

Report of: Planning Services Business Manager

Item No:

To: Executive Board – 11th September 2006

Draft Supplementary Planning Documents on Planning Obligations and Parking Standards, Transport Assessments and Travel Plans

Summary and Recommendations

Purpose of report: The purpose of this report is for the Executive Board and, if needed Council to consider the draft Supplementary Planning Documents on Planning Obligations and Parking Standards Transport Assessments and Travel Plans before they are circulated for public consultation. These documents will form part of the Local Development Framework and support policies of the adopted Oxford Local Plan 2001-2016.

Key decision: No

Portfolio Holder: Councillor John Goddard

Scrutiny Responsibility: Environment

Ward(s) affected: All

Report Approved by

Portfolio Holder: Councillor John Goddard

Legal: Legal & Democratic Services (Jeremy Thomas)

Finance: Financial Management (Emma Burson),

Strategic Director: Strategic Director (Sharon Cosgrove)

Planning Policy Manager (Mark Jaggard),

Planning Services Business Manager (Michael Crofton-Briggs),

Policy Framework The production of this document fulfils a commitment of the Local Development Scheme. It will also build on policies set out in the adopted Oxford Local Plan 2001-2016.

Recommendation(s):

That the Executive Board agree to:

1. approve the draft Supplementary Planning Documents on Planning Obligations and Parking Standards Transport Assessments and Travel Plans for consultation with members of the public; and

2. authorise the Planning Policy Manager to alter the text of the draft Supplementary Planning Documents before publication for consultation and to make any necessary editorial corrections.

Summary

1. The purpose of this report is for the Executive Board to consider the draft Supplementary Planning Documents on Planning Obligations and Parking Standards, Transport Assessments and Travel Plans before they are circulated for public consultation. These documents will form part of the Local Development Framework and support saved policies of the adopted Oxford Local Plan 2001-2016.
2. The draft Documents have been considered by Area Committees (and Environment Scrutiny Committee for the Planning Obligations Supplementary Planning Document). A summary of the comments made and officers response including suggested changes to the documents are set out in Appendices 2 and 5. Additional changes to the documents have also been made as indicated and paragraph numbering and ordering revised. The Department for Communities and Local Government has issued Planning Obligations Practice Guidance including a model agreement and the Audit Commission has produced a report on securing community benefits through the planning process. The Planning Obligations Supplementary Planning Document is broadly in line with both of these publications.
3. The Executive Board is asked to approve the documents for public consultation and also to authorise the Planning Policy Manager to make any editorial corrections necessary prior to consultation.

Vision and strategic aims

4. The production of these Supplementary Planning Documents fulfils a commitment of the Local Development Scheme. They will also support the City Council's vision by improving Oxford's environment, provide more affordable housing and reduce and prevent crime.

Background and content

5. The City Council has committed to the production of these two Supplementary Planning Documents in the Local Development Scheme as approved by the Council and the Secretary of State. These documents will support and supplement policies of the adopted Local Plan 2001-2016.
6. Once adopted, these Supplementary Planning Documents will form part of the Local Development Framework. This status will allow them to be used in the determination of planning applications as a material

consideration under Section 38(6) of the Planning and Compulsory Purchase Act 2004.

7. These documents have been produced in line with the procedure and programme set out in the Local Development Scheme. This process has involved early community involvement (as set out below) and the start of a sustainability appraisal process.
8. Sustainability appraisals assessing the social, economic and environmental impacts of the Supplementary Planning Documents are being prepared. Appendices 3 and 6 are executive summaries of the sustainability appraisals for the Supplementary Planning Documents. The full assessment can be inspected in the Members' Room.

Planning Obligations Supplementary Planning Document

9. The policies of the Oxford Local Plan 2001-2016 aim to achieve well-planned, sustainable developments. The City Council wishes to ensure that new development in Oxford comes with the social and environmental infrastructure to make it well planned and sustainable.
10. The purpose of this Supplementary Planning Document is to:
 - explain how the City Council will seek to ensure speed, transparency and consistency in the delivery of Local Plan policies through negotiated planning obligations;
 - indicate the infrastructure requirements which are likely to be needed to make development acceptable which would otherwise be unacceptable in planning terms;
 - provide guidance on standard formulae for calculating contributions where appropriate;
 - provide standard legal agreements so all interested parties are aware of infrastructure aspirations from the initial stage of planning projects.

Parking Standards, Transport Assessments and Travel Plans Supplementary Planning Document

11. The aim of the City Council is to reduce the need to travel, particularly by car, and to give people greater choice in the way they travel by walking, cycling and public transport. This Supplementary Planning Document aims to promote good practice and design in the provision of car, cycle and powered two-wheeler parking to support the transport policies in the Oxford Local Plan. The Supplementary Planning Document also clarifies the requirements relating to Transport Assessment and Travel Plan submission.

12. The Supplementary Planning Document seeks to address in particular the following:
- ensure information is submitted on the transport impacts of smaller developments, i.e. which fall below the thresholds for requiring a Transport Assessment;
 - seeks more effective implementation of policy on Travel Plans, including outlining possible means of enforcement;
 - encourages use of Residential Travel Plans;
 - promotes more flexibility in providing residential parking, and encourages greater use of unallocated parking, in line with national and County-wide research findings;
 - clarifies the appropriateness of low-parking and car-free developments, and promotes introduction of car clubs;
 - provides further detail on applying Home Zone principles to new development;
 - sets out further detail on appropriate provision for cycle parking, and shower and changing facilities.

Consultation

13. Consultation has been undertaken in order to prepare the drafts of these Supplementary Planning Documents in accordance with the Statement of Community Involvement. For the Planning Obligations Supplementary Planning Document, an outline of the areas to be included in the document has been sent to members of the Development Control User Panel and the views expressed and written comments subsequently received have been taken into account. The issue was discussed at a meeting of the Panel in April. For the Parking Standards Transport Assessments and Travel Plans Supplementary Planning Document, a questionnaire was circulated to identified stakeholders and suggestions for the content have been fed into the drafting of the document.
14. The next stage of the production process will involve public consultation on the draft Supplementary Planning Documents and the sustainability appraisal reports. Following approval of the documents for consultation, they will be published, advertised and made available for public comment. The consultation period will last for six weeks and will run jointly with the consultation period for the associated sustainability appraisal reports.

Financial and staffing implications

15. The production of these Supplementary Planning Documents is a commitment in the Local Development Scheme. In the Local Development Scheme a programme is set out for their production with milestones that must be met. A key performance indicator in assessing Planning Delivery Grant is whether authorities achieve the milestones set out in their Local Development Schemes by 31st March 2007.
16. In terms of staffing, the consultation and further work on the production of the Supplementary Planning Documents will be met from the current staff resources of the Planning Policy team and also input from staff in other Business Units. External expertise will be sought on determining the viability of the standard charges for planning obligations and paid for from existing budgets.

The next stages

17. Following the approval of these documents, they will be published for consultation. This consultation will be carried out in line with the Statement of Community Involvement and as set out above. Representations will be carefully considered and reported back to committees alongside a final draft of the documents. As Supplementary Planning Documents are not subject to independent examination, Executive Board and Council will be asked to approve and endorse the Supplementary Planning Documents for adoption early in the new year.

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Background papers: None for this covering report but the policy documents themselves have background papers and other sources of information referenced.

List of Appendices:

- Appendix 1 - Planning Obligations Supplementary Planning Documents
- Appendix 2 – Committee comments on Planning Obligations Supplementary Planning Documents
- Appendix 3 – Sustainability Appraisal summary - Planning Obligations Supplementary Planning Documents
- Appendix 4 - Parking Standards, Transport Assessments and Travel Plans Supplementary Planning Document
- Appendix 5 – Committee comments on Parking Standards, Transport Assessments and Travel Plans Supplementary Planning Document
- Appendix 6 - Sustainability Appraisal summary - Parking Standards, Transport Assessments and Travel Plans Supplementary Planning Document