



WEST OXFORDSHIRE
DISTRICT COUNCIL

www.westoxon.gov.uk

West Oxfordshire

Local Development Scheme (LDS)

May 2020

Contents

1.	Introduction.....	3
2.	West Oxfordshire Local Plan 2040.....	3
3.	Oxfordshire Cotswolds Garden Village Area Action Plan (AAP).....	4
4.	Community Infrastructure Levy (CIL).....	4
5.	Supplementary Planning Documents.....	5
6.	Neighbourhood Planning.....	6
7.	Statement of Community Involvement (SCI).....	7
8.	LDF Monitoring Report.....	7
9.	LDS availability and updates.....	8
	Appendix 1 – Document Profiles.....	10
	Appendix 2 – Overall Timetable.....	19

1. Introduction

- 1.1 This is the West Oxfordshire District Council Local Development Scheme (LDS). It explains what planning policy documents the Council already has in place and what will be prepared during the three-year period May 2020 – May 2023.

2. West Oxfordshire Local Plan 2040

- 2.1 The current West Oxfordshire Local Plan 2031 was formally adopted on 27 September 2018. The plan carries full weight in the determination of planning applications, providing an overall framework for growth in the period up to 2031.
- 2.2 National policy requires local plans to be kept up to date and a review of the Local Plan will therefore be needed in due course. At this point, it is envisaged that the review of the West Oxfordshire Local Plan will largely stem from the Oxfordshire Plan 2050¹ and underlying evidence base including in relation to future housing needs.
- 2.3 National policy states that strategic policies (such as those contained within a Local Plan) should look ahead over a minimum period of 15 years from the date of adoption. As such, it is anticipated that the new West Oxfordshire Local Plan is likely to have an end-date of 2040.
- 2.4 Assuming the new Local Plan is adopted by September 2023 (i.e. five years from the date of adoption of the current plan) the following indicative dates are expected to apply:
- Informal engagement (Regulation 18²) – Sept 2021 – Sept 2022
 - Publication of pre-submission draft Local Plan (Reg 19) – Sept 2022
 - Submission of pre-submission draft Local Plan (Reg 22) – Feb 2023
 - Examination – May 2023
 - Adoption – September 2023

¹ <https://oxfordshireplan.org/>

² The Town and Country Planning (Local Planning) (England) Regulations 2012

3. Oxfordshire Cotswolds Garden Village Area Action Plan (AAP)

- 3.1 A key element of the adopted Local Plan is the allocation of land to the north of the A40 near Eynsham for a new garden village of around 2,200 homes together with business space and other supporting uses and facilities. The proposal is being supported by central Government through its locally led garden village, towns and cities programme.
- 3.2 Development of the garden village is being led by a separate Area Action Plan (AAP) which, when adopted will form part of the statutory development plan for West Oxfordshire alongside the Local Plan 2031.
- 3.3 Following a successful 'preferred options' consultation in August/October 2019, the District Council had hoped to be in a position to formally publish the final submission draft AAP in March/April 2020 however that has not been possible for a number of reasons and the AAP is now expected to be reported to Cabinet/Council in July 2020.
- 3.4 The following dates are therefore expected to now apply through to adoption.
- Publication of pre-submission draft AAP (Reg 19) – August/September 2020
 - Submission of pre-submission draft AAP (Reg 22) – October 2020
 - Examination – December 2020
 - Adoption – March 2021
- 3.5 Further information on the purpose, scope and timing of the AAP is set out at Appendix I.

4. Community Infrastructure Levy (CIL)

- 4.1 The community infrastructure levy (CIL) is a charge that can be applied to new developments in order to help pay for supporting infrastructure. Most new development which creates net additional floor space of 100 square metres or more, or creates a new dwelling, is potentially liable for the levy.
- 4.2 The levy only applies in areas where a local authority has consulted on, and approved, a charging schedule which sets out its levy rates and has published the schedule on its website.
- 4.3 The Council previously published a draft CIL charging schedule in March 2015 and a revised charging schedule in January 2017 however neither were progressed through to adoption.
- 4.4 New viability evidence has recently been prepared and in February 2020, Cabinet and Council agreed that a new CIL draft charging schedule should be the subject of statutory consultation prior to submission and independent examination.

4.5 This had been due to take place in March/April 2020 but has been postponed in light of the Covid-19 situation. At the current time it is hoped that the consultation can be recommenced in June 2020 and if this can be achieved, the following indicative dates are expected to apply.

- Consultation on CIL draft charging schedule **June/July 2020**
- Submission for examination **September 2020**
- Examination **November 2020**
- Adoption **January 2021**

5. Supplementary Planning Documents

5.1 Supplementary planning documents do not form part of the statutory development plan but are important material considerations in the determination of planning applications. Their main purpose is to elaborate on specific local plan policies and explain in more detail how those policies will operate.

5.2 At present, the Council has two adopted SPDs including the West Oxfordshire Design Guide SPD adopted in 2016 and the Affordable Housing SPD adopted in 2007.

5.3 Seven new SPDs are currently proposed as follows:

- West Eynsham Development Framework³
- East Chipping Norton Development Framework⁴
- East Witney Development Framework⁵
- North Witney Development Framework
- Developer Contributions
- Affordable Housing
- Woodstock Infrastructure Delivery Strategy

³ Initial consultation held in Aug/Sept 2018

⁴ Initial consultation held in Jan/March 2019

⁵ Initial consultation held in Jun/July 2019

- 5.4 West Eynsham, East Chipping Norton, East Witney and North Witney are all allocated as Strategic Development Areas (SDAs) in the Local Plan 2031. The purpose of the proposed Development Framework for each site is to set out the Council's main aims and objectives for each site and the key parameters within which developers will be expected to work to bring the sites forward in a comprehensive and co-ordinated manner.
- 5.5 The Developer Contributions SPD is intended to provide additional clarity on the use of planning obligations and CIL and the Affordable Housing SPD will provide additional detail in respect of the delivery of affordable housing – a key issue for West Oxfordshire.
- 5.6 The Woodstock Infrastructure Delivery Strategy is intended to build on work previously commissioned by the Blenheim Estate through Community First Oxfordshire to identify the infrastructure improvements that are needed to support planned growth at Woodstock and how these can be funded and delivered in a co-ordinated and efficient manner.
- 5.7 Further information on the anticipated purpose, scope and timing of these SPDs is set out at Appendix I.
- 5.8 The District Council is also considering the development a further supplementary planning document relating to Hanborough Station but as the scope, timing and resourcing of this are yet to be determined, it will need to be reflected in any subsequent update to the LDS.

6. Neighbourhood Planning

- 6.1 Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area.
- 6.2 There are currently five adopted Neighbourhood Plans in West Oxfordshire including:
- Chipping Norton Neighbourhood Plan (adopted 15 March 2016)
 - South Leigh Neighbourhood Plan (adopted 8 January 2019)
 - Shilton Neighbourhood Plan (adopted 2 September 2019)
 - Hailey Neighbourhood Plan (adopted 2 September 2019)
 - Eynsham Neighbourhood Plan (adopted 6 February 2020)
- 6.3 There are five other Neighbourhood Plans currently in progress including:
- Brize Norton Neighbourhood Plan
 - Broadwell Village Neighbourhood Plan
 - Charlbury Neighbourhood Plan
 - Milton-under-Wychwood Neighbourhood Plan
 - Woodstock Neighbourhood Plan

- 6.4 Because the progress and timing of neighbourhood plans are beyond the control of the District Council, the LDS does not include any information on their anticipated timetables. Further information can however be obtained from the District Council's website⁶.

7. Statement of Community Involvement (SCI)

- 7.1 A Statement of Community Involvement (SCI) explains how local communities and other stakeholders will be engaged in the preparation of the Local Plan and other related documents. It also provides information about how local communities and other stakeholders will be engaged in relation to the determination of planning applications.
- 7.2 Local planning authorities are required to review their Statements of Community Involvement every 5 years. The Council's current SCI was adopted in February 2020⁷ and will therefore need to be refreshed no later than February 2025 or sooner if required.

8. LDF Monitoring Report

- 8.1 In accordance with national planning regulations the Council is required to produce a monitoring report addressing various matters including plan progress and implementation, neighbourhood planning, CIL (where applicable) and the duty to co-operate.
- 8.2 The Council's most recent monitoring report for the period 1st April 2018 – 31st March 2019 will be published in May 2020. A further monitoring report for the period 1st April 2019 – 31st March 2020 will be published by December 2020.

⁶ <https://www.westoxon.gov.uk/planning-and-building/planning-policy/neighbourhood-planning/>

⁷ <https://www.westoxon.gov.uk/media/jo0g3prh/statement-of-community-involvement.pdf>

9. LDS availability and updates

- 9.1 The LDS must be made publicly available and kept up-to-date.
- 9.2 In terms of availability, a copy of this LDS is online at <https://www.westoxon.gov.uk/planning-and-building/planning-policy/local-development-framework/>
- 9.3 As circumstances allow, hard copies will also be made available in the following locations:

West Oxfordshire District Council Offices Elmfield New Yatt Road Witney OX28 1PB Tel: 01993 861000 Open: Monday – Friday 9am to 5pm	Witney Town Centre Shop 3 Welch Way Witney OX28 6JH Tel: 01993 861000 Open: Monday – Friday 9am to 5pm	Witney Town Council Town Hall Market Square Witney OX28 6AG Tel: 01993 704379 Open: Monday – Friday 9am to 1pm, 2pm to 5pm
Carterton Town Council 19 Alvescot Road Carterton OX18 3JL Tel: 01993 842156 Open: Monday – Friday 9.30am to 4.30pm	Chipping Norton Town Council The Guildhall Chipping Norton OX7 5NJ Tel: 01608 642341 Open: Monday – Friday 9am to 1pm	Burford Visitor Information Centre 33 High Street Burford OX18 4QA Tel: 01993823558 Open: Monday – Saturday 9.30am to 5pm, Sunday 10am to 4pm
Bampton Library Old Grammar School Church View Bampton OX18 2NE Tel: 01993 850076	Burford Library 86A High Street Burford OX18 4QF Tel: 01993 823377	Carterton Library 6 Alvescot Road Carterton OX18 3JH Tel: 01993 841492

<p>Charlbury Library Charlbury Community Centre Enstone Road Charlbury OX7 3PQ Tel: 01608 811104</p>	<p>Chipping Norton Library Goddards Land Chipping Norton OX7 5NP Tel: 01608 643559</p>	<p>Eynsham Library 30 Mill Street Eynsham OX29 4JS Tel: 01865 880525</p>
<p>North Leigh Library Memorial Hall Park Road North Leigh OX29 6SA Tel: 01993 882935</p>	<p>Stonesfield Library Village Hall Longore Stonesfield OX29 8EF Tel: 01993 898187</p>	<p>Witney Library Welch Way Witney OX28 6JH Tel: 01993 703659</p>
<p>Woodstock Library The Oxfordshire Museum Fletcher's House Park Street Woodstock OX20 1SN Tel: 01993 814124</p>	<p>Wychwood Library 29 High Street Milton-under-Wychwood OX7 6LD Tel: 01993 830281</p>	

- 9.3 The LDS will be updated at least annually and more often if there are any significant changes in timescales or documents being prepared.

Appendix I – Document Profiles

West Oxfordshire Local Plan 2040	
Status	Development Plan Document (DPD)
Overview	The Local Plan will set out the overall framework for future growth in West Oxfordshire to 2040. This is expected to include strategic policies dealing with the overall strategy for the pattern, scale and quality of development as well as non-strategic policies dealing with other matters including site allocations and development management policies.
Geographical coverage	District-wide
Timetable	<p>Informal engagement (Regulation 18) – Sept 2021 – Sept 2022</p> <p>Publication of pre-submission draft Local Plan (Reg 19) – Sept 2022</p> <p>Submission of pre-submission draft Local Plan (Reg 22) – Feb 2023</p> <p>Examination – May 2023</p> <p>Adoption – September 2023</p>
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG).
Management arrangements	Document production to be led by the Council’s Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council’s Planning Policy Team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Oxfordshire Cotswolds Garden Village Area Action Plan (AAP)

Status	Development Plan Document (DPD)
Overview	Supplements the Local Plan 2031 providing additional detail on the Oxfordshire Cotswolds Garden Village Strategic Location for Growth (SLG). The AAP will establish a vision for the garden village, supported by a series of core objectives and policies arranged on a thematic basis. A key focus of the AAP will be delivery and implementation.
Geographical coverage	Oxfordshire Cotswolds Garden Village Strategic Location for Growth (SLG) north of Eynsham
Timetable	<p>'Issues' consultation - June 2018 (COMPLETE)</p> <p>'Preferred options' consultation – Aug 2019 (COMPLETE)</p> <p>Final (pre-submission) draft AAP consultation – Aug/Sept 2020</p> <p>Submission – October 2020</p> <p>Examination hearings – December 2020</p> <p>Adoption – March 2021</p>
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031).
Management arrangements	Document production to be led by the Council's Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council's Planning Policy Team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

West Eynsham Development Framework

Status	Supplementary Planning Document (SPD)
Overview	Intended to supplement the Local Plan 2031 providing additional detail on the West Eynsham Strategic Development Area (SDA). The SPD will include consideration of the site context, characteristics and opportunities, vision, objectives and key principles for development, quantum and mix of uses, supporting infrastructure requirements, transport and access arrangements, housing type, size and tenure mix, environmental and heritage considerations, design, delivery and implementation. This will be underpinned by an overall development framework plan.
Geographical coverage	West Eynsham Strategic Development Area (SDA)
Timetable	‘Issues paper’ consultation – July 2018 (COMPLETE) Draft SPD consultation – Aug/Sept 2020 Adoption – November 2020
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council’s Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council’s Planning Policy Team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

East Chipping Norton Development Framework

Status	Supplementary Planning Document (SPD)
Overview	Intended to supplement the Local Plan 2031 providing additional detail on the East Chipping Norton Strategic Development Area (SDA). The SPD will include consideration of the site context, characteristics and opportunities, vision, objectives and key principles for development, quantum and mix of uses, supporting infrastructure requirements, transport and access arrangements, housing type, size and tenure mix, environmental and heritage considerations, design, delivery and implementation. This will be underpinned by an overall development framework plan.
Geographical coverage	East Chipping Norton Strategic Development Area (SDA)
Timetable	‘Issues paper’ consultation – January 2019 (COMPLETE) Draft SPD consultation – Sept/Oct 2020 Adoption – December 2020
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council’s Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council’s Planning Policy Team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

East Witney Development Framework

Status	Supplementary Planning Document (SPD)
Overview	Intended to supplement the Local Plan 2031 providing additional detail on the East Witney Strategic Development Area (SDA). The SPD will include consideration of the site context, characteristics and opportunities, vision, objectives and key principles for development, quantum and mix of uses, supporting infrastructure requirements, transport and access arrangements, housing type, size and tenure mix, environmental and heritage considerations, design, delivery and implementation. This will be underpinned by an overall development framework plan.
Geographical coverage	East Witney Strategic Development Area (SDA)
Timetable	'Issues paper' consultation – June 2019 (COMPLETE) Draft SPD consultation – Sept/Oct 2020 Adoption – December 2020
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council's Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council's Planning Policy Team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

North Witney Development Framework

Status	Supplementary Planning Document (SPD)
Overview	Intended to supplement the Local Plan 2031 providing additional detail on the North Witney Strategic Development Area (SDA). The SPD will include consideration of the site context, characteristics and opportunities, vision, objectives and key principles for development, quantum and mix of uses, supporting infrastructure requirements, transport and access arrangements, housing type, size and tenure mix, environmental and heritage considerations, design, delivery and implementation. This will be underpinned by an overall development framework plan.
Geographical coverage	North Witney Strategic Development Area (SDA)
Timetable	'Issues paper' consultation – Sept/Oct 2020 Draft SPD consultation – Jan/Feb 2021 Adoption – April 2021
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council's Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council's Planning Policy Team with input from other teams and services as appropriate. External resources will be drawn upon in terms of the production of supporting technical evidence.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Developer Contributions	
Status	Supplementary Planning Document (SPD)
Overview	Intended to provide further guidance on the Council's approach towards the use of and inter-relationship between planning obligations, planning conditions and the Community Infrastructure Levy (CIL).
Geographical coverage	District-Wide
Timetable	Preliminary consultation – June/July 2020 Draft SPD consultation – Oct/Nov 2020 Adoption – Jan 2021
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council's Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council's Planning Policy Team with input from other teams and services as appropriate.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Affordable Housing	
Status	Supplementary Planning Document (SPD)
Overview	The SPD will provide additional detail on the Council's affordable housing requirements under Policy H3 of the Local Plan including mix, tenure, design standards, rent levels, nominations, rural exception sites, community-led housing, self and custom-build and partnership working with registered and non-registered providers.
Geographical coverage	District-Wide
Timetable	Preliminary consultation – June/July 2020 Draft SPD consultation – Oct/Nov 2020 Adoption – Jan 2021
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council's Housing Enabling Team under the direction of the Housing Enabling Manager.
Resource requirements	Internal resources comprise the Council's Housing Enabling Team with input from other teams and services as appropriate including Planning Policy.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Woodstock Infrastructure Delivery Strategy

Status	Supplementary Planning Document (SPD)
Overview	Intended to help identify infrastructure improvements needed to support planned growth at Woodstock and how this can be funded and delivered in a co-ordinated and efficient manner.
Geographical coverage	Woodstock
Timetable	<p>Preliminary consultation – Aug/September 2020</p> <p>Draft SPD consultation – Dec 2020/Jan 2021</p> <p>Adoption – March 2021</p>
Conformity	Prepared in conformity with the National Planning Policy Framework (NPPF) National Planning Practice Guidance (NPPG) and the West Oxfordshire Local Plan (2031)
Management arrangements	Document production to be led by the Council's Planning Policy Team under the direction of the Planning Policy Manager.
Resource requirements	Internal resources comprise the Council's Planning Policy Team with input from other teams and services as appropriate. The SPD will build on work already undertaken on behalf of the Blenheim Estate through Community First Oxfordshire.
Community engagement	Engagement on the preparation of the document to be carried out in accordance with the requirements of the adopted Statement of Community Involvement (SCI).

Appendix 2 – Overall Timetable

Document	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21
Garden Village Area Action Plan (AAP)			FC		S		H			A	
West Eynsham Development Framework SPD			FC			A					
East Chipping Norton Development Framework SPD				FC			A				
East Witney Development Framework SPD				FC			A				
North Witney Development Framework SPD				IC				FC			A
Developer Contributions SPD	IC				FC			A			
Affordable Housing SPD	IC				FC			A			
Woodstock Infrastructure Delivery Strategy			IC				FC			A	
Key: IC = Informal Consultation; FC = Formal Consultation; S = Submission; H = Hearings; A = Adoption											

Document	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	
West Oxfordshire Local Plan 2040	IC												FC					S			H					A
Key: IC = Informal Consultation; FC = Formal Consultation; S = Submission; H = Hearings; A = Adoption																										