

To: City Executive Board

Date: 9th October 2013

Report of: Head of City Development

Title of Report: ANNUAL MONITORING REPORT 2012/13

Summary and Recommendations

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

Key decision? No

Executive lead member: Councillor Colin Cook

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

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

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

Appendix 1: Annual Monitoring Report 2012/13

Appendix 2: Risk Assessment

Appendix 3: Initial Equalities Impact Assessment

Introduction

1. The City Executive Board is asked to consider the Annual Monitoring Report before it is published. This is the City Council's ninth monitoring report to assess the effectiveness of planning policies of Oxford's Local Plan. It covers the period 1st April 2012 to 31st March 2013 and is a factual document
2. The former requirement under the Planning and Compulsory Purchase Act for every local planning authority to submit an annual monitoring report to the Secretary of State has been removed by the Localism Act 2011. However section 113 of the Localism Act still requires Local Planning Authorities to publish monitoring reports at least yearly in the interests of transparency. Regulations require this monitoring information to be made available online and in council offices as soon as possible, after the information becomes available. The monitoring data is currently only collected annually, but it may be possible in future to publish some data during the year if it becomes available more frequently.
3. The Annual Monitoring Report (AMR) provides feedback to Members, stakeholders and residents on the performance of planning policies and whether the objectives of those policies are being achieved. In so doing, monitoring enables the City Council to respond more quickly to changing priorities and circumstances. In addition, statutory plans are assessed at independent examination on whether the policies are founded on robust and credible evidence, and whether there are clear mechanisms for implementation and monitoring.
4. As the Annual Monitoring Report is a factual and reporting document, there is sometimes data which comes in late or requires correction prior to publication. We are not expecting any additional data this year.

Monitoring Indicators

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

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

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

Findings of the 2012/13 Annual Monitoring Report

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

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

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

Indicator 5: Planning permissions for new Class B1 uses

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

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

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

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

Level of Risk

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

Climate Change/ Environmental Impact

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

Equalities Impact

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

Financial Implications

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

Legal Implications

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

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List of background papers: n/a

Version number: 2

Appendix 2 – Risk Assessment

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| Risk ID | Risk | | | | | | Corporate Objective | Gross Risk | | Residual Risk | | Current Risk | | Owner | Date Risk Reviewed | Proximity of Risk (Projects/ Contracts Only) |
|--------------------------------|-------------------|--------------------|--|--|--|-------------|---------------------|------------|---|---------------|---|--------------|---|------------------------|--------------------|--|
| Category-000-Service Area Code | Risk Title | Opportunity/Threat | Risk Description | Risk Cause | Consequence | Date raised | 1 to 6 | I | P | I | P | I | P | | | |
| CEB-001-CD | Reputational risk | T | Failure to achieve planning policy targets | There could be a range of causes, some of which may be external (e.g. the state of the economy) and some internal (failure to properly implement policies) | Reputation of the City Council could be adversely affected in the eyes of the community and stakeholders | 5 Dec 2012 | 1, 2, 3, 4, 5 | 2 | 1 | 2 | 1 | 2 | 1 | Michael Crofton-Briggs | | |

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