

Appendix 2 – Summary of consultation responses, officer response and proposed changes

Rep No.	First Name	Surname	Organisation	Comments	CDC Officer response	Proposed Change
SCI001	Carl	Smith	Gosford and Water Eaton Parish Council	<p>Neighbourhood Planning – the Parish Council does not consider that a Neighbourhood Plan would be appropriate for the Parish, because of its situation between Kidlington and Oxford, both of which could have overriding interests.</p> <p>Community Infrastructure Levy – considers that Parish Councils should be consulted on CDC policy for using CIL and New Homes Bonus money in view of a need for contributions toward maintaining and improving existing flood defences, for new flood defences and for maintaining watercourses through the Environment Agency, riparian landowners and with involvement with Parish Councils downstream of Cherwell Local Plan developments.</p> <p>Believes that CDC previously gave an undertaking to inform Parish Councils about the reasons when Parish Council objections to planning applications have been overruled. This is not happening when CDC send their decision notice to the Parish Council.</p>	<p>Does not raise issues specific to the SCI. Parishes can decide whether or not to prepare a Neighbourhood Plan</p> <p>These are corporate policy matters and not ones for the SCI.</p> <p>All decisions on planning applications, including officer reports, are published on the Council’s website and available through the ‘public access’ system. Individual notifications would incur additional time and financial costs</p>	<p>No change.</p> <p>No change.</p> <p>No change.</p>

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				<p>Wishes to be consulted on anything affecting the countryside in the Parish, noting the significance of the Green Belt between Kidlington & Oxford.</p> <p>Community Involvement in Plan Making - Table 1: engagement methods cover how CDC circulates information to the Parish Council which is considered to be acceptable. The preference is for a notification in letter format and where necessary documents can be viewed on the internet. Large planning policy documents are preferred in book form for future referencing.</p>	<p>Planning applications directly affecting sites in this area would be advertised. The Parish Council would be notified about all planning policy consultations relevant to the Parish.</p> <p>Planning policy notifications are sent by email as first choice in the interest of efficiency and cost. However, hard copy letters are sent when no email address is available. Hard copies of planning policy documents (key papers) can generally be provided to the Parish and Town Councils/Meetings. Some discretion needs to be retained for exceptional circumstances. An amendment to the SCI would be appropriate to make clear that hard copies of such documents will generally be provided to Parish and Town Councils (and Parish Meetings) and that hard copies of adopted Development Plan Documents will be sent as a matter of course.</p>	<p>No change.</p> <p>Amend SCI to make clear that 1) a hard copy of key planning policy documents will generally be provided for Parish and Town Councils (and Parish Meetings) at each relevant stage of preparation; and 2) a hard copy of adopted Development Plan Documents will be provided as a matter of course to Parish and Town Councils (and Parish Meetings)</p>

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				<p>Would have liked to see planning applications published in local newspapers for those who are not on the internet. The Parish Council also uses its Parish notice boards where appropriate for displaying information. There is some concern that the CDC website is not user friendly which needs investigating.</p>	<p>Planning applications requiring advertisement are published in ‘weekly lists’ within newspapers. Those that do not require advertisement (e.g. general householder applications) are not included in the interest of efficiency and cost. Generally, there is today less reliance on newspapers for such information. The comment about the Development Management section of the website is noted and its content and usability can be reviewed to ensure that all relevant information about planning applications can be readily accessed. The SCI could further clarify that weekly and monthly lists of all planning applications received can be obtained from the Council’s Public Access system on-line.</p>	<p>Add additional reference to the facility to obtain weekly and monthly lists of planning applications received from the Council’s Public Access system.</p>
				<p>Engagement Table 2 – Questions whether there should there be more interaction between authorities and bodies associated with Local Plans to avoid duplication.</p>	<p>In preparing Local Plans, the Council is required to comply with a statutory Duty to Cooperate in addition to its responsibilities for community engagement. This is set out in section 3 of the SCI and its Table 2.</p>	<p>No change.</p>

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SCI002	David	Jackson	Savills / Christ Church, Exeter College, Merton College and Oxford University Press	No comment.	Noted.	No change.
SCI003	Linda	Ward		Expresses concerns about poorly publicised consultation documents, lack of notifications, multiple documents and the time made available for genuine public consultation. Also expresses concern about the lack of consultation on the Oxfordshire Strategic Housing Market Assessment (SHMA).	The SCI reinforces the Council's statutory obligations in preparing planning policy documents, making it clear when and how consultation will be undertaken. It proposes the continued use of newspaper notices (no longer a statutory requirement) and enhanced notification arrangements through the use of social media. Formal consultation periods comply with statutory requirements. The SCI makes clear that the Planning Policy section of the Council's website will be a central source of information. Table 1 of the SCI describes the range of engagement methods that will be utilised. The number of documents produced to support Local Plan preparation is not a matter for the SCI but the SCI's specified engagement methods, including leaflets and posters, will be used to accessibly present information. Whether consultation is required on supporting	No change.

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					documents (such as the SHMA) is dependent on Government guidance and the subject matter. All evidence is made publicly available on the Planning Policy website.	
SCI004	Maureen	Miller-Kelly		Considers that there should be consultation with the CLA (assumed to be the Country Land and Business Association)	The Planning Policy Team maintains a consultation database. Any individual or organisation can ask to be registered in order to receive notification about planning policy consultations. This is made clear in the SCI	No change.
SCI005	Patricia	Clissold		Considers that there should more indexing of documents to make it easier to locate documents. Considers it insufficient to direct people to a front page. A better interface is requested.	How the website is managed and documents referenced is not directly an SCI issue. Front page website addresses are necessary where webpages and the location of documents need to change. However, since the consultation on the draft SCI , the Planning Policy webpages have been updated and refreshed. An explicit reference to the Planning Policy front page in the SCI would be helpful.	Insert a reference to the Planning Policy homepage in Table 1.

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SCI006	Richard	Cutler	Bloombridge	The Alan Baxter work over the last few years should be referenced and included in the SCI.	The SCI does not need to list individual projects. The Kidlington Masterplan work referred to here is listed in the Council's Local Development Scheme (LDS) January 2016	No change.
SCI007	Robin	Furneaux		Section 3.31 Table 6. When a Parish Council objects to a planning application based on its local knowledge and CDC decides to disregard that objection, it should justify its action to the parish council.	All decisions on planning applications, including officer reports, are published on the Council's website and available through the 'public access' system. Individual notifications would incur additional time and financial costs	No change.

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SCI008	Kathy	Brown	Stoke Lyne Parish Council	<p>Makes observations on the Duty to Co-Operate being used by one authority against a neighbouring authority</p> <p>Expresses concerns about the effectiveness of Neighbourhood Plans having regard to the experience at Hook Norton</p> <p>Alternative communications should be obligatory to all communities who do not have basic broadband, if necessary paid for by those who do.</p>	<p>Noted. The Council is however bound by the statutory duty. It is a duty to cooperate but not to agree.</p> <p>Not an issue for the SCI.</p> <p>The SCI makes clear that planning policy documents will also be made available in specified 'deposit' locations. Registration on the Planning Policy consultation database can be by way of postal address rather than email address.</p>	<p>No change.</p> <p>No change.</p> <p>Amend paragraph 3.12 to make clear that postal registration is possible on the Planning Policy Consultation database rather than email registration</p>
SCI009	Martin	Small	Historic England	No comments on the Draft Statement and satisfied that the Council consults Historic England in a proper and timely manner.	Noted.	No change.
SCI010	Richard	Kingshott	Langford Village Community Association	<p>Requests regular monitoring in order to determine the most effective way of communicating with consultees, including the public.</p> <p>Where the general public is concerned a target should be set for the proportion to be reached and subsequently respond. If the response rate is poor then direct mail shots should be seriously considered.</p>	<p>Reviewing and monitoring is covered under Section 4 of the final SCI 2016.</p> <p>The SCI complies with statutory requirements for the length of formal consultation periods. The SCI could be amended to formally recognise the practice of adding days for statutory Public Holidays in</p>	<p>No change.</p> <p>Amend para. 3.28 of the SCI to formalise the practice of taking into account statutory public holidays in formal</p>

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				<p>The current consultation periods over statutory holiday periods and the summer holidays are too short. Over these periods another two weeks should be added.</p> <p>Wish to be formally advised by email in advance of any consultation period and the topic concerned and to engage with the preparation of relevant Local Development Documents.</p>	<p>England. It is not always possible to avoid school holidays due to their frequency, the fact that many people without children will holiday at different times, and because of programming commitments.</p> <p>Those registered on the Planning Policy consultation database will be notified at the start of any formal consultation period. The Council’s Local Development Scheme (available on-line) provides a programme for preparation of the Council’s Planning Policy documents including formal consultation periods. Paragraph 3.28 of the SCI highlights the importance of engagement with specific stakeholders and of a continuous approach. The SCI can be amended to emphasise that stakeholders can also contact the Planning Policy Team directly.</p>	<p>consultation periods on planning policy documents.</p> <p>Amend paragraph 3.28 of the SCI to highlight that stakeholders wishing to discuss specific policy matters can contact the Council’s Planning Policy Team directly</p>

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SCI011	Elizabeth and Roy	Moore		Concerned about major, complex consultations running consecutively or within a very short time frame.	The programming for the preparation of planning policy documents takes place through the Council's Local Development Scheme (available on-line). Programming commitments are influenced by Government requirements, Council priorities, undertakings made in other planning policy documents and the need for cooperation with other authorities. It also sometimes more efficient to undertake simultaneous consultations. Officers are conscious of the need to avoid significant clashes and consultation fatigue, but the forward planning of documents will sometimes necessitate a concurrent or consecutive approach.	No change
SCI012	R.	List	Godington Parish Meeting	States that Parish meetings were set up under the 1972 Local Government Act as an organisation to take part in local government. Questions why parish meetings are not mentioned. PMs are often confused with Parish Councils which in fact have quite different legislation.	The SCI can be amended to ensure that specific reference is made to Parish Meetings.	Amend references to Town and Parish Councils to include Parish Meetings where appropriate.