's housing stock is ageing with a large proportion of social housing, but a significant amount has been improved above the Decent Homes Standard. The private rented stock is however often in poor condition. Resident surveys have identified the need to improve housing, public space and community facilities. Housing deprivation is one of the major contributors to the area's IMD scores.⁵

¹2011 Census (LSOA-level data). Barton is covered by LSOAs 005A, 005B and 005C, while Northway is covered by LSOAs 005D and 006E.

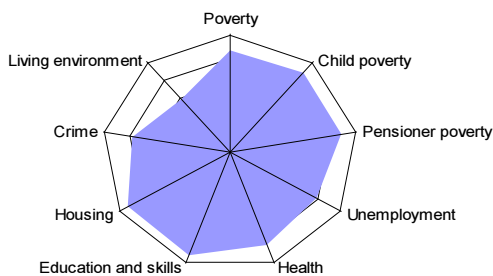
²2001 Census (Ward-level data). Barton is covered by the Barton and Sandhills Ward and Northway by the Headington Hill and Northway Ward.

³ 2011 Census (LSOA-level data)

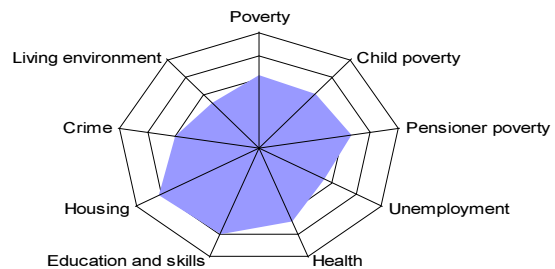
⁴ DCLG (2010), Indices of Deprivation (Ward-level data)

⁵ DCLG (2010), Indices of Deprivation (Ward-level data)

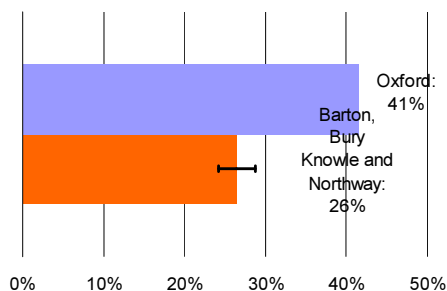
- **Employment.** While not exceptionally high, unemployment rates in both areas lead the Oxford average, and residents of both areas are over-represented in routine and semi-routine occupations.⁶ Crucially, in Barton 18.3% of working-age residents in Barton are claiming some sort of working-age benefit, nearly twice the Oxford rate (9.3%).⁷
- **Qualifications and skills.** Closely linked to employment, qualification and skill levels are relatively low. In 2011 over 25% of Barton residents, and 19% of Northway residents, had no qualifications – compared to 13.6% across Oxford.⁸ Surveys have identified a need for training and skills development, yet many residents lack the confidence or basic skills to engage with adult learning.
- **Educational attainment.** In the three years up to 2010 only 26% of school leavers in the two areas achieved 5 A* to C GCSEs including English and Maths – compared to 41% across the City, and over 50% nationally. Meanwhile, nearly 10% of 16-18 year olds in Barton are not in education, employment or training (NEET) – compared to 6.3% across the City.⁹
- **Health.** Barton is among the most health deprived areas in Oxford and England as a whole – with life expectancy up to two years below the Oxford average.¹⁰ Health is less of a challenge overall in Northway but there are specific issues related to the elderly population. Much higher proportions of the elderly population are claiming disability benefits.¹¹
- **Crime and antisocial behaviour.** Levels of community trust in the police have improved significantly in both Barton and Northway over recent years. However, crime levels remain relatively high especially in Barton. Residents identify community safety, especially addressing antisocial behaviour, as a priority.



Matrix showing contributors to IMD score in Barton



Matrix showing contributors to IMD score in Northway



Pupils attaining 5 GCSEs at A*C including English and Mathematics (2007-2010): Northway and Oxford

ent rate is 5.6% in Barton and 3.5% in Barton, compared to

3.2% across the City.

⁷ JSA Claimant Count (March 2013)

⁸ 2011 Census (LSOA-level data)

⁹ Oxford City Council NEET Figures (November 2011)

¹⁰ NHS Oxfordshire data 2002-2006 (Ward-level data). During this period life expectancy in Barton and Sandhills was 77.5 compared to 79.5 across Oxford.

¹¹ DWP 2010 (LSOA-based data). 20.8% of 65+ residents in Barton and 26.9% in Northway are claiming disability benefits, compared to 16.3% across Oxford.

4 Existing Assets and Regeneration Initiatives

- 4.1 The Strategy must build on the key community assets, and regeneration initiatives, currently underway in Barton and Northway.
- 4.2 The production and implementation of the Barton and Northway Regeneration Plans are steered by the communities Development team within Oxford City Council.

Barton

- 4.3 Regeneration in Barton is led by the **Barton Neighbourhood Partnership**, bringing together 37 different groups and agencies engaged in the local area. This is supported by a number of sub-groups including the Youth Sub-Group, the Learning Partnership, the Neighbourhood Action Group, and Health Sub-Group.
- 4.4 Alongside the City Council the Partnership has developed an **Area Regeneration Plan** which identifies the following priorities for regeneration in Barton¹²:

Priority	Strategic (5-year) Aspirations
Educational attainment	Lifting primary and GCSE attainment rates, improving community and parental involvement in schools
Community learning	Lifting adult qualification rates to 70%
Employment	Reducing benefit dependence by developing employment opportunities and increasing personal employability
Positive youth development	Develop a comprehensive youth programme
Health and social care	Bridge the gap with Oxford average life expectancy, widen access to healthcare and address specific health challenges
Community development	Build community capacity, foster social inclusion, address the issues relating to integration with the new development
Housing and environment	Ensure 'high quality, sustainable and low energy' accommodation for all, conserve and enhance green spaces and involve tenants and residents in area improvement
Community safety	Work in partnership to tackle crime and anti-social behaviour

- 4.5 These priorities are supported with a detailed action plan.
- 4.6 Besides these activities, physical improvements include proposed improvements to Bayards Hill and Ormerod schools, a new Sport Pavilion; an extension to the Barton Pool building to provide a fitness gym. The Play Barton improvements have been funded by the Oxfordshire County Council's Play Pathfinder Program.
- 4.7 Important community assets include the Bayard's and Sandhills primary schools, the Roundabout children's centre, and the Barton Allotment. The Barton Neighbourhood Centre, offers community and sports halls, a youth club, learning space, the Barton Advice Centre, and a community cafe (Eatwells), and is managed by the Barton Community Association.

Northway

- 4.8 The Northway Neighbourhood Partnership is in its early stages and as of early 2013 was not as fully developed as the Barton Neighbourhood partnership. The Partnership has also developed an Area Regeneration Plan which identifies the following priorities for Northway¹³:

4.9

Priority	Strategic (5-year) Aspirations
----------	--------------------------------

¹² A table showing these objectives and strategic (5-year) ambitions is given in the Appendix

¹³ As above

Youth Provision	Develop a comprehensive youth programme focused on positive activity, improved attainment, work opportunities, engagement and reduced anti-social behaviour
Educational attainment	Lifting primary and GCSE attainment rates, improving community and parental involvement in schools
Community cohesion	Build a harmonious community comfortable with its diversity, and reduce the impact of high social turnover
Poverty (elderly)	Bridge the discrepancy with the Oxford average and ensure that there is support and provision for all to access age related benefits.
Health and disability	Identify and reduce the sources of health inequalities and the effect of deprivation, child poverty and worklessness
Housing and environment	Ensure 'high quality, sustainable and low energy' accommodation for all.

4.10 These priorities are supported with a detailed action plan.

4.11 Proposed physical projects include a proposed redevelopment of the Community Centre, including the merging of this with the Sports Hall with football-changing rooms using funding from a nearby housing development, the Cavalier student housing development, a new Northway Playground and the continued development of New Marston Primary School building for additional pupils.

4.12 Important community assets in include New Marston Primary School and the Marston / Northway Children's Centre. The Northway Community Centre – managed by the Northway Community Association– offering a Social Club, IT learning centre used by Age UK amongst others, an older person's, lunch club and coffee morning and other activities. There is also a Church, the Tower Playbase run by Parasol, and a Sports Hall with football changing rooms by the Sports Pitches. The retail area is diverse and well used by the community the impact of future retail provision in the area, comprising the new superstore on Barton as well as the Marston Road Tesco store was considered in the Retail Assessment to support the current planning application. As the new development on Barton takes place however the impact on Northway will need to be monitored.

5 The Barton development

5.1 The significant inward investment and opportunities created by the provision of the scheme and its component parts are a key element of the regeneration benefits for Barton and Northway.

5.2 The proposal will deliver the following:

- Up to 885 new homes, of which 40% will be social housing – including family, detached, semi-detached and terraced housing and apartments. This could also include up to 50 new extra care housing units. The completed development will accommodate up to 2,485 residents.
- A new Community Hub building offering space for a variety of community uses, and including a new Primary school with early years facility
- Recreation including a new Community Sport Pavilion, new adult and junior sports pitches, and 400m² children's play area
- 1.77 hectares of additional allotments and communal gardens
- A linear park totalling 3.84Ha
- A new food superstore of up to 2000 m²
- The proposal could also potentially deliver a hotel with up to 120 rooms

5.3 Once complete it is estimated that the new development would create up to 208 permanent FTE jobs, and further indirect employment. Almost 40% of these jobs would be generated from the new food superstore. The development is also expected to create more than 100 full-time jobs during the period of construction.

6 The Emerging Regeneration Strategy

6.1 The Emerging Regeneration Strategy is founded on:

- The challenges, existing initiatives and priorities identified above;
- Input from previous discussions with residents, community groups, the Barton Oxford LLP and Oxford City Council Partners;
- Areas where it is considered the Barton development can make a difference to physical, economic and social regeneration outcomes.

6.2 At this stage of the development of the strategy potential projects and activities are set out at a high level within this chapter. These are organised within five key regeneration objectives, which align with (but do not directly duplicate) the priorities within existing area regeneration plans. These are:

- Housing and Living Environment
- Leisure and Community Facilities
- Community Development
- Education, Employment and Training
- Health and Wellbeing

6.3 The potential actions described below will be refined through more detailed planning and discussion with residents and other key stakeholders as set out in Chapter 7. This will eventually feed into a developed regeneration strategy which must address phasing, implementation and incorporate a consolidated Action Plan detailing costs, ownership, funding and approach.

Housing and Living Environment

Relevant Priorities within existing Area Regeneration Plans	
<p>Barton</p> <p>Housing and Environment. Ensure 'high quality, sustainable and low energy' accommodation for all. Conserve and enhance natural and green spaces in the area. Involve tenants and residents in the housing and environmental improvements in the area.</p> <p>Crime and Anti-Social Behaviour. Work in partnership to tackle community safety issues in Barton with a focus on crime and anti-social behaviour.</p>	<p>Northway</p> <p>Housing and Environment. Ensure 'high quality, sustainable and low energy' accommodation for all.</p>

Introduction

- 6.4 With an ageing housing stock and high proportion of social rented homes across both Barton and Northway, housing quality is a key regeneration challenge. The Area Regeneration Plans place a priority on improving housing and the wider living environment, and related to this on addressing crime and anti-social behaviour.
- 6.5 At a wider scale, demand for housing in Oxford is significant and growing with over 6,000 households on the Housing Register for affordable housing. Housing provision is a strategic priority for the City as a whole. Regeneration and planning policy clearly sets out an important role for the Barton development in meeting housing need.
- 6.6 The development offers significant opportunities to address housing and the living environment through both physical and social initiatives. As such, this is a key priority.

Direct development opportunities within Barton and Northway

- 6.7 Development opportunities for site redevelopment should be explored to provide new homes in Barton or Northway. Such interventions could represent a significant opportunity to improve housing and environmental quality through physical investments in the provision of housing stock allied to existing social programmes.
- 6.8 A **site appraisal exercise across Barton and Northway** would highlight and prioritise a limited number of site specific opportunities for direct intervention in the provision of new housing. The study's remit should include an understanding of City Council land and assets in order that it recognised opportunities to make best use of such assets. The benefits of control and delivery should be assessed as part of the site assessment process. The scope of the study should include a high level understanding of feasibility (including density, access, massing) across a small number of sites to demonstrate the viability or otherwise of such individual sites. These sites should be assessed in terms of delivery timescales and funding opportunities and prioritised.
- 6.9 The study could consider and appraise the **merits of a conventional approach or concepts and products** such as a system build, volumetric or modular housing product that has a repeatable nature which will support the asset management programme but drives higher standards of energy efficiency and space.
- 6.10 The City Council have started preliminary work to identify potential housing development opportunities from within its housing stock on Barton and Northway. This study is considering existing and former garage sites and other areas where better use could be made of land through redevelopment or modernisation, subject to an assessment of the feasibility and viability for new schemes that could be developed. The principle aim being to explore opportunities to increase the amount, type and range of residential accommodation in the local area.

Relocation opportunities for existing residents of social housing

- 6.11 The possible **relocation opportunities for occupants of the existing homes** in Barton / Northway to the new developments should be further explored and understood. Oxford City Council operates a Choice Based Lettings system which does not allow for residents of Barton and Northway to be prioritised over others in need of housing across the City. However, the potential for maximising opportunities for these

residents on the Oxford Register for Affordable Housing to become transfer applicants should be better understood, where they qualify for a move to the new development based their current housing band. Under-occupation could be one such locally determined additional preference.

6.12 Depending on the results of such analysis, not only for individual dwellings but among groups of homes it may highlight redevelopment opportunities within the existing communities of Barton and Northway.

6.13 The creation of conditions that encourage social integration, should include the development of a study / strategy in place to ensure this integration takes place from now rather than day one of the commencement of the development. **Providing new open space and linkages**

6.14 As part of the scheme a significant amount of **open space** will be provided. This will include:

- The new Linear Park and associated facilities;
- Improvements to Bayswater Brook and walking routes and hedgerows;
- The establishment of green link to Play Barton; and
- Greening opportunities around the new junctions on Barton Village Road.

6.15 Both the existing communities and the new residents will also benefit from **new connections** that will link new open spaces, facilities and services across a strong and well connected arc from Northway through to Barton. This will be facilitated by the creation of new public transport, pedestrian and cycle linkages that will be delivered as part of the scheme. These links will encourage 'ownership' of both open spaces and facilities in the new development by existing residents of Barton and Northway who will have clear links and opportunities to access and benefit from the schemes open spaces and facilities such as the Community Hub and foodstore. This will include:

- A new and safe public transport, pedestrian and cycle link across the A40 to Northway;
- New pedestrian links within the Linear Park and communal space to the south of the existing allotments.
- A link between Play Barton and the new Linear Park.

6.16 To maximise the impact of these improvements the City Council should **work closely with local groups** including the Housing and Environment Neighbourhood Partnership subgroup, Barton Youth Partnership and other community groups – in order to address environmental issues in the existing and new communities, and involve these groups in the definition of the facilities provided.

Climate Change

6.17 Low Carbon initiatives proposed in the Northway Area Regeneration Plan will be built upon by providing **car charging points** within residential dwellings at the commercial centre and car club spaces. The potential of a link to Mini in the provision of demonstrator vehicle(s) and /or contributing to charging point provision as part of wider car club initiative should be explored and links made to the Oxford Electric Vehicle Partnership.

6.18 Low Carbon Barton has now taken forward proposals which have secured **solar powered panels to be fitted to the roof of the Barton Neighbourhood Centre**

Summary of Potential Actions

- Direct development opportunities for site redevelopment to provide new homes in Barton or Northway – building on site appraisal exercise and considering alternative housing concepts.
- Relocation opportunities for occupants of homes in Barton and Northway to the new development – considering how opportunities for existing residents could be maximised within the Oxford Register for Affordable Housing.
- New pedestrian and cycle linkages and improvements to public space in adjoining communities – working closely with local groups to define new facilities and maximise their impact
- Tie into existing Low Carbon initiatives such as providing car charging points at the commercial centre and car club spaces.

Leisure and Community Facilities

Relevant Priorities in existing Area Regeneration Plans	
<p>Barton</p> <p>Housing and Environment. Ensure 'high quality, sustainable and low energy' accommodation for all. Conserve and enhance natural and green spaces in the area. Involve tenants and residents in the housing and environmental improvements in the area.</p> <p>Objective 5. Health & Social Care. Bridge the discrepancy between Barton and the Oxford Average. Ensure that there is support and provision for all to access adequate health care, to improve and increase the leisure opportunities in Barton, address issues relating to alcohol abuse, obesity and mental health.</p>	

Introduction

6.19 Improving leisure and community facilities is a central opportunity stemming from the new development. This links closely with some of the challenges identified in the Area Regeneration Plans including health, education, community provision and enhancing the living environment.

Providing new leisure and community facilities within the development

6.20 The key opportunity from the new development is the range of **new facilities and physical improvements** that can facilitate an enhanced range of activities and through their provision encourage social integration and community development. The proposed facilities include:

- The Community Hub building offering space for a variety of community uses, and including a new Primary school;
- Informal and formal recreation including a new Community Pavilion, new adult and junior sports pitches, and children's play area
- Two Local Equipped Areas of Play (LEAPs) are to be situated in the community hub and the Linear Park
- Improvements and additions to the existing allotments and the provision of new communal gardens; and
- The creation of a new Linear Park linked to Play Barton.

6.21 The **spaces and services to be provided in the new Community Hub** will need to be developed further through discussions with the County Council and the opportunities for dual-use of the new school. These could potentially include:

- Adult learning
- Breakfast and after school clubs
- Health and well-being classes
- Adult training
- Keep fit classes
- Faith groups
- Playgroup / Crèche facilities
- A library 'link'

6.22 These must be developed in order that the provision of services and facilities is **complementary to the role of existing and newly planned community centres in Barton and Northway** which will continue to provide essential services for the new and existing communities. There must be no duplication or dilution of role of these existing facilities.

6.23 The **further definition of leisure and recreation facilities in the Linear Park and the Community Hub should be undertaken through engagement with the community**. In this way the community can assess need and consider the merit of trim trails, types of outdoor gym equipment, other elements of natural play, making best use of the water in the park, contributing to the design of any features or the nature of the play equipment in the Local Equipped Areas of Play (LEAP's). This will enable provision to be tailored to needs and complement provision in Play Barton. It could include a focus on equipment for younger children (in response to the new provision in Play Barton for older children and the new community demographic) and the provision of facilities for the over 60's which has emerged as a defined community need.

6.24 The potential uses of both the new and existing facilities should be maximised through **access agreements and engagement with potential users** including private operators, social enterprises, faith groups and key service operators such as the Bury Knowlehealth practice and the police.

Improving facilities in Barton and Northway

6.25 Investigations are currently on-going into improvements to facilities in neighbouring communities. Given the plans for the new Northway Community Centre these investigations are recommended to be focussed on the role and capacity for **improvements at the Barton Neighbourhood Centre** or other key community venues. Plans for improvements require further development with current and potential future users. This is the key focus in terms of financial contributions to facility improvements that will be captured within the Section 106 agreement.

6.26 Key areas for improvement at the Barton Neighbourhood Centre are the **enhancement of the Bury Knowle satellite surgery** in order to continue to encourage the provision of such a key service for new and existing residents. This could include improvements to the waiting area and the investigation of unused space in the Barton Neighbourhood Centre for any expansion or relocation of the service to enable longer opening hours and/or the permanent location of a GP at the Barton Neighbourhood Centre in line with need created by the new population of over 2,000 residents.

6.27 **Improvements to the Police facilities at the Barton Neighbourhood Centre** will be investigated in order that it can fulfil its role for both new and existing residents and on completion of the development support provide facilities for any additional (to be defined) PCSOs who would seek to use facilities within Barton to serve the new and existing community. The role of such space for ambulance touchdown space should be investigated. These services, along with other key services (health) should be provided at the Barton Neighbourhood Centre in order to maintain that centre's role in the provision of such services and encourage integration between the new and existing communities.

6.28 There are two units within Underhill Circus that have been without tenants or are being occupied for storage space for the adjoining unit. There is therefore the potential for **interventions at Underhill Circus** to provide new shops or temporary uses and enhance the role of this neighbourhood centre that can complement any provision within the new scheme. A key opportunity that could potentially be explored would be a **community or pop-up shop**. At the appropriate time this could offer easy access to training opportunities and linking into related local community groups. Another possibility is the reinstatement of post office provision. Further work is needed to understand the scope for such intervention including the nature and length of leases at Underhill Circus.

6.29 The **Barton Church Hall on Bayswater Road** has been declared not fit for purpose by surveyors for the Oxford Diocese. It currently provides essential space for community groups including the scouts and brownies and a space for other community groups to meet. The structure would need assessing to see if improvements could be made or indeed whether this does represent an opportunity for wider redevelopment alongside the re-provision of a new community facility. The site ownership and lease arrangements need further exploration in order to assess the potential for intervention.

6.30 An additional opportunity is to support the **wider use of existing school facilities** that seek to provide a range of accessible spaces and places for varying activities. This could include the New Marston Primary and Bayard's Hill School. The former would build on the aims of the Friends of New Marston Primary to establish the school as a hub for community activities.

6.31 There may be other opportunities to improve facilities within the existing communities and these will require further assessment to understand how they could be better utilised or improved to offer as wide a

range of spaces as possible for community activities for an expanded population outside the confines of the new development itself.

Summary of Potential Actions

- Provide new leisure and community facilities within the development, including the Community Hub
- Maximise the impact of new facilities and services through consultation with the local community and engagement with service providers
- Improve existing facilities in Barton and Northway, especially the Barton Neighbourhood Centre – including enhancing the Bury Knowle Satellite Surgery and police facilities.
- Explore new locations such as empty shops in Underhill Circus, the Barton Church Hall or existing school facilities.

Community Development

Relevant Priorities in existing Area Regeneration Plans	
<p>Barton</p> <p>Youth Provision. To develop a comprehensive programme of positive youth development activities that benefit young people and the whole community by building personal confidence and self-esteem, improving educational attainment and providing positive and inspiring role models in the community for young people to aspire to.</p> <p>Community Development. To work alongside people in communities to help build relationships between key people and organizations and to identify common concerns and solutions. To help address the community engagement issues resulting from the new Barton development and the integration of the new community with the current community.</p>	<p>Northway</p> <p>Youth Provision. Full time programme that supports the youth community as well as individuals, benefiting young people and the whole community through positive activity, improved attainment, training and work opportunities, engagement and reduced ASB</p> <p>Community Cohesion. Build a more harmonious community comfortable with its diversity. Reduce the impact of high social turnover in a community.</p> <p>Poverty (Elderly). Bridge the discrepancy between Northway and the Oxford Average. Ensure that there is support and provision for all to access age related benefits.</p>

Introduction

6.32A critical requirement for the new development is that it integrates successfully with the communities of Barton and Northway. In addition, with the arrival of nearly 2,500 new residents – as many as 1,000 of whom will live in social housing – it will be essential to create a cohesive new community. With the establishment of the Regeneration and Neighbourhood Management Partnerships and new social regeneration initiatives, Barton and Northway are building their community capacity. The Area Regeneration Plans also identifies fostering social inclusion and building community cohesion as key priorities.

Community Engagement Strategy

6.33The scheme development has already involved extensive community engagement to date but now needs to build a foundation for continued engagement during detailed design and scheme delivery. The development of a **Community Engagement Strategy** working alongside this document can set out a phased approach to community engagement over the next ten years.

6.34The current organisations and sub-themes need to be assessed in order to understand their capacity to develop ensure that both existing and new organisations are actively engaged in the development of future social and physical regeneration initiatives. This should not be an exercise in duplicating current roles but must be able to provide the local conduit to assist in the delivery of projects within the new Strategy. These would include potential youth, elderly, healthy living and community safety initiatives; and input into the form and design of any physical interventions including the linear park; community gardens in the space to the south of the existing allotments together with improvements to the Barton Neighbourhood Centre. The Strategy would need to effectively link community needs to any site redevelopment opportunities within Barton and Northway.

Community Development Trust

6.35The Barton Oxford LLP are considering the potential of a **Community Development Trust** to encourage community development and management. The role of the Trust needs to be considered in the context of the Neighbourhood Partnerships and community management models being developed for the community facilities across the City. It will therefore require further definition but could include;

- Commissioning estate management services

- Managing the community access arrangement between the community and the new primary school
- Bringing together the key stakeholders in the success of the new community, including Oxford City Council, Oxfordshire County Council, the new primary school, the Barton Community Association and related bodies such as the allotment association, the new residents' association, the future retail and commercial occupiers and Grosvenor Developments
- Administering any funds for supporting initiatives that help to integrate the new and existing communities
- Having a role in the management of appropriate properties within the new development or in the existing communities such as vacant shops at Underhill Circus or play areas

6.36 The Community Development Trust would be developed in conjunction with existing organisations and representatives such as the Barton Community Association and the Barton Regeneration Partnership. The role of community champion through existing theme groups or the establishment of new sub groups should provide a conduit through both regeneration project development and implementation of the development itself. The Barton Community Association has recently proposed a '**Barton Integration Officer**' post that could fulfil a role in promoting and implementing physical and social regeneration projects across Barton and Northway.

Communicating with current and new residents

6.37 Communication to the existing residents is as critical to integration and should be addressed through specific and regular mailings, website updates or existing media. Specifically the **Barton Hands on News** should be used to engage on a regular basis with existing Barton Residents throughout the development process. This free newsletter can provide a consistent update of progress and opportunities linked to the new development. Effective use of Barton Hands on News) can allow the existing community to have a direct influence over scheme specific detailing where community preferences can ensure 'ownership' and encourage integration. Northway may wish to explore the potential for developing a similar news publication which would have a local focus but could include similar stories to Barton. A community journalism project is due to start in September. This can offer the opportunity for both publications to be directly involved in street naming, choice over alternative play provision within open spaces across different age groups as examples.

6.38 The Area Regeneration Plans also proposed developing a **Welcome Pack for new residents** to encourage integration. Welcome packs can provide information on key services and community facilities and opportunities to get more involved with new and established groups. This will support wider efforts to build involvement with community groups.

Summary of Potential Actions

- Develop a long-term Community Engagement Strategy to work alongside this document
- Consider establishing a Community Development Trust
- Assess the potential and role of a Barton Integration Officer
- Communicating with current and new residents including through the Barton Hands on News and developing a new resident Welcome Pack

Education, Employment and Training

Relevant Priorities in existing Area Regeneration Plans	
<p>Barton</p> <p>Educational Attainment. Boost KS1, KS2, GCSE attainment. Improve the community's involvement in its schools and promote parental involvement in their children's learning.</p> <p>Community Learning. For more than 70% of the adult population to have at least one formal qualification.</p> <p>Employment. To reduce the number of people who are dependent on benefits by developing the employment opportunities and increasing personal employability.</p>	<p>Northway</p> <p>Youth Provision. Full time programme that supports the youth community as well as individuals, benefiting young people and the whole community through positive activity, improved attainment, training and work opportunities, engagement and reduced ASB</p> <p>Community Cohesion. Build a more harmonious community comfortable with its diversity. Reduce the impact of high social turnover in a community.</p> <p>Poverty (Elderly). Bridge the discrepancy between Northway and the Oxford Average. Ensure that there is support and provision for all to access age related benefits.</p>

Introduction

6.39 It is clear from the data and resident feedback that boosting attainment and qualifications and widening access to employment are central challenges for both Barton and Northway, and will underpin the long-term regeneration of these areas. The Area Regeneration Plans prioritise boosting attainment through closer community and parental engagement in learning, and (in the case of Barton) targeting adult learning and employability skills.

6.40 The development will create new jobs, as well as the opportunity to further impact local attainment and employment through additional programs.

Creating New Jobs

6.41 The development will stimulate the creation of a large number of new jobs, which will widen employment opportunities for local residents. During construction the scheme is expected to generate up to 109 FTE jobs. Once complete it is estimated that the new development would create up to 208 permanent FTE jobs, and further indirect employment. Almost 40% of these jobs would be generated from the new food superstore, while the others would come from other ancillary uses.

6.42 However, it will be important to ensure that access to these jobs for local residents is maximised.

Employment Effects from Scheme Operational Components (Based on HCA Employment Densities Guide, 2010)		
Barton FTE Employment	Operational (2019)	
	Quantum	FTE
Cultural/Community Building	145 m ²	4
Food Superstore	1,400m ²	82
Hotel	120 rooms	60
Primary School	2 FE	30
Retail (High Street)	375m ²	20
Extra Care Housing	50 units	12
Total		208

Estimated Construction Employment		
	2014	2014-2019 (Cumulative)
Annual Output per Worker	£110,170	£110,170
Indicative Construction Costs	£13,560,000	£120,000,000
Construction MYE Generated	123	1,089
Construction FTE Generated	12	109

Maximising opportunities from construction jobs

6.43 We will work with relevant partners to **encourage local participation in construction jobs** during the period of construction. This may include promoting apprenticeships and training opportunities through construction training, and possible house builder links to skills centres through the Oxfordshire Construction Training Group (members of which include Oxford and Cherwell Valley College). We will investigate linking to such construction training initiatives.

6.44 The Barton LLP have agreed in principle to comply with the City Council's policy that seeks to promote a **'living wage'**, which is currently £7.45 per hour. This policy approach will therefore apply to a range of employment opportunities and to tendering contracts that will flow from the new housing-led development at Barton and new jobs created together with other projects and programmes that will benefit the wider area.

6.45 One such use would be as an **employment training centre** providing easy access to construction or trade training for local residents (akin to similar provision in Blackbird Leys). This could be pursued in partnership with the Oxford and Cherwell Valley College. Further work is needed to assess the feasibility and demand for this option but it would offer a very visible focus for a key element of regeneration that is the provision of local jobs, apprenticeships and training for existing residents. Existing organisations such as the Barton Job Club together with the Learning Partnership of the NP should be actively involved in the development and implementation of training programmes.

6.46 With the construction of a new Community Sport Pavilion at Barton, there may potentially be an opportunity to relocate the existing **Pavilion** to a new site in Barton or Northway and use it as such an employment training centre. An alternative use to explore would be the merits of utilising the pavilion as a satellite to the existing community run cafe (Eatwells) for the provision of a cafe to construction workers.

Expanding adult learning and associated services

6.47 We will seek to expand provision and participation in **adult learning and associated services** based in the Barton Community Hub, existing community centres or other facilities. This will build on the existing role of the Barton Regeneration Partnership, the Barton Job Club and the new employment coordinator employed by the Barton Community Association in addressing training and employment needs. Services could include:

- Job readiness workshops;
- One-to-one support;
- Development related Barton Job Club Network sessions; and
- Interview skills training and post employment support.

6.48 Specifically there is a clear opportunity to consider **further support to the extension of the Learn2Earn Jet Programme Co-ordinator** currently employed by the Barton Community Association. This role currently provides a focus for such activities but does not have funding beyond March 2014 (TBC).

6.49 Alongside this, the **development of links to major employers** (including John Radcliffe Hospital and Oxford Brookes University) should be strengthened in order to expand the training remit beyond that of the development related activities. This, together with existing initiatives, could provide further clear routes to employment opportunities for local residents to take advantage of improved physical links to these sites.

6.50 The Community Hub within the scheme can play a key role in providing **breakfast and after school clubs for children**.

Additional training and business facilities

6.51 The Barton Neighbourhood Centre; Community hub; new pavilion or church community hall would appear to offer the preferred location to provide these facilities.

6.52 Another option may be to provide **business start-up or incubation units** or the provision of managed workspace alongside new housing. There is the potential for any such element to link to the provision of units that can accommodate live/work occupation in the development itself. The site assessment exercise set out under Housing and Living Environment section should as part of any high-level demand and viability testing also consider the potential for such units.

6.53 The **Eatwells Cafe**, functioning at the heart of an enhanced Barton Neighbourhood Centre could also offer training and work experience for local residents; but urgently needs some funding to ensure its continued operation.

Superfast Broadband

6.54 Oxfordshire County Council and the government are currently investing £14m in the provision of broadband across Oxfordshire. Following recent upgrades across the City of Oxford by providers the development will provide secondary ducts in order that suppliers can provide superfast broadband to the new development. This can assist in encouraging the provision of some live-work units within the scheme along the primary street. Further work is needed to understand how this provision might enable such provision to the existing homes in Barton and Northway and/or the wider provision of wifi for the wider community.

Summary of Potential Actions

- Creation of more than 100 construction jobs during the period of construction and more than 200 ongoing jobs
- Develop schemes and partnerships to promote local participation in construction jobs during the period of construction – and investigate creating an employment training centre possibly based on the reused Barton Pavilion
- Maximise participation in adult learning and associated services based in Barton Community Hub, existing community centres or other facilities – building on links to major employers
- Explore providing additional training and business facilities such as business start-up units or training based out of the Eatwells Cafe
- Investigate providing superfast broadband and-or wifi to live-work units or housing across the area

Health and Wellbeing

Relevant Priorities in existing Area Regeneration Plans	
<p>Barton</p> <p>Health & Social Care. Bridge the discrepancy between Barton and the Oxford Average. Ensure that there is support and provision for all to access adequate health care, to improve and increase the leisure opportunities in Barton, address issues relating to alcohol abuse, obesity and mental health.</p>	<p>Northway</p> <p>Poverty (Elderly). Bridge the discrepancy between Northway and the Oxford Average. Ensure that there is support and provision for all to access age related benefits.</p> <p>Health & Disability. Identify the causes of health inequalities. Reduce the impact of sources such as income deprivation, child poverty and worklessness on health.</p>

Introduction

6.55 Health emerges strongly as a key issue for the surrounding neighbourhoods – in particular, addressing health inequalities, providing access to health for the elderly and bridging the gap in life expectancy in Barton. There is also a need for support services for young people (to support engagement and reduce anti-social behaviour), and for the elderly (given the high rates of pensioner poverty in both areas).

6.56 The development offers significant opportunities to improve health and wellbeing through providing additional services and improving leisure facilities and allotments.

Expanding health and social care services

6.57 The **enhancement of the Bury Knowle satellite clinic** within the Barton Neighbourhood Centre can play a key role in providing a continued and appropriate level of service for the expanded population. The new **Community Hub can offer a location for additional services** such as mother and baby sessions which will support the expected needs of the demographic of the new population. Both these initiatives will ensure the retention of the local provision of health services for Barton and Northway residents. The Health sub group of the Barton Regeneration Partnership should be involved in the development of these improvements but it should be recognised that delivery of such improvements would be undertaken by the relevant commissioning Health body.

6.58 Working with partner organisations we will explore how best to **improve services for youth and the elderly** into provision in the Community Hub and other community facilities. All initiatives should be developed with the respective existing groups / initiatives such as the Barton Health and Fitness Group and the emerging Northway Health Action Plan.

New leisure facilities and allotments

6.59 The development will contribute to improved health and wellbeing through the provision of **additional green spaces and leisure facilities** that are linked to existing facilities such as Play Barton. This includes the Linear Park and other newly created green spaces and play provision. The provision of an improved link will encourage the more intensive use of such spaces and provide a strong attractor in both directions.

6.60 The Barton Oxford LLP will be undertaking a significant scheme to enhance the Barton Allotment site. This will include improvements to fencing, tree planting, the introduction of a hazel coppice and wetland, the provision of car parking, improvements to the existing building site, a disabled toilet and electricity. It will be key to **maximise the impact of the Allotments** as an enhanced facility and encourage new residents to take up the additional plots provided as part of the new development.

6.61 Possibilities include providing starter allotments that are of reduced size and require less maintenance throughout the year and a plot for local primary school students. Consideration should be given to creating **links between Eatwells Cafe and the Allotments**. This could include the use of allotment and

community orchard produce at the cafe or local events such as the Barton Bash and/or the creation of a Barton Harvest Festival.

Summary of Potential Actions

- Expand the service of the Bury Knowle satellite clinic within the improved Barton Community Centre and provide additional drop-in facilities in the new Community Hub
- Explore how best improve services for youth and the elderly into provision in the Community Hub and other community facilities.
- Provide additional Green Space and leisure facilities and investigate how existing and new community groups could become involved with these spaces
- Maximise the impact of the Allotments including widening use and strengthening links with Eatwells Cafe.

7 Project Development & Stakeholder Engagement

In order to provide a Regeneration Strategy linked to the Barton development the following chapters set out a series of next steps that will be further define projects through consultation with residents and stakeholders who will shape the priorities and input into project development in more detail. The following sections are placeholders to set out where next steps need to be undertaken in order to provide a Regeneration Strategy that has a signed up to Delivery Plan to implement.

7.1 The projects outlined will need significant further development in order to provide a basis for further stakeholder engagement particularly with the wider community. The scheme development and engagement process will highlight the need for further investigation into;

- Funding routes and sources including Section 106 payments
- Current initiatives that can be augmented or brought forward by the project proposals
- Feasibility studies or strategy development required to further define projects
- Viability or cost advice needed to further project development
- Land and property ownership and lease information
- Project ownership and the need for new or existing groups to adapt to enable delivery

7.2 Alongside the Barton Oxford LLP key stakeholders in scheme development will include the following organisations.

Objective	Key Stakeholders
Housing and Living Environment	Oxford City Council Housing Officers, Strategic Housing Delivery Group, Registered Social Landlords, other key partners
Leisure and Community Facilities	Sport England, Youth and Play Partnership. Thames Valley Police, Community Safety Partnership, Oxford City Council street wardens, Neighbourhood Action groups, and Allotment Association. Oxford City Council Leisure, Parks and Communities. Barton Community Association.
Community Development	Oxford City Council, Oxfordshire County Council, Voluntary and Community Sector, Local Community and Voluntary groups, Residents and Tenants groups, other key partners. Barton Community Association
Education, Employment and Training	Oxfordshire County Council, Oxfordshire Skills Board, Learning Partnership/Job club, Business Link and enterprise agencies, the role of apprenticeships and associated funding. Oxford City Council, Oxfordshire County Council, Oxfordshire Economic Partnership.
Health and Wellbeing	Clinical Commissioning Groups, NHS Trust Development authority, Bury Knowle surgery. Barton Community Association.

7.3 The management and engagement at the appropriate stage of project development will be critical. The local Community groups will be engaged through the existing and proposed sub groups of both the Barton Neighbourhood Partnership and the Northway Neighbourhood Partnership alongside such organisations as the Barton Community Association.

8 Delivery Plan

The Delivery Plan, set out below, comprises a summary of the key regeneration projects and programmes that are likely to come forward in the future. It provides details on estimated costs, ownership, funding source and time frame, where these are known. This table seeks to prioritise future projects, align funding streams and provides the basis for consulting with local residents and key partners on the implementation and delivery of these schemes.

Project	Proposed Outcome	Cost	Owner	Funding Source	Time Frame
Established commitments from City Council budget					
Refurbishment programme for Plowman Tower	Extends life of building (30 yrs), energy/carbon Savings & improved appearance	£3m	Oxford City Council	HRA Capital	2017/18
Window replacement programme for properties in Northway	Reduced future rev. repairs, energy savings, improved security	£200k	Oxford City Council	HRA Capital	2014/15
Barton alleyway improvement programme	Some 17 alleyways in Barton form part of a grading and clearance programme	£17K	Oxford City Council	HRA Revenue	2013/14
Cultural enhancement to Free Fridays Youth Ambition Programme – Film Oxford	Deliver at least two cultural sessions at Leisure Centres (including Barton) for under 19s, as part of the Youth Ambition programme.	No additional cost to OCC, Film Oxford contribute these sessions as part of their commissioning agreement	Film Oxford	Total annual funding from OCC = £25,000 (13/14). This contribution to the organisation's core costs enables them to deliver a wide range of projects.	By end March 2014
Cultural enhancement to Free Fridays Youth Ambition Programme – Fusion	Deliver at least two cultural sessions at Leisure Centres (including Barton) for under 19s, as part of the Youth Ambition programme.	No additional cost to OCC, Fusion contribute these sessions as part of their commissioning agreement	Fusion Arts	Total annual funding from OCC = £28,128 (13/14). This contribution to the organisation's core costs enables them to deliver a wide range of projects.	By end March 2014
Cultural enhancement to Free Fridays Youth Ambition Programme – Pegasus	Deliver at least two cultural sessions at Leisure Centres (including Barton) for under 19s, as part of the Youth Ambition programme.	No additional cost to OCC, Pegasus contribute these sessions as part of their commissioning agreement	Pegasus Theatre	Total annual funding from OCC = £25,000 (13/14). This contribution to the organisation's core costs enables them to deliver a wide range of projects.	By end March 2014

C R E A T E microfunding	Support grassroots cultural projects in the city. Promoting this through the community's team. www.createoxford.org	Annual budget of £3,000 for matching donations at 6 events/year.	City Council Culture Team	OCC Cultural development budget AE18	By end March 2014, then ongoing subject to budget allowance
Culture Fund	Funding for cultural projects in the city. Promoting this through the community's team. www.oxford.gov.uk/culturefund	Annual budget of £15,000, with 2 rounds of the fund in 2013/14	City Council Culture team	OCC Cultural development budget AE18	By end March, then ongoing subject to budget allowance
Culture Forums	Skills development workshops for cultural and community organisations on 19 June and 16 October, featuring advice and support from organisations including Arts Council England and Kickstarter. Promoted through the communities team. www.oxford.gov.uk/cultureforums	Annual budget of £1,000 / year.	City Council Culture Team	OCC Cultural development budget AE18	By end March 2014.
Dancin' Oxford	Annual dance festival in March, family dance week in autumn, satellite dance events and classes across the city. www.dancinoxford.org In particular, we will deliver a summer dance project in Barton and develop strategic action plan for increasing level of engagement of young people in dance from areas of high deprivation, linking in with the Youth Ambition Fund and working with Barton Youth Partnership Group.	Tbc, but within dance development budget.	City Council Culture Team	OCC Dance development budget AE19, supplemented by Arts Council England grant funding of £47k and income from other funders.	Summer 2013, then ongoing
Museum of Oxford Theatre Jukebox – residencies	This is a digital installation shortlisted for an international award at SXSW festival in Texas. Bespoke Oxford version created by Stand + Stare. It's available to be booked for month long residencies by community centres, schools, hospitals and arts spaces across the city and county. http://www.oxford.gov.uk/PageRender/decM/OxfordJukebox.htm	Cost per residency to be borne by host venue - ~£150 for city venues (this is cost) and ~£475 for county venues (profit will be used for future new curations for the jukebox).	City Council Culture Team	OCC Cultural development budget AE18 paid for the jukebox itself in 2012/13.	From summer 2013.
Funding provided by other bodies and or partners					
Broadband Ultrafast Fibre to Premises	Vouchers to the value of £3k to be offered to SME's, sole traders and home workers across Oxford City to enable ultrafast broadband (100 mb/s) from cabinets to premises	Dependent on number of vouchers applied for	Vouchers will be paid through Oxford City Council	Funding of £3.1m has been applied for (to cover across the City) as part of the City Council's revised bid to Government through the Urban Broadband Fund (Oxford Super	Government accepted City Council bid June 2013. If agreed funding must be

				Connected Cities Project)	spent by March 2015
Christmas Light Night – lantern making workshops and parade	Engage up to 12 schools across the city in lantern making workshops for Christmas Light Night.	Approximately £12k for workshops and materials for 500 young people and managing the lantern parade itself.	City Council Culture team	OCC Events budget AE15. This has been fully paid for by sponsorship from MINI Plant Oxford in previous years (£12k) and we hope to continue with this sponsorship in future.	Promotion of workshops July-Sept, Workshops Oct-Nov. Event Nov 2013. Annual.
Established Commitments under Barton Section 106 Agreement					
New junction at A40 and corridor works	New junction at A40 , corridor works together with noise reduction, lighting and traffic calming measures	£2.72m	Oxfordshire County Council	Section 106 Agreement	
Associated highway works	Measures to reduce speed limit, alterations and improvements to Cherwell Drive / Marston Road and Headington Roundabout	728k	Oxfordshire County Council	Section 106 Agreement	
Public Transport Infrastructure	Provision of public transport infrastructure and new bus service proposals	850k		Section 106 Agreement	
Barton Pool	Improvements	£170 k	Oxford City Council	Section 106 Agreement	
Indoor Leisure	Improvements to indoor leisure provision	£203k		Section 106 Agreement	
Allotments	Improvement s to Allotment to include fencing, tree planting and other facilities. Potential to create better links between Eatwell's café and allotments	£210K	Oxford City Council	Section 106 Agreement	
Links between Linear Park and Play Barton	Formation of new links between Linear Park and Play Barton	£10K	Oxford City Council	Section 106 Agreement	
Linear Park Activity Trail	Creation of activity trail	£30K	Oxford City Council	Section 106 Agreement	
Public Open Space	Strategic Management of Public Open Space	£345k		Section 106 Agreement	
Sports Pitches	New Sports Pitches	£225k		Section 106 Agreement	
Pavilion	Building of new pavilion	£750k		Section 106 Agreement	
Children's Play Area	Creation of new Children's Play Area	£100k		Section 106 Agreement	
Bayswater Brook	Improvements to brook			Section 106 Agreement	
New Community centre	New Community centre	£250K		Section 106 Agreement	
Community Infrastructure	Day Care / Resource centre	£183k		Section 106 Agreement	
New Primary School and Community hub	New primary school and community hub	£7.4m	Oxfordshire County Council	Section 106 Agreement	
Temporary Primary School provision	Temporary school provision including transport and relocation costs	£760k	Oxfordshire County Council	Section 106 Agreement	

Secondary School Provision Places	Contribution to fund new secondary and sixth form places generated from the new housing development	£3.1m	Oxfordshire County Council	Section 106 Agreement	
Special Education Needs	Contribution to Special Needs places generated by development	£146k	Oxfordshire County Council	Section 106 Agreement	
Early Years Provision	Space provided in hub, but if not contribution sought	£69k		Section 106 Agreement	
Libraries	Infrastructure improvements to meet additional demand at Headington Library	£88k	Oxfordshire County Council	Section 106 Agreement	
Strategic Waste Management	Mitigation of impacts of additional pressure on waste recycling centre and new site at Redbridge	£38k	Oxfordshire County Council	Section 106 Agreement	
Employment and Training	Package of employment training programmes including apprenticeships, possible funding towards Barton Job Club and extension to include Northway area.	£50k	Oxford City Council working with key partners, providers and Skills Board	Section 106 Agreement	
Health	Increase site, capital costs and one year rental for GP surgery to Bury Knowle satellite clinic within the Barton Community centre	£200k		Section 106 Agreement	
Public Art	Subject to agreed programmes and or commissioning work	£200k	Oxford City Council	Section 106 Agreement	
Agreed funding from Council budget holders (not already committed)					
Proposal but no funding agreed at present					
Barton external Insulation/roofing programme for Howard Houses	Improved insulation / appearance	£800k	Oxford City Council	HRA Capital and ECO funding (50:50 split)	2014/15-16/17
Create job description for new post for City-wide skills / training coordinator	Appoint 'Ground-work' consultant to prepare a job description to create a new post for a person to take an overview of the skills / training needs for the City as a whole and with a particular focus on Barton / Northway.	£5k	Oxford City Council; Oxfordshire Skills Board	Expected to comprise a range of existing funding sources to create one-pot	August / September 2013
New post for City-wide skills / training coordinator	To appoint a full-time person on contract to work with skills / training providers; developer and all relevant agencies to identify key sectors of future job growth within the City; such as constructions and retail / hospitality. Then work with all parties to develop skills / apprenticeship / training programmes that will deliver 5-10 programmes which will benefit the City as a whole and the local Barton / Northway area. Post to have strategic overview looking at major projects (Barton; Westgate; Oxpens; Station site; and Northern Gateway) and the likely jobs generated, such as construction apprenticeships. Then assess how some of these can be made available to local people in Barton and Northway.		Oxfordshire Skills Board; Oxford City Council; Works and Pension Dept.	Expected to comprise a range of existing funding sources to create one-pot	November 2013 – January 2014

Proposed phasing and delivery of residential development

The table below provides details about the mix of housing and apartments that will be developed on the new Barton site; together with the expected phasing of the new residential development.

Phase	Build Year	1 bed apartments	2 bed apartments	2 bed houses	3 bed houses	4 bed houses	5 bed house	Total	Units per Phase	Build Year	Units per annum	Cumulative Total
1	2015	4	2	4	4			14	189	2015	14	14
1	2016	10	40	16	37	8		111		2016	111	125
1	2017	14	22	12	16			64		2017	120	245
2	2017			6	20	18	12	56	56			
3	2018	14	50					64	90	2018	130	375
3	2018		26					26		2018		
4	2018	2	5	4	27	2		40	160	2018	120	495
4	2019	2	5	4	38	5		54		2019		
4	2019		2	8	40	12	4	66		2019		
5	2020			9	30	14	1	54	106	2020	106	601
5	2020			2	35	14	1	52		2020		
6	2021	8	24	5	19	8	4	68	116	2021	116	717
6	2021	0	0	6	32	10	0	48		2021		
7	2022			5	80	5	6	96	168	2022	96	813
7	2023			6	46	16	4	72		2023	72	885
Total		54	176	87	424	112	32	885				
%		6.1%	19.9%	9.8%	47.9%	12.7%	3.6%	100.0%				

Appendix I: Existing Area Regeneration Plans for Barton and Northway

Barton		
Priority	Strategic (5-year) Aspirations	First year operational outcomes
1. Educational attainment	Lifting primary and GCSE attainment rates, improving community and parental involvement in schools	<p>1.1 Transition Projects involve partnership between Transition Learning Mentors from Cheney School and Bayard's Primary.</p> <p>1.2 Partnership work between Bayard's Primary School, Roundabout Children's Centre and Oxford City Council's Communities and Neighbourhoods Team improves community involvement in educational attainment.</p> <p>1.3 Improved community involvement in schools through Communities and Neighbourhoods support to the Christmas Fair, Learning Fayre (2013) and annual Barton Bash events</p> <p>1.4 Create links between Thrive, Barton Allotment Associations and schools through forest school pedagogy and school involvement in community gardening, conservation and art projects.</p>
2. Community learning	Lifting adult qualification rates to 70%	<p>2.1 To promote joint working between learning providers and community organisations and encourage learning providers to provide courses to meet local need</p> <p>2.2 To develop the necessary stepping stones to enable all residents to have access to learning.</p> <p>2.3 To further develop the idea of a continuum or 'pyramid of learning progression'</p> <p>2.4 To foster the obvious links between Learning & employment.</p>
3. Employment	Reducing benefit dependence by developing employment opportunities and increasing personal employability	<p>3.1 To employ a Coordinator to oversee the development of the job club so that it better meets the needs of both local people and employers.</p> <p>3.2 Support local residents to become job ready and either provide or signpost them to training, employment and</p>

		<p>volunteering opportunities.</p> <p>3.3 Provide customised, impartial, client centred IAG on careers, training, education and employment</p> <p>3.4 Provide in house support and training for mock interviews, Job Searching, CV writing and basic IT skills.</p>
4. Positive youth development	Develop a comprehensive youth programme	<p>4.1 To reinvigorate the Barton Youth Partnership and ensure that ALL organisations involved in youth activities regularly attend and take an active part in meetings.</p> <p>4.2 Reemphasise the need for all potential projects to be formally proposed and agreed by the partnership before being implemented.</p> <p>4.3 Identify the need for additional projects / activities that would be of particular interest to local young people.</p> <p>4.4 Encourage the formation of a Youth Committee to allow young people to actively participate in the management of their activities.</p> <p>4.5 Gather and collate attendance and achievement data from all partners.</p>
5. Health and social care	Bridge the gap with Oxford average life expectancy, widen access to healthcare and address specific health challenges	<p>5.1 Work with PCT and other health providers to look at the issues affecting Barton resident's health</p> <p>5.2 Set up NP sub group to discuss and develop a holistic action plan taking into consideration the impact of other priority areas</p> <p>5.3 Agree monitoring criteria that can measure the impact of projects to reduce poverty, worklessness and low skills/ training on health.</p> <p>5.4 Promote and support leisure provision in the area to help tackle obesity and other issues relating to a lack of exercise/healthy activity.</p>
6. Community development	Build community capacity, foster social inclusion, address the issues relating to integration with the new development	<p>6.1 International Evening event held annually as a partnership between the schools and the NP</p> <p>6.2 Establish a 'Community Engagement strategy group to engage resident's active participation in shaping the</p>

		<p>partnerships in the area</p> <p>6.3 Outreach and involve the local residents to become active partners in the new Barton West development initiatives.</p> <p>6.4 Support 'Hand on News' to engage and inform the community in Barton.</p>
7. Housing and environment	Ensure world class accommodation for all, conserve and enhance green spaces and involve tenants and residents in area improvement	<p>7.1 Produce a welcome pack for new tenants/ residents as a welcome to the area</p> <p>7.2 Coordinate with Community Response Team and other internal Oxford City Council Departments/relevant external groups to arrange regular walkabouts</p> <p>7.3 Work with Tenant Involvement Officers to establish new TRA groups where needed and involve them in the housing and environment sub group of the Neighbourhood Partnership</p> <p>7.4 Identify suitable green spaces currently unused in the area for development as community gardens, play and leisure areas.</p> <p>7.5 Work in partnership with the allotment associations, Low Carbon Barton, Cleaner Greener Barton and the nature reserve to enhance natural areas to the benefit of the community.</p>
8. Community safety	Work in partnership to tackle crime and anti-social behaviour	<p>8.1 Continue to build upon the vast improvements made in partnership working between Oxford City Council, Barton Community Association, Thames Valley Police and the Neighbourhood Action Groups to tackle crime and anti-social behaviour in the area.</p> <p>8.2 Coordinate community safety actions in partnership with the CRT, TVP & NAG and incorporate the Neighbourhood Action Group as a sub-group/working group on community safety issues.</p> <p>8.3 Build on relationships with the Early Intervention Hub regarding targeted early interventions for young people in the area to reduce incidences of Anti Social Behaviour (ASBs)</p>

		<p>8.4 Work in Partnership with the Community Response Team and Community Wardens to draw up Acceptable Behaviour Contracts (ABCs) with residents or provide mediation where appropriate/needed.</p> <p>8.5 Support the Neighbourhood Police Team and Neighbourhood Watch groups in the area to effectively monitor report and address incidences of crime and anti-social behaviour in the community.</p>
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Northway		
Priority	Strategic (5-year) Aspirations	Actions
1. Youth Provision	Develop a comprehensive youth programme focused on positive activity, improved attainment, work opportunities, engagement and reduced anti-social behaviour	<p>1.1 Set up Youth Sub-Group of NP:N to coordinate a positive and sustainable programme of youth events and provision which will provide for all</p> <p>1.2 Scope groups providing youth related activities and establish partnership working and timetable of delivery that is clearly communicated to local residents. Increasing links with Positive Futures and the Early Intervention Service to support this delivery.</p> <p>1.3 Increased numbers of youth accessing club and activities</p> <p>1.4 Monitor reports to the NAG relating to youth ASB, relaying trends or concerns. Establishing referrals for outreach work in given hotspots on Northway.</p> <p>1.5 Monitor numbers of youth accessing this programme and plan to increase</p>
2. Educational attainment	Lifting primary and GCSE attainment rates, improving community and parental involvement in schools	<p>2.1 Transition Projects – improving links between primary and secondary education.</p> <p>2.2 Establish a “Friends of New Marston” support group linking the community with its school, as a sub group of the Neighbourhood Partnership – constituted and supported by both community (Groups/ CA/ residents etc) and school representatives (Governors, staff and parents).</p> <p>2.3 Improved community involvement in schools through Communities and Neighbourhoods support to the International Fair, Christmas Fair, May Day celebration and Northway Festival events</p> <p>2.4 Signpost adult training opportunities from OCVC, Ruskin</p>

		College and WEA to parents and youth unemployed to help create a culture of lifelong learning in Northway families.
3. Community cohesion	Build a harmonious community comfortable with its diversity, and reduce the impact of high social turnover	<p>3.1 Annual International Evening event as a partnership between the schools and the NP:N</p> <p>3.2 Support wider community engagement in the Community Centre</p> <p>3.3 Produce a welcome pack for new tenants/ residents as a welcome to the area</p> <p>3.4 Support a broader community summer event using the field as a centre of activities and engaging a wider selection of individuals and groups in this event</p> <p>3.5 Promote the 'Friends of New Marston Primary' within the community redefining the School as a hub for community activities</p> <p>3.6 Develop a group to train and launch a Northway community newspaper with Leys News to improve community information and communication.</p>
4. Poverty (elderly)	Bridge the discrepancy with the Oxford average and ensure that there is support and provision for all to access age related benefits.	<p>4.1 Support the work of the Older peoples coffee morning and Lunch club on Northway, increasing membership and gathering information about older people's needs/ aspirations</p> <p>4.2 Work in partnership with the Citizens Advice Bureau to close the 'advice gap' identified in the area.</p> <p>4.3 Engage Age UK to offer additional support to the older members of the community</p> <p>4.4 Work with providers of older peoples services to identify and resolve gaps in services.</p>
5. Health and disability	Identify and reduce the sources of health inequalities and the effect of deprivation, child poverty and worklessness	<p>5.1 Work with PCT and other health providers to look at the issues affecting Northway health</p> <p>5.2 Set up NP sub group to discuss and develop a holistic action plan taking into consideration the impact of other priority areas</p>

		5.3 Agree monitoring criteria that can measure the impact of projects to reduce poverty, worklessness and low skills/ training on health.
6. Housing and environment	Ensure World Class accommodation for all.	<p>6.1 Produce a welcome pack for new tenants/ residents as a welcome to the area</p> <p>6.2 Coordinate with Streetscene and other internal groups to arrange regular walkabouts</p> <p>6.3 Work with Tenant Involvement Officers to establish new TRA groups where needed and appropriate i.e. Stock Leys, Dunstan Park/ FoxwellDr and Saxon Way area.</p> <p>6.4 Identify suitable green spaces currently unused in the area for development as community gardens, play and leisure areas.</p> <p>6.5 Establish a 'Friends of Peasmore Piece or Dunstan Park' group to conserve and enhance the natural landscape.</p> <p>6.6 Engage residents of Northway further with the strategies for alleviating the risks of flooding</p> <p>6.7 Look at rat-running through the estate</p> <p>6.8 Establish a Low Carbon Northway & Marston group – ie Car Club, solar, group energy purchase</p>

Equality Impact Assessment

Initial Impact Assessment

Service Area: City Development	Section: Spatial Planning and Economic Development	Key person responsible for the assessment: Tom Morris	Date of Assessment: 28 th August 2013
Name of the document to be assessed: Barton Regeneration Strategy			
1. Briefly describe the aims, objectives and purpose of the strategy	<p>The purpose of the Barton Regeneration Strategy is to provide an over-arching strategic statement that clearly shows how the new residential-led development at Barton will bring positive physical, economic and social benefits to the wider Barton and Northway area. The document highlights the principle of the proposed development that will be delivered together with the various existing and future projects and programmes that will bring significant benefits to the area.</p>		
2. Who is intended to benefit from the strategy and in what way	<ul style="list-style-type: none"> • The strategy will benefit existing and future residents of the Barton / Northway area • Provide more homes, new facilities and services that will generate and improve job prospects and opportunities for local people. • New leisure, recreation and community facilities 		

3. What outcomes are wanted from this strategy?			
Increase in housing supply together with affordable housing; improved services and facilities (retail, and health); greater employment and training prospects for local people; new leisure, recreation and community facilities			
4. What factors/forces could contribute/detract from the outcomes?		<ol style="list-style-type: none"> 1. Failure to deliver / implement strategy 2. Delay in phasing of development 3. The lack of alignment of potential funding sources 	
5. Who are the key partners in relation to the strategy?	Oxford City Council Barton Oxford LLP Oxfordshire County Council Oxfordshire Skills Board Works and Pensions Dept Barton Community Association Barton Neighbourhood Partnership Northway Neighbourhood Partnership Oxfordshire Local Enterprise Partnership	6. Who is responsible for the strategy and who will lead the project if successful?	Oxford City Council leading with key partners, such as the Barton Oxford LLP, Oxfordshire County Council, Skills Board
7. Could the strategy have a differential impact on racial groups?		No	No. The strategy will provide economic, physical and social benefits; together with new infrastructure, services and facilities.

8. Could the strategy have a differential impact due to gender?		No	No. The strategy will provide economic, physical and social benefits; together with new infrastructure, services and facilities that will benefit all.
9. Could the strategy have a differential impact due disability		No	No. The strategy will provide economic, physical and social benefits; together with new infrastructure, services and facilities that will benefit all.
10. Could the strategy have a differential impact on people due to sexual orientation?		No	No. The strategy will provide economic, physical and social benefits; together with new infrastructure, services and facilities that will benefit all.
11. Could the strategy have a differential impact on people due to their age		No	No. The strategy will provide economic, physical and social benefits; together with new infrastructure, services and facilities that will benefit all.
12. Could the strategy have a differential impact on people due to their religious belief?		No	No. The strategy will provide economic, physical and social benefits; together with new infrastructure, services and facilities that will benefit all.
13. Could the negative impact identified in 7-12 create the potential for the strategy to discriminate against certain groups?		No	Please explain No – No negative impacts have been identified.
14. Can this negative impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason		No	Please explain for each equality heading (question 8-13) on a separate piece of paper There are no negative impacts identified.
15. Are there implications for the Service Plans?	YES the implementation and delivery of the strategy will need to be inserted into service plans	16. Date the Service Plan will be updated	The Plan will be updated January 2014

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To: City Executive Board

Date: 9th October 2013

Report of: David Edwards, Executive Director, Regeneration and Housing

Title of Report: CITY DEAL BID

Summary and Recommendations

Purpose of report: To provide an update on progress on the City Deal Bid to Government and the commitments being asked of Oxford City Council, the proposed governance arrangements and the timetable for presentation to the Ad hoc Ministerial Group.

Key decision? Yes

Executive lead member: Cllr Bob Price

Policy Framework: No

Recommendation(s):

- To note this report;
- To formally support the overarching focus of the City Deal Bid;
- To agree in principle to the commitments being asked of Oxford City Council;
- To note the governance arrangements in principle, and to receive future reports which will provide the detail of what the Joint Statutory Committee will be carrying out and what delegations will need to be made to it;
- To delegate authority to the Chief Executive to lead on negotiations with partners and Government

Appendices to report:

Appendix One – Risk Register

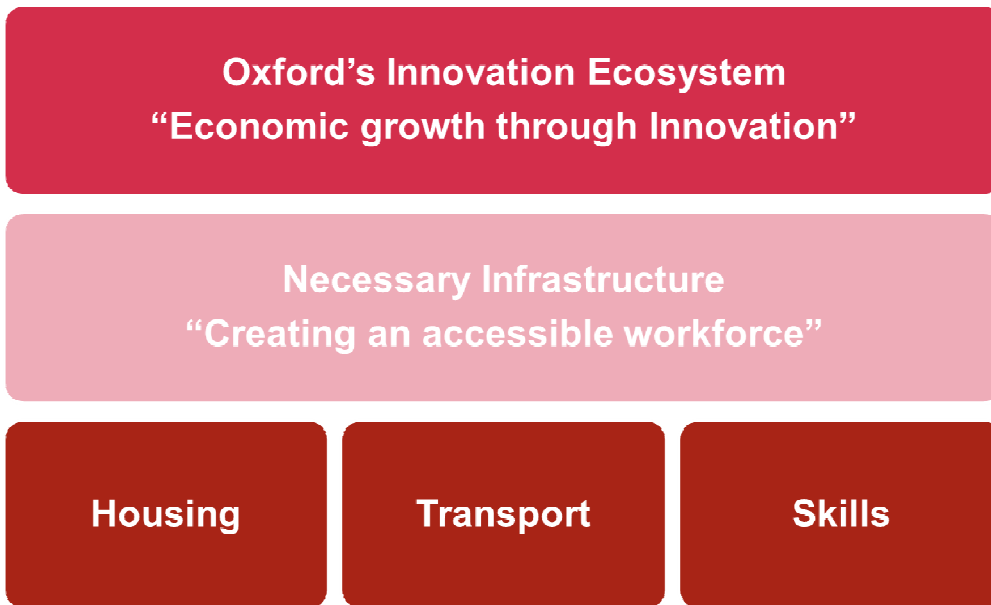
Appendix Two - Initial Equalities Impact Assessment

Introduction

1. In July 2012 Government agreed the first wave of city deals with the eight largest cities outside London and their wider economic areas. These agreements were bespoke to reflect the different needs of individual places, but every deal aimed to:
 - Give cities additional powers and tools to drive local economic growth;
 - Unlock projects or initiatives that would boost their economies; and
 - Strengthen the governance arrangements dealing with economic development.
2. In October 2012 Government invited a further 20 cities, including Oxford, to submit expressions of interest for a second wave of City Deals. This group consisted of the next 14 largest cities and the six fastest growing cities, of which Oxford is one.
3. The Expression of Interest submission from Oxford focused on transformational growth through stimulating the local knowledge economy. The combination of the two world class universities and 'Big Science' in the Science Vale are central to the bid.
4. The bid brought together a partnership of business, research institutions, local authorities and the LEP to collaborate and accelerate the growth of the city region's knowledge based economy by creating a new 'knowledge economy spine'. This is based on a network of centres supported by new enterprise and innovation centres and development in the city regions principal economic nodes of Oxford City, Bicester and Science Vale
5. In February 2013 Government announced that all 20 submissions had been successful and were invited to go through to the next stage of the process by completing a Negotiation Document and preparing a presentation to an Ad hoc Ministerial Group.
6. A City Deal Bid Team comprising representatives from the six local authorities, the Local Enterprise Partnership, University of Oxford and Oxford Brookes Universities and representatives of Science and Research organisations at Harwell and Culham has been overseeing the development of the bid. The County Council has chaired the Bid Team and been leading on co-ordination with support provided by the City Council.

Overview of the ambition of the Oxford and Oxfordshire City Deal

7. The ambition is summarised as follows:



8. The ambition is based on the common understanding that the Oxford and Oxfordshire economy has the greatest potential of any location in the UK to deliver world leading technology and business innovation building upon our academic research
9. Furthermore, our central location, with transport links to London, Heathrow and the Midlands, as well as the South Coast and West Country provides us with the foundation of a transport infrastructure that enables our businesses and universities to compete in a global market

The City Deal Proposal

10. In summary the proposal is focused on the delivery of an ambitious Knowledge Economy centred on the major economic growth centres: Bicester, Oxford and Science Vale including the Enterprise Zone (Harwell Oxford and Milton Park).
11. The City Deal represents an opportunity to ensure Oxford and Oxfordshire overcomes the historic barriers to innovation and enterprise through a transformational network of connected hubs, creating an ecosystem where research, innovation, investment and enterprise meet and flourish.
12. The City Deal projects have been divided into those that are priorities for delivery in Phase 1, with a committed start before the end of 2015, and those that are in later stages.
13. Discussions are taking place with partners and Government civil servants advising the Bid Team and will continue through to submission of the final Negotiation Document in October 2013.

Innovation

14. At the heart of the proposal is the world class Science and Innovation for which Oxfordshire is known. The ambition is to deliver a number of key innovation schemes across the City Deal area. These will enable the development of start-up business' to spin out from the Universities across a range of sectors; they will then join up those companies with other business' who can provide them with support, enabling small companies to find the right skills to grow within the county, with differing projects each focussing on specific innovation areas.
15. At the time of writing this report the Phase 1 projects that are the core of the City Deal bid are:
- Begbroke Accelerator Building
 - Harwell Open Innovation Centre
 - Oxford Bio Escalator
 - Science Vale (Culham) Advanced Manufacturing Hub
 - Business Support for Innovation (County wide)
 - Science Vale (Culham) High Tech Skills Hub
 - One Stop for Information / Advice / Guidance / Apprenticeships and Educational Development (County wide)
 - Oxford Housing projects – Barton, West End, Northern Gateway and Accelerated Housing Programme
16. With public sector investment of nearly £10m already identified, and twice as much private sector investment, the City Deal looks to secure in the order of £60m of investment from Government to enable this network of innovation hubs and the corresponding support system to be delivered.

Skills

17. The skills projects have been prioritised on the basis of those that are mostly closely aligned with the innovation priorities and that can be delivered without delay.
18. In support of our ambition to deliver the network of innovation hubs, the City Deal looks to secure locally agreed priorities for how funding from the Skills Funding Agency is invested. It also looks to develop a one stop shop for information, advice and guidance on apprenticeships and education development.
19. In seeking genuine devolution of control from Whitehall to the local community, the proposal will help ensure that the investment in skills equips us to unlock the potential that exists within our economy.

Infrastructure

20. The infrastructure schemes are prioritised in terms of their relationship to delivering the innovation priorities and include key A40 Northern Gateway infrastructure and lead the preparation of a longer term strategy for the A34 and to work with the private sector to begin delivering the Oxford Science Transit – a truly integrated multi-modal transport system that

builds upon the investment in rail and bus services and delivers a high quality, high frequency service linking our core areas of economic growth.

21. It should be noted that since the programme started the Government announced changes to the way it was planning on funding infrastructure projects, with the creation of the Local Growth Deals. We have therefore had to separate out the City Deal proposals into two phases, one which remains part of the City Deal, and the other which will form part of the wider funding from the Local Growth Fund.

Housing

22. The housing schemes for Oxford are Barton, West End (Westgate and Oxpens), Northern Gateway and an accelerated housing programme. This will result in just over 3000 new houses over a ten year period.
23. As part of the deal we are asking Government to increase the borrowing cap on the Housing Revenue Account to enable Oxford City Council to raise £121m funding for this housing to meet demand created by new jobs.

Timetable and Next Steps

24. Discussions are continuing with partners through the City Deal Bid Team alongside liaison and feedback from Government civil servants and advisers.
25. The Negotiation Document will be finalised together with a presentation that will be delivered to an Ad hoc Ministerial Group. Both of these will be signed off by the City Deal Bid Team, the Local Enterprise Partnership and the Oxfordshire Local Authority Leaders Group.
26. The Negotiation Document will be formally submitted to Government no later than 11th October 2013.
27. The following group will deliver the presentation to the Ad hoc Ministerial Group which has been provisionally set for 24th October 2013:
 - Cllr Ian Hudspeth, Leader, Oxfordshire County Council
 - Cllr Bob Price, Leader, Oxford City Council
 - Adrian Shooter CBE, Chair, Oxfordshire Local Enterprise Partnership
 - Professor Ian Walmsley, Pro Vice Chancellor, University of Oxford
 - Professor Steven Cowley, Chief Executive Officer, United Kingdom Atomic Energy Authority (Culham)
28. Following the presentation, further negotiation will take place with Government with a view to the City Deal being agreed by the end of the year.

Financial and Resource Implications

29. If the City Deal bid is agreed, the key financial implications relating to Oxford City Council will be the increased borrowing cap on the Housing Revenue Account to allow us to borrow £121 million.
30. The City Council will continue to support the City Deal bid process and has provided project management staffing support to work alongside County Council staff to co-ordinate the development of the City Deal Bid. The City Council will continue to provide this staffing support.
31. The City Council will ensure that adequate resources are in place to undertake any necessary work on specific project development and project management relating to key City Council projects and commitments that form part of the City Deal.

Legal Implications

32. The Local Authority Chief Executives and Leaders Group have reviewed governance arrangements and have agreed a model based on a Joint Statutory Committee (JSC). This is, in effect a joint Executive Committee which carries out defined functions on behalf of the constituent bodies.
33. A JSC is a model often adopted for working with a range of Local Authorities, as in the context of waste partnerships or police authorities. The JSC powers would be limited to delivering the City Deal and would not have any general powers of competence. Specifically, planning powers would remain with the Local Authorities as at present. There may be potential to agree with Government streamlined planning powers, but this would only be considered in relation to strategic sites which are already allocated for development in Development Plans, and would be subject to individual consideration
34. It is proposed that the JSC is made up of the six Local Authorities plus a representative from each of the Local Enterprise Partnership, University of Oxford, Oxford Brookes University and Harwell Oxford
35. If the bid is successful binding agreements will be developed. Legal advice will be provided to the City Executive Board by the City Council's in-house legal team on the legal implications or issues arising from the work of the JSC. In the event that specialist legal advice is required at any stage, the Council will obtain it.

Risks

36. A Risk register has been prepared and is appended.

Climate Change / Environmental Impact

37. All projects that come out of the City Deal will have due regard to climate change and environmental impact. New buildings, including new homes,

will be built to appropriate environmental and sustainable standards.
These homes are already identified in approved Development Plans.

Equalities Impact

38. The benefits to Oxford and the city region will be significant and very positive to all through economic growth, new employment, higher skills attainment, improved inward investment, stronger infrastructure and increased housing delivery.

39. An initial Equalities Impact Assessment is attached as Appendix Two.

Name and contact details of author:-

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Service Area / Department: City Development

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List of background papers:

Version number: v5.1

Appendix One - Risk Register

No.	Risk Description Link to Corporate Obj	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Current Risk	
		I	P			I	P	Action: Action Owner:	Outcome required: Milestone Date:	Q1	Q2	Q3	Q4	I	P
					Mitigating Control: Level of Effectiveness: (HML)			Action: Action Owner:	Outcome required: Milestone Date:	Q1 ☹	Q2 ☹	Q3 ☹	Q4 ☹		
1	Challenges of partnership and governance	3	3	Progress with delivery of City Deal dependencies on partnership working and governance	Mitigating control: Active role in Bid Team, negotiations and governance through the Joint Statutory Committee 1.2.1 dialogue outside formal meetings with partners Level of Effectiveness: M	2	2	Action: Exec Director (Hsg and Regen) to monitor risk level and agree action. Action Owner: Economic Development Team leader Mitigating Control: Head of Service Control owner: Director	Outcome required: Milestone Date:						
2	Government rejects bid	5	3	Bid not focussed enough, asks and offers too vague or not in line with Government guidelines / requirements	Mitigating control: Active role in Bid Team and input into bid and project list. Providing feedback on proposed presentation to Govt. Listening to feedback from Govt officials and acting on it Level of Effectiveness: M	5	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director							

3	Commitments made by partners (e.g. funding, land, staffing) are unable to be met or financial modelling is incorrect	3	3	Commitments not checked or signed off by Chief Executives and S151 Officers or equivalents	<p>Mitigating control: Bid Team is being rigorous in approach to project identification and financial information and modelling. Consultants have been engaged to undertake modelling. Chief Execs and S151 Officers are signing off project financials. Leaders are signing off the final bid</p> <p>Level of Effectiveness: M</p>	2	1	<p>Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director</p>								
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191	Challenge of staffing and resource	3	2	Not having resource or staff required to deliver the projects and overall ambitions of City Deal	<p>Mitigating control: Each partner committing resource to support the City Deal Board and the individual projects</p> <p>Level of Effectiveness: M</p>	2	1	<p>Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director</p>								
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Equality Impact Assessment

Equality Impact Assessment

Service Area: City Development	Section: Economic Development	Key person responsible for the assessment: Sebastian Johnson	Date of Assessment: 5 th August 2013
Name of the Bid to be assessed: City Deal Bid			
1. Briefly describe the aims, objectives and purpose of the bid	<p>To deliver economic growth in Oxford and Oxfordshire through the delivery of an ambitious Knowledge Economy centred on the major economic growth centres: Bicester, Oxford and Science Vale including the Enterprise Zone (Harwell Oxford and Milton Park). The City Deal represents an opportunity to ensure Oxford and Oxfordshire overcomes the historic barriers to innovation and enterprise through a transformational network of connected hubs, creating an ecosystem where research, innovation, investment and enterprise meet and flourish.</p> <p>Supporting this growth will be necessary transport infrastructure, housing and skills development.</p>		
2. Who is intended to benefit from the bid and in what way	<ul style="list-style-type: none"> • This is a bid that will benefit the local and national economy through the creation of jobs and economic growth • Residents and people who work in the city and county will benefit through creation of more jobs, more housing, improved transport and improved skills and educational attainment 		

3. What outcomes are wanted from this bid?			
Increased employment and improved infrastructure, increased housing supply and improved skills and education and employability of the local workforce Making Oxford and Oxfordshire more attractive to investors and businesses Economic competitiveness with other cities nationally and globally			
4. What factors/forces could contribute/detract from the outcomes?		<ol style="list-style-type: none"> 1. Failure with the bid 2. Withdrawal of commitment from partners 3. Change of Government policy and cancellation City Deals 4. Failure to deliver 	
5. Who are the key partners in relation to the bid?	Oxford City Council Oxfordshire County Council South Oxfordshire DC Vale of White Horse DC Cherwell DC West Oxfordshire DC Oxfordshire Local Enterprise Partnership University of Oxford Oxford Brookes University Harwell Oxford and Science Vale	6. Who is responsible for the bid and who will lead the project if successful?	The bid is led by a Bid Team coordinated and chaired by Oxfordshire County Council Oxfordshire County Council will be the Accountable Body. Governance proposals are for a Joint Statutory Body to be created made up of the 6 local authority leaders plus representatives from the LEP, Oxford University, Oxford Brookes University and Harwell Oxford
7. Could the bid have a differential impact on racial groups?		No	No. If successful the bid will provide economic growth and infrastructure improvements that will benefit all
8. Could the bid have a differential impact due to gender?		No	No. If successful the bid will provide economic growth and infrastructure improvements that will benefit all

9. Could the bid have a differential impact due disability		No	No. If successful the bid will provide economic growth and infrastructure improvements that will benefit all
10. Could the bid have a differential impact on people due to sexual orientation?		No	No. If successful the bid will provide economic growth and infrastructure improvements that will benefit all
11. Could the bid have a differential impact on people due to their age		No	No. If successful the bid will provide economic growth and infrastructure improvements that will benefit all
12. Could the bid have a differential impact on people due to their religious belief?		No	No. If successful the bid will provide economic growth and infrastructure improvements that will benefit all
13. Could the negative impact identified in 7-12 create the potential for the bid to discriminate against certain groups?		No	<p>Please explain</p> <p>No – No negative impacts have been identified.</p>
14. Can this negative impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason		No	<p>Please explain for each equality heading (question 8-13) on a separate piece of paper</p> <p>There are no negative impacts identified.</p>
15. Are there implications for the Service Plans?	YES if the bid is successful the work will need to be inserted into service plans		<p>16. Date the Service Plan will be updated</p> <p>The Plan will be updated January 2014</p>

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**To: City Executive Board
(Council)**

**Date: 9th October 2013
(25th November 2013)**

**Report of: David Edwards, Executive Director Housing and
Regeneration**

Title of Report: OXFORD SUPER CONNECTED CITIES PROJECT

Summary and Recommendations

Purpose of report: To update the Board on the successful bid to Government for funding of £4.83 million from the Urban Broadband Fund (Phase 2) Super Connected Cities Programme, and to request that the Council officers now be authorised to deliver this project with the support of a specialist organisation using the funding secured plus the previously agreed £300,000 capital commitment and £25,000 start-up costs

Key decision? Yes

Executive lead member: Cllr Bob Price

Policy Framework: No

Recommendation(s):

- 1. To note the update report and the positive funding outcome;**
- 2. That CEB recommend to Council approval of an additional £4.83 million within the Councils General Fund Capital Programme in 2014/15 to be funded by Government Grant**
- 3. That CEB give project approval based on the information provided in this report**
- 4. To delegate authority to David Edwards, Executive Director to lead on management and delivery of the project and give delegated authority to award a contract to a specialist organisation to assist the Council in the delivery of this project.**

Appendices to report:

Appendix One – Risk Register

Appendix Two – Letter from Ed Vaizey, Minister for Culture, Communications and Creative Industries confirming funding available to Oxford

Appendix Three – Equalities Impact Assessment

Introduction

- 1 In 2012 Government, through Broadband Delivery UK (BDUK) invited 27 smaller cities, including Oxford, to bid for a total of £50m as phase two of the Urban Broadband Fund (UBF) for ultrafast (100mb/s +) broadband and wireless infrastructure, particularly business focused.
- 2 This fund built on the £100 million fund already available to support the round one, ten Regional cities, to create 'super-connected cities' across the UK.
- 3 In December 2012 Oxford was announced as one of the 12 successful cities. However, due to state aid clearance challenges, Government moved away from funding fixed broadband infrastructure build (fibre) and as required by Government a series of revised bids were submitted with a final business case being completed and submitted in May 2013.
- 4 In July 2013 the Minister for Culture, Communications and Creative Industries confirmed in a letter (appendix two) that capital funding for the following projects will be made available to Oxford:
 - up to £3.1m for a voucher scheme
 - up to £1.5m for a wireless concession
 - up to £230k for wireless on public transport
5. It should be noted that a bid for funding for the installation of general purpose ducting in development areas (e.g. Barton housing project) was unsuccessful.
6. The funding approvals are subject to assurance arrangements being met. All funding from Government must be spent by end of March 2015.

Voucher Scheme

7. Due to state aid challenges the original plan to provide funding for fixed infrastructure build (fibre) was scrapped and Government has moved towards a voucher scheme
8. Government has consulted on the voucher scheme and we are awaiting outcomes from the consultation. The scheme will be targeted at SMEs and the voucher will be made available to cover connection costs for ultrafast broadband (100 megabytes per second or faster)
9. The likely maximum value of voucher will be £3000. A range of suppliers (national and local) will be in the scheme and it will be up to the SME to choose a supplier.

10. The scheme is being market tested in five cities (Belfast, Cardiff, Edinburgh, Manchester and Salford) over the summer – more details can be found at www.connectionvouchers.co.uk
11. On completion of the market testing the scheme will be evaluated and rolled out to be run in the 22 super connected cities with a likely launch at the end of 2013 or early 2014.
12. It should be noted that SMEs in postcodes in the city boundary that benefit from the County Better Broadband project will not be entitled to a voucher – state aid regulations do not allow more than one intervention per area
13. The Oxford Super Connected Cities Project can only benefit premises within the Oxford City Council administrative boundary
14. Some of the voucher scheme allocation can be spent on the wider “public sector family” to improve delivery and access to services – e.g. Health Centres, Leisure Centres, Community Centres etc.
15. The funding provided will be used to cover the costs of vouchers which include a capitalised project management cost of the scheme (based on 1720 vouchers at an average value of £1800).

Wireless Concession Project

16. We are looking to deliver a wireless concession model that covers as much of the city area as possible – with priority coverage of the city centre area (including West End area to be developed), Cowley Road, Headington (Hospital and Brookes sites) and Banbury Road / Summertown area.
17. The concession model being looked at is based on the Westminster City Council and O2 partnership – O2 have access to street lights and other public sector assets and have used them to install the equipment required to deliver a wireless network which has been made available free of charge to members of the public
18. In the first instance an audit of public sector assets that can be used will be undertaken (City Council, County Council, Universities and NHS). We will then procure a supplier to develop and deliver the wireless network to cover as much of the city as possible.
19. The funding provided can be used to cover cost of upgrading the public sector assets so that they are ready to be used for the wireless concession project (e.g. providing a 24/7 power supply) and capitalised project management costs

Wireless Public Transport

20. The project will support bus companies operating services in Oxford to provide free wireless services on all city based bus services
21. State aid regulations mean that a limited amount of financial support can be provided and this limit is at a parent company level rather than a divisional level.
22. We are currently in discussion with bus companies in the city in the hope that we can meet the state aid requirements and support the development of wireless services on all bus routes operating within the city boundary.

Additional Funding and Opportunities

23. In December 2012 Council agreed to approve a £300,000 capital commitment and a £25,000 revenue commitment to fund staff and specialist resources as required by the project.
24. In addition, the Oxfordshire Local Enterprise Partnership (LEP) agreed to provide £300,000 capital and £25,000 revenue and the County Council £150,000 capital and £25,000 revenue. Discussions are taking place with both the Oxfordshire LEP and the County Council about how this funding may be used to support the project in its final form.
25. We have had initial discussions with BDUK about possible additional funding to support the development of wireless hotspots with a focus on galleries, museums and public buildings and will work to progress this opportunity in the coming months.

Project Management and Delivery

26. The funding allocated by Government is capital funding and where appropriate and agreed the funding can be used to cover project management costs where these can be capitalised on delivery of the project.
27. Project management options were considered by an internal programme board and it was agreed that the best route for delivery of all aspects of the project was through the engagement of external specialist consultants.
28. A tender brief has been written and published on the Government Procurement Service tender portal which enables recognised organisations in the marketplace to bid to provide specialist project support. The closing date for bids is Monday 9th September 2013. We aim to engage consultants as soon as possible to commence work on the project.
29. An Oxford City Council Client Manager will manage the consultants and oversee the delivery of the project.

Governance

30. An internal project board led by the Executive Director Housing and Regeneration with representation from Legal Services, Finance, Business Improvement and Economic Development teams will oversee project management and delivery arrangements.
31. The City Council's Physical Regeneration and Economic Development (PRED) Programme Board will receive reports on the project.
32. A partnership Project Board chaired by David Edwards, Executive Director Housing and Regeneration and with representation from Government (BDUK) and project partners (City Council, County Council and the two universities) will oversee and review the development and delivery of the Oxford Super Connected Cities Project. This will include:
 - Identifying opportunities and initiatives that will enhance the project
 - Identifying resources from partners and solutions that can support the project
 - Ensuring links are maintained with related projects (e.g. Oxfordshire Broadband Plan)
 - Offering challenge where appropriate

Risk

33. A risk register has been prepared and has been appended.

Climate Change and Environmental Impact

34. Ultrafast Broadband and fast wireless connectivity can have a positive impact on CO₂ emission reduction through changing the way we work. For example, through reducing the need for people to travel to work and travel to meetings as the broadband speeds will enable people to work smarter and use facilities such as free video conferencing and VOIP telephone services negating the need to travel. Large size data transfer will also reduce the need for data to be moved on disks or hardware by road.
35. The procurement will be carried out in accordance with the Council's Contract regulation. These meet our strategic objectives that include supporting our sustainability, environmental and diversity policies
36. Oxford City Council has a good track record of working with the telecommunications industry to provide advice on the installation of equipment. The Council published a Telecommunications Supplementary Planning Document (SPD) which was adopted by the Council on the 3 September 2007. This SPD sets out guidance for developing telecommunications networks across the City. It aims to

promote good practice and design for telecommunications equipment for new development. The advice seeks to balance environmental, visual, amenity and health concerns with the future development needs of the mobile technology networks.

Equalities Impact

37. An initial equalities impact assessment is attached as appendix Three

Financial Implications for the City Council

38. As outlined above, the Council has already allocated £300,000 capital and £25,000 revenue in 2013/14 to support the project. This budget is initially being used to fund an external project manager for the project and a procurement process is already underway to facilitate this.
39. In addition, staffing resource is being committed to support management and delivery of the project.
40. Payments from Government will be made against quarterly claims, so the Council will be required to cover all financial costs relating to the project until re-imburement is made by Government. In addition it should be noted that project management costs will need to be capitalised where they can and then reclaimed as part of the claims to Government
41. An initial estimate of project financial profiling is as follows:

Vouchers	2014/15				Total
	Q1	Q2	Q3	Q4	
Urban Broadband Fund (UBF) Capital	950k	600k	750k	800k	3,100k
Wireless concession	2014/15				Total
	Q1	Q2	Q3	Q4	
UBF Capital	350k	350k	400k	400k	1,500k
Wireless Public Transport	2014/15				Total
	Q1	Q2	Q3	Q4	
UBF Capital	20k	50k	75k	85k	230k
Total	1,320k	1,000k	1,225k	1,285k	4,830k

Legal Implications

42. With respect to procurement the Council is using an approved Government framework using the Council's approved evaluation model. .
43. State Aid clearance will be required as part of the Assurance Process that BDUK have published and in the event that specialist legal advice on state aid issues being required at any stage, the Council will obtain it.

Name and contact details of author:-

Name: Sebastian Johnson Job title: Strategic Policy and Partnerships Officer Service Area / Department: Policy, Culture and Communications Tel: 01865 252317 e-mail: srjohnson@oxford.gov.uk

List of background papers:

None

Appendices:

Appendix One – Risk Register

Follows on the next page.

Appendix Two – Letter from Ed Vaizey, Minister for Culture, Communications and Creative Industries confirming funding available to Oxford

Attached separately.

Appendix Three – Initial Equalities Impact Assessment

Attached separately.

Appendix One – Risk Register

No.	Risk Description Link to Corporate Obj	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Current Risk	
		I	P			I	P	Action: Action Owner:	Outcome required: Milestone Date:	Q 1	Q 2	Q 3	Q 4	I	P
					Mitigating Control: Level of Effectiveness: (HML)			Action: Action Owner:	Outcome required: Milestone Date:	Q 1 ☹	Q 2 ☹	Q 3 ☹	Q 4 ☹		
								Mitigating Control: Control Owner:		☺	☺	☺	☺		
1	Assurance requirements are not met by the City Council	5	3	Government has published a set of assurance requirements that must be met before funding is formally agreed and contracts signed. If we fail to meet the assurance requirements we will not receive the funding	Mitigating control: Ongoing dialogue and involvement with our Government colleagues. Positive progression of the project and involvement and commitment from partners. Meeting assurance requirements as required and reporting any problems early and discussing with Govt. Good quality governance and project management in place Level of Effectiveness: M	5	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director							
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2	Government withdraws funding before contract and agreement is signed	5	1	Government has taken a long time to confirm the funding and is still to formally agree a contract. Time required to spend the funding (March 2015) is short.	Mitigating control: Ongoing dialogue and involvement with our Government colleagues. Positive progression of the project and involvement and commitment from partners. Listening to feedback from Govt and acting on it Level of Effectiveness: M	5	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director							

3	Financial cashflow for the project and failure to capitalise project management costs	4	3	Commitments not checked or signed off by Chief Executives and S151 Officer or equivalentents	Mitigating control: S151 Officer is signing off project financials. Level of Effectiveness: M	2	2	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director								
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4	Challenge of staffing and resource	3	2	Not having resource or staff required to deliver the projects	Mitigating control: Tendering for project management consultants to deliver all project management requirements Good Client Management and governance will ensure that the Project management is delivered and completed to a high quality, within time requirements and within budget. Level of Effectiveness: M	2	1	Action: Chief Executive to monitor risk level and agree action. Action Owner: Exec Director (Hsg and Regen) Mitigating Control: Head of Service Control owner: Director								
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Department
for Culture
Media & Sport

Minister for Culture, Communications
and Creative Industries
4th Floor
100 Parliament Street
London SW1A 2BQ

T: 020 7211 6000
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www.gov.uk/dcms

Peter Sloman
Chief Executive
Oxford City Council
Town Hall
St Aldate's
Oxford
OX1 1BX

CMS 232731/asg
1 July 2013

Dear Peter

Thank you for submitting Oxford's new Super-Connected City Plan. BDUK has now assessed all cities' plans against the vision for projects that deliver growth through connectivity by 2015 as set out in my letter of 2 May.

I am pleased to confirm that almost all of your proposals have been approved in principle as fitting within these parameters. As requested, funding for the following projects will be made available:

- Up to £3.10 million for a voucher scheme
- Up to £1.50 million for a wireless concession
- Up to £0.23 million for wireless on local transport

These approvals will continue to be subject to BDUK assurance arrangements, including confirming the State aid compliance of your proposals as they are refined, value for money and overall deliverability. I know that conversations are already underway to confirm the State aid approach to the wireless transport intervention prior to a final approval being given here.

As part of our review the BDUK team also looked closely at your proposal for general purpose ducting. From the evidence provided it was not clear that these proposals could meet the criteria of connectivity growth deliverable by 2015 free from State aid requirements and at this time I am therefore unable to award in-principle funding for these projects. However I have asked your BDUK Project Director to discuss this with you in further detail and work with you over the next few weeks to confirm the detail of my in-principle approvals and work up a formal conditional offer.



I know that in a number of cases cities will now feel they are ready to move quickly to the delivery phase and I have asked BDUK to move quickly to support you in this. As part of this BDUK will be making available some further support documents in the coming weeks, including toolkits to support the delivery of Wireless Hotspots and Concessions.

As you know, our biggest challenge to moving into delivery has always been the issue of state aid, and in particular how it would apply to the connection voucher scheme. Following my latest visit to the European Commission at the end of May, they remain supportive of the principle of a voucher scheme and are keen to work with the UK to test the market, to gauge the reaction of suppliers and SMEs, and ensure their support. To this end BDUK has launched a four week market consultation, to be followed immediately by some active market tests over the Summer. I will update you again on this following the consultation, but in the meantime, all cities should ensure that they have their demand mapping work in hand over the next 6-8 weeks as a key preparation for rolling out your own schemes.

Finally, I also wanted to take this opportunity to acknowledge the considerable work put in by you and your team over the recent months.

A handwritten signature in black ink, appearing to read 'Ed Vaizey', with a stylized flourish at the end.

Ed Vaizey MP

Minister for Culture, Communications and Creative Industries

Appendix 3 - Equality Impact Assessment

Equality Impact Assessment

Service Area: Policy Culture and Communications	Section: Policy	Key person responsible for the assessment: Sebastian Johnson (with advice from Jarlath Brine)	Date of Assessment: 2 September 2013
Name of the document to be assessed: Oxford Super Connected Cities Bid and Plan (Urban Broadband Fund Phase 2)			
1. Briefly describe the aims, objectives and purpose of the project	<p>The project bid is to deliver ultrafast broadband vouchers targeted at SMEs and wireless infrastructure across the city of Oxford.</p> <p>The project is focused on economic benefits through enabling SME's and businesses to benefit from ultrafast broadband and social benefits which enable providers of services to benefit from ultrafast broadband</p> <p>Two key issues with respect to equality impact assessment for the project is:</p> <ol style="list-style-type: none"> 1. To deliver new and improved public services using ultrafast broadband infrastructure. This will achieve a step change in the quality, accessibility and cost-effectiveness of a wide range of services, from education, health and social care. 2. Ensure all businesses and residents where appropriate have equal access to the potential benefits of the project 3. To ensure our significant base of socially deprived communities (which are at risk of falling outside commercial market rollout) can engage in the new more flexible learning and employment opportunities which depend on high-speed fixed and wireless infrastructure 		

<p>2. Who is intended to benefit from the project and in what way</p>	<ul style="list-style-type: none"> • Majority of spend is on vouchers to support connection to ultrafast broadband (fibre) • Project will ensure Ultrafast broadband is available to increased numbers of premises in the city • Wireless solution is also planned for the city (priority areas of city centre, Cowley Road, Headington and Banbury Road initially, as it is more commercially viable due to footfall, with plan to expand into wider parts of Oxford through working closely with eventual telecoms partner). • Business support aspect is integral to project to ensure businesses realise benefit and support start-ups – this is expected to integrate into the Oxfordshire Better Broadband Project and LEP lead projects to ensure consistency and efficiencies are realised.
<p>3. What outcomes are wanted from this project?</p> <p>Increased ultrafast broadband connections across the city Wireless infrastructure to create a wireless city Economic competitiveness with other cities nationally and globally Access to Ultrafast broadband for as many business and residents as possible</p>	
<p>4. What factors/forces could contribute/detract from the outcomes?</p>	<ol style="list-style-type: none"> 1. Failure to secure the Govt funding 2. Change of Government policy and cancellation of funding 4. Partners withdrawing support for the project.

5. Who are the key partners in relation to the project?	City Council County Council Local Enterprise Partnership University of Oxford Oxford Brookes University Oxfordshire Business First ProOxford Group Oxford and Cherwell Valley College	6. Who is responsible for the Project and who will lead the project?	<p>The bid for funding was made by Oxford City Council (Officers from Policy Team, Economic Development and Corporate Assets have been involved) Lead partners are the County Council (Broadband Team)</p> <p>The bid was Coordinated and led by the Strategic Policy and Partnership Officer.</p> <p>The project delivery will be undertaken by the City Council. A project board led by the City Council has been convened with County Council, University and Government representation to deliver the project</p>
7. Could the project have a differential impact on racial groups?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
8. Could the project have a differential impact due to gender?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
9. Could the project have a differential impact due disability		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
10. Could the project have a differential impact on people due to sexual orientation?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered

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11. Could the project have a differential impact on people due to their age		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
12. Could the project have a differential impact on people due to their religious belief?		No	No. The funding secured will provide infrastructure improvements that will benefit all in the areas covered
13. Could the negative impact identified in 7-12 create the potential for the project to discriminate against certain groups?		No	<p>Please explain</p> <p>No – No negative impacts identified have been identified.</p>
14. Can this negative impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason		No	<p>Please explain for each equality heading (question 8-13) on a separate piece of paper</p> <p>There are no negative impacts identified.</p>
15. Are there implications for the Service Plans?	The project will be inserted into service plans	16. Date the Service Plan will be updated	The Plan will be updated November 2013

To: City Executive Board

Date: 9th October 2013

Report of: Head of Leisure, Parks & Communities &
Head of Customer Services

Title of Report: REVIEW OF THE COMMUNITY AND VOLUNTARY
ORGANISATIONS GRANTS PROGRAMME

Summary and Recommendations

Purpose of report: To inform the committee of the review of the community & voluntary organisations grants programme, and request agreement for the approach to commissioning from April 2014

Key decision? Yes

Executive lead member Councillor Bev Clack
Councillor Susan Brown

Policy Framework: Oxford City Council Corporate Plan &
Oxfords Sustainable Community Strategy

Recommendations (s):-

Members of City Executive Board are recommended:-

1. To approve the programme for the (one-year) annual open bidding grants programme, youth ambition grants programme and the social inclusion programme for 2014/2015.
2. To continue the 3 year commissioned funding approach from April 2014 for all themes except the advice and money management theme, which for a transition year will be a one year programme from April 2014, subsequently reverting to a three year cycle.
3. To approve the funding themes and commissioning approach as outlined in Appendix 2

Appendices to report

- Appendix 1: Overview of the voluntary sector in Oxford, by theme, funded from April 2011 to March 2014
- Appendix 2: Specification of funding themes and the approach to commissioning of advice from April 2014
- Appendix 3: Risk Register

Background

1. Oxford City Council runs a substantial voluntary and community sector funding programme to support its corporate priorities. These are:
 - A vibrant, sustainable economy
 - Meeting housing needs
 - Strong, active communities
 - Cleaner, greener Oxford
2. In 2011-12, the programme had a budget of £1,403,759 of which £1,320,460 (94%) was committed on a three-year basis to organisations delivering activities which were identified by the council as making a substantial contribution to the achievement of our corporate goals. The remaining £83,299 (6%) is available for organisations to bid for on an annual basis for small scale projects (up to a maximum of £10k) that meets the council's corporate priorities.
3. By 2013-14 the budget increased to £1,463,465. This is due to:
 - One off additional funding of £29,000 for Oxford Community Work Agency to assist with increased demand due to changes within the legal aid system.
 - £30,706 which was approved in 2012/13 as a permanent budget increase for the annual open bidding grants programme. From the total budget of £1,463,465, nearly ninety three per cent of the budget (£1,355,738) is allocated for the commissioning programme
4. In addition to the above two new funding programmes were introduced by the Council this year, they are:-
 - The youth ambition grants programme – 2013-14 budget £107,000 and
 - The social inclusion fund – 2013-14 budget £100,000
5. Funding for the voluntary and community sector grant programme is from the Council's core budget, and subject to annual review as part of the annual budgeting process, with the formal announcement of funding to voluntary and community organisations from the annual open bidding and commissioning programmes, happening after the completion of the budget process but before the start of the new financial year every year.
6. The current commissioning period commenced on 1 April 2011 and ends on 31 March 2014. The services delivered by organisations commissioned by Oxford City Council in this commissioning period fitted into the following themes:

Table 1

Commissioning Theme	Lead Officer (s)
Advice and money management	Helen Bishop, Head of Service for Customer Services Paul Wilding, Benefits Operations Manager
Inclusive Arts and Culture	Ceri Gorton, Cultural Development Manager
Community Safety	Liz Jones, Domestic and Sexual Abuse Coordinator Linda Ludlow, Drug and Human Exploitation coordinator Neil Holman, Positive Future Programme Manager
Community & Voluntary Sector Infrastructure	Julia Tomkins, Grants Officer
Homelessness	Nerys Parry, Rough Sleeping and Single Homelessness Manager
Inclusive Leisure and Play for disabled children and young people	Julia Tomkins, Grants Officer Caroline Robbins, Youth Engagement Officer

7. Table 2 below shows the value to which commissioned organisations were funded in 2012/13 and the number of people benefiting from their service.

Table 2

Advice and Money Management		
Organisation	Amount awarded	Number of beneficiaries
Blackbird Leys Neighbourhood Support Services (Agnes Smith Advice Centre)	£85,290	2,356
Oxford Citizens Advice Bureaux	£200,000	6,337
Oxford Community Work Agency	£122,611	2,183
Rose Hill and Donnington Advice Centre	£90,478	2,089

Inclusive Arts & Culture		
Organisation	Amount awarded	Number of beneficiaries
Fusion Community Arts	£36,923	9,836
Modern Art Oxford	£70,000	100,000
Oxford Contemporary Music	£2,500	4,726
Film Oxford	£29,304	27,540
Oxford Inspires	£45,735	49,560
Oxford Playhouse	£24,675	153,296
Oxfordshire Theatre Company	£2,500	0 (company

		closed)
Arts at the Old Fire Station	£15,500	10,555
Pegasus Theatre	£26,459	15,219
Oxford International Links	£5,000	0 (failed to report back – no longer funded)

Homelessness		
Organisation	Amount award	Number of beneficiaries
Aspire	£122,690	170
Elmore Community Service	£52,067	119
Emmaus Oxford Furniture Store	£25,000	23
Oxford Homeless Pathways	133,432	434
Simon House	£11,596	3
One Foot Forward	£42,992	148
The Gatehouse	£9,502	53
The Porch Steppin Stones Centre	£55,000	149

Community Safety		
Organisation	Amount awarded	Number of beneficiaries
As Dominion Group	£35,082	125
Asylum Welcome	£8,000	31
Oxford Sexual Abuse and Rape Crisis Centre	£15,000	423

Community & Voluntary Sector Infrastructure		
Organisation	Amount awarded	Number of beneficiaries
Oxfordshire Community and Voluntary Action (OCVA)	£48,736	120 groups

Inclusive Play for Disabled Children and Young People		
Organisation	Amount awarded	Number of beneficiaries
Parasol Project	£15,000	138

8. Unlike traditional grants to the voluntary sector, a commissioning process enables the funding organisation to specify the nature of the services which it would like to be provided and secures the services that most appropriately address those needs. This is done by making use of the specialist knowledge that officers gain from working in the specific fields of the funding themes above.
9. Notification will be sent to all funded groups to remind them that their funding is coming to an end. The report is coming to the board now so that early discussions can be held with each of the commissioned organisations about how we plan to go forward.

Reviewing funding programmes to the voluntary and community sector

- 10 The current three-year commissioned programme is due to end in March 2014. It is prudent therefore to review how effective this programme has been and to consider how best to take forward the City Council's support for voluntary organisations in the city in the light of the current economic climate and the learning from the Council's welfare reform pilots regarding the scope and nature of customer's needs going forward.
11. The City Council is committed to working in partnership with the voluntary sector to meet our shared objectives, so it is appropriate to review our past programmes and set out a rationale for our support to the community and voluntary sector in the future.
12. Oxford City Council is a signatory to the Local Compact for Oxfordshire (http://portal.oxfordshire.gov.uk/content/public/oxfordshirepartnership/Partnerships/stronger_communities/Signatories_to_the_Oxfordshire_Compact_160608.pdf) which sets out commitments by the voluntary and statutory sector to improve the way in which we work together for the benefit of communities and citizens of Oxford and Oxfordshire. We wish to continue to work with community and voluntary organisations in the spirit of the Compact ethos

One-year open-application grant funding round

13. The annual open bidding grant programme enables small organisations with small-scale, new or innovative projects to apply for small amounts of funding on an annual basis. No changes are proposed to the open bidding programme, funding to organisations will be confirmed following the budget process.
14. Allocations to individual community and voluntary organisations from the annual open-bidding grant programme will be the subject of a further report to the City Executive Board in February 2014.
- 15 Oxford City Council recognises the challenges facing young people and has placed a priority on helping young people to reach their potential. The youth ambition grants programme supports community and voluntary groups working with children and young people across the city with a focus on:
 - More active, engaged young people
 - Fewer young people either involved in crime and antisocial behaviour or being victims
 - Helping to get young people into work
- 16 From April 2014 it is anticipated a budget of £50,000 a year will be available until 31.03.2016 for community and voluntary groups to apply for projects and activities that fit the criteria.

17. Through the social inclusion fund the Council wants to support community projects that help people of all ages feel more included in their community, build their skills and increase their sense of achievement. Community and voluntary groups applying for funding from this programme need to show how their projects fit one or more of the following criteria:-
- Link to community plans in key areas of deprivation
 - Promote and support access to internet/social networks that benefit communities
 - Address transport issues to prevent social isolation
 - Build links with community projects, community centres and schools
 - Create opportunities for people to access skills / training development
 - Capacity building initiatives to develop skills and confidence.
- 18 From April 2014 it is anticipated a budget of £50,000 a year will be available until 31.03.16 for community and voluntary groups to apply for projects and activities that meet this criteria.

Three-year commissioned funding round

19. The three-year commissioned funding round has provided security and sustainability for a number of key organisations delivering important services across the city. It has enabled these organisations to provide high quality services that are complementary or additional to, Council-run services and lever more resources and funding in from other sources. Funding for periods longer than one financial year is a preferable approach to providing one-year or rolling one-year funding this is particularly the case in the current financial environment. Appendix 1 provides an overview of the voluntary sector, by funding theme, in Oxford which has informed the recommendations.
20. However, for 2014/2015 we are recommending that funding for the advice and money management theme is for one year, subsequently reverting to a three year cycle. This transition year will enable the council to work with the advice sector in Oxford to commission services that reflect the way this area is changing and developing.
21. In each theme, community and voluntary organisations need to demonstrate how their projects promote social inclusion. Officers use the principles outlined in the Regeneration Framework and other core strategies when making recommendations to fund organisations, as well as looking at issues of organisational robustness, sustainability and quality of provision.
22. It is also important that the funding allocated by Oxford City Council provides value for money. It is appropriate to expect voluntary organisations in receipt of funding to show how they are reducing their cost base and finding better ways to work together with partners.

23. During the year we want to work in partnership with the currently commissioned advice centres so that by April 2015 we are confident our funding arrangements reflect our collective customers' needs and how they wish to engage with us. Appendix 2 sets this out in more detail.

Themes

24. For the period 2014-18, the overall themes within which voluntary organisations will be commissioned to deliver services are recommended to be:
- Independent advice and money management services
 - Inclusive arts and culture provision that promotes social inclusion
 - Services to reduce crime and support victims of crime
 - Community and voluntary sector infrastructure
 - Services to reduce homelessness
 - Inclusive play and leisure for children and young people with disabilities
25. Allocations to individual community and voluntary organisations through the commissioning programme will be the subject of a further report to the City Executive Board in February 2014, prior to the Council's budget meeting on 24.02.14.

Joint commissioning

26. Joint commissioning is furthest advanced in the homelessness theme. The performance of organisations funded through the homelessness theme is monitored by a strategic steering group which meets every quarter. Representatives on this group include Oxford City Council, Oxfordshire County Council and Oxfordshire Drugs Action Team. In partnership with Supporting People at Oxfordshire County Council we have jointly commissioned two organisations through the homelessness theme - Bournemouth Churches Housing Association (BCHA) to deliver an accommodation based service for young people at One Foot Forward, Iffley Road (previously known as The Bridge) and O'Hanlon House, Oxford Homeless Pathways which is the City's direct access hostel.

Climate change / environmental impact

27. There are no significant climate change or environmental impact issues related to this report; however organisations funded through the grants programme are encouraged to be responsible when considering any impact on the environment.

Risk

28. Please see risk register attached at Appendix 3.

Equalities impact

29. Each organisation funded through the grants programme has to provide their equal opportunities policy or statement to confirm they comply with this legislation.
30. Grant funding awarded to community and voluntary organisations has a significant and positive impact on equalities and promotes community cohesion. In particular, some grants actively support the achievement of equality by otherwise marginalised groups.

Financial implications

31. This report sets out the rationale for a programme to be carried out from 2014 to 2018. The City Council expects to run the annual open bidding grants programme, youth ambition grants programme, social inclusion fund and a commissioned funding programme; the value of each of these rounds will be confirmed following the budget-setting process. In common with all public sector bodies and following decisions taken by national government, the Council expects to have less funding in future, and so will need to make decisions about the size of resource allocated to the programme of support for the voluntary and community sector in that context. Nonetheless, the current administration is clear that this area remains a priority for the Council.
32. Community and voluntary organisations funded by the City Council are monitored to ensure funding awarded to them is spent for the purpose it was given.

Legal implications

33. Oxford City Council considers it reasonable and appropriate in exercising its powers pursuant to the provision of s.2 Local Government Act 2000, the Localism Act 2011 and all other relevant enabling legislation to offer grant assistance to community and voluntary organisations through its community and voluntary sector grants programme (commissioning, annual open bidding, youth ambition and social inclusion fund).
34. Oxford City Council will be taking steps to notify all community and voluntary sector funding recipients that their funding is coming to an end and that future funding for the coming financial years is not guaranteed or secure, so there are no legal implications arising from this.
35. Oxford City Council offers grant aid to community & voluntary organisations through the grants programme for services delivered against the Councils core priorities. Grant funding is not subject to EU procurement law.

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List of background papers: none

Version number: 10

Appendix 1

Overview of the voluntary sector in Oxford, by theme, funded in 2011-14

Advice & money management

A diverse range of independent advice is essential to ensure equality of access, provision and community cohesion. Oxford City Council has therefore prioritised the area of work and increased its funding over recent years.

On 8th March 2012 the Welfare Reform Act 2012 was passed. Major changes are being rolled out such as the benefit cap, localised council tax and social fund support, including reforms to housing benefit and a crack down on fraud and error. The introduction of Universal Credit is predicted by the government to commence in April 2015.

Along with the changes to the welfare system there have been some significant changes to the civil legal aid system that came into effect on 1 April 2013. The changes mean that some types of case work will no longer be eligible for public funds; this includes divorce, child contact, welfare benefits, employment, clinical negligence, and housing law except in very limited circumstances.

These changes have meant that the independent advice centres across the city are much busier. Generally by 9am clients are already queuing outside and they are seeing 20 plus people at each drop in session.

Clients looking for help with debt problems continue to increase for all of the Advice Centres. Each centre reports that non priority debt (catalogues, friends and family etc.) is now the biggest problem

Arts (includes twinning)

Arts and culture contributes significantly to economic, educational and community wellbeing, as well as offering huge benefits to individuals.

Organisations funded through this theme have delivered a substantial increase in audience attendance, participation levels in theatre, dance and film, presented events, off site shows and the creation of new shows. Community and youth outreach work is at the core of the work of many of these organisations, contributing to wellbeing, social inclusion and skills development.

These organisations offer a wide range of employment and training opportunities for emerging artists and other local communities. Cultural activities build connections within communities and enable the exchange of ideas around issues of identity and pride in localities.

In addition to contributing to cultural community work, Oxford City Council's funding enables these organisations to leverage in large amounts of funding from other sources including Arts Council England. A reduction in funding from Oxford City Council would therefore have an economic impact on the city, as well as putting innovative and collaborative cultural projects around the city at risk.

As a result of the spending review, Arts Council England faces a 29.6% cut to its grant in aid for 2011-15. This has already had, and will continue to have, a significant impact on funding of cultural organisations nationally. As a result of these cuts, Arts Council England has changed its suite of funding programmes. There is more emphasis on organisations needing to raise income from other sources, and the funding agreements for National Portfolio Organisations all feature KPIs linked directly to Arts Council's strategy, Achieving Great Art for Everyone.

Oxford City Council's Cultural Development Manager has adopted this approach in funding agreements with cultural organisations from April 2013. As a result, all these funding agreements have performance indicators linked to delivery against objectives in the city's Culture Strategy. There is also a standard performance indicator in these agreements regarding using City Council investment to leverage in funding from other sources.

Environmental sustainability: Arts Council England is the first arts funding body in the world to introduce the requirement for its regularly funded organisations to develop Environmental Action plans in order to minimise their environmental impact. Oxford City Council has also followed this example and is believed to be the first Local Authority to include this stipulation in its funding agreements with cultural organisations from April 2013. Support will be provided to these organisations by Julie's Bicycle (who provide the support to Arts Council England) and this initiative is a joint project between the Culture and Environmental Development teams at the city council.

Community safety

The Oxford Safer Communities Partnership (OSCP) is responsible for producing and delivering actions plans that tackle Oxford's community safety priorities. The partnership includes the Oxford Local Police Area, Oxford City Council, Oxfordshire County Council, Thames Valley Probation Service, the Clinical Commissioning Group, Oxfordshire Drug and Alcohol Action Team, Oxfordshire Fire and Rescue Service, Brookes University, the University of Oxford and the Oxford University Student Union.

The introduction of the newly elected Police and Crime Commissioner (PCC) has affected some of the funding streams. Over the next three years funding stream priorities will change to reflect the decision by the PCC and the PCC Panel. In 2014-15, funding might be cut to such an extent the partnership will no longer be able to fund activities to support its priorities.

OSCP and the county wide Oxfordshire Safer Communities Partnership will continue to work closely with the PCC to support delivery of its work to reduce crime and anti-social behaviour in Oxford, and ensure that OSCP's partnership working continues to be robust and effective.

The priorities for OSCP for 2013-14 are:

- Inter-personal abuse, including domestic and sexual abuse, human trafficking, sex working and child sexual exploitation.

- Violent crime, including alcohol-related disorder, serious youth violence, hate crime and robbery.
- Anti-social behaviour, including neighbourhood nuisance, environmental concerns, drug misuse and rough sleeping.
- Priority theft offences, including burglary of people's homes, theft from cars and metal theft.

There is a growing need for specialist support for victims of violence, intimidation and abuse. Domestic abuse (including Honour Based Violence) and sexual abuse reports have increased in recent years, reflecting the significant amount of work undertaken by agencies to increase reporting before they get to crisis point. These offences do not only affect the victim but has a significant impact on their children and extended families. This requires outreach support to victims of domestic and sexual abuse as many victims do not want to report to the police or the police are not appropriate to provide the necessary intensive support for such victims. The vast majority of children tell no one of the sexual abuse until adulthood. It is imperative that people who have experienced sexual abuse or violence receive specialist support to enable them to come to terms with what has happened

Child Sexual Exploitation (CSE) has until recently been a largely hidden problem. Now it has been brought to the forefront in Oxfordshire through Operation Bullfinch there is a need to tackle it with determination and resources. The multi-agency Kingfisher team identify and work with vulnerable children who are 'at risk' of CSE. There is a need for specialist support for victims, parent & carers, other family members as well as the wider preventative and early intervention work. The impact of this crime has an immediate and lasting effect on all of these individuals. It is important for their future safety and wellbeing that all those affected by CSE should receive specialist support to help them come to terms with what has happened

Community and voluntary sector infrastructure

The total number of community and voluntary organisations in Oxfordshire is estimated to be 3,783, of which 598 known groups are located and work in OxfordCity.

In this difficult economic climate cuts to the public sector has had implications for the voluntary sector. Voluntary and community groups are experiencing an increased demand for services, often from the most vulnerable people in the city, at the same time they are facing significant reductions in funding.

The sector has been looking at new and innovative ways of delivering services because funding has not been available. Volunteers have played a bigger role in the delivery of services. However, it must still be understood that there is a cost involved and even voluntary effort does not come free.

Investment in community and voluntary sector infrastructure will support the community and voluntary sector while it continues to go through this difficult time, with access to up to date information helping to increase their

effectiveness and ensuring those group at risk of exclusion are empowered to findsolutions.

Homelessness

The City Council manages its homelessness grant of £442,279 alongside the annual Preventing Homelessness grant that it receives from the Department of Communities and Local Government. The grant has been confirmed for the next two years, (2013/14 and 2014/15) at £957k for each year. It is unclear at present if any funds will be made available from Communities and Local Government thereafter.

The Preventing Homelessness grant is not ring fenced, but there continues to be an expectation that it should be used to help tackle all aspects of homelessness within the district. It is an expectation that Oxford City Council will have due regard for Government targets when deciding how and when to spend this money, with specific regard to rough sleeping and non-statutory services as well as pump priming initiatives aimed at preventing and responding to homelessness and rough sleeping.

The current main national initiative is the delivery of No Second Night Out and the commitment that no new rough sleeper should have to spend a second night on the streets. This involves a rapid and assertive outreach service and access to emergency beds. This has been established in Oxford.

Oxfordshire County Council is currently reviewing all its Homelessness and Substance Misuse services with a view of having new services in place by March 2015. The City Council is working as part of this Project Team to establish a new pathway of services. The City Council's funding as well as the Preventing Homelessness Grant funding will continue to support and enhance this pathway.

A review of the Young People's pathway by Oxfordshire County Council is also due to commence imminently with a strategic needs analysis leading to new services coming on line in April 2015.

The Supported to Independent Living Pathway (Mental Health) is established and likely to have a contract extension over the next year whilst the new Oxfordshire Clinical Commissioning Group and Oxfordshire County Council establish a new outcomes-based model of commissioning.

Inclusive play and leisure for children and young people with disabilities

Significant research has been undertaken over the last twenty years about the barriers for disabled children and young people to access mainstreamservices. The Government have recognised that additional resources need to be invested in order to improve outcomes for disabled children and children with additional needs.

With the number of disabled children and young people increasing more play and leisure organisations are being asked to support them. Disabled children are often excluded from their local provision as a result of the level of support

they need and the fear that many have of working and interacting with disabled people.

The reality of being a disabled young person is that whilst there are many organisations offering leisure opportunities most are segregated and few are truly inclusive. It is acknowledged that all organisations have equality policies in place to support these individuals however they are unlikely to take them on without additional resources Disabled teenagers interactions with their peers are often restricted to school or college.

Core funding is reducing in all organisations, which in turn is reducing their capacity to provide this essential support.

Appendix 2

Specification of funding themes and the approach to commissioning of advice

1. Independent advice and money management services

Oxford City Council supports advice centres in the city, in order to make free, independent welfare advice, including debt and general advice, available to residents, with a particular emphasis on deprived groups and areas. Breaking down barriers to work, supporting people into work or training, increased take up of entitlements and managing debt can make a considerable contribution to improving the financial situation of a household, deliver an increase in living standards and a reduction in deprivation and poverty experienced. In addition, given that many people in more deprived areas experience financial exclusion, Oxford City Council supports money management services, including advice.

The impact of the Government's welfare reforms may require a different approach to advice and support for some clients going forward. For many people affected by the benefit changes the only sustainable way to resolve their situation will be by moving into employment. Although, it should be noted, for many people affected by these changes they will have childcare responsibilities which make it difficult to get a full time job. Part time jobs are often low paying and there are more people looking for part time work than full time jobs.

However, work we have undertaken in the Universal Credit pilot evidenced that some type of employment is the way forward for many of those affected by these changes. The pilot has involved a caseworker approach and close joint working with a number of relevant providers in the City to facilitate 'warm handovers'. This approach has been well received by customers and crucial to the successes we have had, as it enables customers to experience a single joined up process, as opposed to a series of apparently unrelated interventions. We currently have a caseload of 156 people we are working with who have been affected by the welfare reforms this year, of those 22 have entered work.

In order to maximise and share the learning from the welfare reform pilots, and work positively with the City's advice sector to better understand existing provision and customer needs we are recommending that funding for advice and money management services is allocated on a one year basis for 2014/15, with a three year commissioning cycle being reintroduced from 2015/16 based on an agreed model for the future.

To ensure a cohesive and customer focussed approach to advice commissioning it is recommended that officers work with the advice sector to:

- a) map current provision within the City and
- b) explore how Service Level Agreements can be developed to reflect the positive learning from the Council's welfare reform pilot,

respond most effectively to government policy developments and leverage the experience and skills of the advice sector in order to reduce the impact on poverty. It is proposed that a working group is

established with representation from those organisations currently commissioned by the Council, to inform the process.

Dialogue with the advice sector, prior to April 2014, will also include issues such as referring cases, management information requirements, data sharing, provision of specialist advice, training and governance arrangements.

The work needs to start now so that any revised arrangements can be trialled and the implications fully understood prior to new service level agreements taking effect in April 2015. It is recommended that progress is monitored by the existing Welfare Reform governance panel, which includes officers and members with respective portfolio responsibilities and that the membership is extended to include officers and members with responsibility for commissioning.

Detailed specifications of what is to be funded will be agreed with individual organisations as part of the formal commissioning process. Organisations will need to show value for money and meet agreed customer requirements.

Funding of Services

Services have been categorised into two tiers. The first tier includes those services which link directly to key Council priorities. The second tier relates to services that are primarily the responsibility / priorities of other organisations (such as County Council and NHS Trust) As such we would expect the majority of funding from the City Council to be targeted at the Tier One services.

a. Independent advice services

Outcomes required:

- Reduce debt, improve money management and increase awareness of the dangers of unaffordable credit among socially excluded and vulnerable people and those on a low income.
- Increase the uptake of welfare benefits and tax credits for those not working or on a low income.
- Identify areas where failures in the provision of Council and other Government services have generated requests for help from the advice sector.
- Enable the City Council through the monitoring of advice centres' work to build up a picture of clients and their problems in order to make or facilitate, where within its powers, improvements to services and access to advice.
- Break down barriers to work including issues relating to skills, confidence, childcare, security of tenure and perceived lack of employability. This may be through services provided directly or in partnership with other organisations

Services required:

Tier 1

- Debt advice, budgeting and money management
- Welfare benefits and tax credits
- Housing, helping residents with sustainable housing solutions

- Crime and community safety
- Employment and Training, including confidence building, interview guidance, and help with CV writing

Tier 2

(this list is not exhaustive):

- Community care
- Consumer and general contract issues
- Education
- Family and relationship issues
- Healthcare issues
- Immigration and nationality
- Mental health

Commissioned organisations will make onward referrals as appropriate where another organisation is deemed to be better able to meet the needs of the client. They should also demonstrate how they will avoid duplication of effort where other organisations are providing similar services.

Settings required:

X hours per week of free one-to-one advice across the city, including in (but not limited to) the following locations:

- City centre
- Blackbird Leys
- Rose Hill
- Barton
- Cowley (in city council's one-stop-shop)

X hours per week of one-to-one advice in primary care settings

b. Money management services

A money management service reducing dependency on door step lenders and loan sharks.

To offer access to affordable financial services such as low cost loans and a saving facility to the residents of Oxford.

To offer preventative debt advice including how to maximise income, and promoting the benefits of saving and insurance.

The service should be locally based and accessible to all of the residents in Oxford.

Providing X hours a week of affordable financial services.

The advice and money management services links into the following strategies and plans:-

- Oxford City Councils Corporate Plan 2013-17
- Council priority – Strong and active communities
- Regeneration framework

2. Inclusive arts and culture provision that promotes social inclusion

Oxford City Council supports the arts because they have a crucial and unique role to play in delivering our vision for the city. The benefit to the community is to enable wide access to high-quality performing arts and cultural activities in various forms including film, dance, theatre and culture that help to provide a 'sense of place' and pride in the community, whilst throughout supporting social inclusion and economic development objectives.

Outcomes required:-

- To be an advocate of arts and heritage in Oxford, the region, nationally and internationally
- To maintain and sustain community and youth outreach activity
- To provide an infrastructure for high quality community arts and heritage activity
- Promote Oxford's international twinning links and develop cultural collaborations with these twin cities

Services require:-

- Providing strategic support, advice, expertise and advocacy for culture and arts in Oxford.
- Identify opportunities for umbrella marketing to promote the arts in the city
- Delivering world class, large scale public cultural events in the city.
- Promoting, brokering and consulting on externally-run events and filming in the city
- Focus on creating and brokering new partnerships and collaborations
- To develop, increase and challenge audiences who find it difficult to access culture
- Provide general support, advice and guidance for cultural development in the city, supporting emerging artists and organisations
- Developing links with Oxford's twinned cities
- Developing the Museum of Oxford through community-led curation and managing its capital development to meet demand for the expansion of this offer

Inclusive arts and culture theme links into the following strategies and plans:-

- Oxford City Council Culture Strategy 2012-2015
- Museum Development Plan 2013-2017
- Council priorities
 - Stronger communities
 - Vibrant, sustainable economy

3. Services to reduce crime and support victims of crime

The commissioning of community safety services supports Oxford City Council in meeting its duty to help reduce the fear of crime which has an adverse effect on all our communities. This funding aims to increase access to support services for victims of sexual or domestic violence and vulnerable young people. The benefit to the local community is that this work may help lead to a reduction in anti-social behaviour and will enhance support for victims of domestic and sexual violence.

Service required:-

- Delivery of a helpline to support victims of sexual abuse
- Provide a full time domestic violence outreach worker post to work with both male and female victims.
- Deliver a programme to support young people, parent & carers who are at risk of child sexual exploitation and sexual violence.

The community safety theme links into the following strategies and plans:-

- Oxford City Council Corporate Plan 2013-17
- Council priority – reducing crime and anti-social behaviour
- Oxford safer communities partnership strong and active communities
- Social inclusion strategy
- Oxfordshire domestic violence strategy
- Oxfordshire sexual violence strategy
- Regeneration framework
- Oxford Safeguarding strategy

4. Community and voluntary sector infrastructure

Investment in community and voluntary sector infrastructure builds the capacity of all of Oxford's voluntary and community organisations. The benefit to community groups is support to look for funding and help with funding applications, access to specialist knowledge about governance and management and changes in government and local authority strategies and policies.

Outcomes required:-

- To enable voluntary and community groups across the city to access up to date information in order to increase their effectiveness, by:
 - Producing and distributing a newsletter available to all community & voluntary groups in Oxford.
 - Groups having access to a resource centre
 - Updating Oxnet with policy and strategic news.
- To support the development of voluntary and community organisations across the city so that they deliver consistently high quality activities and services to their beneficiaries, ensuring that groups at risk of exclusion are empowered to develop their own solutions, by:
 - Providing 1 to1 support on funding advice, business planning, constitutions, legal structures, policies including health and safety, insurance HR and employment etc.
 - Provide training workshops on good practice and funding issues
- Enable the 'voice' of community and voluntary sector in Oxford to be strengthened and increase the number of voluntary and community groups involved in partnerships and forums

- Active representation from the community and voluntary sector at all 7 neighbourhood partnerships across the city.
- Increased number of community groups attending forums and actively engaged.
- Proactively build and develop relationships and project between voluntary and statutory sectors
- Proactively participating in the community engagement network, sharing good practice and forward plan activities and projects
- Voluntary sector voice is heard at a strategic level.

The community and voluntary sector infrastructure theme links into:-

- Oxford City Councils Corporate Plan 2013-2017
- Council priority – Strong, active communities

5. Services to reduce homelessness

In the councils homelessness strategy, significant consideration is given to the national rough sleeping initiative “Vision to end Rough Sleeping – No Second Night Out” which is based on the work of the Ministerial Working Group on Homelessness which brings together 8 government departments to tackle the complex causes of homelessness – not only housing but also health, work and training.

Specifically Oxford City Council grant assistance and the Preventing Homelessness Grant are used to deliver against the City Council’s Homelessness Strategy objective to – Prevent and Respond to Rough Sleeping.

In terms of commissioning the following priorities have been identified and used as a framework to deliver the above outcomes and allocate funding:-

- Deliver and review the impact of No Second Night Out
- Develop services to tackle the issue of entrenched rough sleepers
- Improve pathways through supported specialist accommodation for former rough sleepers
- Ensure sufficient specialist accommodation and support to meet the needs of single homeless clients in the City
- Review anti-begging campaign and messages and support organisations who work to get people off the streets.

The homelessness theme links into the following strategies and plans:-

- Oxford City Council corporate plan 2013-2017
Meeting housing needs
- Oxford city councils housing strategy
- Oxford city councils homelessness strategy

6. Inclusive play and leisure for children and young people with disabilities

Oxford City Council recognised the importance and value of play in the development of children and young people. Oxford City Council has just

completed a £3 million investment over 3 years to improve 70 play areas across the city. The benefit to Oxford's children and young people will be easy access to quality play opportunities. But children and young people with complex needs require specific support to enable them to benefit from play opportunities; this theme will help Oxford City Council achieve that aim and contribute to equality of access to leisure for young people with disabilities

Service required:

The provision of facilities for recreation and other leisure time occupation for children and young people with physical or learning difficulties

- To work with at least 5 other supervised play providers in the City providing suitability qualified worker(s) to support the specialist needs for disabled children and young people.
- Run specific activities eg choice days for disabled teenagers during school holidays
- Work with at least 22 disabled children (5-12 years) during the course of the year
- Work with at least 17 disabled teenagers (13-19 years) during the course of the year

Outcomes

- Provide trained CRB checked staff to support disabled children and young people
- Support disabled children and young people to access mainstream activities.

Inclusive play and leisure for children and young people with disabilities link into the following strategies and plans:

- Oxford City Council Corporate Plan 2013-2017
- Corporate priority – Strong, active communities.
- Oxford City Councils Children & Young Peoples Plan
- Oxford's young person's needs assessment 2013
- Oxfordshire Play Strategy

Appendix 3 – Risk register

Risk Score: Impact Score: 1=insignificant; 2=minor;3=moderate;4=major;5=catastrophic

Probability Score:

1=Rare;2=Unlikely;3=Possible;4=Likely;5=Almost Certain

No	Risk description link to corp. obj..	Gross risk		Cause of risk	Mitigation	Net risk		Further Management of Risk Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Control Risk	
1	Loss of budget. (strong,active communities)	4	4	Savings approved against grants budget	Ensure senior management are aware of impact M	3	3	Avoid City Executive Board & Full Council Clear report to CEB Julia Tomkins	Keep budget intact: Milestone date: Feb 2014						
204	Risk to reputation (strong,active communities)	4	3	Community & voluntary orgs loss or have a reduction in the amount of their grant. None compliant with COMPACT	Keep community & voluntary org. informed about any changes that may beneeded and impact on their org.	3	2	Reduce Julia Tomkins Give funded organisation early notification about any loss or reduction in grant funding. Julia Tomkins	Lessen risk to reputation On going						

To: City Executive Board

Date: 9th October 2013

Report of: Executive Director, Community Services

Title of Report: TENDER FOR WASTE COLLECTION AND ENVIRONMENTAL IMPROVEMENT SERVICES

Summary and Recommendations

Purpose of report: To seek approval to tender for Commercial Waste collections and Environmental Improvement services to a Public Body, as the potential value of the contract exceeds delegated authority levels.

Key decision? No.

Executive lead member: Councillor Ed Turner

Policy Framework: Corporate Plan

Recommendation(s):

1) That the Executive Director Community Services be authorised in conjunction with the Head of Finance to enter into an appropriate contract with the public sector body identified in the Not for Publication Annex attached hereto for the supply of various commercial waste services

2) CEB to note that in the event that the tender is successful that capital expenditure will be required to fulfil the contract, which will require an addition to the Council's Capital Programme

1. Introduction

1.1 The City Executive Board approved a report in September 2011 which set out a framework for expanding income generation through service supply to public sector bodies and charging for discretionary services.

1.2 Since that time ambitious but achievable targets for income generation have been included in the Council's Medium Term Financial Strategy.

1.3 The City Executive Board approved proposals to provide services to public sector bodies and to charge for discretionary services. Where the value did not exceed £100,000 the decision was delegated to officers.

1.4 This report seeks approval to enter into contractual relations with a specific public sector body where the potential value of the services to be provided exceeds that figure.

2.0 Proposal

2.1 Under the terms of the proposed contract, Direct Services would undertake waste and recycling collections and provide a range of services to support improvements in recycling rates and carbon reduction for the external client. These services are of a similar nature to those already provided to Council tenants and other commercial waste customers. The proposed contract as well as providing a waste collection service would utilise our expertise in helping customers to improve their recycling rates.

2.2 The total number of collection sites has yet to be fully determined, but the majority are located in and around the City.

2.3 Direct Services would not set up a separate dedicated team of operatives to run and deliver the contracted services but would take advantage of the economies of scale, workload planning and route optimisation afforded by having an existing waste services operation. At this stage it is not envisaged that any additional management resource will be necessary to service this contract. If this should become necessary then this would be subject to further discussion with the Head of Finance.

2.4 A briefing for members on the commercial opportunities and risks is set out in a separate appendix which is exempt from publication.

3.0 Legal Implications.

3.1 In entering into this arrangement, the Council is relying on the provisions of s1 Local Authorities (Goods and Services) Act 1970, as the procuring organisation qualifies as a “public body” for these purposes.

4.0 Financial Implications

4.1 The charge out rate for the work is calculated to provide a contribution to departmental overheads as a minimum. The contribution made will be monitored on a monthly basis by the Councils Trading Board.

4.2 Supply of these services would make a useful contribution to the income targets currently set in the Council’s Medium Term Financial Strategy of £290k and put us on track to meet future year targets.

5.0 Equal Opportunities Policies

5.1 All of the Council's policies such as the Oxford Living Wage and Apprenticeships will be applied to the delivery of these services and be costed into the proposal.

6.0 Conclusion

6.1 The provision of these services brings both income opportunities and some limited amount of risk. The Council's approach is to balance this by seeking to achieve a contribution to overheads and ensuring sufficient resources are deployed to mitigate risks. As the level of contribution is known for all elements of the work the risk is low. The intention is to provide a service which is good value and low risk to both the Council and the procuring organisation.

Name and contact details of author:-

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Service Area: Direct Services

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Version number:2.0

Not for publication appendix .

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To: City Executive Board

Date: 9th October 2013

Report of: Head of Housing and Property
Service Manager Regeneration & Major Projects

Title of Report: COMPULSORY PURCHASE ORDER - LANHAM WAY,
LITTLEMORE, OXFORD

Summary and Recommendations

Purpose of report: To obtain approval to initiate compulsory purchase proceedings in relation to a long term empty property.

Key decision: No

Executive lead member: Councillor Scott Seamons

Policy Framework: Meeting Housing Needs

Recommendations: That the City Executive Board:

1. Authorise the Head of Housing and Property, in consultation with the Head of Law and Governance, the Head of Finance and the Regeneration and Major Projects Service Manager, to initiate compulsory purchase proceedings to acquire all interests in the property situated in Lanham Way, on the basis as set out in this report;
2. In the event that the decision is taken to initiate compulsory purchase proceedings, to authorise the Head of Law and Governance take all necessary steps to secure the making, confirmation and implementation of the Compulsory Purchase Order pursuant to section 226(1)(a) of the Town and Country Planning Act 1990 including the publication and service of all notices and the presentation of the Council's case at any public inquiry;
3. Authorise the Service Manager of Regeneration and Major Projects to take all necessary action to acquire and obtain possession of the property either compulsorily or by agreement and to negotiate and agree all matters relating to compensation payments;
4. Authorise the Manager of Regeneration and Major Projects to dispose of the property in accordance with the Disposal Options set out in this report;

- | |
|---|
| <p>5. Recommend to Council that provision is made in the 2013/14 budget for the Compulsory Purchase of the property as detailed in the confidential appendices.</p> |
|---|

Appendices

- A Site Plan - Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
- B Correspondence in respect of the property - Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
- C Potential Cost of CPO process - Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
- D Risk register
- E CPO Process
- F Letters from proprietor's solicitor and builder. Exempt from Publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

Executive Summary

1. This report was intended to be presented at the 11th September 2013 CEB meeting but was withdrawn following receipt of a letter from Solicitors representing the owner of the property detailed within. The report has been amended in response to comments raised in the letter and subsequent letters advising of work recently carried out. See confidential Appendix F.
2. This report seeks authorisation to initiate compulsory purchase proceedings in relation to an empty dwelling situated on Lanham Way, Littlemore, Oxford, which has been unoccupied for approximately 10 years.
3. The aim of the Council's Empty Homes Strategy 2013-2018 is to encourage and persuade owners of empty properties to satisfactorily renovate them to facilitate re-occupation. Such actions help eliminate environmental nuisance and make a contribution towards meeting housing need in the City.
4. In the absence of an acceptable response and where there is a compelling case in the public interest the Council may ultimately use its compulsory purchase powers to ensure that this aim is achieved.
5. There are a number of disposal options available ranging from disposal as a single dwelling to forming part of a larger affordable homes scheme in partnership with a Registered Provider. These options will be explored fully if approval is forthcoming.
6. A budget will need to be allocated to cover the potential funds associated with this action and the cost envelope.

Background

7. The property was built around 1960 on a 630m² site accessed via Sandford Road, Littlemore. Lanham Way is predominantly a residential area which also leads to a County Council Depot and John Henry Newman secondary school. See site plan Appendix A.
8. Records held by Council Tax indicate that the property has been empty for approximately 10 years. The property is in a dilapidated condition and has been a target for vandalism. The owner is known to own and reside in another dwelling within the City.
9. The Subject property first came to the attention of the Council in 2005 when a complaint from a neighbour was received by Environmental Health concerning the condition of the property and that rats had been seen coming from the garden. The owner and her attorney assured Officers on numerous occasions that the property would be renovated, adapted for the owner's use, transferred to another person or placed on the market for disposal. The dwelling was subsequently boarded up by the owner in May 2011.
10. Since 2009 there has been intermittent improvement to the property but never enough to make it habitable or to improve its unsightliness. These minor works have principally been in response to the threat of a notice being served or a warrant application. The Council are in receipt of a letter from the owner's builder detailing recent work carried out as the result of a Prohibition Notice under the Housing Act 2004 having been served. The works are not sufficient enough to justify the Prohibition Notice to be withdrawn. A list representing the amount of communication between the Council, the owner and owners representatives, which included advice that the Council would consider compulsory purchase to ensure it would be brought back into use, is attached at Appendix B.
11. The Council has followed its adopted procedure in dealing with owners of empty properties but with a greater degree of flexibility in response to the owner's health issues. This is confirmed in written communication with the owner and is demonstrated by the number of years the Council has attempted to encourage the owner and the owner's attorney to bring the property back into use.
12. In July 2013 a Prohibition Notice was served and it is understood that some work has taken place including the replacement of the majority of the windows. The owner has made no approach to the Council to have the Prohibition Notice removed or to inform of any works to the property which would warrant the withdrawal of the notice. Officers consider that the Council should pursue a CPO approach, regardless of any works now undertaken, as sufficient time has elapsed.
13. A letter has been sent by Oxford City Council to the owner and her attorney offering to purchase the property. There has been correspondence, but no response in respect of this offer.

14. In October 2012 the Council's dealings with the owner and her attorney became the subject of an Ombudsman inquiry. In February 2013 the Ombudsman's Final decision found in favour of the Council. The decision acknowledged the Council's efforts to encourage the owner and her attorney to bring the property back into use voluntarily and that through its Empty Property Strategy it is committed to ensuring empty dwellings are brought back into use.
15. The refreshed Empty Property Strategy 2013-2018 was approved at the March 2013 CEB meeting. Within the strategy there is particular emphasis on the use of Compulsory Purchase Powers to ensure properties like the subject property are brought back into use.
16. The site of the subject property is adjacent to a proposed Housing Association development site. There is an opportunity to combine sites to make more efficient use of the land for affordable home provision. The Housing Association have indicated a willingness to work with the Council to provide more affordable homes on this larger site.

Supporting Information

17. Housing shortages and increasing housing needs are problems both nationally and within Oxford City. The Council currently has over 5,000 households on its housing register.
18. Central Government is keen, with cross party agreement, that individual Local Authorities take strides to ensure the wasted asset of Empty Homes are returned to the useful housing stock. The Government expects all authorities to have its own Empty Property Strategy.
19. CEB on 22 March 2013 approved the Council's Empty Homes Strategy. This Strategy promotes the use of compulsory purchase powers in respect of long term empty properties and accords with the recommendations of The National Policy Planning Framework 2012.
20. The subject property not only represents a waste of a potentially good home but anti-social and criminal activities have necessitated attendance by the police. There are also associated health and safety risks to officers visiting the property and the general public.
21. Compulsory Purchase is considered a last resort. In the public interest it now remains the only reasonable path available to ensure re-occupation of the building or for the land to be used for housing.
22. Experience by other Local Authorities of the CPO process shows that there is the possibility of owners undertaking sufficient works to halt the process. The Council's view is that once Compulsory Purchase Order proceedings are instigated, even if progress by the owner becomes evident, it is likely to want to continue in order to assemble the site for further housing development. The Council will make provision for the cost of continuing with the procedure and eventually taking possession,

disposal and compensation. Costs can be mitigated in part by the income generated by the actions of the Empty Property Officer/Team.

Options

23. Do nothing

This is not considered an appropriate option. The property would continue to attract anti-social behaviour and remain a waste of potentially good housing accommodation. The continued absence of maintenance and proper management would allow it to become an increasing environmental blight on the neighbourhood.

24. Enforced sale

The Law of Property Act 1925 empowers a local authority to enforce the sale of a property where it holds a Local Land Charge against it. The Council has previously been proactive in the enforced sale procedure but in this instance no debt has been incurred or is likely to be.

25. Empty Dwelling Management Orders

Local Authorities can consider making Empty Dwelling Management Orders (EDMO) under the Housing Act 2004 to address the improvement and future use of empty dwellings. The maximum period for an EDMO is 7 years. An EDMO is not considered appropriate in this case as the anticipated costs of the required works exceed what could be recovered through rental income over 7 years.

26. Other Enforcement Powers

Various legal powers are available to a local authority to improve the condition of a neglected building, to deal with structural danger, nuisance or other environmental problems. These measures can only be viewed as piecemeal, reactive and relatively expensive short term approaches and do not provide the long term solution presented by the report proposal. A Prohibition Notice under the Housing Act 2004 has already been served. Further measures are not considered appropriate to this case.

27. A voluntary sale

A voluntary way forward is always the preferred option. It is clear in this instance that the Council has gone to great lengths to encourage and support the owner to deal with the situation. As previously mentioned the Council has offered to purchase the property. It is also known that a builder has offered to purchase the property directly from the owner.

28. Compulsory Purchase Order

The most appropriate way of securing continued housing use for this site is by the making of a Compulsory Purchase Order. The property will be subsequently acquired by the Council and then disposed of for

renovation/ redevelopment, or sold to a Registered Provider (RP) with a view to developing the site for further housing provision. This is the recommended option.

29. Throughout the Council's dealings with the owner and her attorney there has been repeated suggestions that works would be carried out and the property brought back into use. In response to this the Council have made requests for timescales and schedules of work to be provided but have had no information forwarded in respect of this. The latest letters advise of works carried out, and work to be undertaken (albeit at an unspecified date).

Should works actually be completed and the Prohibition Notice be withdrawn, a CPO would not be pursued due to disrepair. In such an event, under the delegated authority granted in the recommendations to this report, the Head of Housing and Property, would then consider pursuing a CPO for land assembly and the provision of additional housing, given the fact that the owner has another principal residence, and that there is an adjacent development site, as set out in para 34 of this report..

Disposal Options

30. Under s123 of the Local Government Act 1972, the Council is required to obtain the best price possible if it disposes of any interest in land.
31. Where it proves necessary for the Council to compulsorily acquire a house there are a number of options available to then deal with it. These include the following:
32. Disposal of the property at auction or on the open market

The Council would seek to sell the property as soon as reasonably practicable after its acquisition. The sale value would be expected to represent the market value, and this would be the sum expected to be paid in the compensation claim to the owner. This is an option for the Council should the preferred option not be pursued.

33. Property is retained by the Council

The Council could seek to retain the property as Council housing stock, or redevelop it itself for housing.

34. Sale of the property to an RP for housing development

The A2Dominion Group (a Registered Provider) is negotiating the sale of an adjacent site (a former County depot) for housing development. Three way discussions have taken place between Oxford City Council, Oxfordshire County Council, and A2Dominion in respect of the potential to combine the two sites. This will provide vehicular access to the Lanham Way plot, being considered for CPO. This is necessary for future development, and may enable the provision of 2-6 units of social housing. The A2Dominion Group would be expected to compensate the

Council for all the costs of assembling this site in addition to the agreed site value. The owner will receive the site value in the compensation claim. This is the preferred option as it is cost neutral for the Council and provides for the best long term use of the site, in accordance with the Council's objectives.

Equalities Implications

35. Not applicable as no adverse impacts are predicated.

Environmental Impact

36. The implementation of the Empty Property Strategy will result in a positive environmental impact due to reducing the number of empty properties that cause nuisance to neighbourhoods and attract anti-social behaviour. Ensuring previously empty properties and derelict land are brought back into productive use has a positive impact on Oxford City regeneration

Financial Implications

37. A guide to the potential cost of a CPO for an individual property is listed as Appendix B. An indicative valuation for the subject property is also included within this cost guide. The appendix presents costs of various options relating to the CPO process. This appendix is excluded from publication as it contains commercially sensitive information.
38. Currently, this scheme is not included in the Council's 2013/14 approved capital programme. As such CEB, as per the Council's financial regulations, are advised to request that full Council approves the inclusion of this project within the 2013/14 Capital Programme. The overall impact on capital budgets will be neutral.
39. Revenue costs are also required – detailed in Appendix B. These could range from being cost neutral (under the preferred disposal model) to a maximum amount of £50,000 should a CPO be obtained through the Public Inquiry route, with all possible compensations having to be paid. Costs can be contained within existing Housing and Property budget provision. For non-housing disposals there is a cap of 4% of the capital receipt being available for funding disposal costs. Therefore with a market value disposal of £350k, up to £14k of disposal costs may be funded out of the capital receipt with the remainder of the cost being financed from revenue.
40. In addition to bringing much needed accommodation back into use within the city the Councils Empty Homes Strategy has a positive financial effect on the council by:
- Increasing council tax income
 - Increasing the amount of New Homes Bonus

Presently the subject property is exempt from Council Tax following a prohibition notice (Housing Act 2004) having been served in July 2013,

prohibiting occupation until necessary works are completed as detailed in the notice.

The property falls within Band E, equivalent to £1760.56 per annum. New homes bonus matches that of the yearly council tax value of a property and is paid over a six year period.

Calculation for the Council Tax value of the property in respect of the New Homes Bonus is;

- $1760.56 \times 6 = \text{£}10,563$ New Homes Bonus

In addition should the property be brought back into use Council Tax income would be £1760.56 per annum. The combined Council Tax and New Homes Bonus income over a 6 year period for the property would be £21.126

If additional housing arises from development of the site, further New Homes Bonus would be paid.

- For example, taking an average Council Tax Band D £1439.33 over a 6 year period = £8,635.98 per unit.

41. Officers have identified a number of similar properties within the City where the CPO option is believed to be the best option and as such a capital bid for the 2014/15 capital programme, to be considered by Members as part of the forthcoming budget exercise, will be prepared for discussion. The Empty Homes Strategy promotes the use of Compulsory Purchase Order (CPO) powers on a program of appropriate empty homes. Such a program would be linked to the resale of acquired property and balanced within a budget tolerance. If progressed, such a program would be the subject of a separate report with a recommendation to Council for an appropriate budget approval.

Risk Assessment

42. A risk assessment has been undertaken and the risk register is attached at Appendix C. All risks have been mitigated to an acceptable level.
43. Barriers to obtaining a CPO:

<i>Risk</i>	<i>Mitigation</i>
Works are undertaken to bring the property to an acceptable standard (as per the Prohibition Notice) and the property is re-occupied	The Council intends to pursue the CPO for the purposes of disrepair/empty homes, and also for site assembly for a housing development. Although the initial purpose of taking enforcement action was to bring the property back into use, at this stage, the approach outlined is considered reasonable

The Secretary of State refuses to grant a CPO	This risk is considered low if the Council follows all due process, however, in the event that this occurs, the estimated maximum Council financial loss that could be expected is under £20,000 and this is provided for in budget provision. Generally cost estimates have been set at the maximum expected value.
That the property valuations exceed the capital provision in this report	High valuations have been used as the basis for financial considerations in this report to mitigate this risk.

44. Barriers to disposing of the site (after acquisition) to A2Dominion:

Risk	Mitigation
A2Dominion are unable to enter into agreement as they consider the development to be unviable	This risk is considered low and full plans have been developed for the combined site, however legal agreement still needs to be reached with the County Council and access issues need to be fully resolved
Planning constraints limit the use of the site for housing development	This risk is considered low. Consideration must be given by the developer to existing trees on the site. Dialogue with planners has already happened to take this forward.

Legal Implications

45. The Council has the power under s226 (1) (a) of the Town and Country Planning Act 1990 to acquire land and buildings to secure their improvement, development or redevelopment, provided that this will bring about environmental, economic or social benefits. The property in its current state is in need of improvement and it may be required for the purpose of a larger redevelopment scheme. If the property is brought back into residential use, or is part of a housing development scheme, this will bring environmental and social benefits to the area (and possibly economic benefits too). The main supporting legislation includes the Acquisition of Land Act 1981 (compulsory purchase procedure), the Compulsory Purchase Act 1965 (post confirmation procedure) and the Land Compensation Act 1961 (amount and assessment of compensation). Appendix D shows the process that needs to be followed for a CPO. The test the Secretary of State applies in deciding if a CPO should be confirmed is that of a compelling case in the public interest. It is considered that such a case is made out here. A CPO interferes with the human rights of the landowner. However if the “compelling case” test is met, so too will interference with human rights be considered to be proportionate.

46. The Compulsory Purchase Order must be advertised locally and copies served on all owners and qualifying parties. An objection can be raised by any statutory objector during the stipulated period. If such an objection is received and not withdrawn during the stipulated period the Secretary of State may cause a public local inquiry to be held. This affords the objector an opportunity to be heard and appear before a person appointed by the Secretary of State.
47. Alternatively the objector may opt for the written representations procedure. The Secretary of State would then consider his findings before determining whether or not to confirm, quash or modify the Order.
48. In the event that there is no objection, the Secretary of State may, in certain circumstances, permit the Council to confirm the Order. The confirmation of the Order may be challenged on a point of law within 6 weeks of the publication of such confirmation. Any dispute as to the amount of compensation to be paid is referred for determination by the Upper Tribunal (Lands Chamber).
49. The Council is obliged to act in a way which is compatible with the European Convention on Human Rights. A number of other local authorities regularly utilise their CPO powers in a similar fashion and the issue has been extensively tested through the courts.

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Background papers:

None

Appendix D CEB Report Risk Register **Compulsory Purchase**

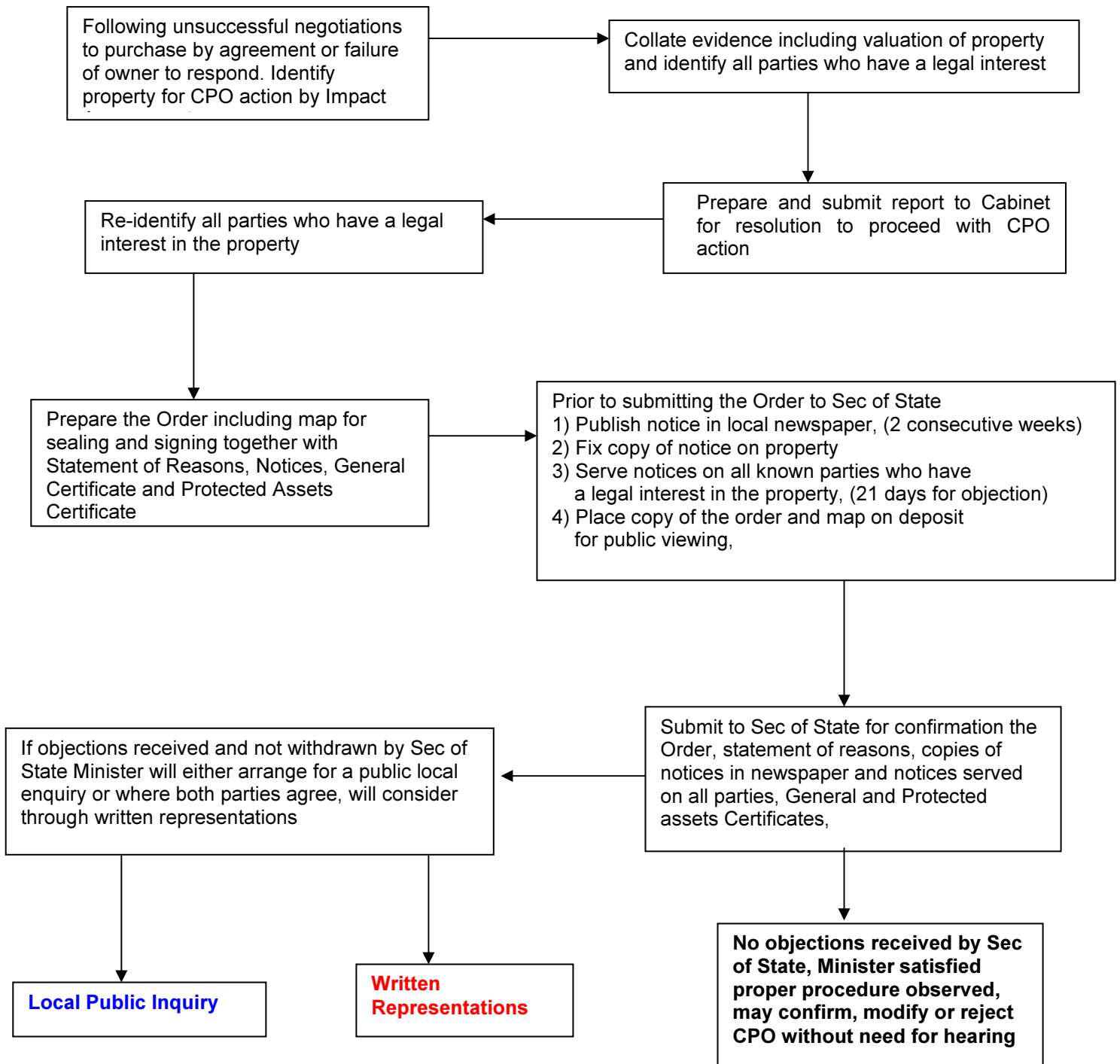
Risk Score **Impact Score:** 1 =Insignificant; 2 = Minor; 3 = Moderate; 4 = Major; 5 = Catastrophic **Probability Score:** 1 = Rare; 2 = Unlikely; 3 = Possible; 4 = Likely; 5 = Almost Certain

No.	Risk Description Link to Corporate Obj	Gross Risk		Cause of Risk	Mitigation	Net Risk		Further Management of Risk: Transfer/Accept/Reduce/Avoid		Monitoring Effectiveness				Current Risk	
		I	P			I	P	Action:	Outcome required:	Q 1	Q 2	Q 3	Q 4	I	P
					Mitigating Control: Level of Effectiveness: (HML)			Action: Action Owner: Mitigating Control: Control Owner:	Outcome required: Milestone Date:	⊗ ⊗ ⊗ ⊗	⊗ ⊗ ⊗ ⊗	⊗ ⊗ ⊗ ⊗	⊗ ⊗ ⊗ ⊗		
1	Financial Costs	2	1	Cost incurred as a result of Compulsory purchase process. Abortive costs if CPO application rejected. Rapid movement in housing prices.	Mitigating Control: Early and full involvement of Legal. Sound justification for taking formal action. Level of Effectiveness: Swift turnaround and disposal of property			Action: Regular and full involvement with legal, services, incl external advocacy. Action Owner: Empty Property Officer Mitigating Control: Regular meetings with legal, finance, Regen & Major Projects. Control Owner: Empty Property Officer	Outcome required: Cost effectiveness Milestone Date: Throughout the CPO process. The successful use of an empty dwelling and its land for the purpose of housing provision within the City.						
2	CPO request denied			An objector raises issues that persuade the Secretary of State to reject or modify the Order Owner fully complies with works detailed in Prohibition Notice	The adherence to the correct procedures and adoption of best practice at all stages. Owner has track record on non-compliance but would rely on SoS being persuaded by submission.			Close liaison with Legal Services or consultants at all stages. Control Owner EPO for EHS element and SAM for CPO element.	SoS grants CPO.						
3	Adverse Publicity			Use of formal action to bring about the re-occupation/use of an empty property and associated land.	Mitigating Control: Provide transparent and clear explanation of the reasons for taking formal action. Encourage positive press through contact with local media. Level of Effectiveness: H			Action: Regular updates provided to media on empty properties brought back into use and action taken to bring them back into use. Action Owner: Empty Property Officer Mitigating Control: Working with press office. Control Owner: EP Officer.	Outcome required: Positive Press Milestone Date: As appropriate.						

4	No Sale/Delayed Sale			Market conditions become depressed. Availability of finance restricted. Sale to A2Dominon does not occur.	Mitigating Control Close and effective working relationship with the City Council's Legal, Regeneration and Major Projects and Finance officers. Any such costs can be contained within budgets		Action/Mitigating Control Regular meetings with legal services, finance, Regeneration and Major Projects Service. Control Owner: Senior Asset Manager.	Timely disposal of the property.						
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Appendix E

COMPULSORY PURCHASE PROCESS



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CITY EXECUTIVE BOARD

Wednesday 11 September 2013

COUNCILLORS PRESENT: Councillors Price (Leader), Brown, Clack, Cook, Kennedy, Lygo, Rowley, Seamons and Tanner.

45. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Turner.

46. DECLARATIONS OF INTEREST

Councillor Susan Brown declared a pecuniary interest in agenda item 11 – Jericho Canalside SPD (minute 55 refers) on the grounds that she lives close to the Community centre that will be impacted by this document. She stated her intention to withdraw from the room while this item is considered.

47. PUBLIC QUESTIONS

Full written questions with answers were distributed at the start of the meeting. These are attached to the minutes as appendix one.

Resolved to note the questions and answers provided.

48. SCRUTINY COMMITTEE REPORTS

The following Scrutiny reports (now appended) were submitted to the meeting:-

Allocations Scheme Review
Customer Contact Strategy
Treasury Management Quarter 1
Quarter 1 Spending.

They were considered when the relevant item on the agenda was reached.

49. COUNCILLOR ADDRESSES ON ANY ITEM FOR DECISION ON THE BOARD'S AGENDA

Councillor Jean Fooks attended the meeting and addressed the Board on agenda item 12 – Finance, Performance and Risk; Quarter 1 progress.

50. CUSTOMER CONTACT STRATEGY

The Head of Customer Services submitted a report (previously circulated, now appended) concerning the draft Customer Contact Strategy. The Board was asked to agree this for consultation, following which the proposed strategy for adoption would return to the Board in February 2014.

Councillor Susan Brown (Board member for Benefits and Customer Services) presented the report to the Board and provided some background and context.

The following Scrutiny recommendations were submitted:-

Recommendation 1: To ensure that separate arrangements for consultation with the Business Community are included in the information gathering to inform the final strategy.

Agreed by the Board

Recommendation 2: To explore the use of Skype as a communication tool within this strategy

Councillor Mark Mills (Scrutiny Chair) explained that scrutiny considered Skype to be a useful method to contact customers in specific situations, and asked the Board to consider it.

Comment from the Board: Understanding how our customers wish to engage with us and through which mediums is fundamental to the consultation approach. This and all other communication mediums are to be considered. The consultation findings will be reported to CEB in due course and inform the final strategy. The Board would be willing to investigate the use of Skype in order to ensure that our methods of communication reflect modern conditions, but would not wish to consider it in isolation.

Recommendation 3: To ensure that any service developments are evaluated financially around clear value for money principles.

Agreed by the Board.

Resolved: To approve the Draft Customer Contact Strategy for consultation, with recommendations from Scrutiny as shown above.

51. HOUSING STRATEGY ACTION PLAN 2012-16 - PERIODIC REVIEW

The Head of Housing and Property submitted a report (previously circulated, now appended) concerning the Housing Strategy Action Plan 2012-2016 Periodic Review.

Councillor Scott Seamons (Board Member for Housing) presented the report to the Board and clarified those indicators that were currently red. The Action Plan would go for consultation and return to the Board in December.

Resolved to:-

- (1) Note the progress made against the tasks in the Plan;
- (2) Revise Plan targets as detailed in Appendix B to the Report;
- (3) Note that progress will be reported annually to the Board;

- (4) Note that the refresh of the Housing Strategy Action Plan would return to the Board in December 2013 following consultation with partners.

52. HOMELESS ACCOMMODATION SUPPLY

The Head of Housing and Property submitted a report (previously circulated, now appended) concerning the supply of temporary accommodation in order to meet the Council's duties to homelessness households, and proposes improvements to it.

Councillor Scott Seamons (Board Member for Housing) introduced the report and provided some background and context.

Resolved:-

- (1) To endorse the approach being taken to procure additional properties for temporary accommodation as part of the discharge of the Council's homelessness duties;
- (2) To give project approval to the Homeless Accommodation Supply Project identified in the report, and to grant delegated authority to the Executive Director for Regeneration and Housing in consultation with the Chief Executive to decide on the final management model, to tender contracts to set up and operate a scheme, and to award appropriate contracts and, as necessary, to agree property acquisitions, that are the most financially advantageous for the Council with respect to the Council's Medium Term Financial Plan, following approval from the Council's Head of Finance; and that the final management model will be agreed in consultation with the Leader of the Council, Board Member for Housing and the Leaders of the two Opposition Groups;
- (3) To ask officers report progress to the Board after the first £5million spend to evaluate the impact of the scheme;
- (4) To recommend Council as follows:-
 - (a) That the 2013/14 General Fund Capital Budget be updated with the inclusion of a new scheme, namely "Homeless Property Acquisitions", estimated at £5 million, funded from borrowing, and to include a further £5 million budget in 2014/15;
 - (b) To increase General Fund external borrowing of up to £10 million to finance the capital expenditure.

53. ALLOCATIONS REVIEW AND CHANGES TO THE ALLOCATIONS SCHEME

The Head of Housing and Property submitted a report (previously circulated, now appended) concerning the Allocations Review and changes to the Allocations Scheme.

Councillor Scott Seamons presented this report to the Board and explained the background to it. He added that the Oxfordshire sub-regional Choice Based Lettings scheme was in effect disbanded because there were now different schemes in place across the County. Arrangements for reciprocal lettings were, and would remain, in place.

Scrutiny recommendation

A Communications Strategy should be in place to explain the scheme as agreed, what it means for the applicants, alongside some general information on the likelihood of being housed. Communications should include the opportunity for feedback on the scheme itself and the understandability of it.

Agreed by the Board.

The following amendment to the scheme was also AGREED by the Board, following comments from the Scrutiny Housing Panel:-

- (1) Section 1.3 Oxford City Council's Principal Housing Objectives (agenda page 103, bottom of the page)

Changed from:

- To not discriminate against members of the armed forces/former members of the armed forces in housing need, with regard to local connection

To:

- To treat members of the armed forces/former members of the armed forces in housing need, equally with regard to local connection (see section 3.3.3)"

- (2) Section 3.3: Qualification For Inclusion On the General Register List (agenda pages 112, 113)

Added:

"5. The applicant met one or more of the criteria in 1 to 4 above at the time they entered the armed forces, they will then retain this Local Connection when applying for housing on leaving the Armed Forces." & "in accordance with Section 3.4" at the end of each paragraph shown in Sections 3.3.3 & 3.3.4.

Resolved to:-

- (1) Note the proposed changes to the existing Allocation Scheme and responses to consultation;
- (2) Recommend Council to approve the new Allocations scheme (as amended above);
- (3) Give delegated authority to the Head of Housing and Property to introduce the new Allocations Scheme within three months of its approval by Council (in order to allow time to implement the changes);
- (4) To agree to the Council leaving the Oxfordshire sub-regional Choice Based Lettings Scheme.

54. AFFORDABLE HOUSING AND PLANNING OBLIGATIONS - SUPPLEMENTARY PLANNING DOCUMENT - ADOPTION

The Head of City Development submitted a report (previously circulated, now appended) concerning the Affordable Housing and Planning Obligations Supplementary Planning Document.

Councillor Colin Cook (Board Member for City Development) introduced this report. And commended it to the Board as he felt it would offer further clarity and guidance.

Resolved to:-

- (1) Adopt the Affordable Housing and Planning Obligations SPD;
- (2) Authorise the Head of City Development to make any necessary editorial corrections to the document prior to publication;
- (3) Note that a separate report will go to Council on 30th September in order to approve the bringing into force of the CIL on 21st November 2013 [to allow a clean break between the old system and the new]. Linked to this, a report will be presented at CEB on 9th October to agree the Regulation 123 list that details the infrastructure projects that may be funded in part or whole by CIL.

55. JERICHO CANALSIDE SUPPLEMENTARY PLANNING DOCUMENT - CONSULTATION

The Head of City Development submitted a report (previously circulated, now appended) concerning the Jericho Canalside SPD Consultation.

Councillor Colin Cook (Board Member for City Development) presented the report to the Board and asked to make one minor change to the draft SPD document as follows:

- Paragraph 6.15 – to remove the reference to 1,000m square gross external area as a guideline for the Community Centre, pending further work with the Community Centre and consultees.

Laura Goddard (Planning Policy) outlined two further changes, the wording of which would be agreed with Councillor Cook and the Head of City development:-

- Paragraph 6.13- planning consent had not lapsed; and the stated 1,400m square gross external area should be 1,600m square;
- Paragraph 6.14 needs further clarity generally and this will be agreed as above.

Laura Goddard indicated that the consultation was expected to start on Friday 13th September and would last for six weeks. The final report would return to CEB in December 2013.

Resolved to:-

- (1) Approve the draft Jericho Canalside SPD for public consultation with amendments as listed above;
- (2) Approve the draft Jericho SPD as a material consideration in determining planning applications;
- (3) Endorse the accompanying Strategic Environmental Assessment screening Report;
- (4) Authorise the Head of City Development to make any necessary editorial corrections to the document prior to publication in consultation with the Board Member.

(Having declared a pecuniary interest in this item, Councillor Susan Brown withdrew from the room whilst the matter was discussed, and took no part in the proceedings)

56. FINANCE, PERFORMANCE AND RISK - QUARTER 1 PROGRESS

The Executive Director, Organisational Development and Corporate Services submitted a report (previously circulated, now appended) that updated the Board on Finance, Risk and Performance at the end of Quarter 1 (30th June 2013)

In the absence of the Board Member for Finance, Efficiency and Strategic Asset Management, Councillor Bob Price presented this report to the Board. He invited Councillor John Tanner, Board Member for Cleaner, Greener Oxford, to introduce the section on recycling rates.

Councillor Jean Fooks attended the meeting and addressed the Board on the contents of this report.

Scrutiny Recommendations

The following recommendations were submitted:-

Recommendation 1: To express concern about the availability of resources to deliver the Capital Programme.

Response: The Council's 2013/14 capital programme is significantly greater than in previous years. The administration involved in delivering this programme is similarly considerable and whilst every effort is made to use the councils in-house resources there are occasions when this is not always possible. Consequently the monitoring report identifies a number of additional external posts which will be required to facilitate key capital projects.

Recommendation 2: To reconsider the reporting of the Commercial Property rental measure using dates that align to produce a more accurate picture of performance.

Response: Agree that the reporting of this indicator needs improving to mitigate the timing differences highlighted in the report. Officers will ensure that this is undertaken going forward

Recommendation 3: That the City Executive Board bring forward their strategy for the provision of contingencies with the forthcoming medium Term Financial Strategy to the next meeting of the Panel in November.

Response: The Medium Term Financial Plan and Consultation Budget for 2014-15 is scheduled to be presented to CEB in December 2013 at which point the Finance Panel will be able to consider the strategy for the provision of contingencies in the context of the pressures and risks identified.

Resolved to:-

- (1) Note the financial position and performance of the Council for the first quarter of 2013/14, and also the position of risks outstanding as at 30th June 2013;
- (2) That the Council's performance indicator for the Recycling Rate Target be amended to a floor target of 44% for 2013/14 and 2014/15, and to 45% for 2015/16 and 2016/17 in accordance with paragraph 8 of the report. The Council still aspires to reach a 50% target for recycling;
- (3) That the Board agrees that the weight of residual waste per household, per annum, should in future be used as the Council's key indicator (published in the Corporate Plan) to measure its recycling performance in accordance with paragraph 8 of the report.

57. TREASURY MANAGEMENT ANNUAL REPORT

The Head of Finance submitted a report (previously circulated, now appended) that outlined the Council's treasury management activity and performance for 2012/13.

Nigel Kennedy (Head of Finance) presented the report to the Board and provided some background and context.

Scrutiny Recommendations

The following recommendations were submitted:-

Recommendation 1: To raise the non-specified investment limits from their current levels and redefine what is grouped in this area to manage risk, in an effort to encourage investment diversity and higher rates of return.

Response: The limit on non-specified investments contained within the Treasury Management Strategy agreed by Council in February 2013 is 25% of the total investment portfolio. Non-specified investments are considered inherently more risky in nature, but are used to increase the diversity, the number of counterparties.

The Council already makes use of non-specified investments including non-rated building societies and to a limited extent property funds. The Council is actively considering placing further deposits with property funds to gain higher rates of interest. However, property funds require longer term investments which are more illiquid.

As a consequence the 25% limit is considered reasonable given the level of 'core cash' held and our advisors assessment of the amount of risk the council should bear.

Recommendation not accepted by the Board.

Recommendation 2: Wherever it provides for good value for money to consider using investment funds for internal borrowing in order to avoid prudential borrowing.

Response: Agreed - where it provides better value for money the Council will continue to use internal rather than external borrowing, i.e. where the return on investment income is less than interest payable on PWLB loans.

Resolved to note the report.

58. TRANSFERS FROM HOUSING REVENUE ACCOUNT TO GENERAL FUND

The Head of Finance submitted a report (previously circulated, now appended) that sought approval for the transfer of assets from the HRA to the General Fund, together with a proportion of HRA cash balances.

Jackie Yates (Executive Director for Organisational Development and Corporate Services) presented the report to the Board and provided some background and context. The Board noted that the proposed £7million transfer was to be used in such a way that it could in future achieve long term savings and solid value; and should not be allowed to fund ephemeral schemes of the moment, no matter how well meaning.

Resolved to recommend that Council:-

- (1) Transfers the non-dwelling assets identified in Appendix B of the report with a net book value of around £18 million from the HRA to the General Fund;
- (2) Transfers with immediate effect cash balances of £7 million from the HRA to the General Fund in order to fund future projects that achieve on-going General Fund savings.

59. 15 - 19 GEORGE STREET - LEASE RESTRUCTURE

The Head of Housing and Property submitted a report (previously circulated, now appended) that sought approval for the restructuring of the lease of the part basement and upper floors and roof of 15-19 George Street in order to facilitate a hotel development.

Jane Winfield presented the report to the Board and provided some further detail of what was proposed.

Resolved to:-

- (1) Approve the acceptance of a surrender of the existing lease, together with the simultaneous grant of an Agreement for Lease, to be followed by a new lease of the part basement, upper floors and roof of 15-19 George Street for hotel development; on the terms and conditions attached in the “not for publication” appendix to the report, and otherwise on terms and conditions to be approved by the Service Manager of Regeneration and Major Projects;
- (2) Give authority to the Service Manager of Regeneration and Major Projects to vary the proposed terms as detailed herein, in line with any further negotiation with the tenant, provided the transaction continues to represent best consideration.

60. LANHAM WAY - COMPULSORY PURCHASE

The Head of Housing and Property submitted a report (previously circulated, now appended) concerning a proposed Compulsory Purchase Order for a property in Lanham Way, Oxford.

Councillor Bob Price, Leader of the Council, explained that in the light of very recent correspondence on this item, consideration of it should be deferred pending further legal discussions.

Resolved to defer this item to the next meeting of CEB.

61. GAMBLING POLICY - UPDATE

The Head of Environmental Development submitted a report (previously circulated, now appended) concerning the Council's Statement of Licensing Policy.

Councillor Colin Cook, Board Member for City Development, presented the report to the Board. Julian Alison (Licensing Team Leader) clarified that the Council was able to formally adopt a "no casino" policy as its Council meeting, should it wish to do so.

Resolved to:-

- (1) Approve the recommendation of the Licensing and Gambling Acts Committee that the draft revised statement of Gambling Licensing Policy be recommended to Council for adoption, and,
- (2) Recommend to Council that the said Policy be adopted, including the re-adoption of a "no casinos" policy.

62. TAXI LICENSING: EURO EMISSIONS AND VEHICLE AGE LIMITS

The Head of Environmental Development submitted a report (previously circulated, now appended) concerning the age limits and euro emissions of Hackney Carriages and Private Hire Vehicles.

Councillor Colin Cook, Board Member for City development, presented the report to the Board. He confirmed that the taxi licensing trade had been consulted on this issue.

The Board noted that the Law Commission was due to report on the reform of Taxi and Private Hire Services at the end of 2013, but that any proposed reforms were unlikely to come into force during the lifetime of the current Government. The age limits proposed to Council would not take effect until after 1st January 2016 in order to allow both a lead in period for the taxi trade, and a period for further progress in relation to the Law Commission proposals.

Resolved to recommend to Council the following age limits for Hackney carriage and Private Hire Vehicles:-

- New Hackney Carriage and Private Hire Vehicles – 5 years;
- Existing Hackney Carriage Vehicles – 12 years;
- Existing Private Hire Vehicles -10 years.

63. HACKNEY CARRIAGE VEHICLE LICENSES - REGULATION OF NUMBERS

The Head of Environmental Development submitted a report (previously circulated, now appended) concerning the policy on Hackney Carriage Quantity Control.

Councillor Colin Cook, Board Member for City Development presented the report to the Board, and confirmed that no change to present arrangements was proposed.

Resolved to:-

- (1) Approve the recommendation of the General Purposes Licensing Committee that accepted the conclusions of the hackney carriage "unmet demand" survey report prepared by Halcrow Group Limited, that there is currently no significant unmet demand for hackney carriage vehicles;
- (2) Agree that there is currently no significant demand for the services of hackney carriage vehicles which is unmet and to therefore resolve to maintain the Council's policy of quantity control on the number of hackney carriage vehicle licences;
- (3) Agree that a further unmet demand survey be commissioned in 2015, subject to any future changes to legislation,

And that the above is therefore recommended to Council.

64. FUTURE ITEMS

Nothing was raised under this item.

65. MINUTES

Resolved to confirm as a correct record the minutes of the meetings held on 10th and 31st July 2013.

66. MATTERS EXEMPT FROM PUBLICATION

Resolved to exclude the press and public from the meeting during consideration of the items in the exempt from publication part of the agenda in accordance with the provisions in Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (England) Regulations 2000 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 and that, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Summary of business transacted by the Board after passing the resolution contained in minute 66

The Board received and noted the contents of not for publication appendix to the reports at item 15 (minute 59 refers).

The Board noted that the report at item 16 had been deferred to the next meeting (minute 60 refers).

67. 15-19 GEORGE STREET - LEASE RESTRUCTURE

The Board received and noted the contents of a not for publication appendix (previously circulated, now appended) to the report at agenda item 15 (minute 59 refers)

The Board decided not to release the appendix from confidentiality because the information contained within it was, and remains, commercially sensitive.

68. LANHAM WAY - COMPULSORY PURCHASE

Resolved to note that this item had been deferred to the next meeting (minute 60 refers)

The meeting started at 5.00 pm and ended at 6.16 pm

APPENDIX 1

Public Questions for CEB, 11/9/2013.

From Mr Nigel Gibson.

Agenda Item 10, Affordable Housing and Planning Obligations

Question 1: Can you please confirm the number of people currently on the Housing Register, reported as 4,700 in a recent edition of the Oxford Mail?

Reply: As of 6th September 2013 there are 4,789 households on the housing register.

Question 2: Can you supply the numbers of people in each of the five housing bands that comprise the Housing Register?

Reply:

Band 1: 58
Band 2: 403
Band 3: 1312
Band 4: 90
Band 5: 2926

Question 3: There seems to be a continual emphasis, focus and drive on increasing the amount of social housing; can you please explain why you believe there is such a demand for housing in Oxford that you need to afford spending on new housing such a priority?

Reply: The city has in recent years experienced a booming housing market with rising house prices, comparable to London. This has led to open-market housing becoming more difficult to obtain and expensive, and has limited the supply of affordable housing. According to Cities Outlook 2013, Oxford has overtaken London as the UK's least affordable city in terms of housing. The average house price in Oxford is £380,000 while the average salary is £25,800. Average Oxford house prices are now nearly fifteen times higher than average annual incomes. Owner-occupied housing is increasingly out of the reach of people on lower incomes. Oxford is also the least affordable city in the UK for private rented housing.

This has caused problems for existing residents wanting to relocate within their local community, and for younger people wanting to buy in Oxford. There are severe pressures on the housing stock, with concentrations of homes in multiple occupation and many homeless and other vulnerable people. The lack of housing, especially affordable housing, can also make it difficult for employers to retain and recruit staff.

The City Council therefore has provision of new housing, and particular affordable housing, as one of its top priorities, due to the clear impacts that the housing

problem is having on local communities and the local economy. The City Council's approach and further justification is set out in the Corporate Plan.

Agenda Item 12, Finance, Performance and Risk Quarter 1 Performance

Question 4: What proportion of the reported percentage recycling rate (target amended to 44% and 45% in this meeting) is actually non-recyclable, ie has been placed (for whatever reason) in the incorrect bins?

Reply: Each month, a percentage of the domestic and trade recyclate collected and taken to the recycling plant is contaminated with waste that cannot be recycled and as a result it is sent to an energy from waste plant. The main reason for such contamination is due to items being placed in the incorrect bin.

The table below features both the tonnage and % of recycled and contaminated material for the first quarter of 2013. The average is an impressive 3.09%, a huge decrease compared to the first quarter in 2012 which was 1.27% higher at 4.36%.

	Quarter 1 2013		
	April	May	June
Tonnes for recycling (commingled)	1192.62 (97.16%)	1352.73 (96.65%)	1255.51 (96.91%)
Tonnes rejected to landfill (contamination)	34.86 (2.84%)	46.89 (3.35%)	40.03 (3.09%)

Question 5: What is the actual value of waste (in terms of tonnes or other similar metric, not a ratio), in total, and split between recyclable and non-recyclable, disposed for by or on behalf of the Council for each of the last three years?

Reply: The table below shows both the total tonnage of refuse (landfill) waste and recyclate material for the previous three years.

Year	Refuse (tonnes)	Recyclate (commingled & compost – tonnes)	Total (tonnes)
2010-2011	32,906,64	21,280,57	54,187,21
2011-2012	31,235,95	22,184,31	53,420,26
2012-2013	30,840,01	23,099,14	53,939,15

The figures reveal that there has been a year on year decrease in refuse waste by an average of 1033.32 tonnes while recyclate has continued to increase at an average rate of 909.29 tonnes per year.

Question 6: Following on from the previous question, what is the target reduction in total waste from these actual figures for the next two years?

Reply: There are many variables associated with compiling a total waste figure, not least the annual changes in the number of households and the changes to the number of different items that can be recycled. The only weight measured target involves the number of kilograms of residual waste (non-recyclate) collected per household which is targeted to reduce by a total of 3.38% over the next two years.

Question 7: Budget Monitoring Report Para 15 lists “Mitigating” Actions, including no 3, Additional car park income of £50,000. Can you please explain where this additional income came from, and if it was indeed planned as a mitigation against anticipated overspend in other areas?

Reply: The increased car park income of £50k represents 0.6% of total car parking income and is an unbudgeted ‘mitigation’ against the budget pressures which have arisen this year in Direct Services. There is no specific reason for the increased income with the variation being within the normal tolerance of what would be expected.

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