

# Oxford City Council

## Local Development Scheme 2018 - 2021

Planning Policy Team  
Planning, Sustainable Development and Regulatory Services  
Oxford City Council  
109-113 St Aldates  
Oxford  
OX1 1DS

E: [planningpolicy@oxford.gov.uk](mailto:planningpolicy@oxford.gov.uk)  
T: 01865 252847  
W: [www.oxford.gov.uk/planning/lds](http://www.oxford.gov.uk/planning/lds)

# Appendix 1

## Contents

<b>Introduction</b>	<b>3</b>
<i>What is the Local Development Scheme</i>	<b>3</b>
<b>Oxford's Local Plan</b>	<b>3</b>
<i>Documents in the statutory development plan</i>	<b>3</b>
<i>Supplementary Planning Documents</i>	<b>3</b>
<i>Documents in Oxford's Local Plan</i>	<b>3</b>
<b>Other Documents</b>	<b>4</b>
<i>Statement of Community Involvement in Planning</i>	<b>4</b>
<i>Annual Monitoring Report</i>	<b>4</b>
<i>Neighbourhood Plans</i>	<b>4</b>
<i>Technical Advice Notes</i>	<b>5</b>
<b>Work Programme 2018-2021</b>	<b>6</b>
<i>Local Plan 2016-2036</i>	<b>6</b>
<b>Appendix 1 Gantt Chart of the LDS Work Schedule</b>	<b>7</b>
<b>Appendix 2 Draft Consultation and Engagement Programme</b>	<b>8</b>

## Introduction

The Planning and Compulsory Purchase Act 2004 introduced the requirement for councils to prepare and maintain a Local Development Scheme (LDS). The LDS sets out the work programme for the preparation of documents to be included in the Local Plan. This document supersedes the Oxford 2016-2019 LDS.

### ***What is the Local Development Scheme?***

This LDS is a three year project plan for preparing documents and provides the starting point for the local community, businesses, developers and other interested parties to find out what the City Council's current planning policies are for the area. It includes 'milestones' to inform the public about opportunities to get involved with the plan making process and to let them know the likely dates for involvement. The LDS is published on the City Council's website at [www.oxford.gov.uk/lds](http://www.oxford.gov.uk/lds).

## Oxford's Local Plan

Oxford's Local Plan contains a range of documents to guide development within Oxford. The term Local Plan is the collective name for those planning documents produced by the Council which comprise the Development Plan. Applications for planning permission are to be determined in accordance with the Development Plan unless material considerations indicate otherwise.

### ***Documents in the statutory development plan***

Council produced documents within the statutory development plan are subject to extensive community and stakeholder involvement, and an independent examination by an Inspector to ensure that the necessary legal requirements for the preparation of the document have been met and the document is 'sound'. All these documents will be subject to the European Strategic Environment Assessment Directive and will incorporate a sustainability appraisal to ensure that they accord with the principles of sustainable development. They must be consistent with the NPPF.

### ***Supplementary Planning Documents (SPDs)***

SPDs provide further details and guidance to supplement policies. SPDs are adopted by the City Council following public consultation, and are not part of the statutory Development Plan.

### ***Documents in Oxford's Local Plan***

Currently, the statutory Development Plan consists of:

- Saved policies of the Oxford Local Plan 2001-2016 (November 2006)
- Oxford Core Strategy (March 2011)
- Sites and Housing Plan (February 2013)
- West End Area Action Plan (June 2008)
- Barton Area Action Plan (December 2012)
- Northern Gateway Area Action Plan (July 2015)
- Policies Map

- Headington Neighbourhood Plan

In addition, there are the following documents:

- Diamond Place SPD (July 2015)
- Statement of Community Involvement in Planning (July 2015)
- Community Infrastructure Levy (CIL) Charging Schedule (October 2013)
- Jericho Canalside SPD (December 2013)
- Oxpens Master Plan SPD (November 2013)
- Affordable Housing and Planning Obligations SPD (September 2013)
- Balance of Dwellings SPD (January 2008)
- Parking Standards, Transport Assessments and Travel Plans SPD (February 2007)
- Telecommunications SPD (September 2007)
- Natural Resource Impact Analysis SPD (November 2006)

### ***Policies Map***

The Policies Map (previously referred to as the Proposals map) illustrates graphically the policies and proposals of the Local Plan. The Policies Map will be revised and updated as new policies are adopted.

### **Other Documents**

#### ***Oxfordshire Joint Statutory Spatial Plan***

The Oxfordshire Joint Statutory Spatial Plan will set out strategic policies to deal with key issues for Oxfordshire with a cross-boundary approach. Work on the JSSP will be undertaken during the LDS period, with the intention of adopting the Plan in 2021.

#### ***Statement of Community Involvement in Planning (SCIP)***

The Statement of Community Involvement in Planning sets out how we will involve the community in the planning process, including Local Plans and Development Management. It sets out the activities that the Council will undertake to reach stakeholders and the public during the various stages of preparation of Local Plan documents. The most recent SCIP was adopted at City Executive Board on 9<sup>th</sup> July 2015. It can be viewed at [www.oxford.gov.uk/sci](http://www.oxford.gov.uk/sci).

#### ***Annual Monitoring Report***

Each year the City Council produces an Annual Monitoring Report, which is approved at the City Executive Board in the autumn. The Annual Monitoring Report has the following main functions:

- to measure progress made in respect of the planning documents being prepared;
- to review the effectiveness of the adopted planning policies;
- to monitor the extent to which policies and targets in adopted documents are being achieved against a range of indicators.

All of the Annual Monitoring Reports produced by the City Council can be viewed on the City Council's website at [www.oxford.gov.uk/amr](http://www.oxford.gov.uk/amr).

### ***Neighbourhood Plans***

The Localism Act introduced new rights and powers to enable communities to get directly involved in planning for their areas. Neighbourhood planning allows communities to come together through a parish council or formal neighbourhood forum and produce a neighbourhood plan. Neighbourhoods can decide what they want to cover in their neighbourhood plan. They may allocate land for development, or influence the type and design of development that comes forward. Neighbourhood plans must however be in general conformity with the strategic planning policies already adopted by the City Council. They should not promote less development than set out in the Local Plan and or undermine its strategic policies. They are also subject to an independent examination and need to be approved by a majority vote in a local referendum.

Once plans are adopted they will become part of the Development Plan. To date, Oxford City Council has formally designated four neighbourhood areas (where plans are being led by neighbourhood forums. One Neighbourhood Plan (Headington) is adopted. The remaining neighbourhood areas, which are at various stages of plan production, are:

- Littlemore;
- Summertown and St Margaret's; and
- Wolvercote.

### ***Technical Advice Notes (TANs)***

Oxford City Council is producing a series of Technical Advice Notes (TANs). These provide technical advice to developers and decision-makers. TANs are not adopted planning policy documents. TANs may be updated from time to time, to reflect changing circumstances or in light of new examples of best practice. To date the following TANs have been published:

- Tan 1A: Space Standards for Residential Development
- TAN 2 Energy Statement
- TAN 3 Waste Storage
- TAN 4 Community Pubs
- TAN 5 External Wall Insulation
- TAN 6: Residential Basement Development

The Council is likely to publish a Biodiversity TAN within the timeframe of this LDS.

All of the technical advice notes produced by the City Council can be viewed on the City Council's website at:

<http://www.oxford.gov.uk/PageRender/decP/PlanningPolicyTechnicalAdviceNotes.htm>

## Work Programme for 2018-2021

During the period covered by this LDS, the City Council will produce the following documents:

- Oxford Local Plan 2036

### **Local Plan 2016-2036**

The City Council is producing a Local Plan covering the period to 2036, 10 years beyond the current period of the Core Strategy. This will ensure that development in Oxford continues to come forward and be considered in a plan-led system.

The Area Action Plans (AAPs) the City Council has produced work well as stand-alone documents and will remain in place as separate documents. There may be a need for a new specific separate document to be produced in the future. However, the City Council intends to take the opportunity to review all its development plan documents (other than the AAPs) and to contain the majority of its policies in one place.

The following table shows the planning policy documents that will be replaced by the Oxford Local Plan 2036. After the council meeting to approve submission of the pre submission draft, that draft will be used as a material consideration in development management decisions on planning applications.

Local Plan policies will be supported by new and existing SPDs and its implementation supported by CIL.

Saved policies of the Oxford Local Plan 2001-2016 (November 2006)	Policies will be superseded on adoption of Oxford Local Plan 2036
Oxford Core Strategy (March 2011)	
Sites and Housing Plan (February 2013)	
Policies map	Will be updated on adoption of Oxford Local Plan 2036
West End Area Action Plan (June 2008)	Will not be replaced by Oxford Local Plan 2036. Now expired. Policies of the Local Plan will be relevant in the area, and will ensure Station SPD, Oxpens SPD and the Design Code can still be used.
Barton Area Action Plan (December 2012)	Will not be replaced by Oxford Local Plan 2036, although policies of the Local Plan will be relevant in the area and some policies may be superseded.
Northern Gateway Area Action Plan (July 2015)	Will not be replaced by Oxford Local Plan 2036, although policies of the Local Plan will be

	relevant in the area and some policies may be superseded.

**Appendix 1: Gantt chart of the LDS work schedule**

	2018			2018			2018			2018			2019			2019			2019			2019			2020			2020			2020			2020			2021			2021			2021			2021					
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D			
Annual Monitoring Report								■				■								■				■								■				■											■				■
Local Plan 2016-2036										■	■				■			■	■	■				■																											

**Milestones**

Start	■
Publish	■
Public Consultation	■
Submit	■
Examination hearings	■
Adopt	■



## **Appendix 2: Oxford Local Plan 2036 Consultation and Engagement Programme (as published alongside the previous LDS 2016-2019)**

We will aim to have a plan shaped by the community and businesses, so that they will inform the plan as well as have a sense of ownership. Consultation will be at the heart of development of the Plan at every stage. We will welcome diverse inputs from organisations and a wide range of local people and where possible we will look to see how respondents reflect the profile of the community. In the early stages the community will have a chance to shape the issues the Plan covers, helping to set out a vision. In the later stages, they will be able to inform and check the direction that the plan is going in. It is important to ensure that consultation is planned and programmed to ensure that interested parties are aware of the project and become involved at the best stage in the process. Because of the greater opportunity to shape the plan in the earlier stages, consultation and engagement will be 'front loaded', with an emphasis on involving people at the early stages of developing the new plan. Engagement and consultation at all stages will be consistent with the Statement of Community Involvement in Planning, and appropriate to the stage.

We anticipate that there will be a wide range of views to be considered and from different communities and interests within and outside the city. The consultation responses and engagement are an important input in forming the Local Plan. The Evidence base, Government policy and so on will also be important in informing policy direction, together with professional judgement. We will aim to be clear at all stages of consultation and engagement that there are constraints to what can be included in a Plan, and that the engagement process is a chance for people to put forward views that will help inform the direction of the plan.

**Options for different stages of consultation and engagement**

Stage	What to consult on	Benefits/purpose of this stage	How to consult and engage	How to publicise	Who to consult and engage with
<p>Early public involvement (informal, ongoing dialogue) Approx June/July 2016</p>	<p>Members of the public will be asked to contribute to the vision for Oxford 2036. There are likely to be some specific questions about what the document or policies should include-comparing scenarios, commenting on themes or finding out people's issues and priorities.</p> <p>Early engagement with specialist, community and technical bodies and neighbouring authorities will be important. This is likely to involve discussion about what they expect to see in the document, and setting up of agreements on how we will co-operate during the Plan period.</p>	<p>This stage will introduce the project. It will be focused on Information gathering.</p> <p>This stage is intended to be open and aimed at finding out how people wish to see the city develop.</p> <p>Enables people to put forward their ideas, highlighting issues and possible solutions and thereby participating in the initial stages of developing proposals and options. People can shape the plan and are engaged in the process and have a sense of ownership.</p>	<p>Activities to be fun/informal Interactive displays Workshops/informal drop-ins /1-2-1 meetings for those with specific expertise Questionnaire/ comments postcard</p> <p>Possible other methods: Potentially send packs to community groups for their help with reaching people Look for existing events to attend- and opportunities to introduce the Local Plan and the process. Social media Create a video presentation for people to view in their own time</p>	<p>Press release Email/letter to contacts Flyers Posters City Council website Local interest groups Through existing networks such as the Oxford Business Forum</p>	<p>A wide consultation, trying to get people involved from an early stage.</p> <p>There will also be meetings focused on those with specific expertise and duty to co-operate organisations, e.g. developers or highway engineers, EA, other districts. All key statutory consultees and stakeholders will be contacted.</p>

OXFORD CITY COUNCIL  
LOCAL DEVELOPMENT SCHEME

87

<p>Consultation on emerging options/draft policies Approx. June/July 2017</p>	<p>Preferred options document. A document showing preferred options as draft policies, with other options considered also shown.</p> <p>Sustainability Appraisal and evidence base papers or topic papers also to be published.</p> <p>The thinking behind selection of the preferred options to be shown clearly.</p>	<p>This stage enables meaningful public engagement in the development of the plan's policies, enabling them to evaluate different options. We will show clearly the direction of our thinking so far, providing the wider context for the project and explaining why options are selected as 'preferred', and how the results of the previous consultation have been applied. This will be set out for people to comment on, but they will not be being presented with a draft plan where decisions have already been made.</p> <p>There will be scope to make changes to draft policies/preferred options based on the consultation responses. People can get involved in shaping the document.</p>	<p>Formal consultation for 6 weeks or more. The publication of the Preferred Options document will be publicised. People will be encouraged to engage with the document by viewing it and commenting.</p> <p>There will be other methods used to try to engage people and invite feedback, and providing the opportunity for public to meet the team and ask questions: Travelling exhibition Workshops/meetings Questionnaire with possible summary leaflet of preferred options.</p>	<p>Press release Contact all those previously involved and those on our contacts database. Flyers/posters City Council website Local interest groups</p>	<p>As wide a range of people involved as possible.</p>
<p>Pre-submission consultation Approx June/July 2018</p>	<p>Publish document. Also publish key evidence base studies and SA.</p>	<p>People have the opportunity to comment on the draft. There is only scope to make relatively minor changes.</p>	<p>Publish document with comment form. Summary version with questionnaire Exhibitions/ posters</p>	<p>All those previously involved, consultee database, press release.</p>	<p>Focus on list of consultees and all involved at earlier stages</p>

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