

Planning and Strategic Housing

Reply to : Chris Hargraves
Tel : 01993 861686
Email : chris.hargraves@publicagroup.uk

Elmfield

New Yatt Road,
WITNEY,
Oxfordshire,
OX28 1PB,
Tel: 01993 861000
www.westoxon.gov.uk



WEST OXFORDSHIRE
DISTRICT COUNCIL

Matthew Giles
Plans Team
The Planning Inspectorate
3J Kite Wing
Temple Quay House
2 The Square
Bristol
BS1 6PN

Your Ref :
Our Ref :
Date : 10 February 2021

Dear Mr Giles

SALT CROSS GARDEN VILLAGE AREA ACTION PLAN (AAP)

I refer to previous communications between us including a signed service level agreement (SLA) in relation to the submission and examination of the Salt Cross Garden Village Area Action Plan (AAP).

I am pleased to enclose with this letter a comprehensive set of documents which West Oxfordshire District Council wishes to submit to the Secretary of State / Planning Inspectorate for independent examination in accordance with Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

For ease of reference, appended to this letter is a complete, referenced schedule of documents that have been submitted. This includes the following Core Documents:

- CD1 - The Pre-Submission Draft Salt Cross Garden Village Area Action Plan (AAP)
- CD2 - Sustainability Appraisal Report (August 2020)
- CD3 - Sustainability Appraisal Report Non-Technical Summary (August 2020)
- CD4 - Regulation 22 Consultation Summary Report (January 2021)
- CD5 - West Oxfordshire Local Plan 2031 Policy Map Update (August 2020)
- CD6 – Schedule of Minor Modifications (February 2021)

The Schedule of Minor Modifications (CD6) sets out a number of proposed minor amendments to the submission draft AAP in order to address a number of small formatting and typographical errors. These are not material to the content of the plan and have not been subject to public consultation.

The Core Documents outlined above are accompanied by a number of supporting documents including the West Oxfordshire Local Plan 2031 (SD7) and Eynsham Neighbourhood Plan (SD9) which provide the planning policy context within which the AAP has been prepared.

Also included is a 'Memorandum of Operation' (SD6) which has been agreed between West Oxfordshire District Council and Oxford City Council in relation to the proposed mechanisms for addressing Oxford City's unmet affordable housing need.

The core and supporting documents are accompanied by a series of technical evidence base reports (EVI – EV35). This includes some additional evidence relating to water quality, viability and biodiversity net gain which has been prepared since the Regulation 19 consultation took place in order to address the concerns raised by some respondents.

As stipulated in the Service Level Agreement, also enclosed are full copies of the representations received at the Regulation 19 consultation stage. To assist the Inspector as much as possible, all of the responses have been recorded in a database to allow information to be organised and extracted as appropriate. All respondents have been given a unique respondent ID and each comment has its own comment ID number.

Responses were received from 60 individuals and organisations including one joint community response signed by a number of local residents. The main issues raised through the consultation are summarised in the enclosed Regulation 22 Consultation Summary Report together with the District Council's initial response to these. Hopefully the Inspector will find this useful in structuring the examination.

The District Council welcomes the fact that a large proportion of responses received are generally positive and supportive of the Council's ambitions for Salt Cross Garden Village as outlined in the draft AAP.

Should the Inspector however determine through the examination that any main modifications to the AAP are required to make it sound, we would request that he/she make recommendations to the Council for any main modifications considered to be necessary in order to be able the plan to be found sound in accordance with section 20 (7C) of the Planning and Compulsory Purchase Act 2004 (as amended).

To facilitate the examination process, the District Council has appointed an experienced, independent Programme Officer and her contact details are as follows:

Rosemary Morton
c/o West Oxfordshire District Council
Planning and Strategic Housing
Elmfield
New Yatt Road
Witney
OX28 1PB
Email: rosemary.morton@publicagroup.uk

I can confirm that Rosemary has had no connection with the preparation of the submitted Area Action Plan.

In terms of any hearing sessions, at this point in time, having regard to those respondents who have expressed a wish to participate and the responses received, I would anticipate around 15 – 20 participants.

In terms of the potential duration of any hearing sessions, given that the AAP itself and the substantive issues raised through the Regulation 19 consultation are relatively focused, I would hope that these could be carried out in no more than 1 or possibly 2 weeks.

In terms of practical arrangements, my understanding from our previous discussions is that any hearing sessions are likely to be held 'virtually' rather than in person and as such no arrangements have been made in terms of a physical venue, however should that be likely to change, I would be grateful if you could let me know as soon as possible so that I can make the necessary arrangements.

In terms of a preferred date for the opening of any hearing part of the examination, the District Council has no specific preferences but would like to make you aware that the Council's legal representative is unavailable during the 2 weeks commencing 5th and 12th of April 2021.

I trust this letter provides all of the information you require to begin the examination process but if you require any additional information or clarification over any of the points raised, please feel free to contact me or the Programme Officer.

Yours sincerely

Chris Hargraves
Planning Policy Manager

Schedule of submission documents

Reference Number	Document Title
Core Documents	
CD1	Pre-Submission Draft Salt Cross Garden Village Area Action Plan (AAP) (August 2020)
CD2	Sustainability Appraisal Report (August 2020)
CD3	Sustainability Appraisal Report Non-Technical Summary (August 2020)
CD4	Regulation 22 Consultation Summary Report (January 2021)
CD5	West Oxfordshire Local Plan 2031 Policy Map Update (August 2020)
CD6	Schedule of Minor Modifications (Feb 2021)
Supporting Documents	
SD1	Pre-Submission Draft Salt Cross Garden Village Area Action Plan (AAP) Summary Leaflet (August 2020)
SD2	Duty to Co-Operate Statement of Compliance (August 2020)
SD3	West Oxfordshire Statement of Community Involvement (February 2020)
SD4	West Oxfordshire Statement of Community Involvement Addendum (June 2020)
SD5	West Oxfordshire Local Development Scheme (November 2020)
SD6	Memorandum of Operation for Addressing Oxford City Unmet Housing Need (December 2020)
SD7	West Oxfordshire Local Plan 2031
SD8	West Oxfordshire Local Plan 2031 Policy Map
SD9	Eynsham Neighbourhood Plan (Feb (2020)
Evidence Base	
EV1	Oxfordshire Cotswold Garden Village Area Action Plan – Preferred Options Habitat Regulations Assessment Screening Report (December 2019)
EV2	Salt Cross Garden Village Area Action Plan: Pre-Submission Habitats Regulations Assessment Report (August 2020)
EV3	Eynsham Area Infrastructure Delivery Plan Stage I Draft Report (May 2019)
EV4	Eynsham Area Infrastructure Delivery Plan Updated Draft Report (July 2020)
EV5	Education Sufficiency Strategy for Eynsham (December 2019)
EV6	Eynsham Base VISSIM Model Local Model Validation Report (April 2019)
EV7	Cotswolds Garden Village AAP and West Eynsham SPD: Developing the Transport Evidence Base Report (May 2019)
EV8	Non-Motorised Crossings of the A40 at Eynsham (April 2020)
EV9	Hanborough Station Transport Infrastructure Study Baseline Review (September 2019)
EV10	Hanborough Station Transport Infrastructure Study Constraints and Opportunities Report (September 2019)
EV11	Hanborough Station Transport Infrastructure Study Preferred Measures Report (September 2019)
EV12	Hanborough Station Transport Infrastructure Study Phasing and Funding Report (September 2019)
EV13	Oxfordshire Cotswolds Garden Village AAP Transport Strategy Report (July 2020)
EV14	2031 Forecast Year Modelling VISSIM Microsimulation Modelling Report (July 2020)
EV15	Community Land Trust Scoping Report (June 2020)
EV16	Oxfordshire Cotswolds Garden Village and West Eynsham SDA Housing Strategy Advice (July 2019)
EV17	Assessing the Trajectory for Net-Zero Buildings for the Oxfordshire Cotswolds Garden Village (May 2020)
EV18	Oxfordshire Cotswolds Garden Village Energy Plan (May 2020)
EV19	Creating a Climate-Smart Garden Village for Oxfordshire Cotswolds (November 2019)
EV20	Oxfordshire Cotswolds Garden Village Employment Study (April 2019)
EV21	Oxfordshire Cotswolds Garden Village and West Eynsham Strategic Development

	Area Green Infrastructure Study (August 2019)
EV22	Oxfordshire Cotswolds Garden Village and West Eynsham Development Area Historic Environment Assessment (July 2019)
EV23	Oxfordshire Cotswolds Garden Village West Eynsham Strategic Development Area Landscape and visual assessment (August 2019)
EV24	Level 2 Strategic Flood Risk Assessment – Land North and West of Eynsham (August 2020)
EV25	Oxfordshire Cotswolds Garden Village Strategic Sustainable Drainage Strategy (June 2019)
EV26	Research Paper: Underground Refuse Systems in the Oxfordshire Cotswolds Garden Village (June 2020)
EV27	Oxfordshire Cotswolds Garden Village and West Eynsham SDA Preliminary Ecological Assessment (April 2019)
EV28	Garden Village Biodiversity Net Gain Baseline Calculation Update (June 2020)
EV29	Garden Village Biodiversity Net Gain Off-Site Opportunities (January 2020)
EV30	Garden Village Habitat Creation Guidance (January 2020)
EV31	Great Crested Newt Connectivity On Off-Site Update (June 2020)
EV32	Great Crested Newt Connectivity Report (June 2020)
EV33	Garden Village Water Quality Impact Assessment (February 2021)
EV34	Salt Cross Garden Village Area Action Plan Viability Appraisal (January 2021)
EV35	Salt Cross Garden Village Net Gain Scenarios (January 2021)