

Thame Neighbourhood Plan

Monitoring and Delivery Report – December 2016

Neighbourhood Plans

In April 2012 local communities were given legal powers under the Localism Act 2011 to develop Neighbourhood Plans (NP). Thame was one of the first areas (Front Runner), to develop a NP and achieved a positive vote of 3:1 in a referendum held in May 2013.

Neighbourhood Plans can:-

- Shape and influence where development will go in the local area
- Decide what development should look like
- Include detailed planning policies for the local area

Neighbourhood Plans cannot:-

- Conflict with the policies within the Local Plan or Core Strategy
- Say “no” to, or block development
- Provide less development than the adopted Local Plan

Neighbourhood Plans must be:-

- In general conformity with the strategic policies of adopted Local Plans
- In general conformity with national planning policy e.g. National Planning Policy Framework (NPPF)
- In line with the other laws and EU Directives/legislation and Human Rights obligations

When adopted, the NP becomes part of the development plan for the area, which means the policies and proposals in the NP are used to determine planning applications, including appeals.

Sustainability of the Thame Neighbourhood Plan (TNP)		Status
A	<p>There are many ongoing and new issues arising around the TNP and with Thame being a Front Runner it is having to break new ground in how NP's are implemented, monitored and reviewed.</p>	<p>The Town Council agreed at a meeting on 28 July 2015 to create a new standing Committee, the Neighbourhood Plan Continuity Committee (NPCC), and its initial Terms of Reference were agreed. Crucially, the Committee needs to ensure continued effective community involvement in all that it does.</p> <p>The Committee formally met for the first time on 20 October 2015, where the first three Working Groups were defined. Their Terms of Reference were agreed on 1 December 2015 and their work has commenced. The Committee is now meeting on a 6 weekly cycle. A further 4 Working Groups have been created during the year and all 7 Working Groups had their Terms of Reference re-ratified on 27 September 2016. All 7 Working Groups report in their progress to the parent NPCC at each 6 weekly meeting.</p> <p>There is no current mechanism in law for the amendment of a Neighbourhood Plan. Any amendments would require the full creation process to be repeated. The Committee submitted recommendations to Government in May 2016 for potential amendment powers, depending on circumstances. Government seems to be committed to implementing a process for Neighbourhood Plan amendment and it appears that this is being executed via the Neighbourhood Planning Bill introduced to Parliament in September 2016 and a Housing White Paper expected in January 2017. It is still not clear what responsibility the Neighbourhood Plan "qualifying body" and the Planning Authority will have in this process.</p> <p>Officers at the Town Council spend considerable time in relation to TNP requirements. A full time Neighbourhood Plan Continuity Officer (NPCO) was employed in August 2016 with responsibility to ensure effective implementation, monitoring and review.</p>

Housing		Status
1	<p>H1</p> <p>Allocate land for 775 new homes.</p> <p>Permission will be given for new housing as set out in Table 1 and as shown in the site allocation plans in Section 3 provided the development meets the requirements set out in the policies of the Thame Neighbourhood Plan and the South Oxfordshire Core Strategy.</p>	<p>Land allocated to accommodate 775 new homes</p>

2	H2	<p>Review delivery of Lord Williams's Lower School allocation (HA5: Lord Williams's Lower School – Allocation for 135 residential dwellings).</p> <p>If planning permission for residential development of the Lord Williams's Lower School Site has not been secured by 1 April 2021, the areas identified as Reserve Land (HA6: Reserve Site F – Allocation for residential dwellings; HA7: Reserve Site C – Allocation for 57 residential dwellings) will be released for residential development. If the Reserve Land is released, the allocation of Lord Williams's Lower School for residential development will be removed.</p>	<p>Various discussions have taken place with the School during 2015/16, looking at the costs and feasibility, given current known facts, including Sport England requirements. There is a keenness to progress although there remains a significant funding gap. The school are investigating viability options. All are aware of the April 2021 trigger date.</p>
3	H3	<p>Review delivery of land at The Elms (HA4: The Elms – Allocation for no more than 45 residential dwellings).</p> <p>Should a planning approval be granted for fewer than 45 dwellings, the balance shall either:</p> <ul style="list-style-type: none"> • Be added to the Lord Williams's Lower School allocation (Policy HA5); or • Should this site not come forward in line with Policy H2, the balance should be added to the Reserve Site F (Policy HA6). 	<p>Planning permission had previously been granted for 37 dwellings, but work did not start. The reallocation of 8 units will be defined at a future date if this permission is acted on.</p> <p>A second application to build 87 care plus homes was submitted in July 2016 but has since been withdrawn.</p> <p>Exact housing provision on this site is therefore still uncertain.</p>
4	H4	<p>Integrate allocated sites</p> <p>Proposals for new housing must ensure that the new homes are well connected both within the site and with the wider town. Section 3 sets out specific minimum requirements for connections for each of the allocated sites that must be incorporated within development proposals.</p>	<p>Physical connections formed part of the extensive discussions regarding the development principles for all allocated sites.</p> <p>The integration of new development sites is included in the development of the Green Living Plan.</p>
5	H5	<p>Integrate windfall sites.</p> <p>Permission will be granted for small residential developments on infill and redevelopment sites within the parish, including Moreton village, subject to proposals being well designed and meeting relevant requirements set out in other policies in the Neighbourhood Plan and the South Oxfordshire Core Strategy.</p>	<p>Since the “making” of the Thame Neighbourhood Plan the Government has made a number of reforms to the planning system, many of which have been intended to ‘free’ the system and allow the more ‘beneficial’ use of previously developed (brownfield) sites. These reforms are expected to continue.</p> <p>In some cases, this has enabled office and warehouse buildings to be converted to residential use as permitted development (i.e. not requiring formal planning permission), subject to a ‘light touch’ prior approval process.</p>

			<p>Monitoring of all windfall sites is continual, both to keep track of numbers (a detailed spreadsheet has been maintained) and to ensure that all such developments conform with TNP principles and policies.</p> <p>The most significant sites so far are Angus House (development complete), Thame Service Station (development started), Goodsons Industrial Mews (planning permission granted) and Police Station site on Greyhound Lane (second planning application under consideration).</p> <p>A recent appeal decision at Bull Lane was refused permission partly because it did not adhere to this policy.</p>
6	H6	<p>Design new development to be of high quality.</p> <p>Proposals for new housing on the allocated sites must be of high quality and designed to reflect Thame's character. They must demonstrate how they meet the following:</p> <ul style="list-style-type: none"> ▪ The requirements set out in the diagrams for each site in Section 3, identifying the key design issues that new development must address to achieve good quality design ▪ The policies set out in Chapter 11 for good quality design. 	<p>The design of the 79 homes on Site C1 (Taylor Wimpey) have satisfactorily achieved a standard approved by the Town Council. There were specific appreciative comments on garden space at their launch.</p> <p>The design of the 18 homes on part of Site D (Croudace) have satisfactorily achieved a standard approved by the Town Council.</p> <p>The design of the 37 homes on Land at The Elms did not receive full approval, but planning permission has been granted by the Planning Authority. The subsequent planning application for 87 units (since withdrawn) was of questionable quality.</p> <p>After extensive design-based work involving a number of iterations and amendments to the scheme, the Town Council approved, subject to conditions, detailed proposals for 203 dwellings on Site F (Bloor Homes).</p> <p>After extensive design-based work the Town Council approved, subject to conditions, detailed proposals for 175 dwellings on site D (Persimmon / Charles Church) following submission of their Reserved Matters application.</p> <p>After extensive design-based work involving a number of iterations and amendments to the scheme, the Town Council approved, subject to conditions, Reserved Matters for 108 dwellings on site C2 (Bellway Homes). New constraints arose relating to the protection of a pipeline.</p> <p>The design of the 9 (not 12) homes at Park Meadow Cottage, submitted in a planning application by Taylor Wimpey without pre-application discussions was rejected by the Town Council in September 2015, and Taylor Wimpey have subsequently withdrawn their application.</p>

7	H7	<p>Provide new facilities.</p> <p>All proposals for new housing will be required to demonstrate provision of appropriate new facilities on site and provision of, or contributions to, off-site facilities as required by Policy D1 of the Neighbourhood Plan.</p>	<p>S106 agreements have been completed for all sites that have outline or full planning permission. Central Government restrictions relating to S106 pooling, and changes to contribution rates for sporting facilities by the Planning Authority have meant that later agreements are less financially favourable than earlier ones.</p> <p>The Infrastructure Delivery Plan Working Group of the Neighbourhood Plan Continuity Committee is establishing allocation of funds against known facilities required. A top level Infrastructure Delivery Plan / Capital Project List was approved at the 23 February 2016 NP Continuity Committee. Starting with sports facilities, a provisional allocation of current and future funds was agreed at 17 May 2016 NP Continuity Committee.</p> <p>Some forward spending of s106 funds has been executed by the Town Council (at calculated risk). Discussions are underway with SODC on the triggering, receipt and allocation of all relevant s106 funds.</p>
8	H8	<p>Provide affordable housing.</p> <p>All proposals for new housing where there is a net gain of three or more homes should provide affordable housing as required by Policy CSH3 of the South Oxfordshire Core Strategy 2012. Affordable homes should be well integrated with market housing. The type and size of affordable homes should meet the specific needs identified for Thame.</p>	<p>Affordable housing allocation is included in Section 106 Agreements.</p> <p>All allocated sites that have come forward are contributing the appropriate quantity (40%) and mix of affordable homes on site.</p> <p>All relevant windfall sites that have come forward are encouraged to provide appropriate quantity and mix of affordable homes on site, although viability submissions have unfortunately reduced the allocation below the ideal 40%.</p> <p>The current split between social rented / shared ownership is 75% / 25%, with 20% of the social rented reserved for local residents.</p> <p>Where sites are nearing completion, work is underway to ensure that the actual delivery is in line with the strategy, for the people of Thame. At the 9 August 2016 NP Continuity Committee the Council agreed to emphasise the progressive availability of affordable housing in both social rented and shared ownership; and to encourage local residents to consider both options while registering with SODC.</p> <p>The availability of the shared ownership homes in particular will be advertised widely across Thame in order to ensure local residents are on an equal footing with those looking to move to the area. A campaign has been started to reinforce that shared ownership homes can be acquired by any household</p>

			<p>earning less than £80,000 per annum.</p> <p>The draft SODC Local Plan 2032 suggests a 50% / 50% split between social rented and shared ownership properties. The Town Council is concerned that this would reduce the number of affordable homes available to the people of Thame.</p> <p>The Town Council will investigate how the Planning Authority allocates the considerable pot of S106 affordable housing contributions that relate specifically to Thame in lieu of actual housing provision delivered on site. We will aim to influence the District in spending the provision within Thame.</p>
9	H9	<p>Provide a mix of housing types.</p> <p>On schemes of more than six dwellings, a mix of dwelling types and sizes to meet the needs of current and future households in Thame will be sought. Large areas of uniform type and size will not be acceptable.</p>	<p>This is considered as part of the overall design review, discussed under Policy H6. All sites with full planning permission have so far conformed.</p> <p>This policy would have been used to refuse the recently withdrawn planning application at The Elms that attempted to place almost 90 extra care homes on this housing allocation site.</p>
10	H10	<p>Provide a Thame-Specific Affordable Housing and Dwelling Mix Strategy.</p> <p>On schemes where there is a net gain of six or more homes, developers are required to submit a Thame-Specific Affordable Housing and Dwellings Mix Strategy with any planning application. The Strategy must clearly set out identified housing needs within Thame and demonstrate how the proposed development addresses those needs.</p>	<p>This is considered as part of the overall design review, discussed under Policy H6. All sites with full planning permission have so far conformed.</p>

Allocated Sites			Status
11	HA2	<p>Site C</p> <p>Located to the south of Wenman Road and east of Thame Park Road. Site C is allocated for:</p> <ul style="list-style-type: none"> 187 residential dwellings within the 9.35 hectares 11.8 hectares of landscaped publicly accessible open space 	<p>Now known as Site C1 / C2.</p> <p>The western part of the site (C1) is owned by Taylor Wimpey. We understand that most houses are now occupied, with only 2 houses remain unsold. Meetings have been held with the developer during construction with further information being supplied as requested.</p>

		<p>and forms one of the main approaches to Thame with attractive views towards the listed St Mary's Church. The northern and western edges of the area are well defined by the ring road (the A418), which cuts through the landscape of agricultural fields.</p> <p>Site F is allocated for:</p> <ul style="list-style-type: none"> ▪ 203 residential dwellings within the 9.4 hectares ▪ 17 hectares of landscaped publicly accessible open space ▪ 1.4 hectares of land as potential expansion land for the consolidation of Lord Williams's School ▪ 2 hectares of land as a potential future primary school site. 	<p>underway and we understand that a number of houses are now occupied.</p> <p>Significant archaeological finds have been made on this site and the road names have been chosen to reflect the finds.</p> <p>Further discharge of condition applications have been made throughout the year, on which comments have been provided to the Planning Authority as necessary.</p> <p>Meetings have been held with the developer during construction with further information being supplied as requested. Some minor intensification suggestions were made by the developer in April 2016, but nothing further has been heard.</p>
14	HA4	<p>Land at The Elms</p> <p>This site is located within the centre of Thame to the west of Elms Park and is adjacent to The Elms, a Grade II listed building. The site lies within the Thame Conservation Area. There is currently no public access to the land.</p> <p>The site is allocated for:</p> <ul style="list-style-type: none"> ▪ Residential development. The number of dwellings will be determined through a detailed design proposal and in any case, will provide no more than 45 dwellings. If fewer than 45 dwellings are provided, the balance of Thame's housing requirement will be provided in accordance with Policy H3. ▪ A minimum of 1 hectare of landscaped publicly accessible open space. ▪ The proposals must preserve and enhance the Thame Conservation Area and the setting of adjacent listed buildings and structures. 	<p>Planning permission has been granted to Rectory Homes for 37 dwellings, but work has not yet started.</p> <p>A second application to build 87 homes provided with a degree of residential care for the elderly was submitted in July 2016. The Town Council recommended that the application be refused, given a conflict with the TNP. The application was subsequently withdrawn by the applicant as it would have been refused by the Planning Authority primarily through TNP policy H9 with regards to housing mix.</p>
15	HA5	<p>Lord Williams's Lower School Site</p> <p>Lord Williams's Lower School is located in the eastern area of Thame. It comprises two areas:</p> <p>The northern site is an open area of playing fields. Residential</p>	<p>No detailed discussion required until the site merge plans are more solid.</p> <p>In meetings involving Lord Williams's School during the year they have stated a clear necessity that the potential of the site be maximised to ensure the viability</p>

		<p>dwellings back onto the eastern and northern boundaries. The Meadowcroft care home is located to the west. A strong hedgerow forms the southern boundary to Towersey Road.</p> <p>The southern site comprises a range of educational buildings and playing fields to the south. Dwellings back onto its eastern and southern boundaries. Access is provided from Towersey Road to the north and a minor access way from Queen's Road to the west. There is potential for pedestrian / cycle access along the private road adjacent to Thame Tennis Club.</p> <p>The Lord Williams's Upper School is located on a separate site to the west of Thame. The school is developing a strategy to consolidate the school on the Upper School campus, and to partly fund this through the sale of the Lower School Site for residential.</p> <p>Lord Williams's Lower School is allocated for:</p> <ul style="list-style-type: none"> ▪ 135 residential dwellings within the 5.4 hectares ▪ 1.9 hectares of public open space ▪ Community facilities in the 0.67 hectare area <p>The Neighbourhood Plan allows for a flexible approach to the northern part of the site. The residential development area may be as defined in Figure HA9 or HA10, and this should be determined through detailed design and consultation with local people.</p>	<p>of delivering a single site for the school.</p>
16	<p>HA6</p> <p>HA7</p>	<p>Total Reserve 135 homes</p> <p>Reserve Site F is allocated for:</p> <ul style="list-style-type: none"> ▪ 78 residential dwellings within the 3.9 hectares defined as the extent of the residential development area ▪ 0.54 hectares of landscaped publicly accessible open space. <p>Reserve Site C is allocated for:</p> <ul style="list-style-type: none"> ▪ 57 residential dwellings within the 2.85 hectares defined as the extent of the residential development area ▪ 2.7 hectares of landscaped publicly accessible open space ▪ A green corridor adjacent to the site's western boundary. 	<p>No discussions required as yet on the reserve sites.</p> <p>Concern had been expressed at a Planning Inspector ruling that allowed development on a NP reserve site in Leicestershire, ahead of NP allocated sites being developed, but during the year this concern has been alleviated by a new Ministerial Statement.</p>

	Working and Shopping		Status
17	WS1	<p>Locate new retail development in the town centre.</p> <p>Permission will be granted for new town centre uses (use classes A1 – A5) in Thame town centre.</p>	<p>Carter Jonas has produced a Retail Capacity and Impact Study (November 2015) for Thame which will help inform all future decisions relating to additional retail provision within Thame. Thame Retail Capacity & Impact Study</p> <p>A planning application submitted by Tesco (P15/S1637/O) for an “out of town” site, a development that is against the policies of the TNP and would have had an adverse impact on the Town Centre, was refused by the Planning Authority on 13 July 2016. The findings of the Thame Retail Capacity & Impact Study confirm that a foodstore of the size and type proposed by Tesco would not be required even through to 2031; and that existing town centre foodstores anchor the town centre economy.</p>
18	WS2	<p>Retain and enhance primary and secondary retail frontages.</p> <p>In order to maintain the shopping function of the primary retail frontages the introduction of the new non-retail uses such as banks and building societies, cafes, restaurants and the like (Classes A2, A3, A4 and A5) will be restricted at ground floor level to a maximum of 35% of the sum total of the length of primary retail frontages.</p> <p>Within secondary retail frontages, change of use from residential and/or employment to uses within A1-A5 will be supported provided that the proposed use is compatible with nearby residential properties.</p>	<p>The Planning Authority maintain relevant statistics to ensure this policy is adhered to.</p> <p>Consideration should be given to extending the primary frontage along North Street, which would be supported by relevant mixed use of the Cattle Market site.</p> <p>The Town Centre Working Group of the Neighbourhood Plan Continuity Committee along with the Market Town Co-Ordinator will support in this area too.</p>
19	WS3	<p>Redevelop the postal sorting office and/or telephone exchange for retail.</p> <p>The postal sorting office and/or telephone exchange site should be redeveloped for retail-led uses should they become redundant.</p>	<p>The postal sorting office remains in situ.</p>
20	WS4	<p>Develop the Fire Station site for a use that supports the town centre.</p> <p>The Fire Station site should be redeveloped for retail, business or community uses should it become redundant.</p>	<p>The Fire Station remains in situ.</p>

21	WS5	<p>Develop land at no. 10 High Street for a use that supports the town centre.</p> <p>Land at 10 High Street should be redeveloped for retail uses should it become redundant.</p>	The land is still in use.
22	WS6	<p>Permit small shops on allocated residential sites.</p> <p>Permission will be granted for a small retail unit of floor area up to 100 sqm within each allocated residential area outside the town centre.</p>	No application has been submitted as yet.
23	WS7	<p>Retain small scale employment in the town centre.</p> <p>Proposals for the redevelopment or change of use of the ground floor of redundant land or buildings in employment or service trade use to non-employment uses will only be permitted if the existing use is no longer economically viable and the site has been marketed for freehold or leasehold at a reasonable price for at least a year without restriction.</p> <p>Proposals for the redevelopment or change of use of redundant land or buildings in employment or service trade use to A1-A5 uses will be permitted in those areas located within the defined primary and secondary retail frontages.</p>	<p>The Appeal against the proposed development on the Police Station site (partly refused on loss of employment grounds) on Greyhound Lane was dismissed 20 January 2016. A new application is being evaluated by the Planning Authority as at December 2016.</p> <p>An application to demolish much of the industrial buildings at Goodsons Industrial Mews and convert part of the remainder for residential uses was granted permission subject to a S106 agreement on 5 October 2016. This was an amended scheme, much improved from that originally submitted. Policies from the TNP were instrumental in gaining these improvements. However the Planning Authority's own employment policy, the policies from the TNP and evidence within the Planning Authority's own Employment Land Review should have been sufficient to prevent the loss of employment land and floorspace. Conservative estimates suggest around 60 jobs-worth of floorspace has been lost as a result of this permission. The Planning Authority did insert a condition to remove any permitted development rights to convert the remaining office/industrial units to residential uses.</p> <p>During investigations carried out in response to the above proposed conversion it became apparent that there is significant unmet demand for both office and industrial space both inside and outside the Thame's Town Centre.</p>
24	WS8	<p>Encourage a diverse range of uses in the town centre by supporting new residential use on upper floors.</p> <p>Residential use of accommodation on upper floor levels above existing shops in the town centre will be supported provided that:</p>	It has been proposed that future surveys (by the Market Town Co-Ordinator) of the Primary and Secondary shopping frontages will also survey uses above and behind shops to establish the extent of any disused or underused space.

		<ul style="list-style-type: none"> • Such accommodation is not currently in employment use. • If the upper floor is in employment use, the requirements of Policy WS7 have been met. • The residential use does not adversely affect the viability of any ground floor shop use. 	
25	WS9	<p>Encourage a diverse range of uses in the town centre by avoiding loss of residential uses.</p> <p>Residential accommodation in the town centre should be retained except:</p> <ul style="list-style-type: none"> • In cases of upper floor accommodation where an independent access does not exist and cannot be provided; or • In cases where there are insurmountable environmental factors which mitigate against continued residential use; or • Where an employment or retail use is proposed, providing that use would enhance the vitality and viability of the town centre. 	There have been no significant planning applications where this applies.
26	WS10	<p>Encourage a diverse range of uses in the town centre by supporting new office and retail uses on upper floors.</p> <p>Within the town centre, office and retail uses will be permitted in upper floor accommodation above existing commercial premises provided that:</p> <ul style="list-style-type: none"> • The viability of any ground floor commercial use would not be adversely affected. • The proposals would be consistent with Policy WS9. • The site is well integrated with the primary and secondary retail frontages. • There would be no adverse impact on the amenities of neighbouring uses. 	<p>It has been proposed that future surveys (by the Market Town Co-Ordinator) of the Primary and Secondary shopping frontages will also survey uses above and behind shops to establish the extent of any disused or underused space.</p> <p>There has been one minor instance where change of use from Restaurant / Café to Office has been granted on a first floor.</p>

27	WS11	<p>Allocate a minimum of 2 hectares of land for new employment.</p> <p>Permission will be granted for 3 hectares of land for employment on Site B.</p> <p>Land on the eastern side of the B4012, opposite the DAF site, is allocated in the Neighbourhood Plan for commercial development.</p>	<p>Development has completed and the new employment buildings and land are occupied by two large local businesses.</p> <p>During the year evidence has been growing of a need for additional office and industrial space for a variety of business sizes and the Thame Business Forum have commenced further analysis.</p>
28	WS12	<p>Retain existing employment land in employment use.</p> <p>Existing employment sites outside the town centre boundary must remain in employment use (B1, B2 or B8).</p>	<p>Permission was obtained under permitted development rights for Milton House, a modern office block in Station Yard to be converted into 8 flats.</p> <p>A planning application to redevelop Thame Service Station as a residential site was permitted and the site has now been cleared. The Town Council felt that the proposed development had been well designed, protecting the character of the area and providing good accommodation for future occupiers. There was no expectation that the existing business would move to another garage site in the Town, which has now led to the effective loss of employment land.</p> <p>As stated elsewhere, provision of space for 60 jobs has been lost as a result of the redevelopment of the Goodson Industrial Mews site.</p> <p>The above, along with significant loss of job space through permitted development at Angus House adds to the need to find further employment land within Thame.</p>
29	WS13	<p>Support improvements to existing employment areas.</p> <p>Proposals to upgrade or redevelop existing employment buildings and the surrounding environment will be supported provided that:</p> <ul style="list-style-type: none"> • There would be no adverse impacts on the amenities of surrounding uses. • The improvements maintain or enhance pedestrian and cycle access. • The improvements maintain or enhance access to bus stops • The improvements enhance the safety and security of users of the employment area and neighbouring users. 	<p>A Thame Business Forum has been established to work in partnership with the Town Council to support existing employment areas and establish links between the larger businesses, the local authority and the local community. The Forum represents a wide range of business sectors and is encouraged to have positive and vigorous discussions so actions can be agreed to produce benefits for both businesses and the town as new development takes place.</p> <p>There have been specific discussions on the need to revitalise existing industrial estates.</p>

30	WS14	<p>Redevelop the Cattle Market site for mixed-use.</p> <p>Proposals for mixed-use development at the Cattle Market will be permitted provided that the principle use on the site is for retail. The development of the site may include:</p> <ul style="list-style-type: none"> • Up to 3,000 sqm of retail in the following classes: A1 (excluding food supermarkets); A2 financial and professional services; and A3 restaurants and cafes • Residential uses including dwellings at upper floor levels. Residential may only form a minor element of any mixed-use scheme as the main role of this site is to support the town centre. • Office uses (Classes B1a or A2), including office uses at upper floor levels • Residential and non-residential institutions (Classes C2 and D1) and community facilities (Class D2) • Public car parking spaces • Improved pedestrian links along North Street to the High Street. 	<p>There have been continued discussions with the Cattle Market Action Group and SODC.</p> <p>The site was considered as a potential location for the new Health Hub, as part of a mixed development, but current view is that the total requirement cannot be accommodated.</p> <p>The SODC Local Plan 2032 Preferred Options consultation document suggested that the Cattle Market site could be suitable for a small-format foodstore. An alteration to the TNP was suggested in order to permit this. It was further suggested that once development had come forward on the Cattle Market site an amendment to the primary or secondary shopping frontage would be needed to bring any new frontage into the retail hierarchy.</p> <p>Representations have been made to SODC to ensure Thame's involvement in the options for future use, as currently being established by SODC's consultant.</p>
31	WS15	<p>Ensure that redevelopment of the Cattle Market site incorporates key principles to relate it positively to the wider town.</p> <p>Any proposals for redevelopment of the Cattle Market site must ensure that:</p> <ul style="list-style-type: none"> • New development must create a positive building frontage onto North Street that respects the character scale of the surrounding area, including the Conservation Area. • The development must be designed to respond to views northwards along North Street so creating a visual link between it and the High Street. • New development must be located to define and overlook the pedestrian link next to Barley Hill Primary School. 	<p>There have been continued discussions with the Cattle Market Action Group and SODC.</p> <p>The site was considered as a potential location for the new Health Hub, as part of a mixed development, but current view is that the total requirement cannot be accommodated.</p> <p>Ensuring the Cattle Market site delivers development suited to Thame Town Centre is a key aspiration of the TNP. The Community Facilities Working Group (CFWG) will be looking to see how the Cattle Market site can help deliver some of the community or leisure needs of the Town. The Terms of Reference for the CFWG were confirmed at the 27 September 2016 Neighbourhood Plan Continuity Committee.</p>

	<ul style="list-style-type: none"> • Pedestrian routes through the Cattle Market site must be designed to provide a direct and attractive link to the existing pedestrian routes next to Barley Hill Primary School. • The existing residential dwellings overlooking the northern boundary of the site must be positively integrated into the proposals. • Public car parking, including long-term parking, must be provided on site, and must be overlooked by active building frontages. • A 'civic' open space is encouraged within the development, overlooked by active building frontages. 	<p>At a public meeting called by the CFWG on 14 December 2016 there was representation from a wide range of community groups. All were unanimous in declaring it should be seen as a key site for delivery of one of Thame's much needed community facilities.</p> <p>Representations have been made to SODC to ensure Thame's involvement in the options for future use, as currently being established by SODC's consultant.</p>
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Getting Around			Status
32	GA1	<p>New development to provide good pedestrian and cycle connections to the town centre and other local destinations.</p> <p>Proposals for the development of allocated residential sites should deliver good pedestrian and cycle connections as part of a comprehensive approach to movement that aims to encourage walking and cycling and reduce reliance on vehicles.</p> <p>Employment sites and windfall housing sites must provide good pedestrian and cycle connections to the town centre and other local destinations.</p>	<p>Pedestrian and cycle connections formed part of the extensive discussions regarding the development principles for all allocated and significant windfall sites. Assessments of pedestrian and cycle connections by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p> <p>The integration of new development sites will be included in the development of the Green Living Plan. This will be delivered by the Green Living Plan Working Group, who will work alongside the Transport Plan Working Group to deliver improvements or delivery mechanisms for the Town's cycle and footpath networks. The Terms of Reference for the both of these groups were confirmed at the 27 September 2016 Neighbourhood Plan Continuity Committee.</p> <p>In relation to Getting Around as a whole, an officer and Member group met on 11 October 2016 to discuss the scope of the activities of the TPWG group prior to it being opened out to a wider audience. This was primarily to foresee potential cross cutting work between the activities of the GLPWG, Town Centre, and Community Facility Working Groups. The agreed way forward was for the Chairman of the Transport Plan Working Group to create some kind of framework, with reference to all the inputs, but possibly mainly based on the RSA's Thame Travel Plan Discussion Paper.</p>

33	GA2	<p>Include a strategy for improving pedestrian and cycle connections related to new development. This could include provision of internal cycleways and footpaths, along with connections to key destinations, for example, schools and other services. This strategy must be coordinated with the Green Living Plan for Thame.</p>	<p>The Green Living Plan Working Group of the Neighbourhood Plan Continuity Committee, working in conjunction with the RSA, has commenced the development of the Green Living Plan.</p> <p>One of the RSA's first outputs has been a Thame Travel Plan Discussion Paper. This has already been welcomed by the Transport Plan Working Group and will be used in scoping the future work of the TPWG.</p>
34	GA3	<p>Developer contributions required to support the provision of a cycle route to Haddenham and Thame Parkway Rail Station.</p> <p>Contributions will be sought from all new developments to fully fund the design and delivery of a cycle route to Haddenham and Thame Parkway Rail Station.</p>	<p>All S106 agreements for all sites that have outline or full planning permission include a contribution to Oxfordshire County Council towards this specific cycle route.</p> <p>The RSA have been monitoring work by Sustrans on a feasibility study as part of the Green Living Plan. There has been recent agreement for joint cross-border working with Haddenham, given lack of priority/progress by Oxfordshire and Buckinghamshire County Councils. Funding is also being established within Buckinghamshire.</p>
35	GA4	<p>Encourage better planning of public transport.</p> <p>Thame Town Council will liaise with Oxfordshire and Buckinghamshire Highways Authorities and the bus and rail operators to encourage better planning of public transport.</p>	<p>A Town Councillor is allocated as a Parish Transport Representative, reporting back to the Planning & Environment Committee. A key topic this year has been the abolition of bus subsidies by Oxfordshire County Council. After initial investigation into direct replacement of outlying / into Thame bus services, current thinking is moving towards establishing an about town "Hopper" service.</p> <p>The Town Council has adopted two new bus shelters on Howland Road, installed under the Site B s106 agreement and ensured that the 40 bus uses them.</p> <p>Assessments of public transport opportunities by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>
36	GA5	<p>Retain long-stay public parking on the Cattle Market site.</p> <p>Any future redevelopment must maintain at least the number of existing public parking spaces on the Cattle Market.</p>	<p>One of the main priorities for visitors as identified in the Vibrancy and Vitality Study 2016 was a need to ensure that parking is both available and accessible</p>

			<p>to all town centre users. The signage of all car parks, the long-stay Cattle Market parking included was found to be inadequate. These findings were echoed by the parking study undertaken during 2016 by the Town Centre Working Group to look at the use of all public car parks within Thame. This highlighted that some car parks remain under-used even at peak times, further suggesting that current signage is inadequate.</p> <p>At the public meeting called by the CFWG on 14 December 2016 the community groups present were unanimous in their support of the retention of long-stay public parking on the Cattle Market site.</p>
37	GA6	<p>New development to provide parking on site for occupants and visitors.</p> <p>Development outside the defined town centre boundary must provide on-site parking in accordance with South Oxfordshire District Council standards.</p>	<p>Assessments of parking provision by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>

Community, Leisure and Wellbeing			Status
38	CLW1	<p>Allocate land for new community facility.</p> <p>Developer contributions will be sought from all new homes towards the funding of a community facility.</p> <p>The Neighbourhood Plan identifies the following sites as having potential for accommodating a community facility:</p> <ul style="list-style-type: none"> • The Cattle Market site as part of a mixed-use development. • The Lord Williams' Lower School, as long as the school is consolidated onto the Upper School site and the Lower School site developed for residential. The existing Sports Hall and Phoenix Centre, along with the associated car parking area, could be refurbished as community facilities. • A new facility on the northern end of the Southern Road Recreation Area. 	<p>All S106 agreements for all sites that have outline or full planning permission include a contribution towards community facilities, though central Government restrictions relating to S106 pooling have restricted opportunities.</p> <p>The Infrastructure Delivery Plan Working Group of the Neighbourhood Plan Continuity Committee is establishing allocation of funds against known facilities required.</p> <p>Discussions have been undertaken between Thame and District Housing Association and the Air Cadets on a potential additional facility at Southern Road Recreation Ground. The site was sought by the Air Cadets but the Ministry of Defence, the funding body, did not believe it could accommodate all the uses required in such a facility.</p> <p>The Community Facilities Working Group (CFWG) will be looking to see how the Cattle Market site can help deliver some of the community or leisure needs of the Town. The Terms of Reference for the CFWG were confirmed at the 27 September 2016 Neighbourhood Plan Continuity Committee.</p> <p>Initial research suggests that if the Lord Williams's Lower School site has to be</p>

			<p>used for community uses rather than for higher-value residential uses then the viability of moving the school becomes questionable.</p> <p>At the public meeting called by the CFWG on 14 December 2016 there was representation from a wide range of community groups. It became apparent that there is demand for a range of community spaces; it was identified that informal work would continue to establish the particular types and sizes of space required by specific groups. A database of existing facilities would also be formed. These outputs would then become the basis of the information given to professional consultants in order for them to establish solutions.</p>
39	CLW2	<p>Actively involve local people in ongoing consultation.</p> <p>Community involvement designed to understand local views about development proposals shall be carried out for sites allocated in Neighbourhood Plan before any planning application is submitted. Planning applications shall be accompanied by a Statement of Community Involvement.</p>	<p>Developers are all made aware of this requirement during the pre-application stage. Public consultations have been held by developers for all allocated sites, and some of the more significant windfall sites.</p> <p>During local consultation on SODC's Local Plan 2032 Preferred Options over 300 people attended a meeting at St Mary's Church on 4 August 2016.</p> <p>Attendance at the Neighbourhood Plan Continuity Committee is promoted. Representation on all Working Groups will be established as requested.</p> <p>At a public meeting called by the CFWG on 14 December 2016 representations were sought from over 40 people who represent a wide range of community and education groups.</p> <p>Although not specifically development related, there was significant community involvement in the production of the Vibrancy & Vitality Study and in establishing improvements to Elms Park.</p>
40	CLW3	<p>Allocate land for a primary school.</p> <p>Land is allocated for a potential future primary school on Site F in the site allocation in HA1 in Section 3.</p>	<p>Windfall permissions are increasing the expected pressure on our existing primary school facilities. Contact will be made with Oxfordshire County Council education services to ensure that harm to local education is avoided.</p>
41	CLW4	<p>Contributions required from developers of new housing to fund additional healthcare facilities.</p> <p>Financial contributions will be required from developers of new housing sites to fund additional healthcare services.</p>	<p>All S106 agreements for all sites that have outline or full planning permission include a contribution towards health facilities, though central Government restrictions relating to S106 pooling have restricted opportunities.</p>

			<p>The former Health Summit Group who assessed needs and deficiencies in the Thame area has now been replaced by a focused team with the specific aim of drawing up the local health facility requirements. A new site is required. Future needs are likely to be met through a strategic health hub developed across a healthcare partnership.</p>
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	Environment, Sustainability and Design Quality		Status
42	ESDQ1	<p>Protect existing open spaces.</p> <p>The open spaces identified in Figure 11.1 will be protected and retained.</p>	<p>Occasional approaches are made to Thame Town Council from developers looking for development opportunities on public/Council owned open space. These requests are being robustly refused in order to protect our open spaces and prevent the deficit of publically accessible open space from worsening.</p>
43	ESDQ2	<p>Allocated sites to provide open space in locations specified.</p> <p>Developers must provide publicly accessible open space in the locations required in the site-specific policies in Section 3. This open space must connect to other open spaces.</p>	<p>A Guidance Note has been prepared to provide clarification in respect of the matters set out in Paragraphs 10 – 12 of Section 3 of the Thame Neighbourhood Plan concerning Publicly Accessible Open Space.</p> <p>These paragraphs set out that developers are required to provide public access through the open space identified as ‘publicly accessible’ in the policy requirement plans. Within these defined areas paragraph 11 of Section 3 of the adopted Plan accepts that, in cases where, for example, full public access would conflict with other land uses, not all areas of the defined quantum of open space need be publicly accessible.</p> <p>However, and for the avoidance of doubt, developers are required to ensure that the full extent of publicly accessible open space as defined in the policy requirement plans and wording is available for public access as part of the planning application and development proposal. Any restrictions or limitations on the extent of public access to these areas will, in accordance with the principles of paragraph 11 of Section 3 of the adopted Plan, then be negotiated through the course of the planning application.</p> <p>In order to ensure that the open space is delivered in line with policies in Section 3 of the TNP monitoring has and will continue to take place against the discharge of condition applications lodged with SODC. These will also be checked against physical provision on the ground.</p>

44	ESDQ3	<p>Provide new allotments.</p> <p>Allocated residential sites must provide the following areas as allotments:</p> <ul style="list-style-type: none"> • Site C: Land to the south-east of Thame – 0.33ha. • Site D: Land to the south of Thame – 0.33 ha • Site F: Land to the west of Thame – 0.33 ha. 	<p>Land has been allocated. The secretary of the established Stones Close Allotment Society has volunteered to help steer initial provision.</p> <p>Land has been allocated and initial details outlined through reserved matters application P15/S2166/RM.</p> <p>Land has been allocated and full details submitted through P14/S3841/FUL.</p>
45	ESDQ4	<p>Provide public open space on windfall sites.</p> <p>For sites of 0.4 hectares or more, public open space that is appropriate to the character and location of the site should be provided on site in accordance with South Oxfordshire District Council standards.</p>	<p>Goodson Industrial Mews in Wellington Street is a windfall site of 0.61 hectare in size and includes a small area of open space that will serve both the homes and adjacent workplaces. No issues were highlighted in officer reports.</p> <p>Angus House off Wenman Road is a former office block converted under permitted development rights. Areas of formal open space were provided alongside the conversion, appropriate to the apartment-style of the dwellings delivered.</p> <p>Both at 0.32 hectare, the Police Station site on Greyhound Lane and the Thame Service Station fall outside this policy.</p>
46	ESDQ5	<p>Provide new burial space on Site C or Site D.</p> <p>New burial space must be provided as part of the development on allocated housing sites C or D.</p>	<p>A Burial Space Working Group (BSWG) has been set up as an off-shoot of the Neighbourhood Plan Continuity Committee and has held meetings as required.</p> <p>The S106 Agreement for Site C included a commitment to undertake 12-month land suitability testing. Land at Site C has been found to be suitable subject to some minimal conditions. A specific cemetery site has now been identified jointly by the developers and the BSWG. A planning application, subject to Town Council approval, is being prepared by the developer.</p>
47	ESDQ6	<p>Improve Elms Park Recreation Area.</p> <p>A planning application for improvements to the Elms Park Recreation Area must be submitted at the same time as any</p>	<p>The S106 agreement for the Land at The Elms includes clauses relating to consultation on, and then implementation of, improvements to Elms Park. A</p>

		<p>application for the development of the adjacent land at The Elms. The improvements must be implemented at the same time as any residential development of land at The Elms.</p>	<p>specialist company was employed, through forward funding, to execute this work.</p> <p>Wide ranging community consultation on the proposed improvements to Elms Park was undertaken under the direction of the Open Spaces Working Group. A reserved matters application was subsequently submitted and approved by the Planning Authority on 17 November 2016.</p> <p>The funds required for full implementation have yet to be secured. It is still likely that a significant part will be provided through The Elms s106 agreement.</p>
48	ESDQ7	<p>Improve Southern Road Recreation Area.</p> <p>If a new community facility comes forward on the Southern Road Recreation Area, the developer and Thame Town Council must consult with local people to agree improvements to the park. A planning application for these improvements must be submitted at the same time as the application for the community facility. The improvements must be implemented at the same time as the development.</p>	<p>There are no firm plans as yet for a new community facility, although the Site F S106 agreement does provide some funding, if required.</p> <p>Other opportunities for improvements to Southern Road Recreation Ground, independent of a community facility, including CCTV, lighting and additional parking provision are being investigated.</p>
49	ESDQ8	<p>Improve open spaces within Lea Park.</p> <p>The Green Living Plan must look at improving open spaces within Lea Park and – in consultation with local residents – set out a strategy to improve them. The Green Living Plan must also look at how improvements to pedestrian and cycle links can be made through the estate.</p>	<p>Initial work has been executed by Lea Park Residents Association (LPRA), in conjunction with 21st Century Thame. Funding for improved pedestrian / cycle signage at both Site F and Lea Park has been secured through the Site F S106 agreement, within the public art category.</p> <p>Discussions are also underway with LPRA with regard to greenspace and biodiversity projects.</p>
50	ESDQ9	<p>Sites C, D and F to provide riverside walks within natural green space.</p> <p>Section 3 of the Neighbourhood Plan sets out site-specific policy for Sites C, D and F requiring natural green space incorporating public routes adjacent to the Cuttle Brook. Developers must include these spaces and public routes in their proposals.</p>	<p>Access routes have been negotiated as part of the S106 Agreement on Site D, with indications that riverside walks (and public land adjacent thereto) will be provided as part of the Taylor Wimpey development on the western edge of Site C. Similar discussions were held in connection with Site C2 and Site F. The Site F S106 agreement includes specific allocation for a path through Rycote Meadow.</p> <p>While monitoring discharge of condition applications on sites C1/C2, D and F the Town Council has been checking to ensure the negotiated footpaths remain in</p>

			subsequent amendments. Anomalies have been noted within and between sites and the Planning Authority has been informed of these. Monitoring will continue through to the network that is finally provided on site.
51	ESDQ10	<p>Produce a Sports Facilities Strategy.</p> <p>Developer contributions will be sought from new residential development to fund a Sports Facilities Strategy and for the subsequent implementation of sports facilities. Once CIL is introduced Thame Town Council will seek funding for the Sports Facilities Strategy from CIL.</p>	<p>A final version of the Sports Facilities Strategy, identifying 11 specific projects, was completed in July 2015. The Strategy was paid for by forward funded S106 contributions. That Strategy has assisted in defining specific projects for S106 agreements beyond the S106 pooling restrictions.</p> <p>The Infrastructure Delivery Plan Working Group of the Neighbourhood Plan Continuity Committee has established provisional allocation of s106 funds against known sports facilities required, agreed at 17 May 2016 NP Continuity Committee meeting. It has been established that the Planning Authority will not pre-plan the release of S106 funds and prefer to only consider their end use once the funds have been received from the developer. Work is underway to try and change this (in relation to ALL s106 funding) where Neighbourhood Plans have led to the definition of specific funding.</p>
52	ESDQ11	<p>Incorporate Sustainable Urban Drainage into new development.</p> <p>New developments must incorporate Sustainable Urban Drainage Systems (SUDS) to reduce the run off of surface water to the maximum set by Oxfordshire County Council.</p>	<p>SUDS agreements have been completed (or are conditioned) for all allocated and significant windfall sites that have outline or full planning permission.</p> <p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority, and in subsequent discussions with developers.</p>
53	ESDQ12	<p>Applications for new development to provide a drainage strategy.</p> <p>Applications for the development of allocated sites and all windfall sites must be accompanied by a Drainage Strategy. The Strategy must be agreed with Thames Water, OCC and the Environment Agency and set out:</p> <ul style="list-style-type: none"> • The approach to SUDS • The approach to foul drainage • Any proposed infrastructure improvements, and how these will be delivered 	<p>Drainage strategies have been completed (or are conditioned) for all allocated and significant windfall sites that have outline or full planning permission.</p> <p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority, and in subsequent discussions with developers.</p>

54	ESDQ13	<p>New dwellings: code for sustainable homes.</p> <p>Proposals for new development will be expected to meet the requirements of the South Oxfordshire Core Strategy in relation to the Code for Sustainable Homes.</p>	<p>Agreed as a condition of the planning approval at various sites.</p> <p>As set out in a ministerial statement of 25 March 2015, the government has created a new approach for setting technical standards for new housing in order to rationalise the many differing existing standards and reduce red tape associated with planning and house building.</p> <p>The Code for Sustainable Homes has now been withdrawn (aside from the management of legacy cases) and has been replaced by new national technical standards which comprise new additional optional Building Regulations regarding water and access as well as a new national space standard (this is in addition to the existing mandatory Building Regulations). These additional options (which are comparable with the requirements for the former Code for Sustainable Homes Level 4) can be required by a planning permission.</p> <p>There is particular concern around the area of conservation of energy, part of the Level 4 requirements that are awaiting integration with Building Regulations, compounded by developers applying to relieve themselves of their Code for Sustainable Homes legacy requirements. If developers are permitted to build to existing standards then one of the key objectives of the TNP will not be achieved. The running costs of the final dwelling will also be significantly higher while there is no evidence that the slightly reduced build costs would be passed on to the customer. Discussions continue with the Planning Authority on our concerns.</p>
55	ESDQ14	<p>Produce a Green Living Plan.</p> <p>Developer contributions will be sought from development on allocated sites to support a Green Living Plan for the town as a whole, addressing both existing and proposed development. These financial contributions will fund a Green Living Plan co-ordinator, who will be responsible for producing the Plan as specified in the Delivery Strategy. Once CIL is introduced Thame Town Council will seek funding for the Green Living Plan from CIL.</p>	<p>The Green Living Plan Working Group (GLPWG) of the Neighbourhood Plan Continuity Committee, working in conjunction with the RSA (Royal Society for the encouragement of Arts, Manufacturing and Commerce), has commenced the development of the Green Living Plan.</p> <p>Given the size of the task and the trailblazing nature (no-one else has done it before) progress has not been as fast as hoped. The RSA are close to agreeing with the GLPWG the structure / high level outline of the plan. Work is already underway at detailed level on various areas and this will be incorporated in due course.</p> <p>The role of Green Living Plan Co-Ordinator is part of the Neighbourhood Plan Continuity Officer job description.</p>

56	ESDQ15	<p>Developers must demonstrate in a Design and Access Statement how their proposed development reinforces Thame's character.</p> <p>Where a Design and Access Statement is required, developers must ensure it demonstrates how their proposed development reinforces Thame's character. It must set out how the proposals follow the policies and guidance in relevant national and local documents as well as Neighbourhood Plan. The Design and Access Statement must address the following topics:</p> <ul style="list-style-type: none"> • Context and character • Historic character • Connection with the countryside • Quality for pedestrians and cyclists • Development quality • Car parking. 	<p>A detailed framework and analysis was included with Site D and sets the 'benchmark' for other applications on the allocated sites.</p> <p>Both Sites C and F included comparable Design and Access Statements.</p> <p>Assessments by the Town Council will continue for all other allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p> <p>As an example of the effectiveness of this policy, the Appeal against the proposed development on the Police Station site on Greyhound Lane was refused, partly because the development was not compliant with TNP policies ESDQ15–ESDQ18, and ESDQ20.</p>
57	ESDQ16	<p>Development must relate well to its site and its surroundings.</p> <p>Development proposals must respond to the specific character of the site and its local surroundings, maintaining or enhancing its strengths and seeking to address its weaknesses.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p> <p>As an example of the effectiveness of this policy, the Appeal against a proposed development at Bull Lane was refused, partly because the development was not compliant with TNP policies ESDQ16 and ESDQ20.</p>
58	ESDQ17	<p>Development must make a positive contribution towards the distinctive character of the town as a whole.</p> <p>Development must contribute to the character of Thame as a whole, incorporating design principles that reflect the most successful parts of town.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>
59	ESDQ18	<p>New development must contribute to local character by creating a sense of place appropriate to its location.</p> <p>New development will be expected to support the town centre as the main focus of activity and not to create alternative centres. It is important that the new residential areas are designed to</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>

		create a sense of place by ensuring that the character varies within the development.	
60	ESDQ19	<p>The Design and Access Statement and accompanying drawings must provide sufficient detail for proposals to be properly understood.</p> <p>Development proposals in historic character areas must include the following information:</p> <ul style="list-style-type: none"> • Drawings showing the proposals in relation to their surroundings. • This will include a street elevation and sections across the street. • Three-dimensional drawings from at least two viewpoints. • Rendered elevations, clearly indicating the proposed palette of materials. • Details of how window openings relate to the elevation (i.e. are they flush or set back?). 	<p>Amendments to the requirements for Design and Access Statements came into force at the end of June 2013. These are now only required in the following circumstances:</p> <p>a) Major developments where it comprises:</p> <ul style="list-style-type: none"> ▪ The winning and working of minerals or the use of land for mineral-working deposits. ▪ Waste development. ▪ The provision of dwellings where the number is 10 or more. ▪ The development site is 0.5 hectares or more and it is not known whether the development comprise 10 or more dwellings. ▪ The provision of building(s) where the floor space created is 1000sqm or more. ▪ Development carried out on site is 1 hectare or more. <p>b) Where the site is located in the Conservation Area and the development comprises:</p> <ul style="list-style-type: none"> ▪ Of one or more dwellings ▪ The floor space created by the development is 100sqm or more. <p>However, assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>
61	ESDQ20	<p>Building style must be appropriate to the historic context.</p> <p>Ideally the design of new buildings should reflect the design principles of their time so that the richness of varied character continues and is extended into the future. However, the quality of design must ensure that new buildings contribute positively to the historic character. Listed Buildings and their settings; and Conservation Areas and their settings, will be conserved and enhanced to reinforce the quality and character of Thame.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p> <p>As referred to above, non-compliance with this policy assisted in two appeal refusals.</p>
62	ESDQ21	<p>Development proposals, particularly where sited on the edge of Thame or adjoining Cuttle Brook, must maintain visual connections with the countryside</p> <p>Where possible, open views towards the countryside, or across open spaces, must be maintained from key existing routes within the town.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>

		Views along streets and/or open spaces to the surrounding countryside must be created within new developments where there are opportunities to do so.	This policy was referred to when expressing our concerns at the proposed intensification at Site D.
63	ESDQ22	<p>The visual impact of new development on views from the countryside must be minimised.</p> <p>An assessment of views to and from the proposed development must be included in the Design and Access Statement. Visual impact should be minimised through the design of the site layout, buildings and landscape. The approach to minimising visual impact must be fully explained in the Design and Access Statement.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p> <p>This policy was referred to when expressing our concerns at the proposed intensification at Site D.</p>
64	ESDQ23	<p>Streets within new development must be designed as pleasant places to be.</p> <p>New residential streets must be designed with an equal emphasis on all modes of transport, i.e. pedestrians and cyclists as well as vehicles.</p>	Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.
65	ESDQ24	<p>Pedestrian and cycle routes must link together potential destinations, such as new housing and the town centre.</p> <p>Routes must follow desire lines and clearly link potential destinations. Routes must keep road crossings and changes in level to a minimum. Road crossings must form a natural part of the route, avoiding detours that make the crossing inconvenient for users.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p> <p>Various Working Groups have taken a keen interest in ensuring adherence to this policy.</p>
66	ESDQ25	<p>Improve the town centre for pedestrians and cyclists.</p> <p>In the town centre opportunities should be identified for reallocating street space to pedestrians or cyclists, for movement or social activities.</p>	Particular improvements will be suggested through the work of various working groups. The Transport Plan Working Group has had its initial meeting in October of 2016. The group will coordinate the work of the Town Centre Working Group, the Green Living Plan Group and the Infrastructure Delivery Plan Working Group.
67	ESDQ26	Design new buildings to reflect the three-dimensional qualities of traditional buildings.	

		<p>Generally, buildings should be designed:</p> <ul style="list-style-type: none"> • As a three dimensional whole, so that elements such as bay windows are designed in from the start rather than being 'bolted on' at the end. • With windows and doors set back from the external surface of the building, to introduce some depth and modelling to the façade. • With changes in material related to the design of the building rather than a random approach. For example, changes in material may relate to a change in form such as a setback or projection. 	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>
68	ESDQ27	<p>Design in the 'forgotten' elements from the start of the design process.</p> <p>The following items must be considered early in the design process and integrated into the overall scheme:</p> <ul style="list-style-type: none"> • Bin stores and recycling facilities • Cycle stores • Meter boxes • Lighting • Flues and ventilation ducts • Gutters and pipes • Satellite dishes and telephone lines. 	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>
69	ESDQ28	<p>Provide good quality private outdoor space.</p> <p>A private outdoor garden amenity space, or a shared amenity area must be provided for all new dwellings.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>
70	ESDQ29	<p>Design car parking so that it fits in with the character of the proposed development.</p>	<p>Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.</p>

Delivery			Status
71	D1	<p>Provide appropriate new facilities.</p> <p>All new development must provide appropriate new facilities on site and provide, or contribute to, off-site facilities as required by the Delivery Strategy and by the South Oxfordshire Core Strategy policy CS11.</p>	Assessments by the Town Council will continue for all allocated and significant windfall sites, as part of their recommendations to the Planning Authority.

Supplementary Information			Status
72		<p>Strategic Housing Market Assessment (SHMA)</p> <p>Strategic Housing Market Assessments (SHMAs) are a requirement under national planning policy, and are a key part of the evidence base required to ensure the delivery of housing that meets the needs of communities now and in years to come.</p> <p>The main aim of a SHMA is to strengthen the understanding of the nature and influence of the housing market and sub-markets within an area. The study must conform to the Communities and Local Government (CLG) guidance, to deliver the evidence and analysis set out in the guidance, including:</p> <ul style="list-style-type: none"> • Confirmation of the definition of the functional housing market area and sub-areas. • Analysis of the current housing stock and market. • Analysis of the factors influencing change in the housing market. • Analysis of the future housing market. • Estimates of the unmet need for affordable housing. • Analysis of the housing requirements of specific household groups. <p>The information and evidence contained within a SHMA will influence local authority housing strategies and is also be a key document in the development of a council's planning policies and Local Development Framework (LDF). The SHMA is an evidence based document that is used to inform future strategies and policy decisions.</p>	<p>The SHMA for Oxfordshire (influenced by the Local Enterprise Partnership) indicated that in the period between 2011 and 2031 there is a need for between 94,000 and 107,000 new homes across the County.</p> <p>Disaggregated on a district-wide basis the SHMA suggests an average of 750 new homes are required annually across South Oxfordshire which equates to some 15,750 new homes up to 2032. This does not however take account of unmet need from Oxford, which was stated as being some 3,750 in SODC's Local Plan 2032 Preferred Options document.</p> <p>The effect on the Thame Neighbourhood Plan cannot be assessed until the various Local Authorities across Oxfordshire have reviewed the situation and decided where and how these additional homes will be provided. This work was being coordinated by the Oxfordshire Growth Board. In September 2016 the apportionment was decided and 5 of the 6 authorities signed a memorandum of understanding to confirm their commitment to plan for their allocation. The Planning Authority has not signed the MOU. SODC was allocated 1,200 more homes from Oxford's unmet need than expected; negotiations are ongoing.</p> <p>The latest OxLEP Strategic Economic Plan published in December 2016 did not question job growth and SHMA estimates.</p> <p>Separately the Government's Local Plan Expert Group has raised questions about the methodology of SHMA calculations, which if implemented would lead to lower SHMA figures.</p>

73	<p>South Oxfordshire Local Plan 2031 (now 2032)</p> <p>The housing study (SHMA above) demonstrated that there is a need for between 14,500 and 16,500 new homes in South Oxfordshire in the period 2011 to 2031.</p> <p>The 2012 adopted Core Strategy, secured land for 11,487 dwellings up to 2027. The SHMA identifies that South Oxfordshire could require an additional 5,900 homes on top of that number up to 2031.</p> <p>The District Council (SODC), states that it has to test to what extent it can meet this need and how and where the additional dwellings should be built. As a result the existing plan was reviewed to produce a Preferred Options, Local Plan 2032.</p>	<p>In March 2015 the Town Council was asked to comment on the refined options for development locations taking into account figures from the Strategic Housing Market Assessment (SHMA) undertaken by South Oxfordshire District Council.</p> <p>The Town Council strongly stated that additional housing in the market towns, including Thame, would be inappropriate and that the majority of housing should be located in the Science Vale with the remaining 20% distributed amongst the larger and smaller villages.</p> <p>In subsequent discussions, the Town Council has pressed strongly that windfall sites should be taken into account in any future allocations. As at 19 December 2016 the windfall position is:</p> <ul style="list-style-type: none"> • 279 dwellings with or pending planning permission • Of these, 137 have been completed • 42 dwellings are pending permission • 29 dwellings are granted, subject to agreement on planning obligations • 10 applications for 19 units have been refused. Two were later granted on resubmission/appeal <p>The preferred options consultation was published by the Planning Authority in June 2016. This suggested another 600 homes and 2.5 ha of employment land for Thame. The Town Council through engagement with the community provided a 50 point detailed response. This firmly stated that Thame has already delivered (and front loaded) through its Neighbourhood Plan. Also, as a significant amount of the newly recognised need came from Oxford new sites should be proposed in sustainable locations nearer Oxford. If necessary, Green Belt should be re-designated. It was also pointed out that the Strategic Economic Plan for South Oxfordshire is aspirational, not based on existing need. No account has been taken of the proposal for 5,500 homes at Haddenham through the Vale of Aylesbury Local Plan.</p> <p>In September 2016 the Town Council sent a letter to Aylesbury Vale District Council on the subject of their consultation Draft Local Plan. Within the letter the Town Council referred to the lack of cross-border co-operative working between Aylesbury and South Oxfordshire Councils and the fragile state of Thame's infrastructure, given that the 775 homes for the Town originally planned for 2012 – 2027 were all coming forward in the first few years. It was emphasised that it would be unreasonable for the potential development of 5,500 homes at Haddenham to be expected to use Thame's infrastructure even for the first few years of growth. It was also pointed out that Wycombe District Council, the source of the growth identified at Haddenham, was itself suggesting an extremely low density of housing for its own area, thus forcing housing development into Aylesbury Vale District Council's area.</p>
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74	<p>Community Infrastructure Levy (CIL)</p> <p>A local council (town/parish), must use CIL receipts passed to it in accordance with regulation 59A or 59B to support the development of the local council's area, or any part of that area, by</p> <ul style="list-style-type: none"> a) The provision, improvement, replacement, operation or maintenance of infrastructure; or b) Anything else that is concerned with addressing the demands that development places on an area. <p>The neighbourhood portion of the levy can be spent on a wide range of things other than the rest of the levy, provided that it meets the requirements to 'support the development of the area'. The wider definition means that the neighbourhood portion can be spent on things other than infrastructure (as defined in the Community Infrastructure Levy Regulations). For example, the pot could be used to fund affordable housing where it would support the development of the area by addressing the demands that development places on that area.</p> <p>Once the levy is in place the Town Council should work closely with the neighbouring councils and SODC to agree on infrastructure spending priorities. If the Town Council shares the priorities of SODC, it may agree that SODC should retain the neighbourhood funding to spend on that infrastructure. It may be that the infrastructure (e.g. a school) is not in the parish administrative area, but will support the development of the area.</p> <p>If the Town Council does not spend its levy share within five years of receipt, or does not spend it on initiatives that support the development of the area, SODC may require it to repay some or all of those funds.</p>	<p>The Planning Authority has had CIL in place since April 2016. Guidance has been provided on how the money will be shared with Town and Parish Councils.</p> <p>The Infrastructure Delivery Plan Working Group of the Neighbourhood Plan Continuity Committee will monitor receipt and allocation of S106 and CIL monies and do all it can to ensure that all of Thame's infrastructure requirements are catered for.</p>
75	<p>Awards</p> <p>RTPI Awards for Planning Excellence 2013 – Innovative Use of the Planning Process</p> <p>The RTPI Awards for Planning Excellence celebrate the contribution that planners and planning make to society, highlighting exceptional examples of planning and inspiring others to achieve the same high standards.</p>	<p>Judges Comment: "A frontrunner neighbourhood plan, which incorporates all the aspects of sustainable development and was prepared with intensive community involvement. It is the first neighbourhood plan to locate sites for development and is a good example of a well thought out relationship between a core strategy and neighbourhood plan. It should be held up as an example of the positive benefit and outcome of allowing a local community consider the issues their area faces and coming up with a positive strategy to address this growth."</p>

		<p>RTPI South East Planning Awards 2013.</p> <p>The RTPI South East Planning Awards celebrate the contribution that planners make within the Region, to highlight exceptional examples of planning and to inspire others to achieve the same high standards.</p> <p>Action for Market Towns - Towns Alive Award</p> <p>The awards scheme was founded in 2004 to recognize and showcase initiatives that are helping towns and neighbourhoods to adapt to change and flourish.</p>	<p>Overall Winner</p> <p>Judges Comment: "The Thame Neighbourhood Plan is an excellent example of the type of collaborative working envisaged by the Localism Act. The final product is a realistic plan which is capable of implementation in compliance with the higher level plan it supports."</p> <p>Commended Project – South Zone</p>
76		<p>Pre-Application Discussions</p> <p>Planning Authorities provide a pre-application service, to assist the planning process. Now that TNP is in place, the Planning Authority also encourage pre-application discussions with the Town Council.</p>	<p>The Town Council continues to encourage free and informal pre-application discussions for all significant sites, so that conformance with the TNP can be built in at the earliest opportunity and to save time in the subsequent planning application stage. Over the past year the Town Council has declined to offer advice on approaches made with regard to minor applications; these are frequently permitted development and good advice is available from SODC and the Planning Portal. It is disappointing however that some developers of large scale sites do not take up the opportunity for pre-application discussions with the Town Council, for example the latest submission at the Police Station, Greyhound Lane.</p> <p>While the community is in opposition to additional housing allocations, the Town Council has temporarily suspended pre-application discussions on potential strategic site allocations from speculative developers, except in exceptional circumstances.</p> <p>In all cases, it is made very clear that to avoid predetermination issues, help set expectations and allow full and frank discussions that any comments made at the pre-application meeting will only be made in relation to establishing further clarity and providing advice. They do not in any way prejudice or prejudge the way in which any subsequent planning application is considered at a future meeting of the Town Council. At that time, the Town Council will weigh up all the evidence anew.</p>
77		<p>Planning Application Assessments</p> <p>These are necessary for all planning applications within Thame parish.</p>	<p>As a result of the TNP, there is a greater expectation on the Town Council to ensure that all planning applications conform with the TNP, rather than total reliance on the Planning Authority to ensure that conformance.</p>

			<p>Originally, this involved external consultants writing assessments on all planning applications. That task is now executed in-house, with major applications being appraised by the Neighbourhood Plan Continuity Officer.</p> <p>There has been some discussion on how the Town Council makes its recommendations. The current principle of recommending that permission be granted or refused has led to some confusion. It may be altered to expressing support, no objection or objection on particular grounds, along with the ability to provide additional comment in all cases.</p>
78		<p>Discharge of Condition applications</p> <p>Planning applications can be made to the local authority in either full, or outline form. Full planning applications tend to contain all of the details of how a site will be developed. Outline planning permissions seek a decision on the principles of how a site might be developed.</p> <p>Both full and outline applications can be subject to planning conditions and in the case of outline applications, to conditions requiring the approval of reserved matters. Reserved matters often cover aspects such as the scale, layout and landscaping of a proposed development.</p>	<p>The Town Council has started to monitor the discharge of conditions applications related to major allocation sites. Concern had been expressed that it would be possible for certain aspects of a scheme – for example the landscaping – to be changed following initial approval. It would be possible that the Planning Authority would not feel it necessary to re-consult the Town Council for more minor matters.</p> <p>Recognising that it could lead to errors in joining up aspects between adjoining schemes – for example, planting regimes and footpath alignments – the Town Council recently requested outside help in comparing reserved matters and discharges of condition applications between allocation sites. This work highlighted several problem areas such as the alignment and location of footpaths between sites, particularly in land to the east and west of Thame Park Road. Other matters of concern related to surface water drainage and swales.</p>
79		<p>Contrary Decisions</p> <p>When the district council is to make a decision on any planning application which is contrary to the recommendation of the Town Council, whether the decision is one of approval or refusal, the planning officer notifies the Town Council and provides the reasons for the decision.</p> <p>The Town Council nominates a Member to speak at the district council if the planning application is to be considered by the Planning Committee.</p>	<p>The Town Council continues to monitor contrary decisions to ensure that the Thame Neighbourhood Plan is being implemented effectively. Each one also provides a learning opportunity.</p> <p>Between May 2015 and May 2016, there were 19 contrary decisions across 17 sites. It should be noted that 2 of these sites required parallel listed building applications which are included in the table below.</p>

			<table><tr><th rowspan="2">Development type</th><th colspan="2">TTC decision</th><th colspan="2">Reason for contrary decision</th></tr><tr><th>Grant</th><th>Refuse</th><th>Development Plan (compliant with, or against)</th><th>Will conditions mitigate?</th></tr><tr><td>Housing new build/conversion</td><td>1</td><td>4</td><td>5</td><td>3</td></tr><tr><td>Minor household</td><td></td><td>8</td><td>8</td><td>7</td></tr><tr><td>Listed Buildings</td><td></td><td>3</td><td>3</td><td>1</td></tr><tr><td>Retail signage</td><td></td><td>1</td><td>1</td><td>1</td></tr><tr><td>Commercial</td><td>2</td><td></td><td>2</td><td>1</td></tr></table> <p>The reasons given for the contrary decisions were primarily related to the development plan. Applications were either described as compliant with, or contrary to the development plan. Often the contrary decisions were acceptable “subject to conditions”.</p> <p>Of particular concern are:</p> <ul style="list-style-type: none">• Regency Cottage, 14 Aylesbury Road• Charter House, 14 Wellington Street• 60 Towersey Drive• 10 Croft Road• 27 Cotmore Gardens• 1 & 2 Moats Crescent <p>TTC recommended 3 applications for approval which were overturned. These all had a commercial element to them. One proposed a static caravan in Moorend Lane (insufficient evidence submitted regarding need); the second, the conversion of an office at Park Grange Farm to a 4 bed dwelling (insufficient evidence of marketing); and the third, a children’s day nursery at Jefferson Way (parking, lack of safe pedestrian footpath and access).</p>	Development type	TTC decision		Reason for contrary decision		Grant	Refuse	Development Plan (compliant with, or against)	Will conditions mitigate?	Housing new build/conversion	1	4	5	3	Minor household		8	8	7	Listed Buildings		3	3	1	Retail signage		1	1	1	Commercial	2		2	1
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Commercial	2		2	1																																	
80		<p>Planning Appeals relating to Thame</p> <p>When the district council supports the Town Council’s recommendation to refuse a planning application, but for which there is a subsequent appeal, the Town Council will normally have an opportunity to partake in that appeal.</p>	<p>The Town Council continues to take the opportunity to partake in any planning appeals and in learning from the outcomes</p> <p>The Town Council is considering a campaign for the right of a contrary appeal, in the event of the Planning Inspector (at national level) allowing a Planning Application, where the Town Council (at local level) has recommended refusal, and the Planning Authority (at local level), has supported that recommendation.</p>																																		

81		Appeal Decisions	<p>The Neighbourhood Plan Continuity Officer monitors relevant countrywide appeal decisions (both Planning Inspectorate and Secretary of State) that could assist evidence in providing feedback on planning applications under the Thame Neighbourhood Plan.</p> <p>It is found that all have their own nuances / differences, with care being needed to ensure their valid reference.</p>
82		Neighbourhood Plan Advice	<p>As a front runner, and an exemplar in Neighbourhood Planning, Thame Town Council is frequently approached for advice on the Neighbourhood Planning process. All requests are responded to, based on Thame's experiences.</p> <p>In particular we have offered support to neighbouring parishes developing Neighbourhood Plans, such as Towersey and Tetsworth.</p>
83		Planning Authority Threat	<p>A threat to the TNP has arisen from South Oxfordshire District Council's LP2032 Preferred Options consultation document. Further employment and housing allocations for Thame are proposed. In addition, the draft policies threaten to permit any housing application that meets the most basic criteria, should there be a failure to submit a new TNP to the Planning Authority within 12 months of the adoption of the new Local Plan.</p>
83		5 Year Land Supply	<p>A threat to the TNP arose through an appeal decision which prevented the Planning Authority from separating Didcot from the rest of the area in relation to the 5 year land supply. The impact of this was that Thame came within an area without a 5 year land supply. This in turn triggered a paragraph in the NPPF which makes TNP relevant housing policies out of date and allows sustainable housing where benefit outweighs harm.</p> <p>Following representations made to Government on the negative impact of this on community engagement in Neighbourhood Plan production / amendment, a written Ministerial Statement of 12 December 2016 declared that the housing allocation policies of neighbourhood plans should not be considered out of date where all three of the following statements apply:</p> <ol style="list-style-type: none"> 1) The ministerial statement was less than 2 years old, or the plan had been part of the development plan for less than 2 years; 2) The neighbourhood plan allocates land for housing; 3) The LPA can demonstrate a 3 year housing land supply. <p>This provides additional protection in resisting speculative development that would harm Thame.</p>