

OXFORD CITY COUNCIL**EXECUTIVE BOARD**Date of meeting: 7th February 2005**COUNCIL**Date of meeting: 7th March 2005

Report of: Planning Policy Manager

Title: **Oxford Local Development Scheme 2005 - 2008**

Ward: All

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Key Decision: No

Lead Member: Councillor Ed Turner

Scrutiny responsibility: Environment

RECOMMENDATIONS**Executive Board are recommended to:**

1. **approve the Oxford Local Development Scheme 2005 – 2008 for submission to the Secretary of State.**
2. **authorise the Planning Policy Manager to alter the text of the Local Development Scheme before submission to the Secretary of State to the extent felt to be necessary in light of advice from the Government Office for the South East and the Planning Inspectorate, and to make any necessary editorial corrections.**

Council are asked to endorse the comments and decisions of the Executive Board.**Summary**

1. The purpose of this report is for Executive Board and Council to consider Oxford City Council's first Local Development Scheme (LDS). The LDS is a project plan and does not constitute a policy document. It explains how, and when, Oxford City Council will be producing the various documents that will constitute the Local Development Framework (LDF).

2. Executive Board and Council are asked to approve the Local Development Scheme for submission to the Secretary of State and to authorise the Planning Policy Manager to make any editorial corrections necessary prior to submission. Whilst the approval of the LDS for submission is a function of the Executive Board, the portfolio holder has asked that Council be invited to endorse the comments and decision of Executive Board.

Vision and strategic aims

3. The production of the LDS fulfils a statutory requirement and also supports the City Council's vision. The LDS sets out a schedule of documents that together will form the Local Development Framework that will help achieve all the strategic aims in the City Council's vision. The LDS and LDF will also help to deliver the key themes and priorities for the City as set out in the Community Strategy.

Background and context

4. Under the Planning & Compulsory Purchase Act 2004, Local Development Frameworks (LDFs) will replace the current development plans (including the Oxford Local Plan) and will contain the detailed policies and proposals to guide development in Oxford.
5. The LDS is critical to the successful project management of the LDF, and sets out the work programme and resources required to prepare the first phase of policies and proposals. The LDS covers a three-year period from 2005. The LDS is attached as Appendix 1 to this report.
6. The LDS sets priorities for the production of LDF documents and as such the key issues to be addressed over the next 5, 10 and 15 years have been identified. The identification of these priorities has been a development of the process begun through the production of related documents produced under the previous planning system.
7. The work that went into the production of the Oxford Local Plan 2001 – 2016 (which has been thoroughly tested and consulted upon over the past few years) has formed the basis for these priorities. Similarly the Oxfordshire Structure Plan 2016, which has recently been subject to an independent examination; and also the emerging South East Plan (Regional Spatial Strategy). The production of those documents has involved the identification of the key issues facing Oxford and the surrounding area and as such the LDS has drawn upon and developed this work further.
8. The LDS sets a programme for the following documents to be produced during the period 2005 – 2008:
 - Adoption of the Oxford Local Plan 2001 – 2016
 - Statement of Community Involvement
 - Development Plan Documents:
 - Core Strategy
 - Oxford's West End Area Action Plan
 - Site Allocations

- Transport and Accessibility
- Supplementary Planning Documents:
 - Affordable and Key Worker Housing
 - Planning Obligations and Planning Gain Supplement
 - Parking Standards, Transport Assessments, Travel Plans
- Annual Monitoring Report.

Consultation

9. The LDS has been discussed with City Council colleagues in other business units and with key stakeholders. This has ensured that there is support for the approach and priorities identified, that the programme fits in with and complements the strategies and timescales of others, and that the issue of resources from sources outside the Planning Business Unit has been resolved. External bodies that have been consulted include the Government Office for the South East, the Planning Inspectorate and other statutory consultation bodies. The Government Office has commented: *"the programmed timetable appears appropriate in terms of priorities in the community and the relationship and timing with the emerging development plans"*; and: *"your draft is very comprehensive and easy to understand"*.
10. Community involvement and consultation will be key features in the production of the LDF. The Statement of Community Involvement is identified as one of the first documents to be produced in the LDS. This document will set out the policy for involving communities in LDD preparation and revision and in the planning application process.

Financial and staffing implications

11. The production of an LDS and LDF is a key statutory function of the Council. The Planning and Compulsory Purchase Act 2004 sets a requirement that the LDS should be submitted to the Secretary of State via the Government Office for the South East (GOSE) for approval by 28th March 2005. Failure to meet this deadline would mean failing to meet Public Service Agreement 6 and would result in the loss of a significant payment through the Planning Delivery Grant.
12. A second aspect is that failure to meet the milestones set out in the LDS would also result in the failure to qualify for a significant payment through the Planning Delivery Grant. The key performance indicator will be whether authorities achieve the milestones set out in their Local Development Schemes by 31st March 2007.
13. The production of documents set out in the LDS will require the current staff resources of the Planning Policy team. There may be need for further input of resources at different stages. The Examination Periods may require the hiring of a Planning Inspector and Programme Officer. Those costs will depend substantially upon the number of objections received and therefore the requirement for an oral hearing. Related to this the City Council may require the services of Counsel to represent us at such a hearing which will itself incur costs.

14. The production of some LDF documents may require the input of outside resources such as that of consultants. An example of this is the West End Area Action Plan. In such cases resources will be made available to enable work to be carried out by consultants on the City Council's behalf.

The next stages

15. Following the approval of the LDS, it will be submitted to the Secretary of State via the Government Office for the South East in time to meet the March deadline for submissions.
16. The LDS will come into effect four weeks after being submitted unless the Secretary of State intervenes and requests more time or more work to be done. This should not occur however, as City Council officers have been in close contact with the Government Office and several drafts have been submitted for comment throughout the preparation of the LDS.
17. When the LDS takes effect copies will be made available for inspection and it will be published on the City Council's website. Work will begin on the documents identified in the LDS in line with the individual timeframes as set out in that document. The LDS will be reviewed and rolled forward on an annual basis.

THIS REPORT HAS BEEN SEEN AND APPROVED BY:
Portfolio Holder: Councillor Ed Turner
Planning Services Business Manager: Michael Crofton Briggs
Legal and Democratic Services: Brian Johnson
Financial Management: Claire Reid

Appendix 1: Oxford City Council Local Development Scheme 2005 – 2008

Background Papers: Letter from the Government Office for the South East dated 13th January 2005